



**OFFICE OF THE REGIONAL TRANSPORT OFFICER, SUBARNAPUR**

No 1953 Date 12/09/25

**QUOTATION CALL NOTICE FOR HIRING OF VEHICLE**

Sealed quotations/tenders are invited from interested reputed Travel Agencies / Tour Operators / Private individuals for providing One Bolero Neo+ 9-seater with inbuilt AC (Diesel Vehicle) including driver, which shall conform to the Terms and conditions (Appendix-A) for use as interceptor vehicle at Regional Transport Office, Subarnapur on monthly rent basis.

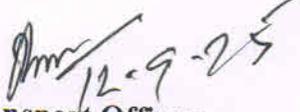
1. The service provider shall have a valid GST registration to participate in the tendering.
2. The service provider, participating in the bidding process under the jurisdiction of Municipal Corporations, shall be registered on GeM platform.
3. The vehicle must be in road worthy condition, shall not 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 License for driving light transport passenger vehicle and should be sufficiently experienced in driving transport/passenger vehicle.
5. The Driver should be well behaved, gentle and obedient in nature.
6. A sum of Rs. 5000/- (rupees Five Thousand) only shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn in favour of the **RTO, Subarnapur** payable at **SBI, Sonapur** and submitted along with the tender as security deposit. After completion of tender process, the amount will be refunded to unsuccessful bidders.
7. The monthly rate of hire charge is to be quoted separately in the general bid information (excluding fuel and lubricants).
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 License 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 **25.09.2025** by **01.00 PM** and shall be opened on the same day at **04.00 PM** in presence of the bidders or their authorized representatives. The Authority reserve all rights to cancel the tender without assigning any reason thereof.

11. The application form of quotation/tender containing General Bid Information & Terms and conditions for Hiring of Vehicles etc. will be available at [www.subarnapur.odisha.gov.in](http://www.subarnapur.odisha.gov.in) or can be downloaded from Odisha Govt. website [www.Odisha.gov.in](http://www.Odisha.gov.in) from **12.09.2025** to **25.09.2025**.

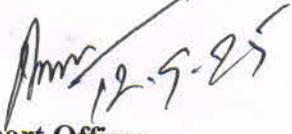
12. Interested bidders may submit their sealed tender in the prescribed format with relevant documents super scribing "**Application for Hiring Vehicle on monthly basis for use as interceptor vehicle at Regional Transport Office, Subarnapur**" on the cover of the envelope to the Regional Transport Officer, Subarnapur through speed post/registered post or by person.

13. As per Finance Department Office Memorandum No-15836/F dated 27.05.2025 maximum hire charges per month excluding taxes is. Rs.37,200/-.

  
Regional Transport Officer,  
Subarnapur  
Regional Transport Officer  
Subarnapur

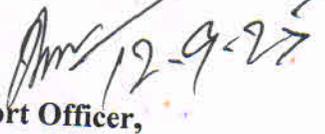
Memo No 1956 - Date 12/09/25

Copy forwarded to the Dist. Informatic Officer, NIC, Subarnapur for information and necessary action. He is requested to upload the tender call notice at [www.subarnapur.odisha.gov.in](http://www.subarnapur.odisha.gov.in) for wide publicity of interested bidders.

  
Regional Transport Officer,  
Subarnapur  
Regional Transport Officer  
Subarnapur

Memo No 1957 Date 12/09/25

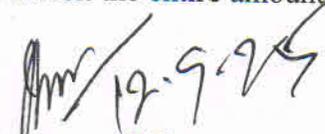
Copy to Notice Board of Collector, Subarnapur/ Sub-Collector, Sonepur/ Executive Officer, Sonepur Municipality/ Tahasildar, Sonepur/ Block Development Officer, Sonepur/ Notice Board of RTO, Subarnapur for information and necessary action for wide publicity.

  
Regional Transport Officer,  
Subarnapur  
Regional Transport Officer  
Subarnapur

Terms & Conditions

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

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 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 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.
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 owner.
5. 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.
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 demanded.
9. Monthly hire charges and reimbursements towards cost of fuel (as per actual) and lubricants (as per norms) of selected bidder 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.

  
Regional Transport Officer,

Subarnapur  
Subarnapur

**General Information**

<b>Sl. No.</b>	<b>Particulars</b>	
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 (Tenderer/ Quotationer)	
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 Quotationer/ Tenderer**