



**OFFICE OF THE COLLECTOR & DISTRICT MAGISTRATE,
KENDRAPARA**

(GRAMAPANCHAYATSECTION)

Email: dpokendrapara2012@gmail.com

No 334/ Dated. 19/02/2025

TENDER CALL NOTICE

Sealed Tender of one light **white** color vehicle for official use by the Dist. Panchayat Officer, Kendrapara at a rate not exceeding Rs.20,000/- (Rupees twenty thousand) per month excluding the POL is invited with the following terms and conditions as laid down in **Annexure-I**. The vehicle owners may submit their tenders by registered post/ speed post to be received latest by 01.00 PM of 17.03.2025 in the office of the DPO Kendrapara and the same shall be opened at 04.00 PM of the same day in presence of the bidders or their authorized agents/ representatives in the office of the CDO-cum-EO Zilla Parisad, Kendrapara.

01. The vehicle must be road worthy condition, shall not be more than three years old from the date of initial; registration and must have valid Registration Certificate, Insurance Certificate, Fitness Certificate, Valid Contract Carriage Permit, Proof of up to date tax payment etc which are mandatory for plying of the vehicle.

02. The Driver of the vehicle must have a valid DL for driving the light transport passenger vehicle and should be sufficiently experienced in driving the transport passenger vehicle.

03. The Driver must be well behaved, gentle and obedience in nature.

04. The vehicle must achieve the fuel efficiency of 17 Km per litre.

05. The details of the make year of manufacturing of the vehicle, registration number, mileage (Km covered per litre) and name of the Driver with DL and period of validity should be provided in the quotation as per **Annexure-II**.

06. The selected Bidder shall deposit Rs.5000/- (Rupees five thousand) only in shape of Account Payee Bank Draft in favour of the DPO Kendrapara.

The authority reserves the right to cancel any or all the quotations without assigning any reason thereof.

By order of the Collector


Dist. Panchayat Officer,
Kendrapara.

Memo No. 335/ Date 19/02/2025

Copy to Notice Board of Collector/ CDO-cum-EO Zilla Parisad, Kendrapara/ Notice Board of all District Level Offices/ All Tahasildar/ All BDOs for wide publication.

Copy forwarded to the DIO NIC, Kendrapara with a request to upload the Tender in the District Website.


Dist. Panchayat Officer,
Kendrapara.

TERMS & CONDITIONS FOR HIRING OF VEHICLE

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

01. The hired vehicle, during period of contract, shall have all necessary valid MV documents such as Valid Registration Certificate, Insurance Certificate, Fitness Certificate, valid Contract Carriage Permit, Proof of up-to-date Tax Payment etc. and DL of the Driver available all the times. The Office hiring the vehicle shall not be responsible for any damage/loss caused to the hired vehicle or loss of life/ injury made to any person or damage to any property on account of use of hired vehicle on any manner whatsoever. The vehicle owner of the hired vehicle shall be responsible for all such litigations.
02. The hire charges to be paid on monthly basis but does not include cost of fuel and lubricant as per existing Government norms. All the expenditure of the vehicle towards repair, replacement of spare parts. Lubricants for change of Engine Oil, Gear Box Oil, Coolant, Tyres & Tubes, Battery etc. will be borne by the Vehicle Owner.
03. It shall be the responsibility of the bidder/ vehicle owner to provide a good Driver and the salary/remuneration of the Driver shall be borne by the Vehicle owner.
04. In case of break-down for reasons whatsoever, the replacement of a vehicle of the same or better model/condition shall be provided by the owner of the vehicle promptly.
05. 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 sources.
06. The vehicle shall report for duty for minimum of 25 days in a month.
07. In case of emergency, the Driver will have to report for duty as per the requirement of hirer and for this no extra payment shall be paid.
08. The vehicle shall not be more than 3(Three) years old from the initial Registration and also in good running condition during the period of contract.
10. If the services of the bidder/vehicle owner is found unsatisfactory, the hirer shall give one month notice and cancel the agreement.
11. In case the vehicle owner 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. If the vehicle owner violets any of the terms of contract, the Authority shall forfeit the entire amount of security deposit.


**Dist. Panchayat Officer,
Kendrapara.**

ANNEXURE-IIIGENERAL INFORMATION FOR HIRING OF VEHICLE

- 1) Registration No. of vehicle :
- 2) Type of vehicle (AC/Non-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 Driver :
- 11) D.L No. & Validity of the DL of the driver :
- 12) Proposed hire charge of the vehicle per month excluding fuel cost. :
- 13) Rate of fuel consumption/Km per litre :
- 14) Contract Number of the Vehicle Owner (Mobile/e-mail id) :

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

Date: _____



**Signature of the
Bidder/Tenderer**



**OFFICE OF THE COLLECTOR & DISTRICT MAGISTRATE,
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No 336 / Dated. 19/02/2025

OFFICE ORDER

One Committee consisting the following Members is hereby constituted for finalization of the Tender for hiring of one light vehicle for use by the District Panchayat Officer, Kendrapara under the Chairmanship of the CDO-cum-EO, Zilla Parisad, Kendrapara. The Committee should verify the documents of the Bidders strictly as per the Tender Call Notice before finalization of the Bid.

01. Deputy Collector (Nizarat), Kendrapara
02. Dist. Panchayat Officer, Kendrapara

Member
Member-Convener

By order of the Collector


Dist. Panchayat Officer,
Kendrapara.

Memo No. 337 / Date 19/02/2025

Copy forwarded to the officers concerned for favour of information and necessary action.


Dist. Panchayat Officer,
Kendrapara.