

**OFFICE OF THE TAHASILDAR, TIRTOL**

District- Jagatsinghpur

tah.tirtol-od@nic.in

Letter No. 4686 // Date. 01 / 12 / 2025

To,

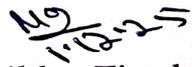
The Director, Information and Publication  
Relation, Bhubaneswar Odisha

**Sub:** Publication of Notice.

Sir,

With reference to the subject cited above, I am to send herewith auction notice in English Both hard copy & soft copy with a request to please published the same in Odia daily news paper in two consecutive issue.

Yours Faithfully

  
Tahasildar, Tirtol

**OFFICE OF THE TAHASILDAR, TIRTOL**

District- Jagatsinghpur

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Letter No. 4682 // Date. 01 / 12 / 2025

**Quotation Call Notice.**

Sealed tenders are invited from interested reputed Travel Agencies/Tour Operators of Private individuals of providing one TUV300/Mahendra Bolero/Sumo Gold/Ertiga vehicle which shall conform to the terms and conditions (Annexure-II) for official use in the office of the Tahasildar Tirtol on monthly rental basis.

The Quotation/Tender completed in all respect should reach the undersigned on or before dt. 31.12.2025 by 2.00 P.M and shall be opened on same day at 2.30 P.M in presence of the bidders or their authorized representatives in the office chamber of Tahasildar chamber Tirtol.

The application form of quotation/tender containing general bid information and terms and condition for hiring of vehicles etc. will be available in the office of the Tahasildar Tirtol on 01.12.2025 to 30.12.2025 or can be downloaded from district website [www.jagatsinghpur.nic.in](http://www.jagatsinghpur.nic.in).

  
Tahasildar, Tirtol

# OFFICE OF THE TAHASILDAR, TIRTOL

District- Jagatsinghpur

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Letter No. 4682 // Date. 01 / 12 / 2025

## Quotation Call Notice

Sealed tender are invited from interested reputed Travel Agencies/Tour Operators of Private individuals of providing one TUV300 / Mahendra Bolero/Sumo Gold/Ertiga vehicle which shall conform to the terms and conditions (Annexure-A) for official use in the office of the Tahasildar Tirtol on monthly rental basis.

1. The service provider shall have a valid GST registration to participate in the tendering.
2. The service provider, participating in the bidding process under the jurisdiction of Municipal Corporation, 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, Pollution certificate, valid contract carriage permit, proof of up to date tax payment etc. 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 be sufficiently experienced in driving transport vehicle.
5. The driver should be well behaved, gentle and obedient in nature.
6. A sum of 5000/- shall be deposited by the intending bidders in shape of account payee Bank draft drawn in favour of Tahasildar Tirtol and submitted along with the tender as EMD. After completion of tender process, EMD will be refunded to unsuccessful bidders.
7. The monthly rate of hire charge, excluding GST be quoted separately, excluding fuel.
8. The vehicle must achieve a fuel efficiency minimum average 10(ten) Kms per liter.
9. The hire charge of the vehicle will be as per latest notification of Finance Department vide letter No. 15836/F dated 27.05.2025.
10. The details of the make and year of manufacture of the vehicle registration no mileage (Kms covered per liter) and name of the driver of with driving license number and period if validity should be specifically provided in the general bid information to be furnished with the quotation (Annexure-B)

11. The Quotation / Tender completed in all respect should reach the undersigned on or before dt. 31.12.2025 by 2.00 P.M and shall be opened on same day at 2.30 P.M in presence of the bidders or their authorized representatives in the office chamber of Tahasildar chamber Tirtol.
12. The undersigned remain the right to cancel the tender at any time without assigning any reason.
13. The payment for hire charge will be made after receipt of allotment from Govt. in this head of account.
14. The application form of quotation/tender containing general bid information and terms and condition for hiring of vehicles etc. will be available in the office of the Tahasildar Tirtol on 01.12.2025 to 30.12.2025 or can be downloaded from district website [www.jagatsinghpur.nic.in](http://www.jagatsinghpur.nic.in).

  
Tahasildar, Tirtol

Memo No. 4683...Date...01.12.2025

Copy submitted to DIO,NIC, Jagatsinghpur with a request to get above quotation notice published immediately in the official website of the district.

  
Tahasildar, Tirtol

Memo No. 4684...Date...01.12.2025

Copy submitted to the Addl. District Magistrate, Jagatsinghpur/Paradeep /PDRDA, Jagatsinghpur/Sub-Collector, Jagatsinghpur/BDO, Tirtol for information with request to publish quotation call notice in their office Notice Board for wide publication.

  
Tahasildar, Tirtol

Memo No. 4685...Date...01.12.2025

Copy attached to this office Notice Board for wide publication.

  
Tahasildar, Tirtol

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.

  
Seal & Signature of

Quotation / Tender Calling Authority with Designation

General Information

Sl 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