

OFFICE OF THE COLLECTOR AND DISTRICT MAGISTRATE, DEOGARH
[District Child Protection Unit/WCD , Govt. of Odisha]

Email: dcpo.deogarh.od@nic.in, Ph-06641-226645

Letter No: 343 /25/DCPU/DGH, Date: 14/8/25



QUOTATION CALL NOTICE FOR HIRING OF VEHICLE

Sealed Quotations are invited from intending reputed Travel Agencies/ Tour Operators/ Individuals for providing 01 No. of vehicle [BOLERO neo –AC] having sitting capacity not more than Seven including Driver in monthly hiring basis as per our terms and condition for official use of District Child Protection Unit , Deogarh & CHILD HELP LINE . The intending participant must apply in the prescribed format attached herewith as **Annexure-B**. The Bid documents complete in all respect and should be reached in this office in sealed envelopes with super scribed “QUOTATION FOR SUPPLY OF VEHICLE” on or before **21/08/25** by hand delivering in the drop Box of Office/ Speed Post/Registered Post of the District Child Protection Unit ,At-Municipality Sahi (Near Indian Bank), Deogarh. Quotation will be received by **02.00 P.M on 21/08/25** & it will be opened in same day i.e. **21.08.2025 at 4 PM** in the office chamber of the under signed 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 terms & condition & documents , to be submitted by the Quotationer is available in the District website www.deogarh.odisha.gov.in for reference.

By Order of Collector

District Child Protection Officer
DEOGARH

Memo No. 343 (1) /25/DCPU/DGH, Date 14/8/25

Copy to the DeGM, Collectorate , Deogarh for information with a request to web host the tender call notice in the district website.

District Child Protection Officer
DEOGARH

Memo No. 343 (1) /25/DCPU/DGH, Date 14/8/25

Copy to the Notice Board of Collectorate, Deogarh/ CDO , ZP, Deogarh/ Sub-Collector, Deogarh /DI&PRO , Deogarh / All B.D.Os of Deogarh District for wide publication.

District Child Protection Officer
DEOGARH

Memo No. 343 (1) /25/DCPU/DGH, Date 14/8/25

Copy to PA to Collector for kind information of the Collector, Deogarh.

District Child Protection Officer
DEOGARH



Annexure-I

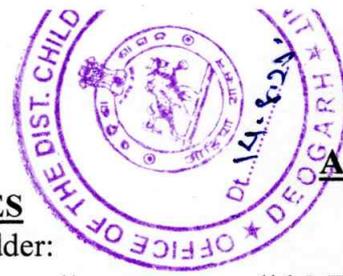
Model Bidding Document
Government of Odisha
District Child Protection Unit , Deogarh

Quotation/ Tender Call Notice

Sealed quotations/tenders are invited from interested reputed Travel Agencies/ Tour Operators/ Individuals for providing 01 No. of vehicle [Preferable BOLERO neo –A/C] having sitting capacity not more than Seven including driver, which shall conform to the term and conditions for official use in District Child Protection Unit, Deogarh on monthly rent basis.

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 Municipal 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. 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 Child Protection Unit, 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 hire charge, excluding GST be quoted separately, excluding fuel.
8. The Vehicle must achieve a fuel efficiency of 10 KMs 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 .
10. The Quotation completed in all respect should reach the undersigned on or before Dt.21/08/25 by 02.00P.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 condition for Hiring of Vehicle etc. will be available with O/o the District Child Protection Officer, Deogarh can be downloaded from District website www.deogarh.odisha.gov.in from Dt.14.08.2025 to Dt.20.08.2025 till 04.00 P.M..


Seal & Signature of
Quotation / Tender Calling Authority
Designation
District Child Protection Officer
District Child Protection Unit
DEOGARH



Annexure-A

TERMS & CONDITIONS FOR HIRING OF VEHICLES

The following terms and conditions 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 vehicle 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 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 & 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 service provider.
5. In case of 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 vehicle shall report of 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. No extra payment shall be made.
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 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, Government shall forfeit the entire amount of security deposit.
14. The bidder will agree for branding of the vehicle with CHILD HELP LINE & Women Helpline Logo as per Departmental guideline.

Signature of

Quotation/ Tender Calling Authority
[District Child Protection Officer, Deogarh]
District Child Protection Officer
District Child Protection Unit
DEOGARH



Annexure-B

General Information

| Sl. No | Particulars | |
|--------|--|--|
| 1 | Name of the Service Provider | |
| 2 | Complete Address | |
| 3 | GST 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 | Contact Number of the 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 liter | |

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

Seal & Signature of Tenderer