

Government of Odisha

Office of the Tahasildar Baramba Dist-Cuttack

ଓଡ଼ିଶା ସରକାର, ବରାମ୍ବା, କଟକ

Bid/Tender Document

Hiring of Vehicle for use in Tahasil Office, Badamba

For Office Use

Notification No. ୧୫୫୩/Date. ୧୫.୫. ୨୦୨୬

Tahasildar, Badamba

Last Date & Time for filling of Tender :- **30.05.2026 1.00 PM**

Date & Time of Opening of Tender :- **01.06.2026 10.00 AM**

Place of Opening of Tender :-Office Chamber of Tahasildar, Badamba

Address-

At/Po- Badamba

Cuttack

Total No. of pages-

Price- Rs 100/-

SECTION- III

Check list of Bidders

ଓଡ଼ିଶା କାର୍ଯ୍ୟାଳୟ, ବଡ଼ମ୍ବା, କଟକ

Office of the Tahasildar Badamba, Cuttack

Quotation Call Notice

Notice No. 2883/ Date. 18-05-2026

Sealed Quotation/Tender re invited from reputed travel agency tour operators or private Individuals for providing one no. of Non-AC/petrol/diesel driven vehicle Car(Tiago/Bolt/Celerio etc) having sitting capacity not more than six including driver. Which shall confirm to the term and condition(Annexure-II) for office use in **Tahasildar**, Office on monthly rent basis. The maximum price limit of the hire vehicle is Rs 37,200/- per month including Engine oil/Lubricant Excluding petrol/Diesel (Ref:- Finance Dept., Govt. of odisha Letter no. 22924/ Date-14.08.2023/ Finance Dept., Govt. of odisha letter No.2477/ date-29.01.2024 and Finance Dept. Govt. of odisha Letter no.15836/ date-27.05.2025.

1. The vehicle must be in road worthy condition shall not be more than 3 year old from the date of initial registration and must have valid registration certificate fitness certificate valid contract carriage permit, proof of up-to-date tax payment etc. which are mandatory for plying of vehicle.
2. 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.
3. The Driver should be well behaved, gentle and obedient in nature.
4. A sum of Rs. 5000/- shall be deposited by the intending bidders in shape of account payee bank draft in favour of Tahasildar, Badamba and submitted along with the tender as security deposit. After completion of the Tender Process, the amount will be refunded to the unsuccessful bidders.

5. The monthly rate of hire charges be quoted separately in general bid information (Including fuel).
6. The vehicle must achieve a fuel efficiency of **10** kms per litre.
7. The details of the make and year of manufacture of the vehicle registration no Mileage (KMs covered per litre) and name of the driver with driving license no and period of validity should be specifically provide in the general bid information to be furnished with their tender(Annexure-III).
8. The Quotation Completed in all respect should reach the undersigned By Hand/Speed post on or before **30.05.2026 by 1.00PM** and shall be opened on **01.06.2026 at 10.00 AM** in presence of the bidders/their authorized representative.
9. The application form of quotation containing general bid information & terms and condition for hiring vehicle etc will be available with Tahasil office, Badamba on payment of Rs 100 from **18.05.2026 to 30.05.2026**.
10. The Tahasildar, Badamba reserves the right to cancel the Quotation without assigning any reason thereof.


Tahasildar, Badamba
Tahasildar
Badamba

Section-III
Check List for Bidders
Annexure-II

TERMS & CONDITION FOR HIRING OF VEHICLES

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

1. During this period of hiring of contract the service provider/bidder shall have all necessary valid MV documents such as :- Valid Registration Certificate, Insurance Certificate, fitness Certificate, valid contract carriage permit, proof of up to date tax payment etc and driving license of the driver available all the times. The department offices hiring the vehicle shall not be responsible for any person or damage to any property on account of use of hired vehicles any manner whatever. The hirer shall be responsible for all such litigation.
2. The hire charges to be paid for monthly basis is final but does not include cost of diesel which is to be paid separately basing on actual consumption and lubricants as per exiting govt. 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.
3. It shall be the responsibility of the bidder to provide good driver and salary of the driver shall be borne by the owner/bidder/service provider.
4. In Case of breakdown for reasons whatever the replacement of vehicle of the same or better Model shall be provides by owner of the vehicle bidder.
5. In Case of the vehicle do not report for regularly the authority will be at liberty to reject the Agreement and may engage vehicle from the other source.
6. The vehicle shall report for duty for minimum of 25 days in a month.

7. In Case of emergency the driver will have to report for duty as per requirement of hirer at no extra payment shall be demanded.
8. Monthly hire charge and reimbursements towards cost of petrol/diesel(as per actually and lubricants(as per govt. norm) of selected bidder will be paid in every succeeding month as per possible within fifteen days of the submission of bills by the service providers and no advance payment will be made.
9. The vehicle shall not be more than 3 year old from the initial registration and good condition during the period of contract.
10. If the service is found to be unsatisfactory the client shall give one month notice and terminate the agreement.
11. If the service provider intends to withdraw the services of his vehicle and terminated. The agreement, it shall be mandatory upon him to give one month notice before such withdrawal of service and termination of agreement.
12. If the bidder violates any of the terms of contract, Government shall forfeit the entire amount of security deposit.

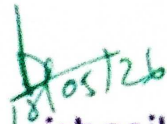

Signature of

Quotation/Tender at the Municipality

Baramba


Memo No. 2884 /Dt. 18.5.2026

Copy Submitted to the Sub-Collector, Athagarh/A.D.M,(Rev) Cuttack for
favour of your kind information and display notice board for wide publication.


Tahasildar, ~~Badamba~~
Tahasildar
Baramba

Memo No. 2885 /Dt. 18.5.2026

Copy Submitted to the Block Development Officer, Badamba/
/M.O,CHC, Maniabandha/B.E.O, Badamba for favour of kind information and
display notice board for wide publication.


Tahasildar, ~~Badamba~~
Tahasildar
Baramba