



# COLLECTORATE, JAJPUR

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(Gram Panchayat Section)

No. 681 /Date. 02/09/2024

## TENDER CALL NOTICE

Sealed tenders are invited in the enclosed format from the intending vehicle owners of Jajpur district for supply of one Petrol vehicle having sitting capacity not more than five including driver, which shall conform to the terms and conditions for official use in the office of the District Panchayat Officer, Jajpur on monthly rent basis on the following terms and conditions.

1. The tender paper will be received by the Office of the District Panchayat Officer, Jajpur on or before **14.09.2024 upto 4.00 P.M** through registered or speed post only and the same will be opened by the tender Committee on the same day at 5.00PM in presence of the tenderer or their authorized agent.
2. The tender papers should be addressed to the **District Panchayat Officer, Jajpur** with clearly written on the top of the cover that "TENDER FOR ENGAGEMENT OF VEHICLE" with self addressed signature of the tenderer.
3. The vehicle must be road worthy condition and shall not more than 03 (Three) years old from the date of initial registration and must have valid Registration Certificate, Insurance, Fitness, Contract Carriage Permit, Proof of up to date Tax Payment etc. which are mandatory for plying of the vehicle (copy enclosed).
4. A sum of **Rs.5000/-** (Rupees five thousand) only shall be deposited by the intending tenderer in shape of Bank Draft in favour of the District Panchayat Officer, Jajpur as EMD. After completion of tender process the EMD of the unsuccessful tenderer will be refunded.
5. The driver of the Vehicle must have valid Driving License with sufficiently experience in driving transport passenger vehicle and well behaved, gentle and obedient in nature.
6. The maintenance charges including repair/ replacement of spare parts, remuneration of the driver etc. shall be borne by the Vehicle owner.
7. The hire charges shall be paid to the owner on monthly basis on submission of complete vehicle log book. The monthly rate of hire charge be quoted separately in the general bid information (excluding fuel and lubricants)

8. The vehicle must achieve a fuel efficiency of 17 Kms per liter.
9. The detail of the make and year of manufacture of the vehicle, registration number, mileage (KMs covered per liter) and name of the Driver with Driving License No. add period of validity should be specifically provided in the general bid information to be furnished with the Tender
10. The tender completed in all respect should reach the District Panchayat Officer, Jajpur on or before **14.09.2024** by **4 PM** and shall be opened on the same day at 5 PM in the Chamber of Chief Development Officer-cum- E.O, Zilla Parishad, Jajpur in presence of the bidders or their authorized representatives.
11. In the event of similar price offered by more than one vehicle owner, the selection will be made through draw from lot.
12. In no circumstances the vehicle shall be used in any other purpose by the owner except specific permission of the undersigned and parking will be made inside the office premises.
13. The authority deserves the right to modify/reject/cancel the tender without assigning any reason thereof.

Memo No. 682 /Dt. 02/09/2024

  
COLLECTOR, JAJUR

Copy to the Sub Collector, Jajpur/All Tahasildars/ All BDOs/ DIPRO/All District Level Officers of Jajpur District for wide publicity.

Copy of the tender call notice is forwarded to D.I.O., NIC, Jajpur, for uploading the same in District website for information of all concerned.

Copy to Notice Board.

Memo No. 683 /Dt. 02/09/2024

  
COLLECTOR, JAJUR

Copy to Under Secretary to Govt. P.R&DW. Deptt., Odisha, Bhubaneswar for information and necessary action.

  
COLLECTOR, JAJUR

**APPLICATION FORMAT**

**(Copy of all the supporting documents must be attached)**

1	Registration No Type of the vehicle	
2	Make (Brand) Year of manufacture	
3	Insurance No Date of expires	
4	Date of expire of fitness certificate	
5	Date of last Tax paid and date of validity	
6	Name of the owner Mobile No	
7	Name of the Driver D. L. No. & Expire date Mobile No	
8	Rate of Hire Charges per month	
9	Bank Draft No. & Date for EMD Amount	

**Signature of the owner with date**