



# ପଞ୍ଚାୟତ ସମିତି କାର୍ଯ୍ୟାଳୟ : ଖପ୍ରାଖୋଲ

PANCHYAT SAMITI OFFICE, KHAPRAKHOL



E-mail-ori-khaprakhol@nic.in

MGNREGA CELL

No 1109 //MGNREGA

Date – 11.04.2025

## TENDER CALL NOTICE FOR HIRING OF VEHICLE FOR OFFICE USE

Sealed Quotations/tenders are invited from intending reputed Travel Agencies/Tour Operators or Private Individuals for providing one (1) No. of AC diesel driven vehicle(i.e., TUV 300/BOLERO/SUMO GOLD/ERTIGA) having sitting capacity not more than seven including driver on hiring basis as per our terms and conditions for office use by the Block Development Officer, Khaprakhol (MGNREGS). The intending participants must apply in the prescribed format attached herewith as Annexure-II. The bid documents complete in all respect should reach the undersigned on or before 25.04.2025 by 11.00 AM and shall be opened on the same day i.e. 25.04.2025 at 12 Noon. in presence of the bidder or their representative. The authority reserves the right to cancel the tender at any time without assigning any reason thereof.

*Amihew*  
11/04/25  
Block Development Officer  
Block Development Officer  
Khaprakhol

Memo No. 1110

Date. 11.04.2025

Copy forwarded to the DIO, NIC, Balangir with a request to upload the documents in the website of NIC for publication / Notice Board of Khaprakhol Block Office for information of General Public and wide publicity.

*Amihew*  
11/04/25  
Block Development Officer  
Block Development Officer  
Khaprakhol

Memo No. 1111

Date. 11.04.2025

Copy forwarded to all Tahsildars/ all BDOs/ all CDPOs of Balangir District for information and they are requested to publish the Quotation in their Notice Board for wide publication.

*Amihew*  
11/04/25  
Block Development Officer  
Block Development Officer  
Khaprakhol

Memo No. 1112

Date. 11.04.2025

Copy submitted to the Sub-Collector, Patnagarh / Balangir / Titilagarh for favour of kind information and necessary action.

*Amihew*  
11/04/25  
Block Development Officer  
Block Development Officer  
Khaprakhol

Memo No. 1113

Date. 11.04.2025

Copy submitted to CDO-cum-Executive Officer, Zilla Parishad, Balangir for favour of kind information.

*Amihew*  
11/04/25  
Block Development Officer  
Block Development Officer  
Khaprakhol

Memo No. 1114

Date. 11.04.2025

Copy submitted to the Collector, Balangir for favour of kind information.

*Amihew*  
11/04/25  
Block Development Officer  
Block Development Officer  
Khaprakhol

## TERMS AND CONDITION OF HIRING VEHICLES

The following terms and condition must be fulfilled by the successful bidder(s) for providing vehicles on hire on monthly rent basis:

1. The vehicle must be in roadworthy conditions, shall not be more than 03 (three) year old from the date of initial registration and must have valid commercial registration certificate, insurance certificate, PUC, Fitness Certificate, Valid Contract Carriage Permit, proof up-to-date GST Regd., Certificate.
2. The driver of the vehicle must have valid driving license for driving light transport passenger vehicle.
3. The Driver should be well behaved, gentle and obedient in nature.
4. A sum of Rs. 5,000/- (Rupees Five Thousand) only shall be deposited by the intending bidders in shape of account payee demand draft / bank draft in favour of the Block Development Officer, Khaprakhol and submitted alongwith the tender as security deposit, after completion of the tender process the amount will be refunded to the unsuccessful bidder.
5. The monthly rate of the hire charges be quoted separately in the general bid information (excluding fuel and lubricants).
6. The vehicle must achieve fuel efficiency of 10 Kms per liter.
7. The details of the make and year of manufacture of the vehicle, registration number, mileage (Kms covered per liter) and name of the driver with Driving License Number and period of validity should be specifically provided in the general bid information to be furnished with the quotation / Tender (Annexure-II).
8. The hired vehicle, during the period of contract shall have all necessary valid MV documents such as- Valid Registration Certificate, Insurance Certificate, PUC Certificate, Fitness Certificate, Valid Contract Carriage Permit, proof up to date tax payment etc. and DL of the driver available all the times. The department/ office hiring vehicle shall not be responsible for any damage/loss caused to the hired vehicle of loss of the life /injury made to any person damage to any property on account of use hired vehicle nay manner whatsoever. The hire shall not be responsible for all such litigation.
9. The hire charges to be paid on monthly basis is final but doesn't include cost of fuel, which is to be paid separately basing on actual consumption and lubricants as per existing Government norms. All the expenditure of the vehicle towards repair, replacement of spare parts, lubricant oil of engine, Gear Box and differential coolant, types and tubes, Battery etc. will be borne by the bidder.
10. It shall be responsibility of the bidder to provide a good driver and the salary of the driver shall be borne by the bidder.
11. In case of breakdown for the reason whatsoever the replacement of a vehicle of the same or the better model shall be provided by the bidder.
12. In case of the vehicle do not report regularly, the authority will be at liberty to cancel the agreement and may engage vehicle from other sources.
13. The vehicle shall report for duty for minimum of 25 days in a month.
14. In case of emergency, the drive shall have to report for duty as per the requirement of hirer. No extra payment shall be demanded.

  
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15. Monthly hire charges and reimbursements towards cost of fuels (as per actual) and lubricants (as per Govt. Norms) of selected bidder will be paid in every succeeding month as far as possible within 15 days from the submission of bill by the service provider and no advance payment will be made.
16. Deduction relating to Income Tax and GST shall be applicable as per Govt. Guidelines.
17. The vehicle shall not be more than 03 (three) years old from the initial date of registration and also in good running condition during the period of contract.
18. If services are found unsatisfactory the client shall give 03 months notice and terminate the agreement.
19. In case the service provider intends to withdrawal of services of its vehicle and terminate the agreement it shall be mandatory upon him / her to grant three months notice before such withdrawal of services and termination of agreement.
20. If the bidder violates any of the terms and conditions of the contract, Government shall forfeit the entire amount of security deposit.
21. The quoted rent price of vehicle shall valid for one year from the date of agreement.
22. Any legal aspect arises on the agreement and execution shall be resolved under Jurisdiction of Patnagarh only.

  
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Khaprakhol

**GENERAL INFORMATION FOR HIRING VEHICLE**

1. Registration No of Vehicle:-
2. Type of Vehicle (AC/Non-AC ):-
3. Year of Manufacture:-
4. Model :-
5. Date of registration:-
6. Name & complete address of the owner of vehicle:-
  
7. Fitness Certificate validity:-
8. Permit validity:-
9. Insurance validity:-
10. Valid PUC Certificate :-
11. Tax / GST :-
12. Name/ Address of the Driver:-
  
13. DL No & Validity of the DL of Driver:-
14. Proposed hire charge of the vehicle per month excluding fuel cost :-
15. Rate of fuel consumption / Mileage per litre :-
16. Contact Number of the service provider (Tenderer /Quotationer ) :-

Mobile ...../.....Telephone.....

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

*Anitha*  
11/04/25  
Block Development Officer  
Koppralhal

Seal & Signature of the Quotationer