

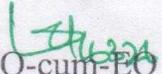
ZILLA PARISHAD, NAYAGARH, ODISHA-752070

SHORT QUOTATION CALL NOTICE

No. 1103 Date 16.03.2026

Sealed quotations are invited from interested reputed Travel Agencies / Tour Operators / Individuals for providing One Number of Innova vehicle having sitting capacity not more than 7 including driver, which shall conform to the Terms and conditions (Appendix-A)) for official use by Collector, Nayagarh for supervision & monitoring of Rural Housing Scheme on monthly rent basis:

1. The service provider shall have a valid GST registration to participate.
2. 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.
3. 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.
4. The Driver should be well behaved, gentle and obedient in nature.
5. A sum of Rs. 1000/- shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn in favour of CDO-cum-EO, Zilla Parishad, Nayagarh and submitted along with the quotation as Application Fee. Similarly, an amount of Rs. 40,000/- shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn in favour of CDO-cum-EO, Zilla Parishad, Nayagarh and submitted along with the quotation as EMD. After completion of tender process, EMD shall be refunded to unsuccessful bidders.
6. The monthly rate of hire charge, excluding GST be quoted separately, excluding fuel.
7. The Vehicle must achieve a fuel efficiency of 10 per litre.
8. The details of the make and year of manufacture of the vehicle, Registration No., Mileage (KM covered per litre) and name of the Driver, Driving License No. and period of validity should be specifically provided in the general bid information to be furnished with the Quotation (Appendix-B).
9. The Quotation completed in all respect should reach the undersigned on or before 30.03.2026 by 5.30 P.M. only through Indian Registered or Speed Post. The same shall be opened on the same day in the Chamber of CDO-cum-EO at 6.00 PM in presence of the bidders or their authorized representatives.
10. The application form of quotation containing Information & Terms and conditions for Hiring of Vehicles will be available with <http://nayagarh.odisha.gov.in/> and can be downloaded from 16.03.2026.

  
CDO-cum-EO  
Zilla Parishad, Nayagarh

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. This Office 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 all 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 30 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 (EMD).

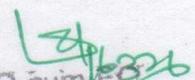
12/06/20  
CNO-511-50

General Bid Information

Sl. No.	Particulars	
1	Demand Draft details towards Application Fee	
2	Demand Draft details towards EMD	
3	Name of the Service Provider	
4	Complete Address	
5	GST Number	
6	PAN	
7	Bank Account No and IFSC Code	
8	Registration No. of Vehicle	
9	Year of Manufacture	
10	Make & Model	
11	Date of registration	
12	Name & complete address of the owner	
13	Fitness Certificate validity	
14	Pollution Certificate validity	
15	Permit validity	
16	Insurance validity	
17	Name / Address of the Driver	
18	D.L. No. & Validity of the D.L. of the Driver	
19	Contact Number of the Service provider	
20	Contact number of Driver	
21	Proposed hire Charge of the vehicle per month excluding fuel cost	
22	Rate of fuel consumption / Mileage per litre	

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

Seal & Signature of  
Bidder with date

  
CDO-cum-EE  
Zila Parishad, Nayagarh