



Email

**OFFICE OF THE DIRECTOR, POST GRADUATE INSTITUTE OF MEDICAL EDUCATION & RESEARCH AND CAPITAL HOSPITAL, BHUBANESWAR, DIST- KHORDHA**  
**Udyan Marg, Unit-6, Ganganagar, Bhubaneswar, Odisha-751001**  
**Email: [pgimerch@gmail.com](mailto:pgimerch@gmail.com), Contact No: 06742390960(O)**

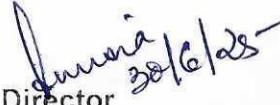
PGIMER/MV/47/25 No:- 3069

Date:- 30/6/25

**Quotation /Tender Call Notice**

Sealed quotations/tenders are invited from interested reputed Travel Agencies/Tour Operators individuals for providing one No of vehicles having sitting capacity not more than four including driver, which shall confirm to the term and conditions (Annexure-A) for official use in the office of the PGIMER & CH, Bhubaneswar on monthly rent basis.

1. The service provider shall have a valid GST 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 licence for driving light transport passenger vehicle and should be sufficiently experienced in driving transport/ passenger vehicle.
5. The driver should be well behaved, gently and obedient nature .
6. A sum of Rs. 5000/- shall be deposited by the intending bidders in shape of account payee, bank draft in favour of the Director ,PGIMER & CH,BBSR and submitted along with the tender as EMD .After completion of tender process, EMD shall be refunded to unsuccessful bidders.
7. The monthly rate of hire charge, excluding GST be quoted separately, excluding fuel as per FDOM No. 15836/F dt. 27.05.2025.
8. The vehicle must achieved a fuel efficiency of 17km per litre.
9. The details of the make and year of manufacture of the vehicle, registration No. (KM covered per litre) and name of the driver, driving licence No. and period of validity should be specifically provided in the general bid information to be furnished with the Quotation /Tender (Annexure- B)
10. The Quotation completed in all respect should reach the undersigned on or before 22.07.2025 by 5.30 PM and shall be opened on 23.07.2025 at 12.00 Noon in presence of the bidders or their authorized the representatives .
11. The application form of quotation/tender containing general bid information and terms and conditions for hiring of vehicle etc. will available with website of the PGIMER & CH,BBSR i.e. <https://pgimerch.odisha.gov.in> and can be downloaded from 01.07.2025 to 21.07.2025 by 4.00PM . The same will also be available in the website of the DMET(O) which can be downloaded accordingly.

  
30/6/25  
Director  
PGIMER & Capital Hospital, BBSR

P.T.O

**Memo No:- 3070 /**

**Date:- 30/6/25**

Copy forwarded to the DMET(O) for information.

He is requested to kindly publish the above Quotation /Tender call notice in the website of the DMET(O) for wide publication.

*Amma*  
Director, 30/6/25

**Memo No:- 3071 /**

**PGIMER & Capital Hospital, Bhubaneswar**

**Date:- 30/6/25**

Copy to Notice Board.

*Amma*  
Director, 30/6/25

**Memo No:- 3072 /**

**PGIMER & Capital Hospital, Bhubaneswar**

**Date:- 30/6/25**

Copy forwarded to the DFW(O) for information with reference to his letter No. 9759 dt. 21.06.2025.

*Amma*  
Director, 30/6/25

**Memo No:- 3073 /**

**PGIMER & Capital Hospital, Bhubaneswar**

**Date:- 30/6/25**

Copy forwarded to the Superintendent ,PGIMER & Capital Hospital, Bhubaneswar for information .

*Amma*  
Director, 30/6/25

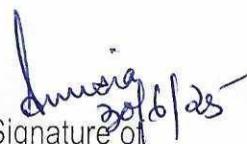
**PGIMER & Capital Hospital, Bhubaneswar**

*Amma*  
30/6/25

**Terms & Conditions**

The following terms and conditions must be fulfilled by bidder:

1. 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.
2. The Department / 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.
3. The hire charges to be paid for monthly basis is final but does not include cost of fuel, 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.
4. 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.
5. In case of breakdown for reasons whatsoever the replacement of a vehicle of the same or better model shall be provided by the service provider.
6. In case of the vehicle do not report regularly, the authority will be at liberty to terminate the agreement without prior notice.
7. The vehicles shall report for duty for minimum of 25 days in a month.
8. In case of emergency, the driver will have to report for duty as per the requirement. No extra payment shall be made.
9. Monthly hire charges and reimbursements towards cost of fuel (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.
10. 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.
11. If the services are found to be unsatisfactory, the client shall give one month notice and terminate the agreement.
12. 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.
13. If the bidder violates any of the terms of contract, Government shall forfeit the entire amount of security deposit.

  
Seal & Signature of

Quotation / Tender Calling Authority with Designation

General Information

SI 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 fuel cost
20	Rate of fuel consumption / Mileage per litre

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

Seal & Signature of Tenderer