



DISTRICT PROJECT OFFICE
SAMAGRA SIKSHYA, BHADRAK
At- Upper Bagurai, Post- Madhabnagar, Bhadrak ,
PIN-756181



No 954 / Dated 16.03.26

QUOTATION CALL NOTICE

Sealed Tenders are invited from interested eligible bidders (individuals/tour operators/ travelling agencies/Firms) having valid OGST registration for providing commercial multi-purpose vehicles (Mahindra Bolero/Scorpio,Disire/Indigo,Tata AC,Pick up Vanlike such type of vehicles) A/C diesel/petrol for contractual deployment under District Project Office, SamargaSikshya, Bhadrak on monthly (two vehicles) /Daily rent basis vehicle as on when required (both travels & Good vehicle) which shall confirm the terms and conditions (Annexure-A & B). The last date of receipt of the Bid is date **23/03/2026** upto 5.00 P.M. and will be opened at 11.00 A.M. on the next day i.e on dtd. **24/03/2026** in the office of the Collectrorate,Bhadrak under the chairmanship of Addl.District Magistrate,Bhadrak. The quotation application form containing the general Bid information and detailed terms and conditions for hiring the vehicles can be downloaded from the website www.osepa.odisha.gov.in & www.bhadrak.odisha.gov.in. Interested and eligible agency / firm may download BID DOCUMENT from the above website and apply accordingly. Corrigendum / addendum, if required, will be uploaded in the above web site. Hence potential bidders are requested to be in continuous touch with the above web site.

The Tender Inviting Authority (TIA) reserves the right to accept / reject any full or part / all BID/ cancel the entire selection process at any stage without assigning any reason thereof.


District Project Coordinator,
SamagraShiksha, Bhadrak



**DISTRICT PROJECT OFFICE
SAMAGRA SHIKSHA, BHADRAK**
At- Upper Bagurai, Post- Madhab Nagar, Bhadrak , PIN-756181



No. _____/2026 Date. _____/_____/_____/


Annexure-A

Sealed quotations are invited from interested eligible bidders (individuals/tour operators/travelling agencies/Firms) agencies having valid GST registration for providing commercial multi-purpose vehicles (Bolero/Scorpio/Desire/Indigo/Tata ACE & Pick UP Van like such type of vehicles) A/C diesel/petrol for contractual deployment under District Project Office, Samagra Shiksha, Bhadrak for official use on monthly rent basis & as on when required which shall confirm the following terms and conditions.

1. The vehicle must be in road worthy condition shall not be more than 3 year old from the date of initial registration and must have valid registration certificates, Insurance Certificate, Fitness certificate, Pollution certificate, proof of up-to-date tax payment etc, mandatory for running of vehicles.
2. A) The monthly rate "hiring charges" must be quoted separately in the general Bid information (Excluding fuel). The monthly rate of hiring charges quoted should not exceed the **maximum hiring charges per month Rs.24,000/- excluding diesel/petrol cost** (only for monthly rent basis) fixed by the Finance Department. The Government of Odisha for the category of vehicle i.e. (Mahindra Bolero/Scorpio/ like such type of vehicles). The vehicle must achieve a **fuel efficiency of 17 KM per litre** for (Mahindra Bolero/Scorpio like such type of vehicles). The details of make year of manufacture of the vehicle registration period of validity should be specially provided in the general bid information format.
b) The details hiring charges excluding fuel for small/medium travel vehicle and goods vehicle as on when required must be quoted separately in the general bid information on format C & D.
3. The Driver who will be engaged to drive the vehicle must have a valid driving license and should be sufficiently experience in driving the vehicle. The Driver must follow the traffic rules and other regulations prescribed by the Govt. The District Project Office, SS,

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20. The District Project Office, SS, Bhadrak shall not be responsible whether financially or otherwise for any injury or loss to the Driver or person deployed by the Agency during the course of performing duties.
21. A sum of Rs.5000/-(Rupees five thousand) only shall be deposited by intending bidders against each vehicle in shape of A/C payee Bank Draft drawn in favour of **District Project Office, SS, Bhadrak** and submitted along with the quotation as security deposit. After completion of process the amount will be refunded to unsuccessful bidders. The quotation form without security deposit will be rejected.
22. The sealed quotation should be submitted in specific format super scribing as **"Quotation for hiring of vehicle"** addressed to the District Project Office, SS, Bhadrak. The Quotation paper completed in all respect should reach District Project Office, SS, Bhadrak through Speed Post/Registered Post with address to **The District Project Coordinator, Samagra Shiksha Bhadrak, At- Upper Bagurai, Post- Madhab Nagar, Bhadrak ,Pin- 756181** on or before date **23/03/2026 by 5.00 P.M.** and shall be opened on next day i.e on dtd. **24/03/2026** at **11.00 A.M.** in the presence of the Bidders or their authorized representatives. Delay in postal delivery after due date and time will not be taken into consideration.
23. Any other points related to hiring of the vehicle may be settled on negotiation subject to confirmation of the same by the competent authority.
24. The authority reserves the right to accept or reject the quotations without assigning any reasons thereof.
25. All the disputes shall be subjected to the jurisdiction of the Court at Bhadrak in the State of Odisha.


District Project Coordinator,
Samagra Shiksha Bhadrak

GENERAL INFORMATION FOR HIRING OF VEHICLES

1. Registration No. of vehicle :
2. Types of vehicle with model:
3. Year of manufacturing :
4. Date of Registration:
5. Validity of fitness certificate:
6. Insurance validity:
7. Security deposit DD No. & Date :
8. PAN & GST NO.:
9. Proposed hire charge of the vehicle per month excluding fuel cost:
10. Rate of fuel consumption:/mileage per litre :
11. Name and Corresponding address of the owner of vehicle:
12. Name and address of the Driver:
13. Driving License No. and validity of Driving License of the Driver:
14. Contact No. of service provider (quotationer/ tenderer)

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



Seal and Signature of the Quotationer

Annexure-C

Terms and Conditions for engagement of vehicle in District Project Office, SS Bhadrak on the basis of as on when required.

1. The vehicles to be provided to the office as on when required after receipt of requisition from DPC Samagra Shiksha Bhadrak.
2. The vehicles shall have a valid RC book , pollution certificate , updated insurance and tax clearance certificate
3. The vehicle will be stationed at the District Project Office, SS Bhadrak on the day of requisition. The services of vehicle may be used at any time of the day .
4. In case the vehicle is breakdown on the route in the day of journey, a substitute vehicle will be provided by the travel agency immediately.
5. The driver has responsibility to sign the duty slip on same day from starting KM of the journey & at end of the journey from the officer/staffs cover the KM on a day.
6. Payment shall be made on fortnight basis subject to submission bills & duty slips duly sign by the staffs.
7. The driver cannot claim any benefit admissible to the staff of the office and in case of accident or break down this office shall not have any liability.
8. Period of engagement of the vehicle will be for one year which may be extended subject to satisfactory service.
9. The successful quotationer shall have to execute an agreement with the District Project Coordinator.

How to apply :

- a. Interested travel agencies are required to apply in the prescribed format either by registered/speed post within **dt.23/03/2026 by 5.00 PM.**
- b. The vehicle hiring charges per day (AC) should be mentioned in prescribed format (annexure-D) clearly in number without any overwriting with POL consumption KM/litre.

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To

Annexure-D

The District Project Coordinator,
Samagra Shiksha, Bhadrak

W.r.t to the quotation call notice no _____ dated _____ /03/2026, I am to submit herewith my quotation for engagement of the vehicle in your office on as and when required basis. Details are as under.

1	Name & Address of the Travel Agency	
2	Name & address of the agency owner	
3	Contract No (Land line & cell no)	
4	(a)Registration Certificate No/Date(self-attested photo copy attaches) (b) Tax Clearance Certificate no/date(self-attested photo copy attaches) (c) PAN/GST Card No(self-attested photo copy attached)	

Hiring Charges(Day basis as and when required)								
Type of Vehicles	Rate for AC vehicle				Rate for Non- AC vehicle(Goods)			
	Hiring Charges per Day (within district)	KM running per ltr. POL	Rate per KM (out side district)	Night halt Charges if any for outside district journey	Hiring Charges per Day (within district)	KM running per ltr. POL	Rate per KM(out side district)	Night halt Charges if any for outside district journey
Scorpio								
Bolero								
Desire								
Indigo								
Tata ACE								
Pick up Van								

Declaration:

I agree to abide by the terms and conditions for engagement of the vehicle and will also abide by any further terms and conditions that may be decided by the District Project Coordinator, SS Bhadrak at the time of execution of agreement.

Dated :

Signature of the vehicle owner / travel agency with seal
(Name in full)

