

**OFFICE OF THE CHIEF DISTRICT VETERINARY OFFICER, RAYAGADA**

Email ID: [cdvoravagada@gmail.com](mailto:cdvoravagada@gmail.com)

Phone No: 06856-222125

Letter No: 3102...../CDVO, (R) Date: 13.07.2023

To

The District Information Officer,  
N.I.C, Rayagada,

Sub: Request for advertisement of the "Tender Call notice" in the N.I.C website.

Sir,

I am herewith submitting along with the hard signed copy of the Tender call notice regarding out sourcing of services for hiring of Private Vehicle for the Office of Chief District Veterinary Officer, under Fisheries & A.R.D Department Government of Odisha, which may kindly be uploaded in the District N.I.C website for wide publicity and advertisement for further necessary action at this end.

This is for the favour of your kind information and necessary notification in the District N.I.C website at an early end.

Yours faithfully,

  
13.7.2023  
Chief District Veterinary Officer,  
Rayagada.

Memo No: 3103

Date: 13.07.2023

Copy submitted to the Director Animal Husbandry & Veterinary Services Odisha, Cuttack, for the favour of kind information and necessary action.

  
13.7.2023  
Chief District Veterinary Officer,  
Rayagada.

ଓଡ଼ିଶା ସରକାର

ପ୍ରାଣୀ ସମ୍ପଦ ବିକାଶ ବିଭାଗ

କାର୍ଯ୍ୟାଳୟ : ଜିଲ୍ଲା ମୁଖ୍ୟ ପ୍ରାଣୀ ଚିକିତ୍ସା ଅଧିକାରୀ, ରାୟଗଡ଼

ଚେଷ୍ଟର ବିଜ୍ଞାପନ ସଂଖ୍ୟା 3104 / ତାରିଖ: 13.07.2023

ଏଡ଼ସ୍ତାରା ସର୍ବସାଧାରଣଙ୍କ ଅବଗତ ନିମନ୍ତେ ଜଣାଇ ଦିଆଯାଉଅଛି ଯେ, ଜିଲ୍ଲା ମୁଖ୍ୟ ପ୍ରାଣୀ ଚିକିତ୍ସା ଅଧିକାରୀ, ରାୟଗଡ଼ଙ୍କ କାର୍ଯ୍ୟାଳୟ ନିମନ୍ତେ ଏକ ଚୋଟି ବୋଲେରୋ (Bolero)/ TUV 300 (ଟିୟୁଭି- ୩୦୦)/Sumo Gold (ସୁମୋ ଗୋଲ୍ଡ) /Ertiga (ଏର୍ଟିଗା) ଜିପ ଗଠନ ଭଙ୍ଗ ପେଟ୍ରୋଲ ପରିଚାଳିତ ଯାନ (ଯାହାକି ସଂଲଗ୍ନକ-II ଆଇନ ପ୍ରକାରେ ସର୍ଭ ଓ ନିୟମାବଳୀ ଗୁଡ଼ିକୁ ପୂର୍ଣ୍ଣାତ୍ମକ କରୁଥିବ) ମାସିକ ଭଡା ସୂତ୍ରରେ ଯୋଗାଇଦେବା ସକାଶେ ଆଗ୍ରହୀ ପଞ୍ଜୀକୃତ ଭ୍ରମଣ କରାଇବା ସଂସ୍ଥା (Travel Agency) / ଭ୍ରମଣ ସଞ୍ଚାଳକ (Tour Operators) ଓ ବେସରକାରୀ ବ୍ୟକ୍ତି ବିଶେଷ (Private Individuals) କୁ ଠାରୁ ମୁଦ ଦିଆ ଦରଖାସ୍ତ ଆହ୍ୱାନ କରାଯାଉଅଛି । ଚେଷ୍ଟର ବିଜ୍ଞାପନର ସବିଶେଷ ବିବରଣୀ ଏଥି ସହ ସଲଗ୍ନ କରାଯାଇଥିବା କିମ୍ବା ଓଡ଼ିଶା ସରକାରୀ ୱେବସାଇଟ ([oriray@nic.in](mailto:oriray@nic.in)) ରୁ କିମ୍ବା ଜିଲ୍ଲା ମୁଖ୍ୟ ପ୍ରାଣୀ ଚିକିତ୍ସା ଅଧିକାରୀ, ରାୟଗଡ଼ଙ୍କ କାର୍ଯ୍ୟାଳୟରୁ ପାଇପାରିବେ । ଚେଷ୍ଟର ଦରଖାସ୍ତ ଗ୍ରହଣର ଶେଷ ତାରିଖ- ୦୭/୦୮/୨୦୨୩ ଅପରାହ୍ନ ୦୫.୦୦ ଘଟିକା ଅଟେ ।

ତତସଙ୍ଗେ, ନିମ୍ନ ଲିଖିତ ସର୍ତ୍ତ ଗୁଡ଼ିକ ପୂରଣ ହେଉଥିବା ଆବଶ୍ୟକ:

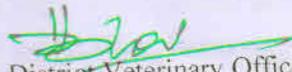
- ୧) ଯାନଟି ସଡ଼କରେ ଚାଲିପାରୁଥିବା ଅବସ୍ଥାରେ ଥିବ, ପ୍ରାଥମିକ ରେଜିଷ୍ଟ୍ରିକରଣ ତାରିଖ ଠାରୁ ତିନି ବର୍ଷରୁ ଅଧିକ ହୋଇନଥିବ ଓ ସଠିକ ରେଜିଷ୍ଟ୍ରିକରଣ ପ୍ରମାଣପତ୍ର (Valid Registration Certificate), ବୀମା ପ୍ରମାଣପତ୍ର (Valid Insurance Certificate), ଯୋଗ୍ୟତା ପ୍ରମାଣପତ୍ର (Valid Fitness Certificate), ଓ ସବ୍ୟ କର ପ୍ରଦାନ କରାଯାଇଥିବା ପ୍ରମାଣ ପତ୍ର (Proof of up-to-date Tax payment Receipt) ଇତ୍ୟାଦି ଯାନ ଚଳାଇବା ପାଇଁ ବାଧ୍ୟତାମୂଳକ (Mandatory) ଅଟେ ।
- ୨) ଯାନଚାଳକଙ୍କ ନିକଟରେ ହାଲୁକା ପରିବହନ ଯାତ୍ରୀ ଯାନ (Light Transport Passenger Vehicle) ଚଳାଇବାର ଉପଯୁକ୍ତ-ଚାଳନାପ୍ରମାଣପତ୍ର (Valid Driving License) ଏବଂ ଚାଳକଙ୍କର ଯାତ୍ରୀ ଯାନ ଚଳାଇବାର ପର୍ଯ୍ୟାପ୍ତ ଦକ୍ଷତା ରହିଥିବ ।
- ୩) ଯାନ ଚାଳକଙ୍କର ବ୍ୟବହାର ଭଦ୍ର, ଉତ୍ତମ, ମାର୍ଜିତ ଏବଂ ଆଜ୍ଞାବହ ହୋଇଥିବା ଆବଶ୍ୟକ ।
- ୪) ଏଥି ନିମନ୍ତେ ଇଚ୍ଛୁକ ଚେଷ୍ଟରଧାରୀଙ୍କୁ ଚେଷ୍ଟର ଦରଖାସ୍ତ ସହ ଜିଲ୍ଲା ମୁଖ୍ୟ ପ୍ରାଣୀ ଚିକିତ୍ସା ଅଧିକାରୀ ରାୟଗଡ଼ଙ୍କ ନାମରେ ଟ.୧୦୦୦ (Rupees One Thousand) ର ଏକଗୋଟି ବ୍ୟାଙ୍କ ଡ୍ରାଫ୍ଟ (Bank Draft) ମଧ୍ୟ ସଂଲଗ୍ନ କରିବାକୁ ହେବ । ଚେଷ୍ଟର ଶେଷରେ ଅସଫଳ ଚେଷ୍ଟରଧାରୀଙ୍କୁ ଉକ୍ତ ଜମା ଟଙ୍କା ଫେରସ୍ତ କରାଯିବ (ଚେକ କିମ୍ବା ନଗଦ ଟଙ୍କା ଗ୍ରହଣ କରାଯିବ ନାହିଁ) ।
- ୫) ଦରଖାସ୍ତରେ ଇନ୍ଧନ ଓ ଡିଜେଲ (Fuel & Lubricant) ବ୍ୟତୀତ ମାସିକ ଭଡା(ଅତିବେସିରେ ମାସକୁ ୩୧୦୦୦ ଟଙ୍କା)କେତେ ରହିବ ତାହା ଦର୍ଶାଇବାକୁ ହେବ । (General Bid Information) ।
- ୬) ଚେଷ୍ଟର ଦରଖାସ୍ତରେ ନିର୍ଦ୍ଦିଷ୍ଟ ଭାବେ ଯାନଟିର ନିର୍ମାଣ ବର୍ଷ ଓ ନିର୍ମାଣ ସମ୍ପନ୍ନତା ସବିଶେଷ ବିବରଣୀ, ରେଜିଷ୍ଟ୍ରେସନ୍ ସଂଖ୍ୟା, ଲିଟର ପିଛା ଅତି କମରେ ୧୦କି.ମି.ଗିଟି (Mileage /litre), ଜାମିନ ଚାଳକଙ୍କର ଯୋଗ୍ୟ ବିବେଚିତ ଚାଳନା-ପ୍ରମାଣପତ୍ର ଏବଂ ସମୟ ଅବଧି ସୀମା (No & Validity of driving license) ଇତ୍ୟାଦି ସାଧାରଣ ବାର୍ତ୍ତା (General Bid Information) ହିସାବରେ ଦେବାକୁ ହେବ ।
- ୭) ଉପଯୁକ୍ତ ସମ୍ପୂର୍ଣ୍ଣ ବିବରଣୀ ସହ ଚେଷ୍ଟର ଦରଖାସ୍ତଟି ନିମ୍ନ ସ୍ୱାକ୍ଷରକାରୀଙ୍କ ନିକଟରେ ତା ୦୭/୦୮/୨୦୨୩ ଅପରାହ୍ନ ୦୫.୦୦ ଘଟିକା ମଧ୍ୟରେ ପହଞ୍ଚିବା ଆବଶ୍ୟକ, ଯାହାକି ପରଦିନ ୦୮/୦୮.୨୦୨୩ ପୂର୍ବାହ୍ନ ୧୦.୩୦ ଘଟିକା ସମୟରେ ଦରଖାସ୍ତକାରୀ ବା ତାଙ୍କ ପ୍ରତିନିଧିଙ୍କ ଉପସ୍ଥିତିରେ ଖୋଲାଯିବ । ଯଦି ଦରଖାସ୍ତକାରୀ ବା ତାଙ୍କ ପ୍ରତିନିଧି ଉପସ୍ଥିତ ନରୁହନ୍ତି, ତେବେ ମଧ୍ୟ ନିର୍ଧାରିତ ଉପରିସ୍ଥ ସମୟରେ ଖୋଲାଯିବ ।
- ୮) ମାସିକ ଯାନ ଭଡା ସମ୍ପନ୍ନତା ଚେଷ୍ଟର ଦରଖାସ୍ତ ଫର୍ମ ତଥା ସାଧାରଣ ଚେଷ୍ଟରର ସର୍ଭ ଓ ନିୟମାବଳୀ, ଜିଲ୍ଲା ମୁଖ୍ୟ ପ୍ରାଣୀ ଚିକିତ୍ସା ଅଧିକାରୀ, ରାୟଗଡ଼, କାର୍ଯ୍ୟାଳୟରୁ ତା:୧୪.୦୭.୨୦୨୩ ଦିବା ୧୦.୦୦ ଘଟିକା ଠାରୁ ତା:୦୭.୦୮.୨୦୨୩ ଅପରାହ୍ନ ୦୫.୦୦ ଘଟିକା ମଧ୍ୟରେ (ସରକାରୀ ଛୁଟି ବ୍ୟତୀତ ଅନ୍ୟ କାର୍ଯ୍ୟ ଦିବସ ସମୟରେ) ଟ. ୧୦୦ ଟଙ୍କା ମାତ୍ର ଦାଖଲ କରି କିମ୍ବା ଓଡ଼ିଶା ସରକାରୀ ୱେବସାଇଟ([oriray@nic.in](mailto:oriray@nic.in))ରୁ ପାଇପାରିବେ । ଯଦି ସରକାରୀ ୱେବସାଇଟରୁ ଦରଖାସ୍ତ ବାହାର କରାଯାଇଛି, ତାହାହେଲେ ମାତ୍ର ଟ. ୧୦୦ ଟଙ୍କା ର ଏକ ଡିମାଣ୍ଡ ଡ୍ରାଫ୍ଟ (Demand Draft) ଜିଲ୍ଲା ମୁଖ୍ୟ ପ୍ରାଣୀ ଚିକିତ୍ସା ଅଧିକାରୀ ରାୟଗଡ଼ଙ୍କ ନାମରେ, ଦରଖାସ୍ତ ମୂଲ୍ୟ ବାବଦକୁ, ଦରଖାସ୍ତ ସହିତ ଦାଖଲ କରିବାକୁ ହେବ (ଚେକ ଗ୍ରହଣ କରାଯିବ ନାହିଁ) ।

୯) ଚେଷ୍ଟର ଦରଖାତକୁ ଆଂଶିକ କିମ୍ବା ସମ୍ପୂର୍ଣ୍ଣ ଭାବରେ କୌଣସି କାରଣ ନ ଦର୍ଶାଇ ଖାରଜ କରିବାର ଅଧିକାର ନିମ୍ନ ସ୍ଵୀକାରକାରୀଙ୍କ ରହିଅଛି ଏ ସମ୍ବନ୍ଧୀୟ କୌଣସି ବିବାଦ କେବଳ ରାୟଗଡ଼ା ମୁନିସିପାଲିଟି ପରିସର ମଧ୍ୟରେ ଥିବା କୋର୍ଟରେ କରାଯାଇପାରିବ ।

  
ଜିଲ୍ଲା ମୁଖ୍ୟ ପ୍ରାଣୀ ଚିକିତ୍ସା ଅଧିକାରୀ,  
ରାୟଗଡ଼ା 13.7.2023

No. 3105 /CDVO(R) Date 13.07.2023

Copy forwarded to the District Informatics Officer, N.I.C. Rayagada for information and necessary action with a request to publish the notice in the District website.

  
Chief District Veterinary Officer,  
Rayagada 13.7.2023

Chief District Veterinary Officer,  
Rayagada

Memo No. 3106 /CDVO(R) Date 13.07.2023

Copy submitted to the Collector and District Magistrate, Rayagada for favour of kind information and necessary action.

  
Chief District Veterinary Officer,  
Rayagada 13.7.2023

Memo No. 3107 /CDVO(R) Date 13.07.2023

Copy submitted to the Director, Animal Husbandry and Veterinary Services, Odisha, Cuttack for favour of kind information and necessary action.

  
Chief District Veterinary Officer,  
Rayagada 13.7.2023

Memo No. 3108 /CDVO(R) Date 13.07.2023

Copy to Office Notice Board/Account Section.

  
Chief District Veterinary Officer,  
Rayagada 13.7.2023

## TERMS & CONDITIONS FOR HIRING OF VEHICLES (Annexure-II)

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

1. The Vehicle must be of Bolero/TUV 300/Sumo Gold/Ertiga type and the fuel consumption is through petrol only.
2. The Vehicle must be kept under optimum running condition and avoid accidents attributable to lack of maintenance/upkeep. The hired Vehicle cannot be used for any private/commercial purpose beyond office hours or during holidays.
3. The Vehicle owner must have valid GST registration to provide Vehicle on hire.
4. The Vehicle must have the comprehensive insurance cover with third party unlimited liability risk, throughout the period of contract on hire.
5. The Vehicle should have commercial license & shall not be older than three years at the time of engagement.
6. Minimum average mileage is 10 K.Ms per ltr and the maximum limit of hiring charge of the vehicle is Rs. 31000/month (Twenty Thousand only), including all Taxes.
7. The hired vehicles, during period of contract, shall have all necessary valid MV documents such as:- Valid Registration certificate, Insurance Certificate, Fitness Certificate, Proof of up to date tax payment etc. and Driving License of the driver available all the times.
8. 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 vehicle owner shall be responsible for all such litigation.
9. A sum of Rs.1000/- shall be deposited by the intending bidders in shape of Bank Draft drawn in favour of the Chief District Veterinary Officer, Rayagada and submitted along with the tender as security deposit. After completion of tender process, the amount will be refunded to unsuccessful bidders. No Account payee cheque will be accepted and the application will be rejected.
10. The Driver of the Vehicle must have a valid Commercial Driving License for driving light transport passenger Vehicle and should be sufficiently experienced in driving transport passenger vehicle. The driver should wear a uniform & budge license, he should be a non-alcoholic and should be available as and when required.
11. It shall be the responsibility of the bidder to provide a good driver who should be well behaved, gentle and obedient in nature and the salary of the driver shall be borne by the owner.
12. In case, absence of driver for whatsoever reasons the owner shall arrange substitute for the vehicle.
13. In case of breakdown, servicing & repairs of the Vehicle, an alternate arrangement will be made by the Vehicle owner with a similar or higher class of vehicle.
14. The Monthly hire charge is to be paid on monthly basis in every succeeding month, but does not include the cost of Petrol. The reimbursements towards cost of Petrol are to be paid separately basing on actual consumption in a month. No advance Payment will be made.
15. All the expenditure of the vehicle towards major or minor repair, replacement of spare parts, Lubricating oil of Engine, Gear Box & differential Coolant, Tyres & Tubes, Battery etc. will be borne by the bidder.
16. In case of the vehicle do not report regularly, the authority will be at liberty to reject the agreement without assigning any reason thereof and may engage vehicle from other source.
17. If the services are found to be unsatisfactory, the C.D.V.O will give three month notice and terminate the agreement without assigning any reason thereof.
18. In case the provider intends to withdraw the services of his vehicle and terminate the agreement, it shall be mandatory upon him to grant three month notice before such withdrawal of service and termination of agreement.
19. If the bidder violates any of the terms of contract, Government shall forfeit the pending hiring charges of the vehicle.
20. The vehicle should be kept clean and tidy and should have name boards & stickering as specified in the contract on the vehicle.
21. Vehicle should be regularly serviced and maintained so as to avoid any break down. In case of break down an alternative vehicle should be arranged for without compromising the services. Pouring of lubricant must be born by the Service Provider.
22. The Vehicle should remain in the C.D.V.O Campus but in case of security reasons the CDVO may allow the Vehicle to stay in the other nearest place of the town Rayagada under the own responsibility of the Vehicle owner. The fuel consumed from the garage to the start point of CDVO Office will be borne by the Vehicle Owner. Such movement must be record in the Logbook. But in no case vehicle will be allowed to remain outside HQ town area.

23. No extra charges will be paid for night halts at out station and the lodging/boarding charges of the driver will be borne by the owner of the vehicle.
24. In case of similar quoted price, preference will be given to New vehicle/local vehicle.
25. An agreement will be made with the vehicle owner before engagement of his vehicle.
26. The monthly rate of hire charge be quoted separately in the general bid information (excluding fuel and lubricants).

  
13/7/2023  
Chief District Veterinary Officer  
Rayagada

**GENERAL INFORMATION FOR HIRING VEHICLES(Annexure-III)**

1	Registration No. of Vehicle:-	
2	Type of Vehicle (Ac/ Non-AC):-	
3	Year of Manufacture:-	
4	MAKE, Model of the Vehicle & Colour	
5	Date of registration:-	
6	Name & complete address Of the owner of vehicle:-	
7	Adhar Card Number:-	
8	PAN Card Number:-	
9	Fitness Certificate validity:	
10	Permit validity:-	
11	Insurance validity:-	
12	Name/ Address of the Driver:-	
13	D.L. No. & Validity of the D.L. of the Driver:-	
15	<b>Proposed hire Charge of the vehicle per month</b>	
16	Rate of fuel consumption/ Mileage per litre:-	
17	Contact Number of the service provider (Tenderer)	Mobile... E Mail id...
18	GST Registration No.	
19	Security deposit amount of Rs.1000/- (in the name of Chief District Veterinary Officer, Rayagada and payable at Rayagada only).	Bank Draft No.....Date..... Name of the Bank.....
20	XEROX Copy with self signed of the documents i.e (i) Valid Registration certificate, (ii) Insurance Certificate, (iii) Fitness Certificate, (iv) proof of up to date Tax payment, etc. of vehicle, (v) D.L. of the Driver	
21	Cost of tender paper Rs.100/- deposited.	Money Receipt No.....Book No..... Date..... <b>OR</b> DD/BD No.....Dt..... Name of the Bank.....

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

Seal & Signature of the Tenderer.

**CHECK LIST OF DOCUMENTS TO BE SUBMITTED IN THE TENDER ( Sequentially)**

SL. No.	Name of The Document	Submitted Yes/No	Page No.
1	Duly filled Tender application form with authentic full signature of the bidder and seal (Optional).		
2	Full Signature in every page of all documents with page serial number or not.		
3	Copy of ADHAR Card		
4	Copy of PAN card		
5	Copy of GST registration certificate		
6	Bank Draft (Security Deposit) in the name of Chief District Veterinary Officer Rayagada, Payable at Rayagada only : Transaction No.: Date: Amount:		
7	Xerox copy of Valid Registration Certificate		
8	Xerox copy of Valid Insurance Certificate		
9	Xerox copy of Valid Fitness Certificate		
10	Xerox copy of Valid Contract Carriage Permit Certificate		
11	Xerox copy of proof of up to date Tax Payment etc of the Vehicle.		
12	Xerox copy of the DL of the Driver		

**CERTIFICATE OF UNDERTAKING**

1. Certified that I agree to the above terms and conditions of the tender for providing hired vehicle.
2. Certified that the information furnished above are true and correct to the best of my knowledge and belief. In case any information given above is or are found to be incorrect at any time, I under take the liability to be proceeded with in any manner. Certified that I shall not claim for any compensation for submission of Tender.

Date

Official Seal

Signature of the bidder/ Authorized signatory

Mobile No:-

Application Form for providing Vehicle on Hire  
for the Office of C.D.V.O Rayagada

To

The Chief District Veterinary Officer, Rayagada.

Sub:- Application for providing Vehicle on hired basis under Tender Process for the Office of C.D.V.O Rayagada of Rayagada District

Ref:- C.D.V.O Rayagada Tender notification number:- /Date:.

Sir,

With a kind reference to the above tender notification number, I Sri S/O  
At/Po:- Block:- Is hereby applying in the above tender for providing my  
"Bolero/TUV 300/Sumo Gold/Ertiga" Vehicle on monthly hire basis to a monthly hiring charge of Rs.  
...(Rupees....) inclusive of all Taxes and GST. I have clearly read and understood all the terms and  
conditions of the above tender as per Annexure-II and I agree to all the terms and conditions of the  
guide lines noticed in the tender. I am herewith provided all the general information along with the  
related necessary documents prescribed in Annexure-III and Check list. Therefore my tender  
application may kindly consider for selection in the tender process and and I shall not claim any  
compensation for submission of Tender.

Yours faithfully,

Full Signature of the Tenderer with seal(optional)

Mobile No:-

Adhar Number:-

Permanent Address:-