



ଜିଲ୍ଲା ମୁଖ୍ୟ ପ୍ରାଣ ଚିକିତ୍ସା ଅଧିକାରୀଙ୍କ କାର୍ଯ୍ୟାଳୟ, ଝାରସୁଗୁଡ଼ା
OFFICE OF THE CHIEF DISTRICT VETERINARY OFFICER; JHARSUGUDA
AT:- NEAR BIG BAZAR, PO/DIST :- JHARSUGUDA
EMAIL ID cdvojs@gmail.com, Mobile No. 9178918319

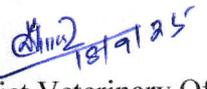


Advertisement No: 2631 /CDVO (JSG) Date: 18.09.2025

ADVERTISEMENT FOR HIRING OF VEHICLES TO BE ENGAGED IN CHIEF DISTRICT VETERINARY OFFICE, JHARSUGUDA

Sealed quotations are invited from interested private vehicle owners/travel agencies for providing petrol driven vehicle having followings terms & conditions for official use by CDVO, Jharsuguda on monthly rent basis:

- ✓ The vehicle must be in good condition, shall not be more than 3 years old from the date of initial registration.
- ✓ Model of the vehicle four seated having valid registrations insurance, carriage permit certificates along with proof of up to date tax payment preferably the colour of the vehicle should be white.
- ✓ Hiring charges as per month maximum Rs.24,000/- excluding and fuel cost.
- ✓ Minimum average mileage of the vehicle is 17 KM per liter.
- ✓ A licensed driver with uniform and badge to be providing along with the vehicle who should be well behaved, Non-alcoholic, gentle & obedient in nature.
- ✓ Vehicle should kept clean with a name board and body stickering as specified in the contract of the vehicle.
- ✓ Vehicle should be regularly service & maintained so as avoid any breakdown. In case of breakdown an alternative vehicle should be arranged by the owner.
- ✓ The vehicle cannot be used for any private/commercial purpose beyond office hours during holidays.
- ✓ Agreement will be made with vehicle owners before engagement.
- ✓ The undersigned shall have the right to terminate the agreement upon giving 3 months of notice.
- ✓ The interested vehicle owners are requested to apply to the undersigned in the specified format as in the advertisement.
- ✓ The sealed quotations completed in all aspects should reach the undersigned on or before date 25.09.2025 by 5.00 PM & shall be opened on date 26.09.2025 at 11.00 A.M. in the present of the bidders or their authorized representatives.


Chief District Veterinary Officer
Jharsuguda

Memo No: 2632 /CDVO(JSG)/ Date: 18.09.2025
Copy to the Notice Board for display.


Chief District Veterinary Officer
Jharsuguda

Memo No: 2633 /CDVO(JSG)/ Date: 18.09.2025

Copy forwarded to the RTO, Jharsuguda for information with a requested to display in the notice board for wide publicity and attend the scrutiny Committee on 26.09.2025 at 11 AM.


Chief District Veterinary Officer
Jharsuguda

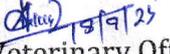
Memo No: 2634 /CDVO(JSG)/ Date: 18.09.2025

Copy forwarded to the DeGM, Jharsuguda for information and necessary action. He is requested to hoist the advertisement in the Jharsuguda District website for wide publicity.


Chief District Veterinary Officer
Jharsuguda

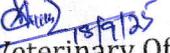
Memo No: 2635 /CDVO(JSG)/ Date: 18.09.2025

Copy submitted to the Collector and District Magistrate, Jharsuguda for favour of kind information and necessary action.


Chief District Veterinary Officer
Jharsuguda

Memo No: 2636 /CDVO(JSG)/ Date: 18.09.2025

Copy Submitted to the Director of Animal Husbandry and Veterinary Services Odisha, Cuttack for favour of kind information and necessary action.


Chief District Veterinary Officer
Jharsuguda


18/9/25

FORMAT OF APPLICATION FOR HIRING VEHICLE

- a. Registration No of the Vehicle:
- b. Type of Vehicle (A/C /Non A/C)-
- c. Year of Manufacture-
- d. Make & Model of the Vehicle-
- e. Date of Registration of the Vehicle-
- f. Name & Complete Address of the Owner of Vehicle-
- g. Fitness Certificate Validity of the Vehicle-
- h. Insurance Validity of the Vehicle-
- i. Contact Carriage Permit Certificate of Vehicle-
- j. Road Tax paid Upto-
- k. Name & Address of the Driver with Mobile No-
- l. Driving License No-
- m. Proposed Hiring Charge of the Vehicle per Month-
- n. Mileage per Liter-
- o. Contact Phone No of the Vehicle Owner-

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

Date:

Place:

Signature of the Bidder/
Vehicle Owner

NB: Xerox copy to be attached

- 1) Vehicle Registration No.
- 2) Pollution Certificate
- 3) Insurance Certificate
- 4) Driving License of Driver
- 5) Contract Carriage Permit
- 6) Aadhaar Card
- 7) PAN Card
- 8) Bank Passbook No.
- 9) Registered GST No.

[Handwritten Signature]
18/11/25

GOVERNMENT OF ODISHA
FINANCE DEPARTMENT

No. 15836 /F

Date 27.05.2025

FIN-COD-MV-0004-2018

OFFICE MEMORANDUM

Sub: Comprehensive instruction regarding hiring of private vehicles for official use by State Government Offices - Reg.

1. Hiring charges were fixed last in 2019 and, in the meantime, 6 years have already elapsed. Hence, in supersession of provisions of FDOM No 22924/F dated 14.08.2023 and FDOM No.2477/F dated.29.01.2024, it has now been decided to revise hiring charges of various categories of vehicles hired in Government offices as given below.

(a) For official use:

Sl. No.	Category of Offices	Maximum Monthly Hiring charge (exclusive of applicable taxes) (in Rs.)		Minimum Average Mileage (in KM/Lit)
		Present	Now Revised	
1	Blocks/ Tahasils /and other filed offices	31,000	37,200	10
2	District/ Range level offices	20,000	24,000	17
3	Collectors / SPs / other equivalent officers (for their own official use)	37,000	44,400	10
4	Heads of Department / Administrative Departments (Pool vehicle)	20,000	24,000	17
5	Special Secretary / Additional Secretary / Director (For their own official use)	26,000	31,200	17
6	Principal Secretary / Commissioner-cum-Secretary / other equivalent officers (For their own official use)	30,000	36,000	12

PI

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Sl. No.	Category of Offices	Maximum Monthly Hiring charge (exclusive of applicable taxes) (in Rs.)		Minimum Average Mileage (in KM/Lit)
		Present	Now Revised	
7	Officers of Apex Scale	42,000	50,400	9
8	Hon'ble Ministers / Other Dignitaries	42,000	50,400	9
9	College / University / Training Institute (Bus)	85,000	90,000 (32-seater)	6
10			71,500 (25-seater)	
11			58,500 (15-seater)	

(b) For special purposes:

Sl. No.	Type of vehicle	Maximum Monthly Hiring charge (exclusive of applicable taxes) (in Rs.)	Minimum average Mileage (in KM / Lit)
1	TATA Ace and Equivalent (LGV)	33,500	16
2	Mahindra & Mahindra Pick up Van/Bolero Camper/Tata 407/ Tata Yodha Pick Up and equivalent	42,000	6

Note-1: Only those HoDs who do not have an earmarked vehicle and who have to perform extensive tours, will be allowed to hire a vehicle at par with Collectors/Superintendent of Police on case-to-case basis with prior concurrence of Finance Department.

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