



# एकलव्य आदर्श आवासीय विद्यालय कप्तिपदा

(राष्ट्रीय आदिवासी छात्र शिक्षा समिति, जनजातीय कार्य मंत्रालय, भारत सरकार के अधीन एक स्वायत्त संस्थान)

## EKLAVYA MODEL RESIDENTIAL SCHOOL KAPTIPADA

(An Autonomous Organisation under NESTS, MoTA, Govt. of India)

ग्राम - बेल्डिहा , ब्लॉक- कप्तिपदा, जिला-मयूरभंज

Village-Beldiha, Block-Kaptipada, Dist.-Mayurbhanj

राज्य-ओडिशा , पिन कोड -757040

State-Odisha, Pin Code-757040

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Website – <https://emrskaptipada.com>

पत्रांक संख्या: F.No. Tender/EMRS/KPD/2026-27

Date:

To

Sub: Tender for engaging Vehicle to Vidyalaya on Contract basis for the period up to 01/04/2026 to 31/03/2028 which may be extended up to 31/03/2033 every year under same conditions - reg.

01. Sealed Tender for engaging vehicle to Vidyalaya of vehicle shown in the attached statement is invited by the Undersigned and will be available in the Office of the Undersigned w.e.f. 02/03/2026 to 18/03/2026 from 09:30 a.m. to 05:00 p.m. (except lunch Break from 01:30 p.m. to 03:00 p.m.). The last date of submission of the Tender is on 19/03/2026 up to 12:00 noon. The tender will be opened at the chamber of the undersigned on 11.00 AM. of 23/03/2026 by the Vidyalaya P.A.C. The tender should be sent under sealed envelope marked as "TENDER FOR ENGAGING VEHICLE ON TENDER" with name, address and mobile no. of the Tenderer on the Sealed Envelope.
02. The tender should be submitted in accordance with the terms & conditions as given below. It shall be construed that the term & condition stipulated here under have been agreed to.
03. The tender should not have any overwriting/corrections in the tender. If a figure is to be amended, it should be neatly scored-out and then revised figure should be written there upon with signature and date, or else the rate is liable for rejection.
04. The Undersigned does not bind himself to accept the lowest tender and reserves the right to accept the tender in whole or in part i.e. with respect to all the vehicles mentioned in the attached statement or in respect of anyone or more than one vehicle specified in the attached statement as he/she may decide.
05. On acceptance of the tender will become a contract and the contractor shall be bound by the terms & conditions of the tender.
06. The bidder should submit his/her tender form along with earnest money amounting to Rs. 10,000/- (Rupees ten thousand only) in the shape of Bank Draft in favour of "EKALAVYA MODEL RESIDENTIAL SCHOOL KAPTIPADA" payable at State Bank of India, Kaptipada only which will be refunded in the event of rejection of tender. In the event of the tender being accepted the earnest money will be adjusted towards security deposit which shall be retained till expiry of contract. If the contractor is not able to pay the amount Undersigned reserves the right to accept or reject the request. The earnest money will be forfeited in the event of failure to comply with the terms of the contract.
07. If the contractor fails to send the vehicle along with driver within the time stipulated in the letter of acceptance by the Undersigned, the Undersigned shall be at liberty to hire the vehicle from the market to get the rest of the contract completed by any other person or firm and the difference of amount, if any, shall be deducted from the earnest money/security deposit and in case any amount in excess of the security deposit is paid by the Undersigned the contractor shall liable to pay this amount.
08. The rate quoted by the contractor shall hold good-up to 31.03.2028. No amount amendment is allowed in the rate during the period of contract.
09. The vehicle shall be hired on 24-hour basis along with driver for a period up to 31.03.2028.
10. The contract will remain valid up to 30.04.2028. It may be extended for 5 years up to 31.03.2033 under the same terms and conditions and same rate as quoted if both parties agree for extension.
11. The vehicle to be hired should be in proper efficient running position by the owner. **Year of registration should not be before 2023 in any case.**
12. Vehicle is to be hired along with driver from the owner/company.
13. **It is further clarified that the amount shall also include the cost of fuel subject to the following monthly kilometre limits: Fuel cost up to 1200 kilometres per month. In case the vehicle usage exceeds the prescribed kilometre limits, additional charges shall be admissible at the following rates: a. Hilly Areas: ₹14/- per kilometre b. Plain Areas: ₹12/- per kilometre. Vehicle will be parked in the Vidyalaya premises only. All other liabilities including wages of driver, oil & lubricants, maintenance, repair, replacement of parts and servicing, obligations on accounts of Motor Vehicles Act and other related acts like Labour Laws, Road Tax, Insurance Laws (Like Insurance of vehicles in accident, theft, fire etc.) shall be the sole responsibility of the owner. No Toll Tax/Duty shall be paid by the Vidyalaya and shall be the sole responsibility of the Owner.**
14. The driver of the vehicle may be provided accommodation in Vidyalaya wherever possible and may be allowed to avail mess facility for food purposes only on payment basis.
15. Maximum one day per month shall be permitted for maintenance/servicing of the vehicle and shall not be sent for repairs for more than four days at stretch. Alternate vehicle shall be provided by owner in case the non-availability for the period exceeding the specified period mentioned above. Failure to

provide alternate vehicle shall lead to recovery of actual hiring charges per day or Rs. 1,000/- per day, whichever is higher.

16. Use of the vehicle will be restricted for Vidyalaya use only.
17. The owner shall be responsible for efficient & diligent services, if the service is not found satisfactory, the Undersigned will be at liberty to cancel the contract any time without prior notice to the same.
18. The owner shall be responsible for proper conduct of the driver he will have to change the driver in case the drivers' conduct is being reported as improper by the Principal of JNV. The Undersigned will be at liberty to cancel the contract on this ground also i.e. in case the conduct of the driver is found unsatisfactory without any prior notice of the same to the owner, Police verification of the driver is an essential condition.
19. The sealed tender should invariably contain: -
  - a. Earnest Money (In shape of Bank Draft for Rs. 10,000/- in favour of EKALAVYA MODEL RESIDENTIAL SCHOOL KAPTIPADA payable at State Bank of India, Kaptipada Branch.
  - b. Specification and printed catalogue, Registration certificate and other concerned literature of the vehicle are to be submitted on acceptance of tender.
  - c. Signature of the authorized person on all pages with date.
  - d. Terms & Conditions of Tender paper and original money receipt related towards the tender paper must be submitted with the sealed tender duly signed by the proprietor on every page.
  - e. Correct Mileage per Liter must be mentioned along with rate otherwise Tender will be immediately rejected. Mileage will be a prime condition of selection and in case information found false at later stage, Earnest Money will be forfeited and Tender will be cancelled.
20. The Agency should have to submit valid proof of Bank Account Number, PAN Card, GST certificate and undertaking that the firm has not been blacklisted.
21. A Valid driving license of the driver and police character verification shall be made available to the school.

Principal  
EMRS Kaptipada

## TENDER FOR ENGAGING VEHICLE ON CONTRACT BASIS

Name of the Bidder : \_\_\_\_\_

Address : \_\_\_\_\_

Mobile No. : \_\_\_\_\_

Sl. No.	Name of the Vehicle with Model	Year of Registration	Mileage per Liter.	Rate per Month (With Driver & Included all the taxes & toll)	Remarks
1.	Bolero				
2.	Scorpio				
3.	Innova				
4.	Other 5/7-seater Model Name _____				
5.	Other 5/7-seater Model Name _____				

Signature of the Bidder

Name, Address, Mobile No. and other details of the Bidder with Seal