

OFFICE OF THE DIVISIONAL LABOUR COMMISSIONER, JAGATSINGHPUR

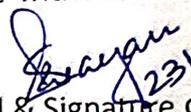
No 1864 / DLC, Jagatsinghpur, dated 23.06.2025

Sealed quotations/tenders are invited from interested reputed Travel Agencies/Tour Operators or Commercial vehicle owner for providing 01(one) no. of AC Petrol driven Car having sitting capacity not more than four including driver, which shall conform to the Terms & conditions in Appendix-A for official use of District Labour Officer in the O/o the Divisional Labour Commissioner, Jagatsinghpur on monthly rent basis.

1. The Service provider shall have a valid GST Registration to participate in the Tendering.
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. which are 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. 5,000/- shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn in favor of the District Labour Officer, Jagatsinghpur and submitted along with the tender as EMD. After completion of the 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 minimum 17 Kms per litre.
8. The details of the make and year of manufacture of the vehicle, registration no, mileage (Kms covered per litre) 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 in Appendix -B.
9. The Quotation completed in all respect should reach the undersigned on or before **30.06.2025** by **11.00 A.M** and shall be opened on the same day at **03:30 P.M** in presence of the bidders or their authorized representatives and shall be finalized on the same day.
10. The application form of quotation/tender containing General Bid information & Terms and conditions for Hiring of Vehicles etc. will be available with Office of the Divisional Labour Commissioner, Jagatsinghpur on payment of Rs. 100/- from **23.06.2025** to **26.06.2025** or can be downloaded from district website www.jagatsinghpur.nic.in from **23.06.2025** to **30.06.2025** . In

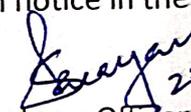
case the application form is downloaded from district website, the applicant shall furnish a Demand Draft of an amount Rs. 100/- (Rupees one hundred) only in favour of District Labour Officer, Payable at Jagatsinghpur, towards the cost of application, along with the application.

11. The authority reserves the right to cancel the quotation at any time without assigning any reasons thereof.


Seal & Signature of
Quotation/Tender Calling Authority
Designation

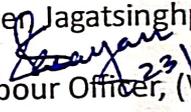
Memo No. 1865 /DLC, Jagatsinghpur, dt. 23.06.2025

Copy forwarded to the District Informatics Officer, Jagatsinghpur for information and necessary action. He is requested to publish/upload the above quotation notice in the official website of NIC, Jagatsinghpur.


District Labour Officer, (Welfare)
Jagatsinghpur

Memo No. 1866 /DLC, Jagatsinghpur, dt. 23.06.2025

Copy to the Notice Board of O/o. the Divisional labour Commissioner, Jagatsinghpur.


District Labour Officer, (Welfare)
Jagatsinghpur

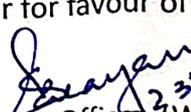
Memo No. 1867(3) /DLC, Jagatsinghpur, dt. 23.06.2025

Copy to the Committee Members, i.e the Regional Transport Officer, Jagatsinghpur/ the District Employment Officer, Jagatsinghpur/ the Assistant Labour Officer, Jagatsinghpur for favour of kind information.


District Labour Officer, (Welfare)
Jagatsinghpur

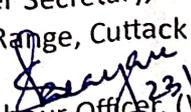
Memo No. 1868 /DLC, Jagatsinghpur, dt. 23.06.2025

Copy submitted to the Collector & District Magistrate, Jagatsinghpur for favour of kind information.


District Labour Officer, (Welfare)
Jagatsinghpur

Memo No. 1869(2) /DLC, Jagatsinghpur, dt. 23.06.2025

Copy submitted to the Labour Commissioner, Odisha-cum-member Secretary, OB&OCWW, Board, Bhubaneswar // Joint Labour Commissioner Cuttack Range, Cuttack for favour of kind information.


District Labour Officer, (Welfare)
Jagatsinghpur

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. 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 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 for duty for 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 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 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 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.


23/06/2025

Seal & Signature of

Quotation / Tender Calling Authority with Designation

General Information

SI No	Particulars	
1	Name of the Service Provider	
2	Complete Address	
3	GST 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 Certificate 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	Contact Number of the Service provider	
18	Contact number of Driver	
19	Proposed hire Charge of the vehicle per month excluding fuel cost	
20	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 Tenderer