

OFFICE OF THE DY. DIRECTOR OF FACTORIES & BOILERS: JAJPUR ROAD DIVISION: AT/PO: DALA, DIST: JAJPUR, PIN-755019, JAJPUR, EMAIL ID: - dydifactoriesboilersjajpur0@gmail.com

No. 520 / dated the 16-7-25

OFFICE ORDER

Application are hereby invited from interested travel agencies/NGO/owner of vehicle for hiring vehicle official use of the office of the Dy. Director of Factories and Boilers, Jajpur Division, At/Po- Dala, Dist- Jajpur, Pin- 755019. The detail guidelines indicating the eligible criteria, term and condition, monthly hiring and oil bill laid down as per Finance department resolution no. 15836, dt- 27.05.2025(attached).

Interested travel agencies/NGO/owner of vehicle should apply for the tender in the prescribed format (Application copy attached) containing all details along with supporting documents, positively on or before 31.07.2025 before 4.30 P.M. by speed post/Regd. Post. Application received after due date & time will not be considered into account for selection. The tender will be opened on 31. 07..2025 AT 5.00 p.m.

Lsh
16.07.25
Dy. Director of Factories and Boilers,
Jajpur Road Division, Jajpur Road.

Memo No. 521 / Dated the 16-7-25

Copy to the Director of Factories and Boilers, Odisha, Bhubaneswar for kind information.

Lsh
16.07.25
Dy. Director of Factories and Boilers,
Jajpur Road Division, Jajpur Road.

Memo No. 522 / Dated the 16-7-25

Copy to member of the vehicle hiring committee constituted hiring vehicle for official use of the office of Dy. Director of Factories and Boilers, Jajpur Road Division, Jajpur.

Lsh
16.07.25
Dy. Director of Factories and Boilers,
Jajpur Road Division, Jajpur Road.

Ok

Model Bidding Document
Government of Odisha
OFFICE OF THE DY. DIRECTOR OF FACTORIES AND BOILERS, JAJPUR ROAD DIVISION, JAJPUR.
Quotation/Tender Call Notice.

Sealed quotation/tenders are invited from interested reputed Travel Agencies/Tour Operators/ Individuals for providing 01 No of vehicles having sitting capacity not more than 07 including driver, which shall conform to the Terms and conditions (Appendix- A) for official use in Dy. Director of Factories & Boilers, Jajpur Road Division, Jajpur Department/ Office on monthly rent 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 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, Pollution Certificate, valid Contract Carriage Permit, proof of up-to-date tax payment etc. mandatory for plying of vehicle.
4. The Driver of the vehicle must have a valid Driving Licence for driving light transport passenger vehicle and should be sufficiently experienced in driving transport/passenger vehicle.
5. The driver should be well behaved gentle, obedient and non alcoholic in nature.
6. A sum of Rs. 5000.00 shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn in favour of the Dy. Director of Factories & Boilers, Jajpur Road Division, Jajpur and submitted along with the tender as EMD. After completion of tender process. EMD shall 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 of 10 Km per Litre.
9. The details of the make and year of manufacture of the vehicle, registration no, mileage (Km covered per litre) and name of the Driver, Driving Licence 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 31.07.2025 by 4.30 P.M. and shall be opened on same day at 5.00 P.M. at in presence of the bidder or their authorized representatives.
11. The application form of quotation/tender containing General Bid Information & Terms and condition for Hiring of Vehicles etc. will be available with and can be downloaded from Odisha Govt. Website www.Odisha.gov.in from today to Date 31.07.2025.


16.07.25
Seal & Signature of

Tender Calling Authority with Designation.

ANNEXTURE-B.

General Information.

Sl. No.	Particulars.	
01	Name of the service provider/Individuals.	
02	Complete Address.	
03	GST Number	
04	Gem Registration Number	
05	Bank Account Number & IFSC Code	
06	Registration Number of vehicle.	
07	Year of Manufacture.	
08	Make & Model	
09	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	Proposed hire charge of the vehicle per month excluding fuel cost.	
18	Rate of fuel consumption/Mileage per Litre.	
19	Contract Number of the Service provider (Tenderer/Quotationer)	
20	Contract Number of Driver.	