



**ODISHA STATE CIVIL SUPPLIES CORPORATION LTD., CUTTACK**

No. 3392 Dt. 16.12.25

## **TENDER CALL NOTICE**

The District Manager, O.S.C.S.C. Ltd., Cuttack invites sealed tender from interested reputed Travel Agencies / Tour Operators / Private Individual for providing one Commercial Vehicle for engagement for Office use on monthly basis.

The detailed notice inviting sealed tender is available in the website of O.S.C.S.C. Ltd., Bhubaneswar (i.e. [www.oscsc.in](http://www.oscsc.in)). The interested parties are requested to download the detail notice i.e. Tender Call Notice and tender documents for engagement of hired vehicle from the above website or may obtain from this Office. The last date of receipt of Tender is Dt.23.12.2025 by 3.00 P.M.

  
**District Manager,  
OSCSC Ltd., Cuttack**

# ODISHA STATES CIVIL SUPPLIES CORPORATION LTD., CUTTACK

## MODEL BIDDING DOCUMENT

Sealed quotations/tenders are invited from interested reputed Travel Agencies/ Tour Operators / Private individual for providing 1(One) nos. of vehicle like **Tiaogo/Bolt/Celerio (Petrol)** etc or equivalent category which shall confirm to the Terms and conditions (Appendix-A) for official use of the office of **Chief C.S.O.-cum-District Manager, Cuttack** on monthly rent basis:

1. The Service Provider shall have a valid **OGST** registration to participate in the tendering.
2. The vehicle must be in road worthy condition, shall not be more than 3 years old as on date of advertisement 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.
3. The maximum hire charges per month excluding taxes will be within Rs.24,000/-. Vehicle of similar category or higher segment having same mileage can be engaged. Vehicles of higher segment having mileage 17 k.m per litre of fuel may be given preference as per decision of Tender Committee.
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, punctual 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 favor of the **District Manager, OSCSC Ltd., Cuttack** and submitting along with the tender as Security Deposit. After completion of tender process, the amount will be refunded to unsuccessful bidder(s).

7. The monthly rate of hire charge be quoted separately in the general bid information (excluding fuel and lubricants).
8. The Vehicle must achieve a fuel efficiency of **17KM per litre**.
9. The detail of the make and year of manufacture of the Vehicle, Registration No., Mileage (KM covered per litre) 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 tender completed in all respect alongwith all relevant documents should reach the undersigned on or before **23.12.2025** by **3.00 P.M.** and shall be opened on **24.12.2025** at **3.30 P.M.** in presence of the bidders or their authorized representatives. The tender should be submitted by Speed Post/ Registered Post/ Courier only by stipulated date & time. The undersigned should not be responsible for any delay by post/ courier service.
11. The application form of tender containing General Bid Information & Terms and conditions for Hiring of Vehicles etc. will be available with **C.C.S.O-cum-District Manager Office on payment of Rs.1000/- from 17.12.2025 to 23.12.2025 (1.30 P.M.)** or can be downloaded from **OSCSC Website ([www.oscsc.in](http://www.oscsc.in) from Dt. 17.12.2025 to 23.12.2025**. In case the application form is downloaded from Corporation website, the applicant shall furnish a Demand Draft for an amount of **Rs.1000/- (Rupees One Thousand) only** towards the cost of the application in favor of the **District Manager, O.S.C.S.C. Ltd., Cuttack payable at Cuttack alongwith application (Application Fees not to refundable)**.
12. The undersigned reserves the right to reject any or all quotation without assigning any reason thereof.

  
CCSO-cum-District Manager  
OSCSC Ltd, Cuttack