

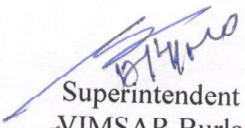
OFFICE OF THE SUPERINTENDENT
V.S.S. INSTITUTE OF MEDICAL SCIENCES & RESEARCH
BURLA(SAMBALPUR)
Email: vimsarsuptd24@gmail.com

TENDER CALL NOTICE

No. 6567 /VIMSAR, Burla Dated 18-04-2026.

Sealed Tenders are hereby invited by the undersigned from the interested reputed Travel Agencies/Tour Operators/Private Individuals having GST registration for providing 02 (two) num. of AC Petrol vehicles and any other requirement like **TUV300/ Bolero/ Ertiga/ Scorpio/Creta/ Mahindra Marazzo/ Swift Dzire/ Xcent/ Ciaz/ Honda City/ Innova/Xuv 500/ Private Mini Bus** for official use on monthly rented basis. The Tenders should reach the office of the Superintendent, VSS IMSAR, Burla on or before **30.05.2026** by **01.00 PM** through Regd. Post/ Speed post only which will be opened on next working day at **10.00 AM**.

The details terms and conditions can be collected from office of the Superintendent, VIMSAR, Burla from the date of display of tender call Notice in the district website to last upto **10.00 A.M.** on payment of Rs.1000/- (Rupees One Thousand) only in the user fee collection counter towards cost of the Tender paper. It can also be downloaded from the District web site <http://sambalpur.odisha.gov.in> & submitted with a Bank Draft of Rs.1000/- in favour of Superintendent VIMSAR, Burla.


Superintendent
VIMSAR, Burla

**OFFICE OF THE SUPERINTENDENT
VSS INSTITUTE OF MEDICAL SCIENCES AND RESEARCH
BURLA (SAMBALPUR)**

TERMS AND CONDITIONS FOR HIRING OF VEHICLES

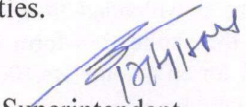
Sealed /Tenders are invited from interested reputed Travel Agencies/Tour Operators or private individuals for providing 02 nos of AC Petrol driven vehicles having sitting capacity not more than five including driver and any other as per requirement, which shall conform to the Terms and conditions (Annexure-II) for official use in the Department/Office of VIMSAR, Burla on monthly rent basis.

1. The vehicle must be in road worthy condition & shall not be more than 03 years old from the date of initial registration and must have valid Registration Certificate, Insurance Certificate, Fitness Certificate, Valid Contract Carriage Permit, Proof of up to date tax payment etc. which are mandatory for plying of vehicle.
2. (A) The Driver of the vehicle must have a valid Driving License for driving light transport passenger vehicle and should be sufficiently experienced in driving vehicle.
(B) The vehicle must be kept 24/7 inside the premises of VIMSAR, Burla for essential service.
3. The Driver should be gentle and obedient in nature.
4. A sum of Rs.20,000/- (Rupees twenty thousand) only shall be deposited by the bidder in shape of Bank Draft in favour of Superintendent, VIMSAR, Burla towards EMD with the tender which will be refunded to the unsuccessful bidder after completion of tender process.
5. A sum of Rs.50,000/- shall be deposited by the intending bidders in shape of BD/FDR drawn in favour of the Superintendent, VIMSAR, Burla and submitted along with the tenders towards 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 lubricant). The bidder quoting lowest rates and fulfilling all the eligible criteria will be selected.
7. The vehicles mentioned below must achieve minimum average mileage in Km/ Ltr

Sl. No	VEHICLES	Maximum approved rate in Rs.	In km/Lit
1	TUV/ BOLERO/ ERTIGA etc.	Rs. 37,200/-	10Kms.
2	SCORPIO/ CRETA/MAHINDRA MARAZZO etc.	Rs.44,400/-	10 Kms.
3	SWIFT/ DZIRE/ XCENT (Petrol) Etc.	Rs. 31,200/-	17 Kms.
4	CIAZ/ HONDA CITY (Petrol) etc.	Rs. 36,000/-	12 Kms.
5	INNOVA/ XUV 500	Rs. 50,400/-	09 Kms.
6	PRIVATE MINI BUS (15 Seater)	Rs. 58,500/-	06 Kms.
	PRIVATE MINI BUS (25 Seater)	Rs. 71,500/-	06 Kms.

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-III).
9. The Tender should be completed in all respect and reach the undersigned on or before **30.05.2026 by 1.00 PM** and shall be opened on the next working day at 10.00 AM in presence of the bidders or their authorized representatives.
10. The application form of Tender containing General Bid Information and Terms and conditions for Hiring of Vehicles etc. will be available in the office of the undersigned on payment of Rs.1000/- from the date of display of tender call Notice in the district website to last upto **10.00 A.M.** or can be downloaded from website <http://sambalpur.odisha.gov.in> on or before **dt.30.05.2026**. In case the application form is downloaded from govt. website, the applicant shall furnish a Demand Draft for an amount Rs.1000/-(Rupees One Thousand) only towards the cost of tender along with the application.

10. The hired vehicle, during period of contract shall have all necessary valid MV documents such as valid Registration Certificate, Insurance 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. The VIMSAR authorities shall not be responsible for damage to any person or property on account of use of hired vehicle in any manner. The bidder shall be responsible for all such litigations.
11. The hire charges to be paid for monthly basis but does not include cost of POL & lubricants which is to be paid separately basing on actual consumption as per existing Government norms. All the expenditures of the vehicle towards repair replacement of spare parts, Lubricating oil of Engine, Gear Box and different Coolant, tyres and tubes ,Battery etc. will be borne by the bidder.
12. It shall be responsibility of the bidder to provide a good driver and the salary of the driver shall be borne by the bidder.
13. In case of breakdown for reasons whatsoever, the replacement of a vehicle of the same model or better model shall be provided by the bidder.
14. In case, the vehicles do not report regularly, the authority will be at liberty to reject the agreement and may engage vehicle from other source.
15. The vehicles shall report for duty for minimum of 25 days in a month. The vehicle will run in the State of Odisha for official work at any time.
16. In case of emergency, the driver will have to report for duty as per the requirement of the VIMSAR authority. No extra payment shall be demanded.
17. Monthly hire charges and reimbursements towards cost of POL (as per actual) and lubricants (as per Govt. norms) of selected bidder will be paid in every succeeding month, as far as possible within fifteen days of the submission of bills by the service provider and no advance payment will be made.
18. The vehicle should not be more that 3 years old from the date of initial registration and also in good running condition during the period of contract vehicle order than five years should be replaced with new Vehicle by the bidder.
19. If the services are found to be unsatisfactory, the client shall be given one month notice and the agreement will be terminated.
20. In case the service provider intends to withdraw the services of his vehicle and terminate the agreement, it shall be mandatory upon him to give one month notice before such with drawal of service and termination of agreement.
21. If the bidder violates any of the terms of contract, the entire amount of security deposit shall be forfeited.
22. Govt. of Odisha Finance Department Office Memorandum No.,15836/F dt.27.05.2025 may be referred for submission of Tender.
23. If any dispute agency which are not covered in the term & condition of the Tender Call Notice or agreement will be settled mutually by the both parties.


Superintendent
VIMSAR, Burla

Annexure – B

General Information

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 DL 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