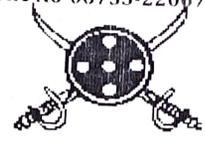




e-Mail - khurda\_municipality@yahoo.co.in  
Phone No-06755-220674

**OFFICE OF THE MUNICIPAL COUNCIL: KHORDHA**  
H & UD Department, Govt. of Odisha  
Khordha-752055



No. 3151 /

Date. 13.09.25 /

**QUOTATION CALL NOTICE**

Sealed quotations are invited in double cover (Form A:- Technical Bid, Form B:- Financial Bid) from reputed Registered Transport Agency / Goods Carrier Business Holders / Private Agency & Individual for "Providing 10 Nos. Light Commercial Vehicle (LCV) including Driver for collection of dry waste & wet waste separately in special Bins from door to door of 22 Nos. Ward of Khordha Municipality" for the Sanitation work i.e. lifting of garbages in separately method i.e. dry & wet wastage in special bins on monthly rent basis. All quotation should be accompanied with PAN and GST Registration Certificate etc. Tender paper can be obtained from Cashier section of Khordha Municipality in payment of **Rs. 2000.00** (Rupees Two Thousand only) (Non-refundable). Bidder should be submitted EMD of **Rs. 5000/-** (Rupees Five Thousand only) (Refundable) in shape of BD/BC in favour of Executive Officer, Khordha Municipality payable at Khordha. The application form of Quotation/Tender containing general bid information and other terms & condition will be available in [www.khordha.nic.in](http://www.khordha.nic.in) (District Portal) and [www.khordhamunicipality.in](http://www.khordhamunicipality.in) (Office Portal). The quotationer should quote their rate of the price both in figure and words. All quotations will be received in specific Quotation Box kept in the Office of the undersigned from **date 16.09.2025 at 11:00 AM up to date 24.09.2025 at 05:00 PM** except Sunday & Holidays and will be opened on **date 25.09.2025 at 11:30 AM** in presence of quotationer or their authorized representatives in the Chamber of Executive Officer, Khordha Municipality. No conditional or incomplete quotation will be accepted. The financial bid will be opened only technical Bid qualifier evaluated by Tender Committee.

Supply order will be given to the successful quotationer with an Agreement of undersigned.

The authority shall have the right to accept or reject all the quotations without assigning any reason thereof.

  
Executive Officer  
Khordha Municipality

Memo No. 3152 Date. 13.09.25

Copy submitted to the Deputy Secretary to Govt. (Advertisement), I & PR Department, Govt. of Odisha, Bhubaneswar for publish one day on or before date **16.09.2025** in two local Odia daily Copy of above newspapers where in the advertisement published may please be sent to this office for necessary action.

  
Executive Officer  
Khordha Municipality

...Continued

Memo No. 3153 Date 13.09.25

Copy submitted to the e-Governance Manager, Khordha with request to publish in the district portal for public information & necessary action/ MIS Khordha Municipality for up load the above quotation notice in Khordha Municipality website.

*Rachal*  
13/9/25  
Executive Officer  
Khordha Municipality

Memo No. 3154 Date. 13.09.25

Copy submitted to Director Municipal Administration & Ex Officio Spl. Secretary to Govt., H & UD Department, Govt. of Odisha, Bhubaneswar for favour of kind information.

*Rachal*  
13/9/25  
Executive Officer  
Khordha Municipality

Memo No. 3155 Date. 13.09.25

Copy submitted to the Collector and District Magistrate, Khordha /Project Director, DUDA, Khordha for favour of kind information.

*Rachal*  
13/9/25  
Executive Officer  
Khordha Municipality

Memo No. 3156 Date. 13.09.25

Copy submitted to the Tender Committee Members for information & requested to attend in the chamber of Executive Officer on the date & time of opening of QCN.

*Rachal*  
13/9/25  
Executive Officer  
Khordha Municipality

Memo No. 3157 Date. 13.09.25

Copy forwarded to the Sub-Collector, Khordha/Executive Engineer M.I. Division, Khordha/Executive Engineer (R&B) Division, Khordha, Executive Engineer, Irrigation Division, Khordha/Block Development Officer, Khordha Block, Khordha with a request to kindly exhibit the above QCN on their respective Notice Board for wide publication.

*Rachal*  
13/9/25  
Executive Officer  
Khordha Municipality

Memo No. 3158 Date. 13.09.25

Copy to the Chairperson/ Municipal Engineer/Junior Engineers/ Accountant for information/Cashier to receive bank Draft & sale the quotation paper /Office Notice Board for wide publication.

*Rachal*  
13/9/25  
Executive Officer  
Khordha Municipality

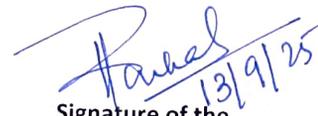
**Terms & Condition**  
**“Providing 10 Nos. Light Commercial Vehicle (LCV) including Driver for collection of dry waste & wet waste separately in special Bin from door to door of 22 Nos. Ward of Khordha Municipality”**

The following terms & condition must be fulfilled by the successful bidder for providing a vehicle on hire on monthly rent basis.

1. The Cover No. B price bid will be opened those bidder who have qualified the Cover No. A
2. The hired vehicles, 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, DL of the driver available all the times etc. The 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. Dropping date from **dt. 16.09.2025 at 11:00 AM to dt. 24.09.2025 upto 05:00 PM.**
4. The hire charges will be paid on monthly basis. All the expenditure of the vehicle towards repair, monthly hire charges, cost of fuel i.e. diesel/patrol, replacement of spare parts, Lubricating oil of Engine, Gear Box & differential Coolant, Tyres & Tubes, Battery and all maintenance of the vehicle etc. will be borne by the bidder.
5. The agency should not blacklisted/ Debarred/ Non-performance/ Holiday Listing by any Govt. / PSU/ any authority within the last five years.
6. The agency should submit an affidavit for anti-blacklisted/ debarred/ Non-performance/ holiday signed by an Executive Magistrate.
7. The agency should possess Labour License for 100 No. labours under contract labour (Regulation and Abolition) Act. 1970 issued by labour department of Odisha Government.
8. Bidders/ Agency should submit minimum 3 year experience of same nature of work in different ULBs of Odisha.
9. The bidder/ Agency should submit average financial turnover of 40 Lakhs only during the last 3 years.

10. It shall be the responsibility of the bidder to provide a good driver and the salary of the driver shall be borne by the owner. The salary of the driver/ labour shall be paid by the agency in the 1<sup>st</sup> week of succeeding month and the salary/ wages must be paid confirm to the current labour laws in force, else fine shall be imposed on the bidder.
11. In case of breakdown for reasons whatsoever the replacement of the vehicle of the same or better mode shall be provided by the owner of the vehicle/ bidder. Repair & Replacement of the vehicle shall be done less than two days. No vehicle shall remain absent in any days and the bidder has to arrange alternate vehicle, in such case.
12. The successful bidder will **deposit a sum of Rs. 20,000/-** (Rupees Twenty Thousand) only per each vehicles towards Security Deposit and execute the necessary agreement with the Executive Office, Khordha Municipality. After completion of tender process, the amount will be refunded to unsuccessful bidders. The security deposit of the successful bidder will be refunded after completion of the working period as per agreement without any interest.
13. In case the vehicle do not report regularly, the authority will be at liberty to reject the agreement without giving notice. The vehicle must report by 6:30 AM and must cover all the household, cannot leave the ward before 11:30 AM.
14. In case of emergency, the driver will have to report for duty as per the requirement of the office and no extra payment shall be demanded.
15. Monthly hire charges of the vehicle will be paid to selected bidder in every succeeding month.
16. All the vehicles to be provided must be completely new.
17. The driver of the vehicle must have valid Driving License for driving Heavy transport vehicle and should be sufficiently experienced in driving transport of goods vehicle and the driver should be gentle and obedient in nature.
18. 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 specially provided in the general bid information to be furnished with the Quotation/Tender Cover No. A
19. The details of the rate per month and type of vehicle should be specially provided in the general bid information to be furnished with the Quotation/Tender Cover No. B.

20. If the services are found to be unsatisfactory, the agreement shall be terminated giving 7 days' notice.
21. In case the service provider intends to withdraw the services of his vehicle and terminate the agreement, it shall be mandatory upon hire to grant one month notice before such withdrawal of service and termination of agreement.
22. If the bidder violate any of the terms of contract, the undersigned shall forfeit all the dues.
23. The bidder must adhered to the labour laws in force while paying wages to the drivers of the vehicles.
24. The acceptance L1 bidder has gone through an agreement with this office which is valid for 12 month from the date of agreement.

  
13/9/25

Signature of the  
Quotation/Tender Calling Authority

**COVER No. A**

**"Providing 10 Nos. Light Commercial Vehicle (LCV) including Driver for collection of dry waste & wet waste separately in special Bin from door to door of 22 Nos. Ward of Khordha Municipality"**

**ANNEXURE-I**

**(A) Agency Details:**

SI No.	Name, Address & Contact No.	Email ID	Registration No.	PAN	GST
1					

**ANNEXURE-II**

**(B) Vehicle Owner's Details:**

SI No.	Name, Address	Contact No.	Email ID	ID Proof No. with Photocopy	PAN No.
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

Seal & Signature of the Quotationer

Continued....

**(C) Driver Details:**

SI No.	Name & Address	Contact No. & Email ID	DL No. & DL Validity	ID Proof No. with Photocopy	Blood Group
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

Seal &amp; Signature of the Quotationer

Continued....

## D) Vehicle Details:

Sl No.	Type of Vehicle	Registration No. & Date	Registration No.	Model & Year of Manufacture	Fitness Certificate Validity	Insurance Validity	Permit Validity
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							

- Details of Quotation Schedule :  
Cost (DD No./B.D. No./  
Bankers Cheque)

Vide M.R. No./DD No./ B.C. No. :

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

**Seal & Signature of the Quotationer**

**COVER No. B**

**“Providing Light Commercial Vehicle (LCV) including Driver for collection of dry waste & wet waste separately in special Bin from door to door of 22 Nos. Ward of Khordha Municipality”**

**1. RATE PER MONTH**

(Hire Charges per vehicle including  
Remuneration of the Driver & other Terms &  
Condition furnished in ANNEXURE-ii) (IN Rs.) :

IN WORDS :

**Seal & Signature of the Quotationer**