



BOARD OF SECONDARY EDUCATION, ODISHA, CUTTACK.

Tender Call Notice

No. 1838 / (Engg. Cell) / Date 20-03-2026

Sealed quotations are invited from interested reputed Travel Agencies/ Tour Operators/ Private individuals for providing 01(One) nos. of AC Petrol/Diesel driven vehicles Such as details in financial bid for official use(pool purpose) in the Board of Secondary Education, Odisha, Cuttack. Office, at Bajrakbati Road on monthly rent basis. For further details please visit our website www.bseodisha.nic.in.

Date of issue for the Tender Paper-Dt.20.3.2026

The last date for receipt of Tender-Dt.09.04.2026 by 1.00 PM

Opening of Technical bid -Dt.10.04.2026 at 11.00 AM

Opening of Financial bid - Dt.10.04.2026 at 03.00 PM

The authority reserves the right to reject any or all tenders without assigning any reason thereof.

Sd/-
Secretary

Memo No : 1839 (Engg. Cell) Date : 20-03-2026

Copy submitted to the joint director (Advertising) I & PR Dept., Govt. of Odisha, Bhubaneswar for information and to take immediate step for publication of this notification in one edition of the 1 no. of local daily newspaper and 1 no. of national newspaper in one issue only utilizing space (8cm x 4cm) inside page for publication on dt.21.03.2026 positively for information of all concerned at the approved rate. A complimentary copy shall be sent to the F.O. BSE (O), Cuttack along with the bill in duplicate for pass and payment.

Sd/-
Secretary
B.S.E., Odisha, Cuttack.

Memo No. 1840(6) / (Eng. Cell) / dt. 20-03-2026

Copy forwarded to:-

1. The S.O., Finance/ S.O., Accounts-II/ I.A. for information and necessary action.
2. PS to President/ PA to Secretary for favour of information.
3. Office Notice Board for wide publication.

Sd/-
Secretary
B.S.E, Odisha, Cuttack



BOARD OF SECONDARY EDUCATION, ODISHA, CUTTACK.

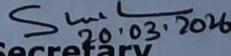
No. 1838 / (Engg. Cell) / Date 20-03-2026

Tender Call Notice

Sealed quotations are invited from interested reputed Travel Agencies/ Tour Operators/ Private individuals for providing one number of AC Deiseal/Petrol Driven vehicles as detailed in financial bid for official use(pool purpose) in the BSE, Odisha, Cuttack at Bajrakbati Road on monthly rent basis. The validity for service period will be 01 year, subject to renewal on yearly basis with due satisfaction of the authority of BSE, Odisha.

1. The service provider shall have a valid GST registration to participate in the tender process.
2. The vehicle must be on road in good running condition, should 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 . The vehicle must be BS-VI emission complaint vehicle. . The required documents should be submitted with the quotations.
3. 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. He should have a good track record of not intoxication with alcohol etc.
4. The Driver should be well behaved, gentle and obedient in nature.
5. A sum of Rs.10,000/- (Rupees ten thousand) only shall be deposited by the intending bidders in shape of Bank Draft drawn in favour of the Secretary, Board of Secondary Education, Odisha, Cuttack and submitted the same along with the Quotation as EMD. After completion of tender process, the amount will be refunded to the unsuccessful bidders without interest.
6. The monthly rate of hire charge of vehicle be quoted separately in the financial bid. The rates should be excluding cost of fuel but inclusive of Toll Gate Charges , charge of driver, maintenance charges etc. (excluding GST).
7. The Vehicle must achieve a minimum average mileage of 17 km/ltr.
8. The details of the make and year of manufacture of the vehicle, registration no., mileage (KM to be covered per litre) and name of the Driver, Driving License No., period of validity should be specifically provided in the Technical bid, to be furnished with the Quotation.

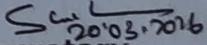
9. The Quotation completed in all respect should reach the undersigned on or before 04.04.26 up to 1.00 PM and shall be opened on the same day at 3.00 PM in presence of the bidders or their authorized representatives, if present , on schedule date/time/venue.
10. The application form of quotation containing all details for Hiring of Vehicles Can be downloaded from the Board's www.bseodisha.nic.in .
11. The successful bidder will submit 5% of the contract value as performance security in form of in shape of Bank Draft drawn in favour of the Secretary, Board of Secondary Education, Odisha, Cuttack at time of issue of work order.
12. The Authority of the Board reserve the right to cancel all or any quotation without assigning any reason thereof.


20.03.2016
Secretary
B.S.E, Odisha, Cuttack

BOARD OF SECONDARY EDUCATION, ODISHA, CUTTACK.

Terms and Conditions for providing vehicles

1. The following terms and conditions must be fulfilled by the successful bidder for providing a vehicle on hire on monthly rent basis. 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. Besides the Agency should have valid PAN card GST Regn No.
2. The Board of Secondary Odisha shall not be held 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 vehicle owner shall be responsible for all such litigations.
3. The hire charges to be paid on monthly basis is final but-does not include cost of fuel, which is to be paid separately basing on actual consumption, on submission of logbook , subject to existing Government norms/ceilings. All the expenditure of the vehicle towards repair, Toll Gate Charges , replacement of spare parts, Lubricating oil of Engine, Gear Box & differential Coolant, Tyres & Tubes, Battery etc. will be borne by the service provider.
4. It shall be the responsibility of the bidder to provide an experienced good driver and the remuneration of the driver shall be borne by the service provider. The driver should be well behaved, gentle, obedient and should have a good track record of not intoxicated with alcohol etc.
5. In case of breakdown for reasons whatsoever the replacement of a vehicle of the same or better model shall be provided by the owner of the vehicle/bidder immediately.
6. In case of the vehicle do not report regularly or found to be involved any illegal/unauthorised activities , the authority will be at liberty to terminate the agreement without any prior notice.
7. The vehicles shall report for duty at office in time , including Sundays or holidays if necessary.
8. In case of emergency, the driver will have to report for duty as per the requirement immediately. No extra payment shall be demanded.
9. Monthly hire charges and reimbursements towards cost of fuel 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 for the purpose.
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 agreement shall be terminated by giving one month notice.
12. In case the service provider intends to withdraw the services of his vehicle and to terminate the agreement, it shall be mandatory upon him to give one month notice before such withdrawal of service and termination of agreement.
13. If the bidder violates any of the terms of contract, B.S.E. shall forfeit the entire amount of EMD &/or P.S.
14. The hired vehicle cannot be used by the service provider for any private/commercial purpose beyond office hour or during holidays.
15. The authority reserves the right to reject any or all the tender/ quotations without assigning any reason thereof.


Secretary
B.S.E, Odisha, Cuttack



**BOARD OF SECONDARY EDUCATION,
ODISHA, CUTTACK**

Technical Bid

Name of the Work-

Sl. No.	Particulars	
1	Name of the Service Provider	
2	Complete Address Contact number of the Service Provider	
3	PAN Card No.	
4	GST Number Photocopy of GST Registration	
5	Bank Account No and IFSC Code	
6	Registration No. of Vehicle	
7	Year of Manufacture	
8	Make & Model	
9	Date of registration	
10	Type of vehicle	
11	Fitness Certificate with validity	
12	Pollution Certificate with validity	
13	Permit validity	
14	Insurance validity	
15	Name and address of driver with Contact Number	
16	DL No. with validity of the Driver	
17	Details of EMD BD No. _____ Dt. _____	

Seal & Signature of the service provider



**BOARD OF SECONDARY EDUCATION,
ODISHA, CUTTACK**

Financial Bid

Name of the Work-

Sl. No.	Particulars		
1	Name of the Service Provider and complete address		
2	Photo Copy and PAN Card		
3	Type of Vehicle (a)	Rate of fuel consumption/mileage per ltr. (b)	Proposed hire charges per vehicle per month. (Excluding fuel cost & GST) (c)
(i)	Tigor/Bolt/celerio (Pool Vehicle) (01 no.)		

Seal & Signature of the service provider