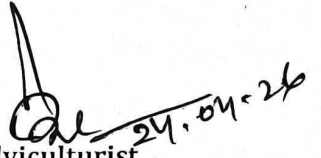


QUOTATION CALL NOTICE

Sealed Quotations are invited from the intending authorized Travel Agencies / Owners of Vehicle for engagement of vehicle in the O/o the Silviculturist, Silviculture Division, Rayagada as per terms and conditions given in Annexure-I,II&III and Govt. of Odisha Finance Department Notification No. 15836/F – FIN-COD-MV-0004-2018 Dt.27.05.2025

Name of the Vehicle

1. Scorpio (AC) or equivalent vehicle


Silviculturist
Silviculture Division,
Rayagada

Memo No. 345 /1F (Acct.)

Date. 24 /04/2026

Copy forwarded to the District Informatics Officer, Rayagada District, NIC Unit, Rayagada for information & necessary action. He is requested to upload the short tender Notice in District Portal website as early as possible.

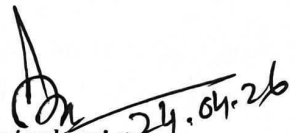

Silviculturist
Silviculture Division,
Rayagada

Memo No. 346 /1F (Acct.)

Date. 24 /04/2026

Copy to All Research Range Offices, Silviculture Division, Rayagada for wide circulation.

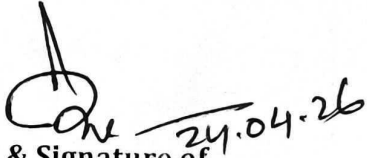
Copy to office Notice Board.


Silviculturist
Silviculture Division,
Rayagada

Forest Department, Government Odisha
Quotation Call Notice

Sealed quotations are invited from interested reputed travel Agencies / tour Operators or private individuals for providing 1 no of AC Diesel driven vehicle having sitting capacity not more than 7 (seven) including driver, which shall confirm to the Terms and conditions (Annexure-II) for official use in Office of the Silviculturist, Silviculture Division, Rayagada 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, Fitness Certificate, valid Contact Carriage Permit, Pollution Control Certificate 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 he sufficiently experience 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 Fixed Deposit to be pledged in favour of the Silviculturist, Silviculture Division, Rayagada and submitted along with the quotation as E.M.D. After completion of quotation process the amount will be refunded to unsuccessful bidders.
- 5) The monthly rate of hire charge along with percentage of GST be quoted separately in the general bid information (excluding fuel and lubricants)
- 6) The Vehicle must achieve a fuel efficiency of 10 Kms 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 be furnished with the Quotation (Annexure-III)
- 8) The Quotation completed in all respect should reach the undersigned on or before **05.05.2026 by 01.00 p.m.** and shall be opened on dated. **06.05.2025 at 11.00 a.m.** in presence of the bidders or their authorized representatives.
- 9) The application form of quotation / quotation containing General Bid information & terms and conditions for Hiring of Vehicles etc. will be available with Silviculturist, Silviculture Division, Rayagada from **25.04.2026 to 05.05.2026 by 01.00 p.m.**



Seal & Signature of
Quotation / Quotation Calling Authority
Designation

TERMS & CONDITIONS FOR HIRING OF VEHICLES

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, pollution certificate up to date, proof of up to date tax payment etc. and D.L. of the driver available all the times. 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.
2. The hire charges to be paid 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 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.
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 whatsoever 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 at 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 on duty as per the requirement of hirer. No extra payment shall be demanded.
8. Monthly hire charges and reimbursements towards cost of lubricants (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 owner of vehicle and no 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. The bidder violates any of the terms of contract. Government shall forfeit the entire amount of security deposit.


Signature of Quotation /
Quotation Calling Authority

GENERAL INFORMATION FOR HIRING VEHICLES

1. Registration No. Of Vehicle :-
2. Type of Vehicle (AC) :-
3. Year of manufacture :-
4. Model :-
5. Date of Registration :-
6. Name & complete address of the owner of Vehicle :-
7. Fitness Certificate validity :-
8. Permit validity :-
9. Insurance validity :-
10. Name / Address of the Driver :-
11. D.L. No. & Validity of the D.L. of the Driver :-
12. Pollution certificate up to date :-
13. Proposed hire charge of the vehicle per month excluding fuel cost :-
14. Rate of fuel consumption / Mileage per litter :-
15. Contact number of the Service Provider (Quotationer) Mobile / Telephone :-

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

Seal & Signature of the
quotationer