

Notice No: 208

Date: 06/05/2026

Quotation/Tender Call Notice


Sealed quotations/tenders are invited from interested reputed Travel Agencies/Tour Operators/Private individuals for providing one no's of AC Petrol/Diesel driven vehicles having sitting capacity not more than 8 No-including driver, which shall conform to the Terms and conditions (Appendix-A) for official use in ORMAS Office monthly rent basis:

1. The service provider shall have a valid OGST 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. 1000/- (Rupees one thousand) only shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn in favour of the **Implementation Support to ORMAS, Ganjam payable at Chatrapur** 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 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 13.05.2026 by 1.00 P.M. and shall be opened on the same day at 03.30 P.M. in presence of the bidders or their authorized representatives.


Seal & Signature of
Quotation/Tender Calling Authority
Designation

General Information Annexure-B

SL.NO	Particulars	
1	Name of the Service Provider	
2	Complete Address	
3	OGST 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	Proposed hire Charge of the vehicle per month excluding fuel cost	
18	Rate of fuel consumption/Mileage per litre	
19	Contact Number of the Service provider (Tenderer/Quotationer)	
20	Contact number of Driver	

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

**Seal & Signature of
Quotationer/Tenderer**

