



ZILLA PARISHAD MALKANGIRI.

Dist: Malkangiri : 764048
Phone No : 06861-230409
Fax No : 06861-230279
E-Mail : ori-dmalkangiri@nic.in

No. 786 /XXXIX- 127/2026.MGNREGA

Date. // ..02.2026

TENDER CALL NOTICE

Sealed tenders are invited from interested reputed Travel Agencies / Tour Operators or private Individuals for providing 01(One) number of AC petrol/diesel driven vehicle preferably **Innova** having sitting capacity not more than Seven including driver with **latest model** features. The **Finance Dept. O.M No-15836/F dated. 27.05.2025** shall confirm to the Terms and conditions (Annexure-I, II & III) for the hired vehicle for monitoring & supervision of MGNREGS work and other developmental works by the Collector-cum-DPC, MGNREGS on monthly rent basis. The quotation should be super-scribed "Quotation for providing vehicle on hire basis" on the cover and sealed quotation should reach to the undersigned on or before **19.02.2026** by **5.30 P.M.** by speed post/regd. post and shall be opened on **20.02.2026** at **10.30 A.M** in the presence of the bidders or their authorized representatives at **Zilla Parishad, Malkangiri**. Quotation received after the scheduled date and time shall not be accepted.

The application form of quotation containing **General Bid information** and **Terms & Conditions** for Hiring of Vehicle will be available at Zilla parishad, Malkangiri from 12.02.2026 to 19.02.2026 or can be downloaded from Malkangiri District Website www.malkangiri.odisha.gov.in from dated. 12.02.2026 to 19.02.2026.

The undersigned reserves the right to reject all or any of the tender without assigning any reason thereof.


Chief Development Officer-Cum-E.O,
Zilla Parishad, Malkangiri

Memo No. 787 /2026.

Date. // .. 02.2026.

Copy to Additional District Magistrate, Malkangiri/ Sub-Collector, Malkangiri / P.A, ITDA, Malkangiri / All BDOs & Tahsildars of this district with a request to affix the tender call notice in their notice board / DeGM, Malkangiri for information with a request to web host the tender call notice in the District Website.


Chief Development Officer-Cum-E.O,
Zilla Parishad, Malkangiri

Memo No. 788 /2026.

Date. // .. 02.2026.

Copy to the Joint Director, I&PR Department with request to publish the above Tender Call Notice for one day in local edition & submit the bill as per I & P.R Dept. rate.


Chief Development Officer-Cum-E.O,
Zilla Parishad, Malkangiri

GENERAL INFORMATION FOR HIRING VEHICLES

1. Registration no of Vehicle :
2. Type of Vehicle (AC/Non-AC) :
3. Year of Manufacture :
4. Model :
5. Colour of vehicle :
6. Date of Registration :
7. Name & Complete address of the owner of Vehicle :
8. Fitness Certificate Validity :
9. Permit Validity :
10. Insurance Validity :
11. PAN NO :
12. Proposed Hire charge of the vehicle :
Per month including Driver salary &
Excluding fuel costs.
13. Rate of fuel consumption/Mileage per liter :
14. Name of Driver & D.L No/Aadhaar No :
15. Contact Number of the Service Provided :
(Tenderer / Quotationer)

FORMAT FOR PRICE BID

SI No	District /Block	Hire Charges per month excluding Fuel in INR	Fuel (Kms per 01 liter)	Remarks if any
1	2	3	4	5

NB: Hire Charges: Monthly Hire Charges (in INR) Fuel Minimum 10 Kms per liter.

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

FULL Signature of the Vehicle Owner

Annexure-B

Sl No	<u>Particulars</u>	
1	Name of the Service Provider	
2	Complete Address	
3	OGST 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	Proposed hire Charge of the vehicle per month excluding fuel cost	
18	Rate of fuel consumption / Mileage per litre	
19	Contact Number of the Service provider (Tenderer/Quotationer)	
20	Contact number of Driver	

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


**Chief Development Officer-Cum-E.O,
Zilla Parishad, Malkangiri**

Zilla Parishad, Malkangiri.

Quotation/Tender Call Notice

Sealed quotations/tenders are invited from interested reputed Travel Agencies/Tour Operators / Private individuals for providing 01 nos. of AC Petrol/Diesel driven vehicle preferably **Innova** having sitting capacity not more than 07(Seven), including driver with latest model features which shall conform to the Terms and conditions (Appendix-C) for official use in Zilla Parishad, Malkangiri on monthly rent basis:

1. The service provider shall have a valid OGST 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, shall not be more than 3 years old from the date of initial registration and must have valid Registration Certificate, Insurance Certificate, Fitness Certificate, Pollution Certificate, valid Contract Carriage Permit, proof of up-to-date tax payment etc. 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 **₹5,000/-** shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn in favour of the Collector-cum-CEO, Zilla Parishad, Malkangiri and submitted along with the tender as security deposit. After completion of tender process, the amount will be refunded to unsuccessful bidders.
7. The monthly rate of hire charge is quoted separately in the general bid information (excluding fuel and lubricants).
8. The Vehicle must achieve a fuel efficiency of 10 KM per liter.
9. The details of the make and year of manufacture of the vehicle, registration no., mileage (KM covered per liter) and name of the Driver, Driving License No. and period of validity should be specifically provided in the general bid information (**Annexure-B**) to be furnished with the Quotation/Tender.
10. The Quotation completed in all respect should reach the undersigned **on or before 19.02.2026 by 5:30 P.M by Speed Post /Registered Post only and shall be opened on 20.02.2026 at 10.30 A.M** in presence of the bidders or their authorized representatives at Zilla Parishad Conference Hall, Malkangiri.
11. The application form of quotation/tender containing General Bid Information & Terms and conditions for Hiring of Vehicles etc. will be available with the office of the Chief Development Officer-cum-EO, Zilla Parishad, Malkangiri on payment of **₹ 1,000/- (Rupees OneThousand)** from 12.02.2026 to 19.02.2026 or can be downloaded from Malkangiri District Website <https://malkangiri.odisha.gov.in/> from dated 12.02.2026 to 19.02.2026. In case the application form is downloaded from Govt. website, the applicant shall furnish a **Demand Draft** for an amount of **₹ 1,000/- (Rupees One Thousand)** only towards the cost of application along with the application.


Chief Development Officer-Cum-E.O,
Zilla Parishad, Malkangiri

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.


**Chief Development Officer-Cum-E.O,
Zilla Parishad, Malkangiri**