



ODISHA STATE CIVIL SUPPLIES CORPORATION LIMITED, DEOGARH.

Email Id: - deogarhcsco@gmail.com.

Letter No 2332 Date 25/08/25

To,

**The Deputy Director (Advertisement),
Information and Public Relation Department,
Odisha, Bhubaneswar.**

Sub:- Publication of Advertisement in Print Media.

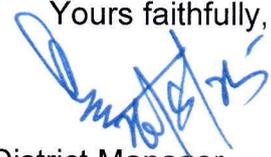
Sir,

With reference to the subject cited above, I am directed to say that, Odisha State Civil Supplies Corporation Limited, Deogarh is going to invite a Tender for hiring of Vehicle for office use only .The gist of the Advertisement is enclosed here with for your kind reference.

It is therefore requested to kindly publish the Advertisement in local edition of 01 (one) Odia dailies widely circulated News-papers in Deogarh district in 01 (one) edition only covering minimum readable space for information of all.

Encl:- Notice Inviting Tender. (One sheet)

Yours faithfully,


District Manager,
OSCSC Ltd, Deogarh.

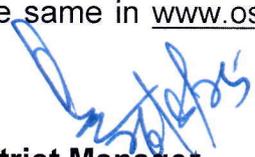
Memo No 2333 /Date 25/08/25

Copy along with Notice inviting tender (one sheet) and soft copies of the tender documents (1 set) forwarded to the DeGM ,Deogarh for kind information with request to hoist the Advertisement in Govt. Website <https://deogarh.odisha.gov.in> for information of all concerned.


District Manager,
OSCSC Ltd, Deogarh.

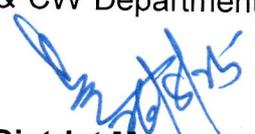
Memo No 2334 /Date 25/08/25

Copy along with Notice inviting tender (one sheet) and soft copies of the tender documents (1 set) submitted to the DGM (F) IT Cell OSCSC Ltd, Bhubaneswar for kind information and necessary action with a request to kindly hoist the same in www.oscsc.in website of the Corporation for information of all.


District Manager,
OSCSC Ltd, Deogarh.

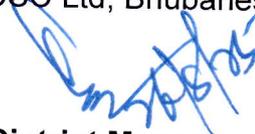
Memo No 2335 /Date 25/08/25

Copy submitted to the Additional Secretary to Govt, FS & CW Department, Odisha, Bhubaneswar for kind information.


District Manager,
OSCSC Ltd, Deogarh.

Memo No 2336 /Date 25/08/25

Copy submitted to the FA & CAO/Managing Director, OSCSC Ltd, Bhubaneswar for kind information and necessary action.


District Manager,
OSCSC Ltd, Deogarh.

Memo No 2337 /Date 25/08/25

Copy to P.A. to Collector , Deogarh for kind information of Collector .


District Manager,
OSCSC Ltd, Deogarh.



OFFICE OF THE CSO-CUM-D.M. OSCSC LTD.,DEOGARH

TENDER CALL NOTICE

No. 2338 / Date 25/08/2025

Sealed quotations / tenders are invited from interested reputed Travel Agencies / Tour Operators/Individuals for providing 01 (one) no. of AC petrol driven vehicle (Tiago,Bolt, Celerio,Dzire,Tata punch,Hyundai Aura,Swift , Baleno) etc for office use in the office of CSO-cum-D.M OSCSC Ltd.,Deogarh on monthly rental basis The details of terms and conditions , can be download from Odisha Govt. website <https://deogarh.odisha.gov.in> and www.oscsc.in

**CSO-cum-D.M
OSCSC Ltd.,Deogarh**

Annexure-I

ODISHA STATE CIVIL SUPPLIES CORPORATION LTD, DEOGARH

Office Quotation / Tender Call Notice

No

2339

Dated

25/08/2025

Sealed quotations / tenders are invited from interested reputed Travel Agencies / Tour Operations or private individuals for providing 1 (one) no. of A.C petrol driven vehicle(Tiago,Bolt, Celerio,Dzire,Tata punch,Hyundai Aura,Swift , Baleno) having sitting capacity not more than 05 (five) including driver, which shall confirmed to the terms & conditions (Appendix-1) for official used on the office of the CSO-cum-District Manager, OSCSC Ltd.,Deogarh on monthly rent basis subject to maximum **as Rs 24000/-** (exclusive of applicable taxes) .

- 1- The service provider shall have a valid GST registration to participate in the tendering.
- 2- The service provider, participating in the bidding process under the jurisdiction of Municipall Corporations , shall be registered on GeM platform.
- 3- 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 .
- 4- 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 .
- 5- The driver should be well behaved , gentle and obedient in nature .
- 6- A sum of **Rs 5000/-** shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn in favour of the District Manager OSCSC Ltd, Deogarh and submitted along with the tender as EMD, . After completion of tender process , EMD shall be refunded to unsuccessful bidders .
- 7- The monthly rate of hiring charge, excluding GST be quoted separately, excluding fuel .
- 8- The vehicle must achieve a fuel efficiency of 17 K.M per liter .
- 9- The details of the make and year of manufacture of the vehicle , registration no., mileage (kms covered per liter) 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 (Appendix-B)
- 10-The Quotation completed in all respect should reach the undersigned on or before **11.9.2025 by 1. P.M** and shall be opened on the same day at **4 P.M** in presence of the bidders or their authorized representatives .
- 11-The application form of quotation / tender containing General Bid information & Terms and Conditions for Hiring of Vehicles etc. will be available in office of the CSO-cum-D.M OSCSC Ltd, Deogarh and can be downloaded from Odisha Govt. Website <https://deogarh.odisha.gov.in> and www.oscsc.in from date **30.08.2025**.


CSO-cum-D.M

OSCSC Ltd, Deogarh

Annexure-A

TERMS & CONDITIONS FOR HIRING OF VEHICLES

The following terms and condition must be fulfilled by bidder:

- 1- The hired vehicles , during period of contract , shall have all necessary valid MV documents such as : valid Registration Certificate , Insurance Certificate , Pollution 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 use of hired vehicle any manner whatsoever . The hirer 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 to be paid separately as per exciting Government norms. All the expenditure of the vehicle towards repair , replacement of spare parts , Lubricating oil of Engine , Gear box & different 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 service provider.
- 5- In case of the breakdown for reasons whatsoever the replacement of a vehicle of the same or better model shall be provided by the service provider .
- 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 a 25 days in a month .
- 8- In case of emergency , the driver will have to report for duty as per the requirement. No extra payment shall be made .
- 9- Monthly hire charges and reimbursement towards cost of fuel (As per norms)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 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- If the bidder violates any of the terms of contract ,the CSO-cum-D.M , OSCSC Ltd, Deogarh shall forfeit the entire amount of security deposit .


District Manager ,
OSCSC Ltd, Deogarh

Annexure-B**GENERAL INFORMATION FOR HIRING VEHICLES**

SL No	Particulars	
1	Name of the Service Provider	
2	Complete address	
3	GST Number	
4	GeM Registration Number	
5	Bank Account No. & 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	Insurance Validity	
14	Permit validity	
15	Name / Address of the Driver	
16	D.L No. & Validity of the D.L of the Driver	
17	Contact Number of the Service Provider	
18	Contact Number of Driver	
19	Proposed hire Charges of the vehicle per month excluding fuel cost	
20	Rate of fuel consumption / Mileage per liter	

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

Seal & Signature of the
Quotationer / Tenderer