



**DISTRICT PROJECT OFFICE, SS, DEOGARH**

At- New Baliroi, Po/Dist - Deogarh, 768108  
Letter No. 195 /Estt/25 /Date. 31/01/2025

To

The DeGM, OSWAN  
Deogarh.

Sub: **Uploading the short Quotation call Notice regarding hiring vehicle.**

Sir,

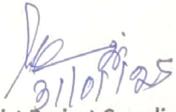
With reference to the subject cited above, I am directed to inform you to submit the short Quotation call Notice regarding hiring vehicle for official use of District Project Coordinator, Samagra Shiksha, Deogarh.

The details of advertisement are enclosed both in hard and soft copy .The advertisement has to be published in the District website ([www.deogarh.odisha.gov.in](http://www.deogarh.odisha.gov.in)) on or prior to 01.02.2025.

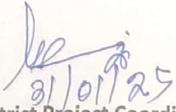
This is for your information and necessary action.

Encl: As Above

yours faithfully

  
31/01/25  
DEO-cum-District Project Coordinator  
Samagra Siksha, Deogarh

Memo No 196 Date 31/01/2025  
Copy submitted to Collector-cum-Chairman, SS, Deogarh for kind information.

  
31/01/25  
DEO-cum-District Project Coordinator  
Samagra Siksha, Deogarh



**DISTRICT PROJECT OFFICE, SS, DEOGARH**

At- New Baliroj, Po/Dist – Deogarh, 768108

Letter No. 194 /Estt/25/Date. 31/01/2025

**QUOTATION CALL NOTICE FOR HIRING OF VEHICLE**

Sealed Quotations are invited from intending reputed Travel Agency/ tour operator/ Private Individual/ service provider for providing one no of vehicle (**Bolero**) in monthly hiring basis as per our terms & conditions for official use of District Project Coordinator, Samagra Shiksha, Deogarh. The intending participants must apply in the prescribed format attached herewith as Annexure-III. The bid documents complete in all respect & should be reach in this office in sealed envelopes with superscription “**Quotation for supply of Vehicles**” on or before 10<sup>th</sup> February 2025 by hand delivering in the drop box of the DPC Office. Quotations received by 2.00 P.M of 10<sup>th</sup> February 2025 and it will be opened on 10<sup>th</sup> February 2025 at 4.00 P.M in the conference hall of District Project Coordinator, Samagra Shiksha, Deogarh in presence of Quotationer or their authorized representatives. The authority reserves the right to cancel the tender at any time without assigning reason thereof.

Details of Term & Condition and documents to be submitted by the Quotationer is available in the district website ([www.deogarh.odisha.gov.in](http://www.deogarh.odisha.gov.in))for reference.

  
31/01/25  
DEO-cum-District Project Coordinator  
Samagra Siksha, Deogarh



**DISTRICT PROJECT OFFICE, SS, DEOGARH**



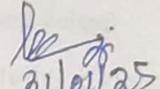
At- New Baliroi, Po/Dist – Deogarh, 768108  
Letter No. 191 /Estt/25 /Date. 31.01.2025

**QUOTATION CALL NOTICE**

Sealed quotation / tenders are invited from interested reputed travel Agency /Tour Operators or Private Individual for providing one no of vehicle ( **Bolero**) which shall confirm to the terms and condition ( Annexure-II) for official use of District Project Coordinator on monthly rent basis :-

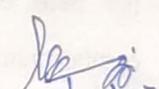
- 1) The vehicle must be in road worthy condition shall not be more than 3 years old from the date of initial registration and must have valid commercial registration certificate, Insurance certificate, Fitness Certificate, Valid Contract Carriage Permit, proof payment of up to date tax permit, Pollution under control certificate etc. are mandatory for providing of vehicle.
- 2) The Driver of the vehicle must have a valid Driving License for the 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.5000/- (Rupees: Five Thousand only) shall be deposited by the intending bidders in shape of Account payee Bank Draft in favour of District Project Coordinator, Samagra Siksha, Deogarh and submitted along with the tender as security. After completion of tender process the amount will be refunded to unsuccessful bidders.
- 5) The monthly rate of hire charges should be quoted separately in the general bid information (Excluding Fuel).
- 6) The details of the make and year of manufacture of the vehicle Registration no. mileage (Kms covered per liter ) and name of the driver with Driving License No. and period of validity should be specially provided in the general bid information to be furnished with the quotation /Tender ( Annexure-III).

- 7) The quotation complete in all respect should reach at the office of DPC, Samagra Siksha, Deogarh on or before 10<sup>th</sup> february 2025 by 2.00 P.M & shall be opened on 10th. February 2025 at 4.00 p.m in the conference hall of DPC, Samagra Siksha, Deogarh in presence of the Quotationer or their authorized representative.
- 8) The application form of quotation /tender containing General bid information & terms and condition of Hiring of vehicle etc. will be available in the district website i.e. ([www.deogarh.odisha.gov.in](http://www.deogarh.odisha.gov.in))The authority reserves every right to cancel all /partly /any of the tender without assigning any reason.

  
31/01/25  
DEO-cum-District Project Coordinator  
Samagra Siksha, Deogarh

Memo No 192 Date 31/01/2025

Copy to the Collector, Deogarh / Sub-Collector, Deogarh / RTO, Deogarh / DRDA, Deogarh & BDOs Barkote / Reamal / Tileibani to affix Quotation call notice in their notice board.

  
31/01/25  
DEO-cum-District Project Coordinator  
Samagra Siksha, Deogarh

Memo No 193 Date 31/01/2025

Copy to DeGM, OSWAN, Deogarh with a request to upload the Quotation call notice in the District Website.

  
31/01/25  
DEO-cum-District Project Coordinator  
Samagra Siksha, Deogarh

**TERM & CONDITION FOR HIRING VEHICLE**

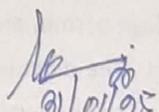
The following terms and conditions must be fulfilled by the successful bidder for providing a vehicle on hire on monthly rent basis.

1. The hired vehicle, during period of contract, shall have all necessary valid MV documents such as :- Valid Registration Certificates, Insurance Certificates, Fitness Certificates ,Valid Contract Carriage permit, proof of up to date Tax payment,PUCC etc. and D.L of the Driver available all the times . 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 use of hired vehicle any manner what so ever. The hirer shall not be responsible for all such litigation.
2. The hire charges to be paid for monthly basis is final but does not include cost of fuel (Petrol / Diesel) which is to be paid separately 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.
3. It shall be the responsible of the bidder to provide a good driver and the salary of the driver shall be borne by the owner.
4. In case of brake down for the reasons whatsoever the replacement of a vehicle of the same or better model shall be provided by the owner of the vehicle /bidder.
5. In case of the vehicle do not report regularly, the authority will be at liberty to reject the agreement and may engaged vehicle from other source.
6. A sum of Rs.5000/-(Rupees Five Thousand) only shall be deposited by the intending bidders in shape of Account payee Bank Draft in favour of District Project Coordinator, Samagra Shiksha, Deogarh and submitted along with the tender as security. After completion of tender process the amount will be refunded to unsuccessful bidders.
7. In case of Emergency the driver will have to report for duty as per the requirement of hired. No extra Payment shall be demanded.
8. Monthly hired charges and reimbursements towards cost of fuel (as per actual) of selected bidder will be paid in every succeeding month as per as possible within 15 days of the submission of bills by the service provider and no advance payment will be made.
9. The vehicle shall not be more than 3 years from the initial registration and also in good running condition during the period of contract.
10. If the services are found to be unsatisfactory the client shall give one month notice and terminate the agreement.



6/N

11. In case of service provider intends to withdraw the service 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.
12. If the owner violates any of the terms and conditions of agreement, the authority will forfeit the entire amount of security deposit.
13. The authority every right to cancel all/partly any of the tender without assigning any reason thereof.

  
21/01/25  
DEO-cum-District Project Coordinator  
Samagra Siksha, Deogarh

Annexure-III

GENERAL INFORMATION FOR HIRING VEHICLES

1	Name of Bidder	
2	Address & Telephone / Mobile No	
3	E-Mail of the contract Person, if any	
4	ID Proof of the Individual/ Registration certificate of the organisation ( Attach Photocopy)	
5	Registration No. of Vehicle	
6	Date of Registration of the vehicle	
7	Date of purchase of Vehicle	
8	Make & Model of vehicle	
9	Fitness Certificate Validity	
10	Permit Validity of vehicle	
11	Insurance Validity of vehicle	
12	Valid Pollution Certificate of vehicle	
13	Pan No.( attach Copy)	
14	Bank Account Details (A/C No/ IFSC code/ Name of the bank & branch)	
15	Aadhar No. of the owner of the vehicle ( attach photo copy)	
16	D.L No & Validity of the D.L of the driver	
17	Name / Address of the Driver	
18	Maximum hire Charge of the Vehicle per month excluding fuel cost	
19	Maximum Average Millage in the Kms. Per liter	
20	Contact Number of the service provider ( Tender/ Quotationer):- Mobile No/ Telephone No:-	

N.B:- EMD @Rs. 5000/-per vehicle is to be submitted.

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

Seal & Signature of the  
Quotationer/Tenderer

