

OFFICE OF THE PANCHAYAT SAMITI: PAPADAHANDI

No. 1708 /2026

Date. 30 /06 /2026

TENDER CALL NOTICE

Sealed Tenders are invited from interested reputed Travel Agencies/Tour Operators / Private Individuals for providing one (1 No.) of Electric Vehicles (EVs) (with maximum monthly charges Rs.55000/-). for official use in Panchayat Samiti, Papadahandi on monthly rent basis initially for a period of 2 years. The period of the contract can be extended subsequently if the service rendered by the vehicle and the driver would be found satisfactory.

The interested Travel Agencies/Tour Operators / Private Individuals may submit the sealed tender papers in the prescribed format to the office of the **"Block Development Officer, Papadahandi, Dist- Nabarangpur, PIN-764071"** only through Speed Post / Regd. Post on or before dt.15 /07/2026 till 5.00 P.M. The Tender Paper can be downloaded from the District NIC website www.nabarangpur.odisha.gov.in and the bidder must submit Bank Draft of Rs. 1000/- towards the cost of Tender Paper in shape of SBI Bank Draft drawn in favour of **Block Development Officer, Papadahandi, Payable at SBI, Papadahandi** along with the Tender Paper. The Sealed Tender Paper should be superscribed with. The tender papers duly filled in all respect should reach the office of the undersigned on or before 15/07/2026 by 05.00 P.M and shall be opened on 17/07/2026 at 11.00 A.M in presence of the bidders or their authorized representatives in the Office Chamber of the Block Development Officer, Papadahandi.

The bidders must fulfill the following terms and conditions:-

17. The bidder must have a valid OGST registration to participate in the Tender.
18. The vehicle should be in good condition and should not be more than three (3) years old from the date of initial registration of the vehicle. It must have valid Registration Certificate, Insurance Certificate, Fitness Certificate, Valid Permit, which are mandatory for plying of vehicle.
19. The Driver of the vehicle must have a valid Driving License for driving light transport passenger vehicle and should be sufficiently experienced in driving such vehicle.
20. The Driver should be well behaved, gentle and obedient in nature.
21. The hiring charges do not include charging cost @Rs.2/-per KM towards charging of the vehicle, will be provided to the service provider. In case the State bears the cost, no charging cost will be payable to the service provider.
22. The rate will be applicable for a period of two years and will be reviewed subsequently.
23. A sum of **Rs.10000/-** shall be deposited by the intending bidders towards security deposit in shape of SBI Bank Draft drawn in favour of **Block Development Officer, Papadahandi, Payable at SBI, Papadahandi** which should be submitted along with Tender Paper. After completion of tender process, the amount will be refunded to unsuccessful bidders.
24. The Department/Office hiring the vehicle shall not be responsible for any damage/loss caused to hired vehicle or loss of life/injury caused to any person or damage to any property on account of use of hired vehicle in any manner. The owner shall be responsible for any such loss or damage caused.

25. In the event of break-down, servicing & repairs of the assigned vehicle, the owner at his own cost shall make arrangement by providing similar or higher class of vehicle.
26. Necessary details indicating make, model and year of **Manufacture of the vehicle, Registration Number**, Mileage (KMS covered per charging cost) and name of the Driver with Driving License Number and period of validity should be specifically provided in the general bid information to be furnished in the Tender Paper (**Annexure-I**).
27. The monthly rate of hire charge must be quoted separately in the prescribed form (excluding cost of fuel) as given in **Annexure-II**. This annexure shall be price bid.
28. It shall be the responsibility of the bidder to provide a good driver and the salary of the driver shall be borne by the owner.
29. The eligible bidders shall commence the services from the date of placement of order & shall continue to provide the services initially for a period of 2 years & it may further be extended as per satisfaction of the authority.
30. Monthly hiring charges will be paid, as due and admissible on submission of GST bills by the service provider and no advance payment will be made.
31. In case of the service provider intends to withdraw the service 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.
32. The application form must be signed by the vehicle owner or bidder & properly sealed & also attach all relevant documents including demand drafts as per the terms & conditions.
33. The price bid in Annexure-II must be sealed in a separate cover and other documents in support of the terms and conditions as fixed above must be sealed in another separate cover. The cover containing the Annexure – II should be super scribed as "Price Bid" and the second sealed cover should be super scribed as "Technical Bid". Both these sealed covers should be put in a large cover and it should be superscribed as "Bid for engagement of hire EVS vehicle in the Office of the Panchayat Samiti, Papadahandi".


Block Development Officer,
Papadahandi

GENERAL INFORMATION FOR HIRING VEHICLES

1)	Registration No. of Vehicle :-	
2)	Type of Vehicle (AC/Non-AC):-	
3)	Year of manufacturer :-	
4)	Make & Model:-	
5)	Date of Registration:-	
6)	Name of the Owner of vehicle :-	
7)	Complete Address of the Owner of vehicle	
8)	OGST Number	
9)	Fitness Certificate validity:-	
10)	Pollution Certificate validity:	
11)	Permit validity :-	
12)	Insurance validity:-	
13)	Bank Account No. and IFSC Code:	
14)	Name/Address of the Driver :-	
15)	D.L No.& Validity of the D-L of the driver:-	
16)	Contact Number of the Service Provided (Renderer/Quotationer)	Mobile _____ Telephone _____

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

**Seal & Signature of the
Tenderer**

FORMAT FOR PRICE BID

Sl No	Name of the Office	Monthly hiring charges of the vehicle (excluding charging cost of	The distance (in KMs) which the owner is offering to cover @ Rs.2/per KM
01	<u>PanchayatSamiti,Papadahndi</u>		

N.B:The hire charges of the vehicle include the service charges of driver as well.

**Seal & Signature of the
Tenderer**

Memo No. 1709

Dated. 30.06.2026

All the Members of Block Level Tender Committee concerned for information and necessary action.

Copy to this office Notice Board to display.

Block Development Officer,
Papadahandi

Memo No. 1710

Dated. 30.06.2026

Copy to the RTO/ MVI, Nabarangpur/ Treasury Officer, Nabarangpur for information and necessary action.

Block Development Officer,
Papadahandi

Memo No. 1711

Dated. 30.06.2026

Copy submitted to the D.I.O., N.I.C., Nabarangpur/ DEGM, Nabarangpur along with hard and soft copy for information and necessary action. He is requested to host this notice in the District portal for wide publicity.

Block Development Officer,
Papadahandi

Memo No. 1712

Dated. 30.06.2026

Copy submitted to the Deputy Director & Deputy Secretary, Govt. of Odisha, I & PR Deptt., Odisha with a request to get it published into leading Odia Newspaper (One Jeypore Edition & One State Edition) at an early date for wide circulation of the tender call notice and send a copy of the published newspaper to this office for reference and payment of bill.

Block Development Officer,
Papadahandi

Memo No. 1713

Dated. 30.06.2026

Copy submitted to the PA, ITDA, Nabarangpur, D.I.P.R.O., Nabarangpur/ all BDOs / all Tahasildars / all CDPOs in the District/ EO, NAC, Umorkote/ Municipality, Nabarangpur with a request to display in their Office Notice Board for its wide publication.

Block Development Officer,
Papadahandi

Memo No. 1714

Dated. 30.06.2026

Copy submitted to the CDO-cum-EO, ZillaParishad, Nabarangpur / Collector-cum-C.E.O., ZillaParishad, Nabarangpur for favour of kind information.

Block Development Officer,
Papadahandi