



## ZILLA PARISHAD OFFICE, BALANGIR

In front of SBI Main Branch  
Titilagarh Road, Balangir-767001  
Phone No.06652-232863  
Fax,06652-233082  
E-mail-ori-dbolangir@nic.in

Letter No. 1876 /Date 28/04/2026

### Quotation Call Notice

Sealed tenders are invited from the interested reputed Travel Agencies/ Tour Operators/ Private individuals for providing 1 no of A.C. Diesel/Petrol driven vehicles (TUV300/ Bolero/Sumo Gold/ Ertiga etc or similar type preferably Diesel) having sitting capacity not more than seven including driver and in conformity to the terms and conditions available of the website <https://balangir.odisha.gov.in>.

The details of terms & conditions are contained in the tender papers available in the Office of the undersigned during working hours on the dates as mentioned in the Quotation Notice & also available in our web site [www.balangir.nic.in](http://www.balangir.nic.in). The Last date of submission of Quotation Paper is 05.05.2026 up to 12.00 PM & quotation will be opened on the same day at 12.30 P.M. The Quotation may be sent through registered Post / Speed Post / Courier only.

  
C.D.O-cum-Executive Officer  
Zilla Parishad, Balangir

Memo No. 1877 / ZP Date 28/04/2026

Copy forwarded to All B.D.Os./all Sub-Collectors, Balangir for information & necessary action. They are requested to display this Notice in their Notice Board for wide publicity.

C.D.O-cum-Executive Officer  
Zilla Parishad, Balangir

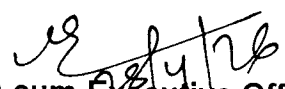
Memo No. 1878 / ZP Date 28/04/2026

Copy along with soft copy to the DIO, NIC, Balangir with a request to display the notice in the website till 05.05.2026 up to 12.00 P.M.

  
C.D.O-cum-Executive Officer  
Zilla Parishad, Balangir

Memo No. 1879 / ZP Dt. 28/04/2026

Copy forwarded to I & PR Department for information and necessary action. They are requested to publish the notice in one widely circulated Odia Local Dailies news paper with in the (8" x 6") for wide publication and submit the bill for undersigned.

  
C.D.O-cum-Executive Officer  
Zilla Parishad, Balangir



## ZILLA PARISHAD OFFICE, BALANGIR

Letter No. 1876 /Date 28/04/2026

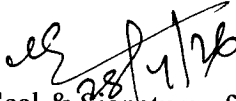
### Quotation Call Notice

Sealed Tender are invited from the interested Travel Agencies/ Tour Operators or Private individuals for providing 1 no of A.C. Diesel/Petrol driven vehicles (TUV300/ Bolero/Sumo Gold/ Ertiga etc or similar type preferably Diesel) having sitting capacity not more than seven including driver, which shall conform to the terms and conditions (Annexure-I) for official use by Chairperson SDC Balangir on monthly rent basis:

1. 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. mandatory for plying of vehicle.
2. 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.
3. The Driver should be well behaved, gentle and obedient in nature.
4. A sum of Rs.10,000/- (Rupees Ten thousand) shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn in favour of the C.D.O-cum-Executive Officer, Zilla Parishad, Balangir and submitted along with the quotation as security deposit. After completion of quotation process, the amount will be refunded to unsuccessful bidders.
5. The monthly rate of hire charge be quoted separately in the general bid information (excluding fuel and lubricants).
6. The Vehicle must achieve a fuel efficiency of 10 KM per liter.
7. The details of the make and year of manufacture of the vehicle, registration no., mileage (KM covered per litre) and name of the Driver, Driving License No. and period of validity should be specifically provided in the general bid information to be furnished with the Quotation (Appendix-B).
8. The Quotation should be completed in all respect and reach the undersigned on or before 05.05.2026 by 12.00 P.M. and shall be opened on the same day at 12.30 P.M. in presence of the bidders or their authorized representatives.

*Handwritten signature*

9. The application form of quotation containing General Bid Information and Terms and conditions for Hiring of Vehicles etc. will be available with Account Section Zilla Parishad, Balangir on payment of Rs.1000/- (Rupees one thousand) only from 28.04.2026 to 05.05.2026 or can be downloaded from <https://balangir.odisha.gov.in>. from 28.04.2026 to 05.05.2026. In case the application form is downloaded from Govt. website, the applicant shall furnish a Demand Draft for an amount of Rs.1000/- (Rupees one thousand) only in favour of C.D.O.-cum-E.O., Zilla Parishad, Balangir toward the cost of application along with the application.

  
Seal & Signature of  
Quotation Calling Authority

C.D.O.-Cum-E.O.  
Zilla Parishad, Balangir  
Designation

TERMS & CONDITIONS FOR HIRING OF 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 MV 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 be responsible for any damage/ loss caused to hired vehicles or loss of life / injury made in any person or damage to any property on account of use of hired vehicle any manner whatsoever. The hire shall 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 and as per existing Government norms. 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 remuneration of the driver shall be borne by the owner.
5. In case of break down 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 terminate the agreement without prior notice.
7. The vehicles 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 requirement. No extra payment shall be demanded.
9. Monthly hire charges and reimbursements towards cost of fuel (as per actual) and lubricants (as per Govt. norms) of selected bidder will be paid in every succeeding month, as far as possible within fifteen days of the submission of bills by the service provider and no advance payment will be made. TDS as per IT Act & rules will be deducted.
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 one 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. In the bidder violates any of the terms of contract, Government shall forfeit the entire amount of security deposit.

Seal & Signature of  
Quotation Calling Authority



**Annexure – B**

**GENERAL INFORMATION**

Sl. No.	Particulars		
1	Name of the Service Provider	:	
2	Complete Address	:	
3	OGST Number	:	
4	Gem Registration Number	:	
5	Bank account No and IFSC Code	:	
6	Registration No. of Vehicle	:	
7	Year of Manufacture	:	
8	Make & Model	:	
9	Date of registration	:	
10	Name & complete address of the owner of vehicle	:	
11	Fitness Certificate validity	:	
12	Pollution Certificate validity	:	
13	Permit validity	:	
14	Insurance validity	:	
15	Name / address of the Driver	:	
16	D.L. No. & Validity of the D.L. of the Driver	:	
17	Proposed hire Charge of the vehicle per month excluding fuel cost	:	
18	Rate of fuel consumption /Mileage per Litre	:	
19	Contact Number of the Service provider (Quotationer)	:	
20	Contact number of Driver	:	

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

Seal & Signature of Quotationer

