

OFFICE OF THE DISTRICT TREASURY OFFICER, JAGATSINGHPUR

No. 590 Date 01.01.2025

**TENDER CALL NOTICE FOR HIRING OF VEHICLE**

Sealed Tenders are invited from interested reputed Travel Agencies/ Tour Operators/ Service Providers or Private Individuals for providing 01 (One) number of BS-VI Compliant AC (Dzire/ Tiago/ Bolt/ Celerio/ Swift/ Xcent/ Zest (Petrol) etc. or any other similar type of vehicle) having sitting capacity of maximum 05 (Five) including driver on monthly basis. Details regarding eligibility criteria, terms and conditions and the formats of submission of tender are mentioned in the tender documents which may be downloaded from the website [jagatsinghpur.nic.in](http://jagatsinghpur.nic.in).

Sd/-  
Treasury Officer  
District Treasury, Jagatsinghpur



ଓଡ଼ିଶା ସରକାର Government of Odisha

ଜିଲ୍ଲା କୋଷାଗାର, ଜଗତସିଂହପୁର

**DISTRICT TREASURY, JAGATSINGHPUR**

E-mail-jagatsinghpur@orissatreasury.gov.in

Tel: 06724- 220143

No. 590

Date: 04.04.2025

**TENDER CALL NOTICE**

Sealed Tenders are invited from interested reputed Travel Agencies/ Tour Operators/ Service Providers or Private Individuals for providing 01 (One) number of AC (Dzire/ Tiago/ Bolt/ Celerio/ Swift/ Xcent/ Zest (Petrol) etc. or any other similar type of vehicle) having sitting capacity of maximum 05 (Five) including driver, which shall conform to the Terms and conditions as enclosed (Annexure-II) for official use for Treasury Officer, District Treasury, Jagatsinghpur on monthly basis.

1. The service provider shall have a valid GST registration certificate to participate in the tendering.
2. The vehicle must be in road worthy/ Good condition with BS-VI emission compliant, shall not be more than 03 (Three) years old from the date of initial registration and must have valid Registration Certificate, Insurance Certificate, Fitness Certificate, Pollution under control certificate, valid contact carriage permit, proof of up-to-date tax payment etc. which are mandatory for plying the 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 and disciplined in nature. The owner is responsible for engagement of one dedicated driver to perform the Govt. duty without hesitation.
5. A sum of Rs.5,000/- (Rupees Five thousand) only shall be deposited by the intending bidder in shape of Bank Draft drawn in favour of the Treasury officer, District Treasury, Jagatsinghpur payable at Jagatsinghpur and submitted along with the tender as security deposit. After completion of tender process, the amount will be refunded to unsuccessful bidders.
6. The monthly rate of hire charge be quoted separately in the general bid information (excluding fuel and lubricants).
7. The vehicle must achieve a fuel efficiency of minimum average mileage of 17 KMs. Per litre.
8. 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 Tender (Annexure-B).

9. The tender application should reach the undersigned on or before Dtd.16.04.2025 by 10.00 A.M. (Either by registered post/ speed post/ courier) except Sunday and Holidays and shall be opened on the same day at 11.00 A.M. in the office chamber of District Treasury Officer, Jagatsinghpur in presence of bidders or their authorized representatives. The quotation received manually is required to be dropped in the sealed Tin Box kept in the office of the District Treasury Officer, Jagatsinghpur. In the cover page of the sealed envelope containing tender paper, it should be clearly superscribed with "TENDER FOR HIRING OF VEHICLE". Each sealed envelope should contain only one quotation/ application.
10. The application form of tender containing General Bid information and Terms and Conditions for Hiring of vehicles etc. will be available with the District Treasury Officer, Jagatsinghpur on payment of Rs. 1,000/-(Rupees one thousand) only from 04.04.2025 to 16.04.2025 or can be downloaded from Odisha Government website (<https://jagatsinghpur.nic.in>) from 04.04.2025 to 16.04.2025. In case the application form is downloaded from Government website, the applicant shall furnish a demand draft for an amount of Rs. 1,000/-(Rupees one thousand) only in favour of the Treasury Officer, Jagatsinghpur drawn in any Nationalize bank payable at Jagatsinghpur towards the cost of application alongwith the application.
11. Period of contract shall commence from the date of engagement of the vehicle.
12. Apart from the normal working days, the vehicle can be used on Holidays/ Sundays and even in odd hours in case of emergency situation.
13. All types of repair/ maintenance are to be done by the vehicle owner at his cost including payment of Tax etc. and payment of wages of the driver.
14. Log Book & Stock / Issue Register of fuel etc. are to be maintained accordingly to Government procedure and signed by the driver and the officer using the vehicle.
15. The concerned vehicle owner should execute an agreement containing above terms & Condition in Non-Judicial stamp Papers with the District Treasury Officer, Jagatsinghpur within 7 days of receipt of engagement order.
16. The authority reserves the right to cancel the contract of the vehicle at any time without prior Notice and showing any reasons thereof.
17. The authority reserves the right to cancel the quotation or any part any reasons thereof.

*Taruna K. Panda*  
04.04.25

DISTRICT TREASURY OFFICER, JAGATSINGHPUR  
(Seal and Signature  
of Quotation/Tendering Authority)

Memo No. 591 // Date 04/04/2025 JAGATSINGHPUR

Copy to Notice Board of District Treasury, Jagatsinghpur / Collectorate, Jagatsinghpur for information of General Public and wide publicity.

*Taruna K. Panda*  
04.04.25

TREASURY OFFICER  
JAGATSINGHPUR  
JAGATSINGHPUR

Memo No. 592 // Date 04/04/2025

Copy forwarded to the District e-Governance Manager, Jagatsinghpur / District Informatics Officer, NIC, Jagatsinghpur for information with a request to publish this notice in the District website/ The D.I.P.R.O, Jagatsinghpur for information and wide publicity.

*Taruna K. Panda*  
04.04.25

TREASURY OFFICER  
JAGATSINGHPUR

Memo No. 593 // Date 04/04/2025

Copy submitted to the Director of Treasuries and Inspection, Odisha, Bhubaneswar/ Joint Secretary to Government, Finance Department, Odisha, and Bhubaneswar for favour of kind information.

*Taruna K. Panda*  
04.04.25

TREASURY OFFICER  
JAGATSINGHPUR  
JAGATSINGHPUR



ଓଡ଼ିଶା ସରକାର Government of Odisha

ଜିଲ୍ଲା କୋଷାଗାର, ଜଗତସିଂହପୁର

DISTRICT TREASURY, JAGATSINGHPUR

E-mail-jagatsinghpur@orissatresury.gov.in

Tel: 06724- 220143

No. \_\_\_\_\_

Date: \_\_\_\_\_

Ref: Tender Call Notice No. \_\_\_\_\_/JSPTRY, Dt. \_\_\_\_\_

**APPLICATION FOR QUOTATION / TENDER CALL NOTICE**

From:

M/S.....

S/O.....

At:..... Po:.....

P.S: ..... Dist:.....

To

The Treasury Officer, District Treasury, Jagatsinghpur

Sir,

I am submitting the price quotation(s) for the supply of following types of vehicles for engagement in your office on monthly basis. The details about the vehicle and driver are attached in annexure-III.

**FORMAT FOR QUOTATION FOR HIRING OF VEHICLE**

Sl. No.	Description of Vehicle	Model & Year of Manufacturer	Monthly Fixed Charges (in Rs.)	Consumption of HSD (KM/ Ltr.)	Consumption of Oil (Ltr/1000KM)

PAN No. :

Date :-

Signature  
Name & Address of  
Authorized Signatory