



ZILLA SWASTHYA SAMITI, GANJAM



Advt. No : 8244 /2026

Date: 24//06 //2026

TENDER FOR HIRING OF VEHICLES FOR OFFICE OF THE CDM&PHO, GANAJM

Sealed tenders are invited from reputed (Tour operators/Travel Agency/Society/Firm) for hiring of vehicles (both passenger/luggage carrier) to be engaged in DPMU, NHM Ganajm & O/o the CDM&PHO, Ganjam on a monthly/daily basis. Interested parties can log on to district web site <https://ganjam.odisha.gov.in> for details of term & condition and to sent their tender proposal to the CDM & PHO, Ganjam, Near City Hospital, Berhampur Pin No- 760001 through speed post/Regd post only on or before **14.07.2026 by 5.00 PM** which will be opened on **15.07.2026 at 11.30 A.M** in the presence of the bidders / authorized representatives at the office of undersigned. The undersigned reserves the right to cancel / reject any or all the tender without assigning any reasons thereof.

Sd/-
CDMO-cum-DMD, Ganajm

TENDER FOR HIRING OF VEHICLES, O/o THE CDM&PHO,GANJAM

I. INSTRUCTION TO BIDDERS

1. Sealed tenders are invited from Registered Travel Agencies for hiring of commercial light vehicles (AC vehicles) for engagement by the CDM&PHO, Offices Ganjam on rental basis (Monthly and Daily basis).
2. The interested bidders may download the tender documents from the website <https://ganjam.odisha.gov.in> and submit the same to the CDM&PHO, Ganjam, Near City Hospital Berhampur, Pin-760001.
3. The tender must be accompanied by tender document cost of Rs.2,000/- (Nonrefundable) and **EMD of Rs.30,000/- (Rupees Fifty Thousand)** only in technical bid in shape of Demand Draft in favour of ZSS MISCELLANEOUS, Berhampur- 30249462288 payable at Berhampur. Tenders not accompanied by tender document cost & EMD will not be considered. EMD of the unsuccessful bidders will be returned without interest on finalization of bid. EMD of the successful bidder (s) will be returned after submission of Performance Security.
4. The successful bidders(s) shall have to submit a performance security of **Rs.50,000 (Rupees Fifty Thousands)** only in shape of Demand Draft in favour of ZSS MISCELLANEOUS, Berhampur-30249462288 payable at Berhampur at the time of signing of the contract. The performance security shall be refunded after completion of the terms of contract, subject to satisfactory completion of the job during the contract period. If the successful bidder violates any of the terms & conditions of the contract, the performance security shall be liable for forfeiture.
5. The tender will have to be submitted in two parts i.e. Technical Bid (Cover-A) and Financial Bid (Cover-B). The formats & documents to be submitted in technical & financial bid are mentioned in the tender document. The bidders should submit their technical and financial bid separately in two envelopes and these two envelopes should be put into another cover envelop super-scribed as "Tender for Hiring of Vehicles on Monthly & Daily Basis in reference to Advertisement No..... dtd.". The Technical & Financial Bid envelopes should be clearly marked as Technical Bid & Financial Bid on the top of the relevant envelopes. The tenders (Cover & inner envelopes) should be addressed to :

The Chief District Medical &Public Health Officer
Near City Hospital, Berhampur PIN-760001
Dist-Ganjam
6. The tender should reach the office of the Chief District Medical &Public Health Officer, Near City Hospital, Berhampur, Pin-760001, Ganjam by 14.07.2026 at 5.00 PM and the tenders will be opened at 11.30 A.M . on 15.07.2026. In case this date happens to be a holiday for any reason, the tender will be received and opened on the immediate next working day at the same designated time & place.
7. The financial bids of those bidders shall be opened whose technical bids are found to be qualified.

II. Eligibility Criteria

1. The agency should have provided vehicles to **at least 3** Govt. / Semi-Govt. Organizations / PSUs /

Banks etc. in Odisha (At least three different organizations) during the last three financial years of daily hiring & monthly basis, i.e. 2022-23, 2023-24 & 2024-25. In support of that, self-attested copies of Work Orders received from Government / Semi-Government/ PSUs / Banks etc. during last three Years are to be furnished.

2. The agency should have Average Annual Turnover of Rupees 70 lakhs (Seventy Lakhs) in last three financial years i.e. 2022-23, 2023-24 & 2024-25 (Audited Profit & Loss Accounts of the last three financial years) balance are to be submitted. Provisional financial statement shall not be considered.)
3. The agency should have valid GST registration & PAN. (Self-Attested copies of GST Registration Certificate & PAN Card are to be submitted in the technical bid)

The bidders shall also furnish the following documents in support of their eligibility

- Self-attested copy of registration certificate of firm/Travel Agency.
- Undertaking to provide vehicles in good running condition of Electric Vehicles (EVs) on priority basis. If any agencies have not quoted the Electric Vehicles then the BS-VI vehicle (diesel or petrol may be considered. In case the diesel or petrol vehicle, the vehicle should not be more than 3 years old as on date of publication of tender.
- Undertaking that the firm has not been debarred / blacklisted by any Govt. Organization Semi-Govt. Organization / PSU.
- Undertaking that the vehicles to be provided will not belong to any employee of CDM&PHO, Ganjam or his/her relative.
- Rates must be quoted only as per format.

III. Evaluation Criteria

1. A bidder can submit bid for one or both types of services (Daily / Monthly basis)
2. Evaluation and selection:
 - a) Evaluation shall be done separately for Daily Basis and Monthly Basis.
 - b) During the evaluation, the Electric Vehicles (EVs) must be prioritized for engagement in monthly or daily basis hiring.
 - c) The bids shall be evaluated in two stages i.e. technical bid evaluation and financial bid evaluation.
 - d) The financial Bids shall be opened for those bidders who will qualify in their technical bid evaluation.
 - e) GST will not be taken into consideration for evaluation purpose.
 - f) In case of daily basis, the comparative statement shall be prepared on the day basis per K.M. The lowest bidder (s) has to agree to the other charges like lowest halting charge, night halt, extra Km. Rate etc. offered by other bidders in the tender.

- g) In case of monthly vehicle, the comparative statement shall be prepared by taking Monthly Rent and fuel (diesel/ petrol) charges per k.m. The EV vehicles as per Office memorandum No-14583 dated 04.06.2026 of finance Department; govt. of Odisha is given first preference for engagement on monthly basis.
- h) The actual nos of vehicles to be engaged on monthly basis as per approval NHM PIP and depend upon the available funds under different programme as when required.
3. In case of vehicle on a monthly basis, the monthly rate to be paid to the agency for providing the vehicle inclusive of cost of tyres & tubes, Engine Oil / Lubricant, consumables, all major and minor maintenance work with spares and all payments towards driver's salary, his fooding cost, overtime and mobile Phone (for incoming calls). However, the cost of charging in case of EV vehicles or fuel (Diesel / Petrol) shall not be included in the monthly rate, which will be reimbursed as per actual at the rate of Charging cost @ Rs2/- per K.M in case of EVs or fuel consumption depending upon the type of vehicle used.
- a. **Electric Vehicles (EVs):-** The minimum charging rate to be quoted should not be more than as detailed below (as per latest Finance Department Circular: 14583 dated 04.06.2026) and the Charging cost @2/- per K.M towards charging of vehicles:

Sl. No.	Functionaries	**Max. hire charges (Rs.) per Month excluding taxes & Charges.	Minimum Charging rate per K.M
1.	Bolero Neo, Ertiga or Equivalent vehicle	55,000/-	2/-
2.	Scorpio, Creta, Mahindra Madrazo Equivalent vehicle	60,000/-	2/-
3.	Ciaz (AC) / Honda City (AC) Petrol	65000/-	2/-
4.	Innova Crysta/Hexa/Xuv or Equivalent vehicle	70,000/-	2/-

B. **Non Electric Vehicles (Non-EVs):** The minimum mileage (K.M per liter of diesel/petrol to be reimbursed) to be quoted should not be less than as detailed below (as per latest Finance Department Circular: 15836 dated 27.5.2025):

Sl. No.	*Type of Vehicle (BS-VI Compliant)	**Max. hire charges (Rs.) per Month including Engine Oil/ Lubricant cost, but excluding taxes, fuel	Minimum K.M. per one liter of fuel
1.	Dzire (AC) / Xcent (AC) / Aura (AC) Petrol	31,200/-	17
2.	Ciaz (AC) / Honda City (AC) Petrol	36,000/-	12
3.	Scorpio, Creta, Mahindra Madrazo Equivalent vehicle	44,400/-	10
4.	Innova Crysta – AC Petrol	50,400/-	9
5.	Innova Crysta – AC Diesel	50,400/-	9
6.	Bolero (AC) / Tata Sumo Gold (AC) / Ertiga (AC) - Diesel	37,200/-	10

*The vehicle to be provided shall not be older than three (3) years as on date of publication of Tender and must be BS-VI compliant commercial vehicle. All category of vehicle to be provided must have power steering and rear AC vent provisions.

****The monthly hire charges shall not exceed the maximum limit as fixed by Finance Department, Govt. of Odisha office memorandum no.15836 dated 27.5.2025 and Clarification on Engine Oil/ Lubricant vide letter no-35340 dated 19.12.2024 by Finance Department, Govt. of Odisha.**

4. In case of vehicle on a daily basis, the daily rate for providing the vehicle is inclusive of the cost of fuel (Diesel), Lubricants (Mobil), cost of tyres & tubes, consumables, all major and minor maintenance work with spares and all payments towards driver's salary, his fooding cost, overtime and mobile phone to the driver.

IV. Award of Contract:

The lowest evaluated bid (for the type of vehicle) shall be decided based on the lowest evaluated price bid for each type of vehicle in both the category (Daily & Monthly basis) and the L1 bidder shall be decided accordingly. EV vehicles will be given priority, if the rate is quoted with the price in reference to the FDOM No-1458/F dated 04.06.2026 Govt of odisha.

There may be empanelment of two or three agencies for each type of vehicle (to be decided by the tender inviting authority based on requirement of the type of vehicle), if after price negotiation, the L2/L3 agencies agree to the L1 price of the concerned category of vehicle.

If the successful Bidder fails to execute the order, the Performance Security of the Bidder(s) will be forfeited and the Bidder will be debarred for 3 three years from the Office of the CDM&PHO, Ganjam for engagement of vehicles.

V. Terms and conditions for Hiring of Vehicle

1. The Agency's Obligations:

- a) The selected agency must have local office with in Berhampur town or nearer to the O/o- the CDM&PHO, Ganjam for better conveyance in consideration to low consumption of fuel.
- b) The selected agency shall agree to terms and conditions of the contract and shall ensure full compliance to them.
- c) Agency agrees to provide quality services as per SLAs mentioned in the contract.
- d) Agency to ensure that vehicle deployed shall arrive at designated location on time. In an event of delay in arrival beyond 15 minutes, user shall have right to hire other taxi services (which may or may not be of similar hired car category). The fare charges shall be charged to agency.
- e) Agency to ensure that all maintenance work related to assigned vehicle shall be carried out in off duty hours.
- f) In the event of break-down, the service provider shall repair the assigned vehicle at its own cost and shall also make alternate arrangement by providing similar or higher class of vehicle(s) for which agreement is entered into. Failure to do so will evoke penalty or possible termination of contract.
- g) The Agency shall not be allowed to sub-let the contract.
- h) The Agency shall only provide vehicles which have the comprehensive insurance coverage.
- i) Police verifications for deployed driver shall be ensured by the Agency.
- j) Agency shall update the log book at least once in every 72 hours. Failure to do so shall be penalized as per this contract. At the time of termination of contract, the service provider shall

hand over the log book(s) to the DPMU, NHM Ganjam.

2. Vehicles to be deployed:

- a) The vehicle should have commercial license. The vehicle to be provided in good condition & should not be more than three years old as on date of publication of Tender. During replacement of the vehicle or driver, as the case may be, the pass/id card issued if any, shall be surrendered.
- b) The Agency will deploy the vehicle, which is well maintained, cleaned thoroughly both internally and externally. Vehicle shall be equipped with medical kit. The vehicle should have a mobile charger and ambient freshener.
- c) The agency is required to provide the vehicle with good quality clean seat covers and turkish towel.
- d) The Agency shall ensure that all electrical connections including lights (both brake and front), horn, turn indicators and other vehicle systems shall be periodically checked and maintained by the agency to avoid any inconvenience to user department.
- e) The Agency shall ensure that the vehicle should be parked at the place as advised by the office of the CDM&PHO, Ganjam and should be available, when not in duty. If the vehicle needs to be away for some reasons like refuelling, petty repairing etc., it should be with the knowledge of the CDM&PHO, Ganajm. Moving away without the knowledge of the CDM&PHO, NHM, the Authority will be considered as non-available and will be liable for penalty.
- f) In case of vehicle engaged in monthly basis, the driver of the vehicle shall maintain the daily logbook regarding the mileage and time from the point of departure to arrival. For this purpose, the following norms have to be followed :
 - 1) In case the vehicle is being kept in the office campus of the CDM&PHO, Ganjam, then the kilometer reading & time shall start from the office campus of CDM&PHO, Ganjam and end at the same there also.
 - 2) In case the vehicle is being kept under the custody of the travel agency, then the kilometer reading & time shall start from the residence of the officer concerned and end there also. The cost of kilometer from the O/o travel agency to the residence of officer concerned (to & fro) shall be borne by travel agency.
 - 3) In case the vehicle is hired on monthly basis but not attached to any specific officer, i.e., the vehicle is in common pool; the point of kilometer reading & time of arrival shall start from the O/o the CDM&PHO, Ganjam and end with same place as a center of destination. The cost of kilometer from the O/o travel agency to the CDM&PHO office (to & from) shall be borne by the travel agency.
- g) The hired vehicles, during the period of contract, shall have all necessary valid MV documents such as valid Registration Certificates, Insurance Certificates, Fitness Certificates, valid Contract Carriage Permits, proofs of up to date tax payments, D.L. of the Drivers, etc. available all the times. The CDM&PHO, Ganajm shall not be responsible for any damage/loss caused to the hired vehicles or loss of life / injury made to any person or damage to any property on account of use of hired vehicles in any manner whatsoever. The service provider shall be responsible for all such litigations.
- h) The agency shall obtain vehicle fitness certificates from competent authority, vehicle registration, comprehensive insurance, payment of road tax etc. The Drivers shall always carry all necessary documents like Registration papers, Insurance papers, Pollution under Control (PUC) clearances, RTO tax payment papers, valid driving licenses and all other documents that

3. Driver to be engaged:

The Agency shall be responsible for the acts and deeds of drivers of the vehicles that include the following:

- a) Drivers possessing a valid commercial driving license shall be deployed by the agency.
- b) Driver should be properly dressed in neat and clean attire, if required driver should wear uniform of specific color as per requirement of the Mission Directorate. The Agency shall provide at his own cost, proper uniform and badges as per STATE MOTOR VEHICLE RULES (amended up to date) and photo identity cards to the drivers.
- c) The driver of the vehicle deployed for user department duties must maintain polite & courteous behavior towards users as well as to other staffs of the Mission Directorate. Following may be construed as "Misbehavior" and shall attract penalties as per provisions of the contract. Repeated instances may result in termination of services
 - i) Denial of duty during contract period, or during hours as noticed by user department;
 - ii) Use of abusive language;
- d) No mileage will be allowed if the vehicle is used by the driver for his breakfast, lunch, dinner or any other personal work. No payment shall be made to the driver for his fooding expenses, etc.
- e) Salary of the driver shall be borne by the agency. The agency shall ensure that the drivers engaged by them are paid their salary timely based on minimum wages act. The payment of the salary to the driver shall be made by the agency and should not be linked to O/o the CDM7PHO, Ganjam.
- f) The driver in no case shall report to duty in an inebriated state or consume alcohol while on duty. In such an event, user section shall have full rights to terminate the contract with immediate effect.
- g) Driver must be having a mobile phone and contact number be provided to O/o the CDM&PHO Ganajm. The agency shall bear any cost related to the mobile call charges by the drivers.
- h) In an event that for any reasons the driver changes his contact number during the tenure of the contract then Agency will immediately notify the authority of the above change.
- i) The driver shall be reachable at all times during duty hours.
- j) Gossiping with the guests and using mobile phone during driving is not allowed. In case of urgency, driver should park the vehicle with permission from the user and talk in the mobile to the minimum duration.
- k) As soon as the driver is advised to attend any guest by the administration, the driver should call /SMSs the guest giving his mobile and vehicle details. Charges of calls/SMSs will be on agency's account.
- l) Vehicle and driver should not be changed frequently. Any such changes should be informed by the agency to the authority well in advance for permission.



4. Statutory Rules Compliance & Taxes:

- a) The hiring charges do not include fuel cost (petrol/diesel) or charging cost in case of EV vehicles which is to be paid separately basing on actual consumption. All the expenditure of the vehicle towards repair, maintenance, replacement of spare parts, lubricating oil of engine, Gear Box & differential coolant, Tyres & Tubes, Battery etc. and salary of the driver, payment of insurance/Road tax etc. required for operation of vehicle in the state will be borne by the Agency.
- b) The Agency shall take comprehensive insurance cover with third party unlimited liability risk of the vehicles detailed for the user department requirement. User shall not be liable for any damages whatsoever to public property and / or any third person due to any accident arising out of and in the course of deployment of service provider's vehicle.
- c) The Agency shall be solely responsible for any claims by any third party and/or employees of user department travelling in the vehicle for any injuries caused by the driver of the vehicle whether by accident or otherwise.
- d) The user department will in no way be responsible for violation of traffic rules and / or infringement of any other law for the time being in force, either by the driver of the vehicle or by the service provider. The driver as well as Agency shall comply with relevant rules and regulations of Motor Vehicles Act and Rules applicable at present or in future during the tenure of the contract and as may be enforced from time to time for which user departments would not be held liable/responsible in any manner what so-ever. Onus of compliance of all the applicable Laws/Acts/Rules including those under Motor Vehicle Acts/Rules shall rest with the Agency only and user/user departments will not be liable in any manner.
- e) The Agency shall be responsible for ensuring compliance with the provision related to Labour Law and especially Minimum Wages Act, Payment of Wages Act, PF, ESI Act, Payment of Bonus Act, Contract Labour [R&A] Act, Workmen Compensation Act etc. as applicable from time to time. The employees of the Agency shall not be deemed to be employees of the user department and hence the compliance of the applicable acts laws will be the sole responsibility of the Agency.
- f) The Agency shall be personally responsible for any theft, misconduct and/or disobedience on the part of drivers so provided by him.
- g) During the contract period, if the vehicle is seized or detained or requisitioned by Police/Motor Vehicle Authority or any other authorities for whatsoever reasons that will be at the Agency's risk. Also, alternate vehicle of similar or higher category will be provided by Agency without any extra charges.
- h) The police/court case (Legal disputes) in respect to the vehicle during of the period of engagement will be at the risk & cost of the agency.
- i) The O/o the CDM &PHO, Ganajm will not be responsible for any dispute except for paying the hire charges.
- j) The vehicles deployed for duty shall at no point of time carry any person other than personnel authorized by user department.
- k) The vehicle cannot be put to any private/commercial use beyond the duty hours or on holidays. Unauthorized use of the vehicle by the driver/service provider will lead to unilateral termination of the contract with immediate effect. The Agency has to ensure the safety of passenger by avoiding negligent driving by their drivers such as over speeding, rash driving, and driving vehicle without brakes/defective brakes.

- l) In case, the condition of vehicle is found unsatisfactory, it shall be returned for immediate replacement. In case no replacement is provided in time, the authority shall have the right to hire a vehicle from the market and additional cost incurred by the authority shall be deducted from the monthly payment due to the agency. Repeated failure to provide vehicles as and when required by the office will make the agency liable for Blacklisting.

5. The obligations O/o the CDM&PHO, Ganjam:

- a) Payment shall be made on monthly basis after submission of bill along with the daily logbook and duty slip signed by the designated authority of the CDM&PHO, Ganjam. In case of daily basis (Local & Long), duplicate duty slips have to be maintained and one slip has to be retained by the officers using the vehicle with noting of starting / closing Kilometers and time & signature on the duty slip (both original & duplicate).
- b) The CDM&PHO, Ganjam shall make the payment towards hiring charges of the vehicle at the end of every month within 30 days from the date of receipt of bills. The office shall pay the agency all amounts on an invoice that are not the subject of a bona fide dispute within 30 days of receipt of a valid invoice that complies in all material respects in terms of this Agreement.
- c) The payment shall be subject to any deductions such as penalties, statutory deduction etc.
- d) The O/o the CDM&PHO shall accept the log book entries updated by Driver. Failure to take action on log book entries updated by Driver shall result in auto acceptance of reading provided by service provider.
- e) All distances shall be calculated from the reporting point. No payment shall be made for journey from garage to reporting point.
- f) Rates to be finalized shall be fixed for a period of one year from the date of agreement. However, in case of vehicles hired on monthly basis, the cost of fuel (Diesel / Petrol)/ charges shall be paid at the rate finalized in Tender.

In case the monthly maximum limit rate as fixed by Finance Department, Govt. of Odisha changes during the contract period, then the same change shall be proportionately applicable to the monthly charges from the 1st day of the next month of the applicable date of the revised rate.

- g) The period of engagement shall be three (3) years, but initially the agreement shall be made one year and the renewed may be done on yearly basis subject to satisfactory of performances.

6. Terminations:

The CDM&PHO, Ganjam after giving 30 days clear notice in writing expressing the intension of termination by stating the ground/grounds on the happening of any of the events (as mentioned below), may terminate the agreement after giving reasonable opportunity of being heard to the agency :

- a) If the service provider do not remedy a failure in the performance of his obligations within 15 days of receipt of notice or within such further period as the O/o the CDM&PHO, Ganajm have subsequently approved in writing.
- b) If the agency becomes insolvent or bankrupt.
- c) If, as a result of force majeure, the agency is unable to perform a material portion of the services for a period of not less than 60 days: or
- d) If, in the judgment of this Office, the agency is engaged in corrupt or fraudulent practices in competing for or in implementation of the project.

Final payment after termination of the contract shall be released on submission of the log book(s) of the vehicle, car pass and pass/id card issued to the driver, if any.

7. Force majeure

Neither party to this Agreement shall be liable for failure to perform any of its obligations hereunder if prevented from doing so by reason of force majeure.

8. Entire agreement

This Agreement together with the schedules and annexes hereto constitutes the entire agreement and understanding between the Parties and supersedes all previous agreements, understandings and/or representations between the Parties.

9. Waiver of remedies

No forbearance, delay of indulgence by either Party in enforcing the provisions of this Agreement shall prejudice or restrict the rights of either Party nor shall any waiver of its rights operate as a waiver of any subsequent breach and no right, power or remedy herein conferred upon or reserved for the Party is exclusive of any other, power or remedy available to the Party and each such right, power or remedy shall be cumulative.

10. Assignment & change in ownership/management:

- a) The Agency shall not assign or transfer its obligations and or rights under this Agreement to any third party, whether an associated entity or not, whether in whole or in part without the prior written consent of the Principal.
- b) The Agency shall immediately notify to the CDM&PHO, Ganajm of any change of ownership or management of the Agency's business.

11. Resolution of disputes:

CDM&PHO and the selected agency will make every effort to resolve amicably by direct negotiation, any disagreement or dispute arising between them under or in connection with the work assigned. The arbitration proceeding if any shall be held in Ganjam district.

12. Applicability of laws:

The Agreement shall be governed by the Indian Laws for the time being in force.

13. Legal Jurisdiction

All legal disputes are subject to the jurisdiction of Ganajm district only.



TENDER FORM

Part- I

Form T1

(Technical Bid) – Cover A

(The documents have to be arranged **serially** as per the order mentioned below)

1	Name of the Organization	
2	Address of the organization with telephone no. & fax	
3	Email id of the Organization	
4	Name of authorized signatory	
5	Specimen signature of the authorized signatory	
6	Telephone number of authorized signatory	
7	Instrument No. and date of the tender document cost of Rs.2,000/- (Non-Refundable) submitted by the organization	(In shape of Demand Draft)
8	Instrument No. and date of the EMD of Rs.30,000/- submitted by the organization	(In shape of Demand Draft)
9	Registration Certificate of the Firm (Partnership Firm / Company)	(Attach self-attested copy of the Registration Certificate of the firm)
10	GST Registration	(Attach self-attested copy of GST Registration Certificate)
11	PAN	(Attach self-attested copy of PAN Card)
12	Average Annual Turnover for last 3 Financial Years i.e. 2022-23, 2023-24 & 2024-25.	Audited Annual Turnover Statement as Per form T2 duly Certified by a chartered Accountant along with P&L A/c and balance sheet for last 3 financial years (22-23,23-24 & 24-25).
13	Proof of provision of vehicles to at least 3 (Three) Govt./ Semi-Govt. Organizations / PSUs / Banks etc. during the last three financial years i.e. 2022-23,2023-24 & 2024-25.	(Attach self-attested copies of Work Orders received from Government / Semi-Government / PSUs/ Banks etc. (At least three different organizations) during last three Financial Years i.e. 2022-23 to 2024-25)
14	Undertaking to provide good conditioned vehicles (not more than 3 years old BS VI compliance vehicle) along with all necessary documents required under traffic rule or Electric Vehicles which is applicable.	Attach the undertaking with signature & seal of the Organization
15	Undertaking that the vehicle to be provided will not belong to any employee under the CDM&PHO, Ganajm.	Attach the undertaking with signature & seal of the organization
16	Undertaking that the firm has not been debarred/ blacklisted by any Govt. Organization / Semi Government Organization / PSUs	Attach the undertaking on a <u>non-judicial stamp paper of Rs.20/-</u> (Original Copy) with signature & seal of the organization

17	<p>Bank Details of the Firm/ Agency: <i>The bidders have to furnish the Bank Details as mentioned below for return of EMD /Payment of Bill if any (if selected)</i></p> <p>a. Name of the Bank :</p> <p>b. Name of the Account & Full address of the Branch concerned:</p> <p>c. Account no. of the bidder :</p> <p>d. IFS Code of the Bank :</p>	
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DECLARATION:

I/ we hereby certify that the terms and conditions given with the tender notice have been read carefully and acceptable to me/ us and that the information furnished above are full and correct to the best of my/ our knowledge. I/ we understand that in case of any deviation/ false information in the above statement at any stage, our Firm/ Agency will be blacklisted / debarred and will not have any dealing with your organization in future.

Place:

Date:

(Signature & Seal of the Authorized Signatory)

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FORM T2

(To be furnished in Technical Bid –Cover A)

Audited Annual Turnover Statement

(In the letter head of the Chartered Accountant)

The audited Annual Turnover for the last 3 (three) financial years of M/s _____
are given below and certified that the statement is true and correct.

Sl. No.	Financial Year	Turnover in (Rs.)
1	2022-23	
2	2023-24	
3	2024-25	

Date:

Signature of Auditor/Chartered Accountant

Place:

(Name in Capital)

Seal

Membership No.:

UDIN No.:

N.B:

- 1) It is mandatory to specify the Membership no. & UDIN No. of the Auditor/Chartered Accountant.
- 2) The annual turnover statement should also be supported by copies of audited annual statement of the last three financial years/Annual Report and the turnover figures mentioned above should be highlighted there.



TENDER FORM

Part II - Financial Bid - Cover B

A. Monthly Basis Rate of Electric Vehicle (EVs) in reference to the FDOM No 14583 dated 04.06.2026 (exclusive of GST)

Sl. No.	Type of Vehicle	Monthly Rent per vehicle, excluding Charging cost & GST	Charging Cost per KM
a	b	c	d
1	Bolero Neo, Ertiga or Equivalent vehicle		
2	Ciaz (AC) / Honda City (AC) Petrol		
3.	Scorpio, Creta, Mahindra Madrazo Equivalent vehicle		
4	Innova Crysta/Hexa/Xuv or Equivalent vehicle		

GST: Please mention the % of GST as applicable: _____.

B. In case the bidder has not applied EV vehicles, then the petrol or diesel vehicles to be engaged as per FDOM No-15836 dated 27.05.2025.
Monthly Basis Rate (exclusive of GST)

Sl. No.	Type of Vehicle (BS VI)	**K.M. per one Liter of diesel/petrol	Monthly Rent per vehicle (Rs.) Including Lubricant/Engine Oil cost but excluding fuel (Petrol/Diesel cost & GST)
a	b	c	d
1	Dzire (AC) / Xcent (AC) / Aura (AC) or equivalent (Petrol)		
2	Ciaz (AC) / Honda City (AC) or equivalent (Petrol)		
3	Scorpio, Creta, Mahindra Madrazo Equivalent vehicle		
4	Innova Crysta – AC or equivalent (Petrol)		
5	Innova Crysta or Equivalent– AC Diesel		
6	Bolero (AC) / Tata Sumo Gold (AC) / Ertiga (AC) or Equivalent - Diesel		

** Pl. refer to the criteria of Min. KM per one liter of petrol / diesel mentioned in the Evaluation procedure (Clause 3) mentioned in tender document]

GST: Please mention the % of GST as applicable: _____.

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C. Daily basis Rate (exclusive of GST)

Sl No	Make & Model Vehicle	*Daily Hiring Charges (Rs.) including all charges of the Driver and taxes (excluding GST).		
		Daily Hire charges (Excluding (Dol/POL))	Kilometer per liter (fuel)	
			In case Diesel	In case Petrol
	1	2	3	4
1	TATA-ACE-107, 407, Max Pickup Van or equivalent (GVW up to 2,000 Kg.)			
2	MINI Truck or equivalent (GVW up to 7,500 Kg.)			
3	Standard Truck or equivalent			
4	10 wheeler Truck (GVW 25000 Kg.)			
5	Innova/Innova Crysta or equivalent (Non AC).			
6	Innova/ Innova Crysta or equivalent AC.			
7	Bolero, TUV 300, Scorpio or equivalent Vehicle (Non A/c)			
8	Bolero, TUV 300, Scorpio, Ertiga /TATA SUMO or equivalent Vehicle (AC)			
9	Indigo/ Swift Dezire or equivalent vehicle (AC)			
10	AC Mahindra Scorpio or equivalent Vehicle			
11	Force Traveller (17 Seated) AC (Diesel)			
12	Mini Bus 35 Seated Non AC			
13	BUS 55 Seated Non AC			

** Pl. refers to the criteria of Min. KM per one liter of petrol / diesel mentioned in the Evaluation procedure (Clause 3) mentioned in tender document.

GST: Please mention the % of GST as applicable: _____.

Note: GST will be paid extra as applicable and will not be taken into account for evaluation.

Place:

Date:

(Signature & Seal of the Authorized Signatory)

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