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GOVERNMENT OF ODISHA

OFFICE OF THE ADDITIONAL CHIEF ENGINEER-CUM-ELECTRICAL INSPECTOR, KORAPUT

AT: PUJARIPUT (OLD LIC BUILDING), DIST: KORAPUT, PIN-764020

E-MAIL: eikoraput-od@od.gov.in

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Letter No. 604 **/ Dated** 06/07/2026

Tender Call Notice for Electric Vehicle (EV) Hiring

Sealed quotations / tenders are invited from interested reputed Travel Agencies / Tour Operators / Private individuals for providing 01 (one) no. of Electric driven Commercial light vehicle having sitting capacity not more than 5 (Five) including driver which shall confirm to the **terms and conditions (Annexure-A)** for official use in the Office of **the Additional Chief Engineer-Cum-Electrical Inspector, Koraput** on monthly rent basis.

Sl No.	Category of Office	Type of Vehicle	Maximum Hiring Charges excluding GST & Charging Cost	Charging Cost
01	Field Office (O/o Additional Chief Engineer-Cum-Electrical Inspector, Koraput)	Electric Vehicle (TATA, Mahindra, Maruti)	Rs. 55,000/- (Rupees Fifty-Five Thousand)	@ 2/- per KM

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 Corporation, 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. The Travel Agencies have to submit the **EMD** amounting to **Rs.5000/- (Rupees Five Thousand)** only (which is refundable to unsuccessful bidder) in shape of Demand draft of any nationalized bank in favour of the **Superintending Engineer-Cum-Electrical Inspector, Koraput** payable at Koraput along with the tender as security deposit. The EMD is to remain valid for a period of **forty-five days** beyond the final bid validity period. The EMD will be refunded to the successful and selected bidder on receipt of Performance Security.
7. The monthly rate of hire charge, excluding GST be quoted separately in the general bid information (excluding charging and any types of lubricants).
8. **The Vehicle must achieve a minimum 300 KM on one full charge.**
9. The details of the make and year of manufacture of the vehicle, registration no., mileage (Km covered after full charge) 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 **(Annexure-B)**.
10. All the tender documents may be sent by Speed Post with a covering letter in a sealed envelope duly superscribed with " **Tender for Hiring of Vehicle on Monthly Basis**." or may be submitted directly in the office of the undersigned on/before **28.07.2026** by **3.00 P.M in working hours** and the tender shall be opened on the **same day at 4.00 P.M** in presence of bidders or their authorized representative. Incomplete tenders and those received after due date are liable to be rejected.

P.T.O

11. The application form of quotation/tender containing General Bid Information & Terms and conditions for Hiring of Vehicles etc. will be available in the office during office hours on the working days from **06.07.2026** to **28.07.2026** or can be downloaded from website **www.eicelectricityodisha.nic.in**.
12. The undersigned reserves the right to reject the tenders without assigning any reason thereof.
13. The successful and selected bidder is required to deposit **3%** of the approved negotiated hiring charge amounts as Performance Security in shape of Insurance Surety Bond, Account Payee Demand Draft, Fixed Deposit Receipt, Bank Guarantee including e-Bank Guarantee from any of scheduled commercial at bank in favour of the Superintending Engineer-Cum-Electrical Inspector, Koraput payable at Koraput which will be returned after completion period of agreement. Performance Security should remain valid for a period of **sixty days** beyond the date of completion of all contractual obligations of the supplier.

Complete Address for submission of Tender

Office of the Additional Chief Engineer
-Cum-Electrical Inspector, Koraput
At: Pujariput (Old LIC Building),
Dist: Koraput, Pin-764020

06/07/26

Additional Chief Engineer
-Cum-Electrical Inspector, Koraput

Memo No. 605 **/Dated:** 06/07/2026

Copy forwarded to Deputy Director (Advertisement), I & PR Department, Govt. of Odisha, Bhubaneswar with a request to get it published in two leading Odia daily newspapers (all Odisha edition) on or before **13.07.2026** for wide circulation of quotation/tender call notice. Complimentary copies of newspapers containing the quotation/tender call notice may please be sent to this office for reference and record.

Encl:- Soft Copy of Tender

06/07/26

Additional Chief Engineer
-Cum-Electrical Inspector, Koraput

Memo No. 606 **/ Dated:** 06/07/2026

Copy submitted to the E.I.C (Elecy.)-Cum-P.C.E. I (O), Bhubaneswar for favour of kind information with a request to display the tender call notice in the official website from **06.07.2026 to 28.07.2026.**

06/07/26

Additional Chief Engineer
-Cum-Electrical Inspector, Koraput

Memo No. 607 **/ Dated:** 06/07/2026

Copy submitted to the Chief Engineer-Cum-C.E.I, South Zone, Berhampur for favour of kind information with a request to display the tender call notice in Notice Board.

06/07/26

Additional Chief Engineer
-Cum-Electrical Inspector, Koraput

Memo No. 608 **/ Dated:** 06/07/2026

Copy to Notice Board of this office for wide circulation.

06/07/26

Additional Chief Engineer
-Cum-Electrical Inspector, Koraput

Annexure-A

Terms & Conditions

The following terms and conditions as fixed by Government in FD OM No. 14583/F dated 04.06.2026 and FD OM No. 15836/F dated 27.05.2025 must be fulfilled by successful bidder for providing a vehicle on monthly rent basis.

1. Clear & legible copies of all documents shall be attached.
2. 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.
3. This 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.
4. The hire charges to be paid for monthly basis is final but does not include cost of charging, which is to be paid separately 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.
5. It shall be the responsibility of the bidder to provide a good driver and the remuneration of the driver shall be borne by the service provider.
6. In case of breakdown for reasons whatsoever the replacement of a vehicle of the same or better model shall be temporarily provided by the service provider for up to 02 months (60 days); otherwise, the terms and conditions in tender agreement will be terminated automatically.
7. In case of the vehicle do not report regularly, the authority will be at liberty to terminate the agreement without prior notice.
8. The vehicles shall report for duty for minimum of 25 days in a month.
9. In case of emergency, the driver will have to report for duty as per the requirement. No extra payment shall be made.
10. Monthly hire charges and reimbursements towards cost of charging (as per norm) 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.
11. 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.
12. If the services are found to be unsatisfactory, the client shall give one month notice and terminate the agreement.
13. 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.
14. If the bidder violates any of the terms of contract, Government shall forfeit the entire amount of security deposit.
15. The successful and selected Bidder will have to execute an agreement with the authority as per Government in FD OM No. 15836/F dated 27.05.2025.
16. The period of contract shall be initially for a period of **03(Three) years** which can be extended subject to satisfactory performance.
17. The monthly hiring charges quoted by the bidder shall exclude the cost of charging of the Electric Vehicle (EV). The expenditure towards charging of the vehicle shall be reimbursed separately by the office as per the rates/norms prescribed by the Government from time to time, subject to submission of supporting documents, if required. No claim towards petro, diesel, CNG or any other fuel shall be admissible.
18. The undersigned reserves the rights to reject any or all the tenders without assigning any reason thereof.

06/07/26

Additional Chief Engineer
-Cum-Electrical Inspector, Koraput

Annexure-B

Application & General Information for Hiring of Electric Vehicle for O/o Additional Chief Engineer-Cum-Electrical Inspector, Koraput

(Copies of Relevant Documents must be attached by the service provider)

SL No.	Particulars	
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	
18	Contact number of Driver	
19	Proposed hire Charge of the vehicle per month excluding charging cost	
20	Kilometer (KM) on one full charge	

Undertaking that the vehicle to be provided will not belong to any employee of hiring office.

Undertaking that the firm has not been debarred/blacklisted by any Government Organization/ Semi-Government Organization/PSUs.

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

Seal & Signature of Tenderer