

# OFFICE OF THE NOTIFIED AREA COUNCIL, BINKA

Letter No. 574 Date. 18-03-2025

## Quotation Call Notice for Hiring of Vehicle

Sealed quotations are invited in the prescribed format from the local registered Travel Agencies/Tour Operators/Private Individuals for providing one nos. AC Petrol/Diesel driven vehicles having sitting capacity not more than 05(Five) including driver (TUV300/Bolero/SUmoGold/Ertiga) or of same type for Binka NAC on monthly hiring basis. The details of the Terms and Conditions of the above service as per Finance Department Memorandum No.22924/F dt.14.08.2023 along with the tender document can be downloaded from [www.subarnapur.nic.in](http://www.subarnapur.nic.in) & [binkanac.in](http://binkanac.in). Interested bidders may submit their sealed tender in the prescribed format super scribing "**Application for Hiring of Vehicle on monthly hiring basis for Binka NAC**" on the cover of the envelope to the Executive Officer, Binka NAC through Post/Speed Post/ Registered Post/Courier latest by 02.04.2025 **up to 02.00 P.M.** The bids will be opened on 02.04.2025 **at 4.00 P.M.** in presence of tender committee members and participated bidder or their authorized representative. The authority reserves all rights to cancel the tender without assigning any reason thereof.

**For Details please visit:** [www.subarnapur.nic.in](http://www.subarnapur.nic.in) & [binkanac.in](http://binkanac.in)

  
18-03-25  
Executive Officer,  
N.A.C, Binka

Memo No. 575 /Dt. 18-03-2025

Copy submitted to Joint Secretary, Information and Public Relations Department, Govt. of Odisha, Bhubaneswar through email with a request to publish the above Notice in two odia daily newspaper, in Sambalpur edition tomorrow for one day only.

Copy to this office Notice Board for information.

  
18-03-25  
Executive Officer,  
ENAC, Binka.  
N.A.C, Binka

Memo No. 576 /Dt. 18-03-2025

Copy to the District Informatics Officer, NIC, Subarnapur for favour of information with request to display the above Quotation in District Web Site.

  
18-03-25  
Executive Officer  
N.A.C, Binka

Memo No. 577 /Dt. 18-03-2025

Copy submitted to the District Magistrate & Collector, Subarnapur/Project Director, DUDA, Subarnapur/ Sub-Collector, Subarnapur/RTO, Sonapur/CDMO, Sonapur/DIPRO, Sonapur/BDO, Binka/Tahasildar, Binka for favour of information and necessary action. They are requested to display on their notice board for wide publication.

  
Executive Officer,  
N.A.C. Binka

# OFFICE OF THE NOTIFIED AREA COUNCIL, BINKA

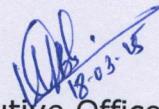
## TERMS & CONDITIONS FOR HIRING OF VEHICLES

The following terms and conditions must be fulfilled by the successful bidder for providing a vehicle on hiring basis.

1. The vehicle must be in road worthy condition, shall not be more than three year old from the date of initial registration and must have valid Registration Certificate, Insurance Certificate, Fitness Certificate, valid Contract Carriage Permit, Pollution certificate, proof of up to date tax payment etc. which are mandatory for plying the vehicle.
2. 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.
3. The Driver should be well behaved, gentle and obedient in nature.
4. Paper cost of Rs.100/- (Rupees One Hundred) only in shape of BD/DD/Cash in favour of Executive Officer, NAC, Binka payable at Binka shall be attached with quotation paper. The details term & conditions along with application form may be downloaded from Subarnapur District Website [www.Subarnapur.nic.in](http://www.Subarnapur.nic.in) & [binkanac.in](http://binkanac.in) from **19.03.2025 to 02.04.2025 up to 02.00 P.M.**
5. A sum of Rs.5000/- shall be deposited by the intending bidders in shape of Account Payee Bank draft drawn in favour EXECUTIVE OFFICER NAC BINKA payable at Binka town 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 **10 Km** 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 (Annexure-B)
9. The Quotation completed in all respect should reach the office of the undersigned on or before **02.04.2025 by 02.00 P.M through Speed Post/ Registered Post or in person drop in tender box and shall be opened on 02.04.2025 at 04.00 P.M.** in presence of the bidders or their authorized representatives.

10. The period of contract shall be initially for a period of 2 years which can be extended subject to satisfactory performance.
11. The undersigned reserves the right to cancel by modify fully or partially the invitation for bid or to reject one or more of the bids or cancel the entire tender process without assigning any reason thereof.
12. The service provider shall have a valid OGST registration / GeM registration for participating in the bidding / tender process
13. 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.
14. 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.
15. The hire charges to be paid after deduction of income tax or any other tax as applicable by law for monthly basis is final but does not include cost of fuel, which is to be paid separately basing on actual consumption and 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.
16. It shall be the responsibility of the bidder to provide a good driver and the remuneration of the driver shall be borne by the owner.
17. In case of breakdown for reasons whatsoever the replacement of a vehicle of the same or better model shall be provided by the owner of the vehicle/bidder.
18. In case of the vehicle do not report regularly, the authority will be at liberty to terminate the agreement without prior notice.
19. The vehicles shall report for duty for minimum 25 days in a month.
20. In case of emergency, the driver will have to report for duty as per the requirement. No extra payment shall be demanded.
21. Monthly hire charges and reimbursements towards cost of fuel (as per actual) and lubricants (as per Govt. norms) of selected bidder will be paid in every succeeding month, as per as possible within

22. The vehicle shall not be more than three year old from the initial registration and also in good running condition during the period of contract.
23. If the services are found to be unsatisfactory, the client shall give one month notice and terminate the agreement.
24. 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.
25. If the bidder violates any of the terms of contract, Municipal Authority shall forfeit the entire amount of security deposit.
26. The application form must be signed by the vehicle owner or bidder and properly sealed and also attached all relevant documents including drafts as per the terms & conditions.
27. As per Finance Department Memorandum No.30464/F Dated 06.09.2019 & Memorandum No-22924/F Date 14.08.2023 maximum hire charges per month excluding taxes shall be Rs. 31,000/-

  
Executive Officer,  
Executive Officer  
N.A.C, Binka

## QUOTATION FOR HIRING VEHICLE

1. Bank Account No & IFSC Code:
1. Registration No. of Vehicle :
2. Type of Vehicle (AC/Non-AC) :
3. Make & Model :
4. Date of registration :
5. Name & complete address of :  
the owner of vehicle
  
- Telephone/Mobile No :
6. Fitness Certificate validity :
7. Permit validity :
8. Insurance validity :
- 9 Tax paid up to :
10. Pollution Certificate Validity :
11. Name / Address of the Driver :
  
12. D.L. No. & Validity of the :  
D.L. of the Driver
13. Bank Draft No& dated for  
Rs.5000/-towards SD money :
14. Bank Draft/Banker Cheque No.  
Date for Rs.100/- paper cost :

"Certified that the information submitted above is true to the best of my knowledge and belief".

Seal & Signature of the  
Quotationer/Tenderer

### FORMAT FOR PRICE BID

<b>Hiring Vehicle Applied for Binka NAC</b>	<b>Fuel (Kms per Ltr.)</b>	<b>Quoted rate for Monthly Hiring Charges</b>

**N.B-** As per Finance Department Memorandum No.-22924/F Date 14.08.2023 maximum hire charges per month without taxes shall be Rs. 31,000/-

Signature of the  
Quotationer/Tenderer

  
Executive Officer  
N.A.C, Binka