

# OFFICE OF THE CHILD DEVELOPMENT PROJECT OFFICER, GUDVELA

Quotation / Tender Call Notice  
No. 1012 Date 08/ 10 /2025

As per Finance Department O. M. No.15836/F, Date 27.05.2025, sealed quotations / tenders are invited from interested reputed Travel Agencies / Tour Operators or private individuals for providing **01 (one)** no. of AC vehicle (TUV 300/ Bolero/Sumo Gold/ Ertiga) having sitting capacity not more than ten including driver, which shall conform to the Terms and conditions (Annexure-I) for official use in **ICDS Project Office, Gudvela** on monthly rent basis:

1. The service provider shall have a valid GST registration to participate in the tendering.
2. The vehicle must be in Road Worthy condition, shall not be more than 3 years old from the date of initial registration and must have valid Registration Certificate, Insurance Certificate, Fitness Certificate, Pollution Certificate, valid Contract Carriage Permit, Proof of up-to-date tax payment etc. which are mandatory for plying of vehicle.
3. The Driver of the vehicle must have a valid Driving License for driving light transport passenger vehicle and should be sufficiently experienced in driving transport/passenger vehicle.
4. The Driver should be well behaved, gentle and obedient in nature.
5. A sum of Rs. 5000/- shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn in favour of the C.D.P.O. Gudvela and submitted along with the tender as security deposit. After completion of tender process, the amount will be refunded to unsuccessful bidders.
6. The monthly rate of hire charge be quoted separately in the general bid information, excluding fuel (with reference to Letter No.3854/WCD, Dated.23.02.2024 the Maximum Monthly Hiring charge is Rs.37,500/-, including Petrol, Oil, Lubricant & all taxes).
7. The Vehicle must achieve a fuel efficiency of minimum 10 Kms per litre.
8. The details of the make and year of manufacture of the vehicle, registration no., mileage (Kms covered per litre) and name of the Driver with Driving License No. and period of validity should be specifically provided in the general bid information to be furnished with the Quotation / Tender (Annexure-II).
9. The Quotation completed in all respect should reach the undersigned on or before **23.10.2025 by 5.00 P.M.** and shall be opened on **28.10.2025 at 11.00 A.M.** in presence of the bidders or their authorized representatives in the chamber of CDPO, Gudvela.
10. The application form of quotation / tender containing General Bid Information & Terms and conditions for Hiring of Vehicles etc. will be available with ICDS Office, Gudvela on payment of Rs. 100/- (Rupees one hundred) only from **09.10.2025 to 23.10.2025** on all working days towards the cost of application form or can be downloaded from District Website ([balangir.odisha.gov.in](http://balangir.odisha.gov.in)) from **09.10.2025 to 23.10.2025**. In case the application form is downloaded from the District Website, the applicant shall furnish a Demand Draft of Rs. 100/- (Rupees one hundred) only towards the cost of application form along with the application.
11. Authority reserves the right to reject any or the entire bid papers without assigning any reason thereof.

*R.g.w*  
*08-10-2025*  
Child Development Project Officer,  
Gudvela  
**Child Dev. Project Officer**  
**Gudvela**

**Memo No. 1013 Date. 08 / 10 /2025**

Copy submitted to the Sub-Collector, Balangir/DSWO, Balangir/RTO., Balangir for favour of kind information with a request to publish the notice in their Notice Boards for wide publicity.

Copy submitted to all BDOs, all CDPOs, all Tahsildars of the Balangir district for favour of kind information with a request to publish in their Notice Boards for wide publicity.

*R.g.w*  
*08-10-2025*  
Child Development Project Officer,  
Gudvela  
**Child Dev. Project Officer**  
**Gudvela**

**Memo No. 1014 Date. 08 / 10 /2025**

Copy submitted to the DIO, NIC, Balangir for information and to upload the notice in the official website of the Balangir district for wide circulation.

*R.g.w*  
*08-10-2025*  
Child Development Project Officer,  
Gudvela  
**Child Dev. Project Officer**  
**Gudvela**

**TERMS & CONDITIONS FOR HIRING VEHICLES**

The following terms and conditions must be fulfilled by the successful bidder for providing a vehicle on hire on monthly rent basis.

1. The hired vehicles, during period of contract, shall have all necessary valid M.V. documents such as: - valid Registration Certificate, Insurance Certificate, Fitness Certificate, Pollution Certificate, valid Contract Carriage Permit, proof of up to date tax payment etc. and D.L. of the driver available all the times.
2. The Department / Office hiring the vehicle shall not responsible for any damage / loss caused to hired vehicles of loss of life / injury made to any person or damage to any property on account of use of hired vehicle any manner whatsoever. The hirer shall not be responsible for all such litigation.
3. The hire charges to be paid for monthly basis is final but does not include cost of fuel, which is to be paid separately basing on actual consumption. All the expenditure of the vehicle towards repair, replacement of spare parts, lubricating oil of Engine, Gear Box & differential Coolant, Tyres & Tubes, Battery etc. will be borne by the bidder.
4. It shall be the responsibility of the bidder to provide a good driver and the salary of the driver shall be borne by the owner.
5. In case of breakdown for reasons whatsoever the replacement of a vehicle of the same or better model shall be provided by the owner of the vehicle / bidder.
6. In case of the vehicle do not report regularly, the authority will be at liberty to reject the agreement and may engage vehicle from other source.
7. The vehicle shall report for duty for minimum of 25 days in a month.
8. In case of emergency, the driver will have to report for duty as per the requirement of hirer. No extra payment shall be demanded.
9. Monthly hire charges and reimbursements towards cost of fuel (as per norm) will be paid in every succeeding month, as per as possible within fifteen days of the submission of bills by the service provider and no advance payment will be made.
10. The vehicle shall not be more than 3 years old from the initial registration and also in good running condition during the period of contract.
11. If the services are found to be unsatisfactory, the client shall give on month notice and terminate the agreement.
12. In case the service provider intends to withdraw the services of his vehicle and terminate the agreement, it shall be mandatory upon him to grant one-month notice before such withdrawal of service and termination of agreement.
13. If the bidder violates any of the terms of contract, Government shall forfeit the entire amount of security deposit.

*R. S. W.*  
*08.10.2021*  
Child Development Project Office  
**Child Dev. Project Office**  
Godvela

**GENERAL INFORMATION**

Sl. No.	Particulars	
1	Name of the Service Provider	
2	Complete Address	
3	GST Number	
4	Bank Account No. and 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 the Driver	
15	D.L. No. & Validity of the D. L. of the Driver	
16	Contact number of the Service Provider	
17	Contact number of Driver	
18	Proposed hire Charge of the vehicle per month Excluding fuel cost (also to be written in letter)	
19	Rate of fuel consumption/ Mileage per litre	

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

Seal & Signature of Tenderer