



By E-Mail-pdws.bolangir@gmail.com

**OFFICE OF THE DDSC-CUM-PROJECT DIRECTOR, WATERSHEDS, BOLANGIR.**

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At-Sagar Pada, Po/Dist-Bolangir, Pin-767001

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Notice No- 774 //PDWS, Dated- 19.05.26 ANNEXURE-I

**TENDER CALL NOTICE**

Sealed quotations/ tenders are invited from the interested reputed Travel agency/ Tour Operators / Individual for providing **1 nos. AC diesel/petrol driven vehicle (Car)** having sitting capacity not more than 5, including driver, which shall conform to the Terms & conditions of Government for official use in Office of the **Project Director Watersheds, Balangir** on monthly rent basis as per office memorandum No. 15836/F- Dated-27.05.2025 of Finance Department, Government of Odisha and sanction order No. DSCWD-ACCT-MISC-0028-2025-3696/SC&WD ated-12.05.2026 of Directorate of Soil Conservation and Watershed Development, Odisha, Bhubaneswar. The above sealed quotations/tenders should reach to the Office of the **DEPUTY DIRECTOR SOIL CONSERVATION-cum-PROJECT DIRECTOR WATERSHEDS, BALANGIR** in between **19.05.2026 to 28.05.2026 (Up to 1.00 P.M.) (Through Drop Box in Office of the Project Director Watersheds, Balangir)** Only, which will be opened on **29.05.2026 at 11.00 A.M.** by the tender Committee.

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 & must have a valid registration certificate, Insurance certificate, Fitness certificate, Carriage permit & and up-to-date Tax payment, which are mandatory for running a vehicle.
3. The Driver of the vehicle must have a valid Driving license for driving Light transport passenger vehicle & should be sufficiently experienced in driving a transport/ passenger vehicle.
4. The driver should be well-behaved, gentle, obedient in nature and his vision should be Normal.
5. A sum of Rs 5000.00 shall be deposited by the intending bidders in the shape of Account Payee Bank Drafts drawn in favour of the Deputy Director Soil Conservation cum Project Director Watershed, Balangir & submitted along with the tender as security deposit.
6. The monthly rate of hire charges will be quoted separately in the general bid information. (excluding Fuel & Lubricants)
7. The vehicle must have a fuel efficiency of 17K.M./ Ltr. (Petrol/Diesel)
8. The details of the make and year of manufacture of the vehicle registration no, mileage (K.M covered/ ltr. 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/ Tender
9. The Quotation completed in all respects should reach the undersigned on or before 28.05.2026 by 1.00 P.M. & shall be opened on 29.05.2026 at 11.00 A.M. in the presence of the bidders or their authorised representatives.

The quotation received is incomplete in any shape or after the scheduled date & time shall be summarily rejected. The undersigned reserves the right to reject any or all the quotations without assigning any reason thereof.

*Kmcha*  
*19.05.26*  
DDSC-Cum-Project Director  
*[Signature]* Watersheds, Balangir

Memo No *775* Date *19.05.2026*

Copy to the DIO, NIC, Balangir for information with a request to upload the Quotation Call Notice in the Balangir District NIC Portal for wide publicity.

Copy to the Notice Board of Project Director Watersheds, Balangir.

Copy to the All District offices of Balangir for wide publicity.

*Kmcha*  
*19.05.26*  
DDSC-Cum-Project Director  
*[Signature]* Watersheds, Balangir

**ANNEXURE-A**  
**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 a monthly rent basis.

1. The hired vehicles, during the period of the contract, shall have all necessary valid MV documents such as:- a valid Registration Certificate, Insurance Certificate, Fitness 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 to any person or damage to any property on account of: the use of the hired vehicle in any manner whatsoever. The hirer shall be responsible for all such litigation.
3. The hire charges to be paid on a monthly basis are final but do not include the cost of fuel, which is to be paid separately based on actual consumption and lubricants as per existing Government norms. All the expenditure of the vehicle towards repair, replacement of spare parts, Lubricating oil of Engine, Gear Box & and differential Coolant, Tyres and 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 the vehicle does not report regularly, the authority will be at liberty to reject the agreement and may engage the vehicle from another source.
7. The vehicle shall report for duty for a minimum of 25days in a month.
8. In case of an emergency, the driver will have to report for duty as per the requirements of the hirer. No extra payment shall be demanded.
9. Monthly hire charges and reimbursement towards the cost of petrol/diesel(as per actual) and lubricants (as per Govt. norms) of selected bidders will be paid every succeeding month, 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 the contract.
11. If the services are found to be unsatisfactory, the client shall give one month's notice and terminate the agreement.
12. In case the service provider intends to withdraw the service of his vehicle and terminate the agreement, it shall be mandatory for him to grant one month's notice before such withdrawal of service and termination of the agreement.
13. If the bidder violates any of the terms of the contract, the Government shall forfeit the entire amount of the security deposit.

*Kmcha*  
*19.05.26*  
**DDSC-Cum-Project Director**  
**Watersheds, Balangir**

**ANNEXURE-B**

**GENERAL INFORMATION FOR HIRING VEHICLES**

1. Name of the Service provider:
2. Complete address:
3. GST Regd. No.:
4. GEM Regd. No.:
5. Bank A/C No. And IFSC code:
6. Registration No. of Vehicle:
7. Year of Manufacture:
8. Make and Model:
9. Date of Registration:
10. Name & Complete address of the owner of Vehicle:
11. Fitness Certificate validity:
12. Pollution Certificate:
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. Contact Number of Service Provider:
18. Contact number of Driver:
19. Proposed hire Charge of the vehicle per month, excluding fuel cost:
20. 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 the Quotation**