



E-Mail/ Regd. Post/ Speed Post

## OFFICE OF THE TAHASILDAR, KOLNARA

(Nizarat section)

Email Id: [tah.kolna-od@od.gov.in](mailto:tah.kolna-od@od.gov.in)

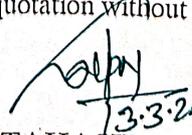
No. 760 /XVI-6/2026

Dated the 13.03.2026

### QUOTATION / TENDER CALL NOTICE

Sealed quotation/tender are invited from interested reputed Travels Agencies/ Tour Operators or private individuals for providing one no's TUV300/Bolero Neo AC/ Sumo Gold/ having citing capacity not more than ten including Driver, which shall confirm to the Terms and conditions (Annexure-A) for official use in **Tahasildar, Kolnara office** on monthly hire basis excluding all taxes and excluding POL for maximum of Rs. 37,200/- (Rupees Thirty Seven Thousand Two hundred) only.

- 1) The service provider shall have a valid GST registration to participate in the tendering.
- 2) The service provider, participating in the bidding process under the jurisdiction of Municipal Corporations, shall be registered on GeM platform.
- 3) The Vehicle must be in road worthy condition and shall not be more than 3 years old from the date of initial registration and must have valid Registration Certificate, insurance Certificate, Fitness Certificate and valid contract Carriage Permit, proof of up to date tax payment, etc. which are mandatory for plying of vehicle.
- 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 and obedient in nature.
- 6) A sum of Rs. 10,000/- shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn in favour of the **TAHASILDAR KOLNARA** and submitted along with the tender as EMD. After completion of tender process, the EMD will be refunded to unsuccessful bidders.
- 7) The monthly rate of hire charge, excluding GST be quoted separately, excluding fuel.
- 8) The Vehicle must achieve a fuel efficiency of 10 Km or more per litre.
- 9) The details of the make and year of manufacture of the vehicle, registration no., mileage (Kms 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 (Annexure-B)
- 10) The Quotation completed in all respect should reach the **Tahasildar, Kolnara** Dist-Rayagada in a sealed cover super scribed "Tender for providing vehicle on hire basis" by Speed post on or before 22.03.2026, 11 AM and shall be opened on bidders or their authorized representatives. by 23.03.2026 at 5:00 PM in presence of the bidder of their authorized representatives.
- 11) The application form of quotation/tender containing General Bid Information & Terms and Conditions for Hiring Vehicles etc. will be available with Tahasildar, Kolnara, Dist Rayagada or can be downloaded from Rayagada District Official Website [https:// rayagada.odisha.gov.in](https://rayagada.odisha.gov.in) from date 16.3.2024 to 22.03.2024
- 12) The Authority reserves the right to cancel the tender/quotation without assigning any reason thereof.

  
3-3-24  
TAHASILDAR, KOLNARA  
Quotation/ Tender Calling Authority

Memo No...761.../2026

Dated: 13.03.2026

Copy to Notice Board of Tahasil Office, Kolnara, Dist Rayagada  
Copy submitted to the Financial Advisor, Board of Revenue, Cuttack.  
Copy to all Members of the Tender Committee for information and necessary action.

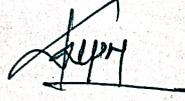


TAHASILDAR, KOLNARA  
Quotation/ Tender Calling Authority

Memo No...762.../2026

Dated: 13.03.2026

Copy submitted to the Collector, Rayagada/ Sub- Collector Rayagada/Gunupur /CDO-cum-EO Zilla Parishad, Rayagada/PA, ITDA, Rayagada & Gunupur/all Tahasildar/all Block Development Officer /all CDPOs of this District for information and necessary action with a request to publish the tender /quotation notice in their notice board for information of general publication.  
Copy along with its enclosures in soft copy sent to the District E- Governance Manager, Rayagada to upload the quotation Call Notice in the District Website.



TAHASILDAR, KOLNARA  
Quotation/ Tender Calling Authority

Terms & Conditions

The following terms and conditions must be fulfilled by bidder:

1. The hired vehicles, during period of contract, shall have all necessary valid MV documents such as valid Registration Certificate, Insurance Certificate, Pollution 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.

2. 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 hirer shall be responsible for all such litigation.

3. The hire charges to be paid for monthly basis is final but does not include cost of fuel, which is to be paid separately as per existing Government 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.

4. It shall be the responsibility of the bidder to provide a good driver and the remuneration of the driver shall be borne by the service provider.

5. In case of breakdown for reasons whatsoever the replacement of a vehicle of the same or better model shall be provided by the service provider.

6. In case of the vehicle do not report regularly, the authority will be at liberty to terminate the agreement without prior notice.

7. The vehicles shall report for duty for minimum of 25 days in a month.

8. In case of emergency, the driver will have to report for duty as per the requirement. No extra payment shall be made.

9. Monthly hire charges and reimbursements towards cost of fuel (as per norm) will be paid in every succeeding month, as per as possible within fifteen 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 old 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 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.

13. If the bidder violates any of the terms of contract, Government shall forfeit the entire amount of security deposit.

  
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**Tahsildar, Kolnara**

Quotation / Tender Calling Authority with Designation

General Information

Sl No	Particulars	
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 D.L. of the Driver	
17	Contact Number of the Service provider	
18	Contact number of Driver	
19	Proposed hire Charge of the vehicle per month excluding fuel cost	
20	Rate of fuel consumption / Mileage per litre	

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

Seal & Signature of Tenderer