



ଓଡ଼ିଶା ସରକାର  
ପର୍ଯ୍ୟଟନ ବିଭାଗ

Government of Odisha  
Tourism Department



ODISHA  
INDIA'S BEST KEPT SECRET.

ଓଡ଼ିଶା ପର୍ଯ୍ୟଟନ  
ପର୍ଯ୍ୟଟନ ଭବନ, ଲୁଇସ ରୋଡ୍,  
ଭୁବନେଶ୍ୱର-୭୫୧୦୧୪

No. 7546 / TSM, Bhubaneswar, Dated 05-10-24

TCT-RC-MISC-0057-2022

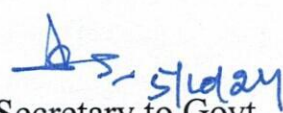
**Tender Call Notice**

Sealed quotations/tenders are invited from interested reputed Travel Agencies/Tour Operators/Private individuals for providing 1(one) No. of AC Petrol/Diesel driven Vehicle having sitting capacity not more than 5 including driver, which shall confirm to the terms and conditions (Appendix-A) for official use in Tourism Department on monthly rental 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, valid Contract Carriage Permit, proof of up-to-date tax payment, which are 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 have sufficient experienced in driving transport /passenger vehicle.
5. The Driver should be well behaved, gentle and obedient in nature.
6. A sum of Rs.5000/- shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn in favour of the DDO-cum-Deputy Secretary to govt., Tourism Department 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 to be quoted separately in the general bid information (excluding fuel and lubricants).
8. The Vehicles must achieve a fuel efficiency of 17 Kms per liter.
9. The details of the make and year of manufacture of the vehicle, registration no., mileage (Kms covered per liter) and name of the Driver with Driving License No. and period of validity should be specifically provided in the general bid information to be furnished with the Quotation/Tender (Appendix-B).

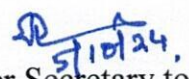
10. The Quotation completed in all respect should reach the undersigned on or before .10.2024 by 03.00 PM and shall be opened on the same day at 04.00 PM in presence of the bidders or their authorized representatives.
11. The application form of quotation / tender containing General Bid information & Terms and conditions for Hiring of Vehicle etc. will be available with OE section of the Department on payment of Rs.100/- from 07.10.2024 to 21.10.2024 or can be downloaded from Dept. website www.odishatourism.gov.in from Dt. 07.10.2024 to Dt. 21.10.2024. In case the application form is downloaded from Govt. website, the applicant shall furnish a Demand Draft for an amount Rs.1000/- (Rupees One Thousand) only towards the cost of application along with the application.

By orders of Director, Tourism

  
Additional Secretary to Govt.,  
Tourism Department

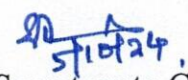
Memo No. 7547/TSM, Dt. 05-10-24

Copy forwarded to all Departments with a request to display the notice in their notice board for wide publicity.

  
Under Secretary to Govt.

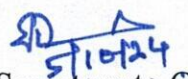
Memo No. 7548 /TSM, Dt. 05-10-24

Copy forwarded to OSD to Commissioner-cum-Secretary/ Sr. P.P.S. to Director, Tourism for kind information of Commissioner-cum-Secretary / Director, Tourism Department respectively.

  
Under Secretary to Govt.

Memo No. 7549 /TSM, Dt. 05-10-24

Copy forwarded to Computer Cell, Tourism Department for information and necessary action. It is requested to hoist this quotation/ tender call notice in the Tourism Department website for information of general public.

  
Under Secretary to Govt.

Memo No. 7550 /TSM, Dt. 05-10-24

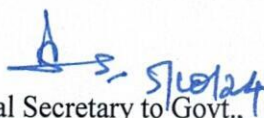
Copy forwarded to Notice Board, Tourism Department for information of general public.

  
Under Secretary to Govt.

**TERMS AND CONDITIONS FOR HIRING OF VEHICLES**

The following terms and conditions must be fulfilled by the successful bidder for providing vehicles on hire on monthly rental basis.

1. The hired vehicle, 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 in any manner whatsoever. The bidder shall be responsible for 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 basing on actual consumption and lubricants 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 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 the vehicle does not report regularly, the authority will be at liberty to terminate the agreement without prior notice.
7. The vehicle shall report for duty for a 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 demanded.
9. Monthly hire charges and reimbursements towards cost of fuel (as per actual) and lubricants (as per Govt. norms) of selected bidder will be paid in every succeeding month, as far 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 date of the initial registration and also in good running condition during the period of contract.
11. If the services are found to be unsatisfactory, the Department 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 for such withdrawal of service and termination of agreement.
13. If the bidder violates any of the terms of contract, Government shall forfeit the entire security deposit.

  
Additional Secretary to Govt.,  
Tourism Department

**GENERAL INFORMATION**

| Sl No. | Particulars                                                       |  |
|--------|-------------------------------------------------------------------|--|
| 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 Certification 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.”

Seal & Signature of the  
Quotationer / Tenderer