



DISTRICT PROJECT OFFICE, SS, DEOGARH



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

Notice No. 735 /Estt/26 /Date. 30/03/2026

QUOTATION CALL NOTICE

Sealed quotations are invited by **Speed post / Registered Post** only from interested reputed travel Agency /Tour Operators or Private Individual for providing one no of vehicle (**Swift Dzire/Tiago/ Bolt / Celerio or any higher model**) which shall confirm to the terms and condition (Annexure-II) for official use of District Project Coordinator on monthly rent basis . The terms and conditions are as follows: -

- 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) **The Hired vehicle cannot be used for any private/ commercial purpose beyond office hour or during the holiday by the owner.**
- 5) 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 quotation process the amount will be refunded to unsuccessful bidders.
- 6) The monthly rate of hire charges should be quoted separately in the general bid information (Maximum Rs.24,000/-Excluding Fuel cost).

- 7) The Vehicle must achieve a fuel efficiency of minimum average mileage of 17 Kms per liter.
- 8) 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 . (Annexure-III).
- 9) The quotation complete in all respect should reach at the office of District Project Coordinator, Samagra Shiksha, Deogarh At-New Baliroi, Po/Dist-Deogarh, Pin-768108 on or before **15th April 2026 by 1.00 PM** superscripting on the envelopes "**QUOTATION FOR ENGAGEMENT OF VEHICLE UNDER DPO, SS, DEOGARH**" & shall be opened on **16th April. 2026 at 10.00 A.M** in the conference hall of District Project Coordinator, Samagra Shiksha, Deogarh in presence of the Quotationer or their authorized representative.
- 10) The application form of quotation containing General bid information & terms and condition of Hiring of vehicle etc. will be available in the district website i.e. <https://deogarh.odisha.gov.in>
- 11) The eligible bidder shall commence the service from the date of place of the order and shall continue to provide the service upto **31st March 2027** and it may further be extended after fulfillment of certain conditions
- 12) The authority reserves every right to cancel all /partly /any of the quotations received without assigning any reason.


30/03/26
DEO-cum-District Project Coordinator
Samagra Shiksha, Deogarh

Memo No 736 Date 30/03/2026

Copy to the Collector, Deogarh / ADM, Deogarh/ Sub-Collector, Deogarh / RTO, Deogarh / DIPRO, Deogarh/ DRDA, Deogarh & All BDOs of Deogarh District with a request to affix Quotation call notice in their notice board for wide publication.


30/03/26
DEO-cum-District Project Coordinator
Samagra Shiksha, Deogarh

Memo No 737 Date 30/03/2026

Copy to DEGM,OSWAN, Deogarh with a request to web hoisted the Quotation call notice in the District Website.


30/03/26
DEO-cum-District Project Coordinator
Samagra Shiksha, Deogarh

FORMAT FOR PRICE BID

Model of the Vehicle	Minimum Average Mileage in KMs Per liter (17)	Maximum Hire Charges per Month (Rs.24,000/-)

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**

Annexure-III

GENERAL INFORMATION FOR HIRING VEHICLES

1	Name of Bidder	
2	Address & Telephone / Mobile No	
3	ID Proof of the Individual/ Registration certificate of the organization (Attach Photocopy)	
4	Registration No. of Vehicle	
5	Type of Vehicle (AC/Non-AC)	
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:-	

Seal & Signature of the
Quotationer/Tenderer

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, PUC 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 basing on actual consumption 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. The owner of the vehicle shall not put the vehicle for personal use or for commercial purpose beyond office hours or during holidays. In the event of failing to do so, shall entail revocation of the agreement forthwith sans any intimation whatsoever.
5. 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.
6. 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.
7. 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.
8. In case of Emergency the driver will have to report for duty as per the requirement of hired. No extra Payment shall be demanded.
9. Monthly hired charges and reimbursements towards cost of fuel 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.

10. The vehicle shall not be more than 3 years 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 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.
13. If the owner violates any of the terms and conditions of agreement, the authority will forfeit the entire amount of security deposit.
14. The application form must be signed by the vehicle owner or bidder and properly sealed and also attached all relevant documents including drafts as per terms & conditions.
15. The authority every right to cancel all/partly any of the tender without assigning any reason thereof.



**DEO-cum-District Project Coordinator
Samagra Shiksha, Deogarh**