

OFFICE OF THE TAHASILDAR, KAPTIPADA, MAYURBHANJ

SHORT QUOTATION CALL NOTICE

No. 2510 Dt. 03.07.2026

Sealed quotations in plain paper are invited by the Tahasildar, Kaptipada, from intending registered Farms / Suppliers / Vehicle Owner / Travel Agencies / Tour Operator / Individual vehicle owners having up-to-date PAN & GST Clearance Certificate for hiring of EV vehicle on monthly rent basis as per the following terms and condition.

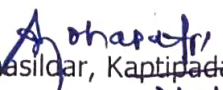
Sl. No.	Type of vehicle	No. of vehicle required	Maximum Monthly hiring charges (Exclusive of applicable taxes and charging cost)
1	Tata Harrier (EV) 65 KW Battery	1	Rs.55,000/-

The bidders should submit their tender document in sealed cover through Registered post / Courier / Speed Post / By hand. The last date of receipt of sealed quotation is on 17/07/2026 during office hours up to 03.00 PM and will be opened in the same day i.e. 17/07/2026 at 3.30PM in presence of the committee and tenderers / their authorized representative in the office chamber of the Tahasildar, Kaptipada.

Terms & Conditions

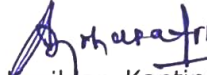
1. The bidders shall submit the following documents with the quotation positively:
 - In case of new vehicle which is yet to be purchased, the bidder shall submit only copy of quotation from approved dealer. The bidder has to submit vehicle documents within 07 days if selected.
 - In case of existing vehicle, attested photocopy of up-to-date Registration Certificate / Insurance Certificate / Fitness Certificate / Pollution Certificate & up to date Tax payment certificate of the vehicle.
 - Attested photocopy of the PAN Card / GST No. (should be in his own name)
2. Hiring of vehicles must strictly adhere to the provisions of Finance Department OM No.15836 Dt.27/05/2025 and 14583 Dt.04/04/2026 subject to the condition that the vehicle shall of aforementioned model.
3. The maximum monthly hiring charges is Rs.55,000/- per month including driver's salary and exclusive of applicable taxes and charging cost. All the expenditure of the

- vehicle towards repair, replacement of spare parts, lubricating oil of engine, tyre & tube, battery etc. will be borne by the bidder.
4. The hiring charges do not include charging cost @ Rs. 2/- per KM towards charging of the vehicle, will be provided to the service provider. In case the State bears the cost, no charging cost will be payable to the service provider.
 5. The driver to be engaged for the vehicle should have valid driving license.
 6. The department / office hiring the vehicle shall not be responsible for any damage / loss caused due to hired vehicles or loss of life / injury made to any person or damage to any property on account of use of hired vehicle any manner what-so-ever. The hirer shall be responsible for all litigation.
 7. A sum of Rs. 10,000/- Rupees (Ten Thousand) shall be deposited by the intending bidders in shape of Account Payee Bank Draft in favour of the Tahasildar, Kaptipada and submitted along with the tender as security deposit, after completion of tender process, the amount will be refunded to the unsuccessful bidders.
 8. The vehicle will be kept in the Tahasil, Kaptipada during holiday for as and when requirement.
 9. The sealed quotations shall be received from 03/07/2026 to 17/07/2026 up to 3.00 PM during office hours (Except holidays) through Registered Post / Speed Post / Courier / By hand) at the Office of the Tahasildar, Kaptipada. The rate should be clearly mentioned on the tender paper both in figure and word duly signed by the bidder concerned otherwise the tender is liable to be rejected.
 10. The quotations will be opened on 17/07/2026 at 3.30 PM by the Committee at the office chamber of the Tahasildar, Kaptipada.
 11. The Committee shall not be bound to accept the lowest rate, but the acceptance of the quotation shall be good condition of the vehicle. The finally accepted bidders shall strictly confirm to the approved rates.
 12. The vehicle engagement is subject to availability of funds and can be disengaged with a 30 days prior notice.
 13. The approved bidder shall provide another good condition vehicle in case of any event of breakdown of the engaged vehicle.
 14. The Committee reserves the right to accept or reject any or all the quotations without assigning any reason thereof.


Tahasildar, Kaptipada
31/7/20
**TAHASILDAR
KAPTIPADA**

Memo No. 2511 Dt. 03.07.2026

Copy submitted to the Collector and District Magistrate, Mayurbhanj for favour of kind information.


Tahasildar, Kaptipada

Memo No. 2512 Dt. 03.07.2026

Copy submitted to the Sub-Collector, Kaptipada, Udala / Project Administrator, ITDA, Kaptipada, Udala / Block Development Officer, Udala / Tahasildar, Udala / Block Development Officer, Kaptipada for favour of kind information and wide publication.


Tahasildar, Kaptipada
31/7/26
**TĀHASILDAR
KAPTIPADA**

Application & General Information for Hiring Vehicle

(Copy of relevant documents must be attached)

Sl. No.	Particulars	Details
1	Name of the Service Provider	
2	Complete Address	
3	GST Number	
4	Bank A/C No. & IFSC Code	
5	Registration No. of Vehicle	
6	Year of Manufacture	
7	Make & Model	
8	Date of Registration	
9	Name & complete address of the owner of Vehicle	
10	Fitness Certificate validity	
11	Pollution Certificate validity	
12	Permit validity	
13	Insurance validity	
14	Name & Address of Driver	
15	DL No. & Validity of DL of the Driver	
16	Proposed Hire Charge of the vehicle per month excluding Charging Cost	
17	Contact Number of the Service Provider	
18	Contact Number of Driver	

"Certified that the information submitted above is true to the best of my knowledge and belief."

Signature of the Quotationer/Tenderer