



# PANCHAYAT SAMITI, KHAIRPUT

At / P.O. : Khairput, Dist. : Malkangiri.  
PIN - 764046 (ODISHA)  
Tel. / Fax. No.06854-263465  
E-mail- ori-khairput@gramsat.nic.in

Letter No. 2576/2025

Dated: 05.06.2025

## Quotation / Tender Call Notice

Sealed Plain paper quotations / tender are invited from interested reputed Travel Agency / Tour Operators or private individuals for providing 01(one) nos of No AC Diesel vehicles (preferably BOLERO/TUV-300/Ertiga/Sumo Gold) having seating capacity not more than ten including driver, which shall conform to the terms and conditions enclosed herewith in Annexure-II, for official use in Block Office, Khairput on monthly rent basis from **-20.06.2025 to 20.06.2026.**

1. The vehicles must be in road worthy condition, shall not be more than 3 years old from the date of initial registration certificate, insurance certificate , fitness certificate, valid contract carriage permit (commercial), proof of up to date tax payment etc. Which are mandatory for applying 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 future.
4. A sum of Rs.5000/- shall be deposited by the intending bidders in shape of account payee bank draft/cash drawn in favour Block Development Officer, Khairput and submitted along with the tender as security deposit . After completion of tender process, the amount will refunded to unsuccessful bidders.
5. The monthly rate of hire charge should be quoted separately in the general bid information (excluding fuel and lubricants).
6. The vehicles must achieve a fuel efficiency of 10 km per litter.
7. The details of the make and year of manufacture of the vehicle , registration no, mileage (KMs covered per litter ) and name of the driver with driving license no. and period of validity should be specially provided in the general bid information to be furnished with the quotation / tender (Annexure -III).
8. The quotation completed in all respect should reach the undersigned on or before 16.06.2025 by 3 .00 PM and shall be opened on 17.06.2025 at 12.30 PM in presence of the bidders of the bidders or their authorized representatives.

  
03/06/25  
**Block Development Officer**  
for **Block Development Officer**  
**Khairput**



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## TERMS & CONDITIONS FOR HIRING OF VEHICLE

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

1. The hired vehicle during period of contract shall have all necessary valid M .V 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 Department /Office hiring the vehicle shall not be responsible for any damage / loss caused to hired vehicles of loss of life / injury made to any manner whatsoever. The hired shall be responsible for all such litigation.
2. The maximum hire charge @ Rs.28000 /-(**Rupees Twenty-Eight thousand**) only is to be paid for monthly basis (excluding fuel cost) in very succeeding month subject to allocation of funds.
3. POL should be supplied separately by the office concerned. all the expenditure of the vehicle towards repair, replacement of spare parts, lubricating oil of engine, Gear box & differential coolant , tyres & tubes , battery etc. taxes will be borne by the bidder.
4. It shall be the responsibility of the bidders to provide a good driver shall be borne by the bidders / owner.
5. 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.
6. In case of the vehicle do not report regularly, the authority will be at liberty to reject the management and may engage vehicle from other sources.
7. In case emergency, the driver will have to report for duty as per requirement of hirer. No extra payment shall be demanded.
8. The driver of the vehicle will maintain log book of his vehicle regularly and submit before the BDO very next day of month close.
9. The vehicle should be at the disposal of the hirer (both working days and holidays).
10. The vehicle will be engaged initially for 02 month i.e. **from 20.06.2025 to 10.08.2025** and it will be renewed time to time if runs smoothly to the satisfaction of the hirer.
11. 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.
12. If the services are found to be unsatisfactory, the client shall give one month notice and terminate the agreement.
13. In case the owner / bidder intend 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.
14. If the bidder violates any on the terms of contract, the authority shall forfeit the entire amount of security deposit.

  
**Block Development Officer**  
for Block Development Officer  
Khairput  
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Memo No. 2517/2025

Dated. 03.06.2025

Copy submitted to the CDO-Cum-E.O,ZP, Malkangiri for favour of kind information and necessary action

Copy to forwarded to all PA, ITDA, Malkangiri/ Sub-Collector, Malkangiri/ RTO, Malkangiri/ Deputy Collector (Niz), Collectorate, Malkangiri/ DI & PRO, Malkangiri/ all BDOs & Tahasildars of this district/ E.O, Municipality, Malkangiri & NAC Balimela/ EE, RD-I & II, Malkangiri/ EE, R & B, Malkangiri/ DSWO, Malkangiri/ All CDPO, ICDS of this district/ DWO, Malkangiri/ CDAO, Malkangiri/ DEO, Malkangiri/ all the local offices / Motor Vehicle Union, Khairput for information and necessary action.

Copy to NIC, Malkangiri for wide publication of the advertisement. The interested bidder can be downloaded the form at the Website [www.malkangiri.odisha.gov.in](http://www.malkangiri.odisha.gov.in)

Copy to Regional local News paper (**Prameya**) correspondent with a request to publish in his News paper (well before the scheduled date the **Quotation / Tender Call Notice limited cost Rs. 5000/- (Rupees five thousand)** only for wide publication within a stipulated lowest Govt. prescribed rate.

  
Block Development Officer  
Khairput  
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Letter No. 2578/2025

Date: 03.06.2025

## Quotation / Tender Call Notice

Sealed Plain paper quotations / tender are invited interested reputed Travel Agency / Tour Operators /Service provider or private individuals for providing 01(One) nos of No AC Diesel vehicles (preferably BOLERO/ TUV-300/Ertiga ) for official use in the Block Development Officer ,Khairput on monthly rent basis.

Quotation will be received in the office of the undersigned from dt. **05.06.2025 to 16.06.2025 up to 3.00 PM and shall be opened on dt. 17.06.2025 at 12.30 PM**, other details can be seen in the website [www.malkangiri.odisha.gov.in](http://www.malkangiri.odisha.gov.in) and office notice board .The authority reserves the right to cancel or reject quotation call without assigning any reason thereof.

*[Handwritten Signature]*  
03/06/25  
Block Development Officer  
Khairput

## NOT TO ADVERTIESMENT.

Memo No. 2579/2025.

Dated. 03.06.2025

Copy to Regional local News paper (**The Prameya** )correspondence with a request to publish in his news paper well before the schedule date of start of sale and receipt of tender paper for wide publication with in a stipulated lowest Government prescribed rate within the amount of Rs. 5000/- (including CGST/SGST)

*[Handwritten Signature]*  
03/06/25  
Block Development Officer  
Khairput

**GENERAL INFORMATION FOR HIRING VEHICLES**

Registration No. of Vehicle :

Type of Vehicle (AC/Non-AC) :

Year of Manufacture :

Model :

Date of Registration :

Name & Complete Address of the

Owner of Vehicle :

Fitness Certificate Validity :

Permit Validity :

Insurance Validity :

Name/Address of the Driver :

D.L. No. & Validity of the D. L of the

Driver :

Proposed hire Charge of the vehicle

per month (excluding fuel cost) :

Rate of fuel consumption/Mileage per Litre:

Contact Number of the Service Provider (Tender/Quotationer)

Mobile - ..... Telephone - .....

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

Signature of the  
Quotationer/Tendered