

THE CHILD DEV.PROJECT OFFICE: BISSAMCUTTACK DIST: RAYAGADA

No: 100 /2026

Dated:05.02.2026

QUOTATION CALL NOTICE

Sealed Quotations are invited as per guideline Letter No. 3854 dated-23.02.2024 of W&CD Deptt. and Letter No -15836 dated-27.05.2025 of Finance Deptt. from interested reputed Travel Agencies/Tour Operators or Private individuals for providing 01(One) no. of AC BS-IV petrol/diesel driven TUV 300/Bolero/Sumo Gold/Ertiga Vehicle having sitting capacity not more than 7 including driver, which shall conform to the Terms and conditions(Annexure-I)for official use in this office ICDS Project , Bissamcuttack on monthly rent basis:

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 Registration Certificate insurance Certificate, Valid Contact Carriage permit, Proof of up to date tax payment etc. Which are mandatory for-playing 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. The monthly rate of Maximum hire charges is limited to Rs.27000/- (Rupees Twenty Seven Thousand)only (excluding fuel cost for 60Lits)be quoted separately in the general bid information.
5. A sum of Rs.5000/- shall be deposited by the in intending Bidders in shape of Account Payee Bank Draft Drawn in favour of the CDPO ,Bissamcuttack and submitted along with the Tender has security deposit after completion of Tender Process, the amount will be refunded to Unsuccessful Bidders.
6. The Vehicle must achieve a fuel efficiency of 10kms per liter.
7. 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 specifically provided in the general bid information to the furnished with the quotation(Annexure-II)
8. The Sealed Quotation papers completed in all respect in a closed cover should reach the undersigned on or before 12.02.2026 by 3:00 P.M by Registered/Speed post/Courier/Personal only. The quotations received by this office shall be opened on 12.02.2026 at 5:00 P.M in presence of the bidders or their authorized representatives in presence of the committee member.
9. The application form of Quotations contain General bid information & Terms & conditions of Hiring of vehicles etc. will be available with Cash section of this office on payment of Rs.100/- (Non-refundable)only from 06.02.2026 to 12.02.2026(working days only). It is also available in OdishaGovt. website www.rayagadanic.in case he application form is downloaded from Govt. website.The applicant staff furnish a Demand Draft for an amount of Rs.100/- (Non-refundable) only towards the cost of application along with the application.
10. Payment of monthly hire charges will be made on receipt of funds from Government from time to time.
11. The undersigned reserves the right to cancel or reject any or all the quotations without assigning any reason thereof.


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ANNEXURE-I

TERMS & CONDITIONS FOR HIRING OF VEHILCES

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 vehicles, during period of contract, 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 D.L of the driver available all the times. The office hiring the vehicle shall not be responsible for any person or damages to any property on account of use of hired vehicle any manner whatsoever. 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 basis on actual consumption 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 a good driver and the salary of the driver shall be borne by the owner.
4. In case of breakdown for reasons whatever the replacement of a vehicle of the same or better model shall be provided by the owner of the vehicle /bidder.
5. In case of the vehicle do not report regularly, the authority will be liberty to reject the agreement and may engage vehicle from other source.
6. The vehicles 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 the requirement of hirer. No extra payment shall be demanded.
8. Monthly hire charges (as per Govt.norms) of selected bidder will be paid in every succeeding month, as per as possible within fifteen days of the submission of bills by the service provide and advance payment will be made.
9. 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.
10. If the services are found to be unsatisfactory, the client shall give one month notice and terminate the agreement.
11. 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.
12. If the bidder violates any of the terms of contract. Government shall forfeit the entire amount of security deposit.

Memo No:101 /2026

Date:05.02.2026

Copy along with Annexure-II and III submitted to the DIO, NIC Rayagada for favour of kind information and necessary action with a request to upload the quotation notice in the District website(www.rayagada.nic.in) for information of General public.

Copy submitted to the DSWO, Rayagada/Sub-Collector, Gunupur, All the Block Child Development & Project Officers of Rayagada district/All the Tahasildars of Rayagada district/Project Administrator, ITDA, Gunupur. They are requested to display this notice on their Notice board for wide publication.

Copy to All local officers of Bissamcuttack for wide publicity by affixing the notice in their Notice Board Copy to Notice Board for general information.


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Annexure-II

Attested copies of Documents to be submitted along with Tender.

1. Account payee Bank Draft of Rs. Rs. 5000/- (Rupees Five thousand) only drawn in favour of Child Development Project Officer, Bissamcuttack towards EMD/ Security Deposit.
2. MR for Rs. 100/- towards cost Tender / Quotation paper or DD for the amount if the Application form is downloaded from the website.
3. GST Registration Certificate (To verify that the service provider is registered under GST).
4. GeM Registration Certificate (*if applicable*) (Required for those under Municipal Corporation jurisdiction.)
5. PAN Card (Permanent Account Number) (For tax compliance and identity verification.)
6. Vehicle Registration Certificate (RC Book) (Must match the vehicle details provided in the tender.)
7. Valid Fitness Certificate of the Vehicle.
8. Valid Insurance Certificate of the Vehicle.
9. Valid Pollution Under Control (PUC) Certificate.
10. Valid Contract Carriage Permit.
11. Proof of Up-to-Date Road Tax Payment.
12. Valid Commercial Driving License of the Driver.
13. Police Verification Report of the Driver.
14. Aadhar Card/ID Proof of the Service Provider
15. Bank Account Details with Cancelled Cheque / Bank Passbook copy.
16. Undertaking or Declaration


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General Information

Sl. No.	Particulars	Details
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 Driver's License	
17	Contact Number of the Service Provider	
18	Contact Number of the Driver	
19	Proposed Hire Charge of the Vehicle per Month (Excl. Fuel)	
20	Rate of Fuel Consumption / Mileage (km per litre)	

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

Seal & Signature of the Tenderer