



DISTRICT SKILL DEVELOPMENT -cum-EMPLOYMENT

OFFICE SAMBALPUR

At- Jail Road, Bhutapada, Sambalpur
Po- HPO Sambalpur, Dist.- Sambalpur, Pin- 768001, Odisha
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Letter No. 501 /DSDEO, Sambalpur Date the:- 08/04/2025

TENDER NOTICE

Sealed quotations are invited from the intending genuine Firms /Travel Agencies/ private individuals having genuine statutory documents i.e GST, PAN any other statutory Certificate and similar Experience for supply of one number of BS-IV Compliant Petrol/Diesel Vehicle (Model-Tiago/Bolt/Celerio) for official work of Dist. Employment Exchange, Sambalpur. The terms and conditions, quotation paper for submission of quotation and detailed specifications are as mentioned below. Sealed quotation should reach to the Dy. Director of Skill Development -cum-Employment, Sambalpur on or before **17.04.2025** at **12:00 P.M** positively through **Speed Post/Courier/Register post only**, which will be opened on the same day by the Selection Committee on dated at **12:30 P.M** in presence of the quotationers or their authorized representatives in the Office Chamber of the Dy. Director of Skill Development -cum-Employment, Sambalpur. The quotation should be super-scribed on the top of the envelop as "**APPLICATION FORM FOR SUPPLY OF VEHICLE to Dist. Skill Development-cum-Employment Office ,Sambalpur-2025-26**" along with mobile number on the envelope for contact.

Memo No 502 /DSDE, Sambalpur
Copy submitted to

1. The Collector and District Magistrate, Sambalpur for faour of kind information.
2. The Director of Skill Development-cum-Employment, ,Bhubaneswar for faour of kind information.

Dy. Director of Skill Development
-cum-Employment, Sambalpur
Dated 8.4.25

Memo No 503 /DSDE, Sambalpur

Copy submitted to the District Informatics Officer, NIC, Sambalpur for favour of information with a request to up-load the tender document in the district website for information of all.

Dy. Director of Skill Development
-cum-Employment, Sambalpur
Dated 8.4.25

Memo No 504 /DSDE, Sambalpur

Copy submitted to the Project Director, DRDA, Sambalpur with a request to display on the notice board for wide circulation of the same and information of the general public.

Dy. Director of Skill Development
-cum-Employment, Sambalpur
Dated 8.4.25

Memo No 505 /DSDE, Sambalpur

Copy submitted to The Chief District Medical Officer, Sambalpur / The Divisional Labour Officer, Sambalpur / The Civil Supply Officer, Sambalpur, / The DI&PRO, Sambalpur / The District Sports Officer, Sambalpur / The Asst. Manager, RIC, Sambalpu/ The District Welfare Officer, Sambalpur / Executive Officer, NAC, Kuchinda / Executive Officer, NAC, Rairakhol for kind information with a request to display on the notice board for wide circulation of the same and information of the general public.

Dy. Director of Skill Development
-cum-Employment, Sambalpur
Dated 8.4.25

Dy. Director of Skill Development
-cum-Employment, Sambalpur

Standard Bidding Document

Government of Odisha

DISTRICT SKILL DEVELOPMENT-cum-EMPLOYMENT OFFICE,SAMBALPUR

Quotation Tender Call Notice

Sealed quotations/tenders *are* invited from interested reputed Travel Agencies/Tour Operators or private individuals for providing one number of BS-IV Compliant Petrol/Diesel Vehicle (Model-Tiago/Bolt/Celerio) having sitting capacity not more than six including driver, which shall conform to the Terms and conditions (Annexure- II) for official use in District Skill Development-cum-Employment Office ,Sambalpur on monthly rent basis:

- 1) 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, etc. (copy of documents to be attached) which are mandatory for plying of 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) The monthly rate of hire charge be quoted separately in the general bid information (excluding fuel and lubricants)
- 5) The Vehicle must achieve a fuel efficiency of 17 Kms per litre.
- 6) 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-III)
- 7) The Quotation completed in all respect should reach the undersigned on or before **17.04.2025 by 12:00 P.M .** and shall be opened on the same day at **12:30 P.M** in presence of the bidders or their authorized representatives and committee members.
- 8) The Vehicle is to be hired from the date of engagement to Sept 2025

9)The application form of quotation /tender containing General Bid Information & Terms and conditions for Hiring of Vehicles etc. will be available with District Skill Development-cum-Employment Office ,Sambalpur ,or can bedownloaded from Sambalpur District Website www.sambalpur.nic.in

Seal & Signature of
Quotation/Tender Calling Authority
Designation


Dy. Director of Skill Development
-cum-Employment, Sambalpur

paid in every succeeding month, as per as possible within fifteen days of the submission of GST bills by the service provider and no advance payment will be made.

9. 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.

10. If the services are found to be unsatisfactory, the client shall give one month notice and terminate the agreement.

11. 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.

12. If the bidder violates any of the terms of contract, Government shall forfeit the entire amount of security deposit.

13. The Vehicle is to be hired from the date of engagement to Sept 2025 or as per the instruction received from the Govt. from time to time.

**Signature of
Quotation/Tender Calling Authority**


Dy. Director of Skill Development
-cum-Employment, Sambalpur

Annexure - III

GENERAL INFORMATION FOR HIRING VEHICLES

- 1) Registration No. of Vehicle : -
- 2) Type of Vehicle (AC/Non-AC): -
- 3) Year of Manufacture -
- 4) Model : -
- 5) Date of registration:-
- 6) Name & complete address of the owner of vehicle
- 7) Fitness Certificate validity :-
- 8) Permit validity :-
- 9) Insurance validity :-
- 10) Name / Address of the Driver :-
- 11) D.L. No. & Validity of the D.L, of the Driver-
- 12) Proposed hire Charge of the vehicle per month excluding fuel cost:
- 13) Rate of fuel consumption / Mileage per litre:-
- 14) Contact Number of the Service provider (Tenderer/Quotationer)
Mobile Telephone.....

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

**Seal & Signature of the
Quotationer/Tenderer**


**Dy. Director of Skill Development
-cum-Employment, Sambalpur**