



**OFFICE OF THE DIVISIONAL FOREST OFFICER, JHARSUGUDA (K.L) DIVISION.**

**AT/P.O-BADMAL, JHARSUGUDA, PIN-768202**

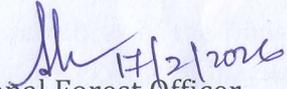
**Mob-8280342658, Email-dfokljsd@gmail.com.**

**Advertisement No. 20 / 1F (KL)/ 2026. Dated, 17.02.2026**

**SHORT TENDER CALL NOTICE FOR HIRING OF VEHICLE**

Sealed tenders are invited from interested Service Providers/Travel Agencies (Registered) etc. for providing 01 (One) no. Diesel run Scorpio for use of the D.F.O. Jharsuguda K.L.Division for a period of 12 (twelve) months on monthly rent basis during 2026 K.L. Crop year and 06 (Six) nos. of Bolero Vehicles for official use at different Ranges within the jurisdiction of the D.F.O. Jharsuguda (Kendu Leaf) Division for a period of 8 (eight) months or till completion of binding work whichever is earlier on monthly rent basis during 2026 K.L Crop year. The last date of submission tender is on **23.02.2026 up to 5.30 P.M** in the office of the Divisional Forest Officer, Jharsuguda K.L. Division and the tender are to be opened on next day on dt. **24.02.2026 at 11.30 A.M.**

The detailed Notice inviting tenders will be available in website [www.jharsuguda.odisha.gov.in](http://www.jharsuguda.odisha.gov.in) & [www.odishaforest.in](http://www.odishaforest.in)

  
Divisional Forest Officer,  
Jharsuguda K.L. Division.



**OFFICE OF THE DIVISIONAL FOREST OFFICER, JHARSUGUDA (K.L) DIVISION.**

**AT/P.O-BADMAL, JHARSUGUDA, PIN-768202**

**Mob-8280342658, Email-dfokljsd@gmail.com.**

**Memo No. 479 / 1F (KL)/ 2026. Dated, 17-02-2026**

To

The Additional Principal Chief Conservator of Forests, (IT & GIG)  
O/o the Principal Chief Conservator of Forests & Hoff, Odisha, Bhubaneswar.

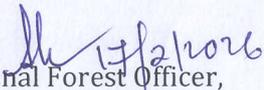
Sub: - Invitation of short tender for engagement of hired vehicle (Scorpio & Bolero) in  
the O/o the D.F.O. Jharsuguda K.L. Division during 2026 K.L. Crop year.

Sir,

In inviting a reference to the above cited captioned subject, the notice for  
invitation of tender for engagement of hired vehicle (**Scorpio & Bolero**) in the O/o the D.F.O.  
Jharsuguda K.L. Division during 2026 K.L. Crop year is enclosed herewith for your information  
and necessary action.

You are requested to upload the tender notice at the earliest for wide publicity at  
earliest for finalisation of tender at this end.

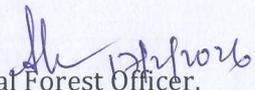
Encl: - As above.

  
Divisional Forest Officer,  
Jharsuguda (KL) Division.

Memo No. 480 Dated. 17-02-2026

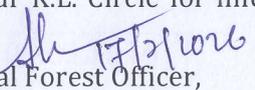
Copy forwarded to the Officer-in-Charge, DEGM, Jharsuguda for information and  
necessary action. He is requested to upload the tender call notice in the district website at the  
earliest for wide publicity.

Copy to Notice Board of Division Office/ all K.L. Range offices of the Divisional  
Forest Officer, Jharsuguda (KL) Division/ Notice Boards of all District Level Offices, Jharsuguda  
for wide publicity.

  
Divisional Forest Officer,  
Jharsuguda (KL) Division.

Memo No. 481 Dated. 17-02-2026

Copy along with enclosure forwarded to the Principal Chief Conservator of  
Forests, (K.L) Odisha/Chief Conservator of Forests, Sambalpur K.L. Circle for information and  
necessary action.

  
Divisional Forest Officer,  
Jharsuguda (KL) Division.

Memo No. 482 Dated. 17-02-2026

Copy along with enclosure forwarded to all Divisional Forest Officers (T, WL &  
K.L) Odisha for information and necessary action.

  
Divisional Forest Officer,  
Jharsuguda (KL) Division.



**OFFICE OF THE DIVISIONAL FOREST OFFICER, JHARSUGUDA (K.L) DIVISION.**  
**AT/P.O-BADMAL, JHARSUGUDA, PIN-768202**  
**Mob-8280342658, Email-dfokljsd@gmail.com.**

No. **21** / 1F (KL)/ 2026. Dated, **17.02.2026**

**SHORT TENDER CALL NOTICE FOR HIRING OF VEHICLE**

Sealed tenders are invited from interested Service Providers/Travel Agencies (Registered) etc. for providing Diesel run Scorpio / Bolero Vehicles for official use on hiring basis at different places within the jurisdiction of the D.F.O. Jharsuguda (Kendu Leaf) Division, Jharsuguda during 2026 K.L crop year on the Terms & Conditions mentioned in this standard bidding document so as to reach this office as mentioned below on or before **23.02.2026 up to 5.30 P.M** through Registered / Speed Post/ Courier Service and can also be dropped in the Tender Box placed in the office of the undersigned during office hours. The tender will be opened in this office at **11.30 A.M. on 24.02.2026**. The number of vehicles with model/type required to be hired by different officers are as specified below.

Name of KL Division	No/Type of vehicle to be engaged	By whom to be used	Tentative date of engagement	Place of dropping sealed tender paper
Jharsuguda K.L. Division	01(Scorpio)	DFO, Jharsuguda K.L. Division	01.04.2026	O/o the D.F.O.(KL) Jharsuguda Division
	01(Bolero)	R.O. Jharsuguda KL Range	01.04.2026	
	01(Bolero)	R.O. Belpahar KL Range	01.03.2026	
	01(Bolero)	R.O. Kadamdihi KL Range	01.03.2026	
	01(Bolero)	R.O. Kanika KL Range	01.03.2026	
	01(Bolero)	R.O. Gopalpur KL Range	01.03.2026	
	01(Bolero)	R.O. Duduka KL Range	01.03.2026	

  
Divisional Forest Officer,  
Jharsuguda K.L. Division.

The monthly rate of hire charge is to be quoted separately in the general bid information excluding fuel and lubricants (Annexure-I)

The vehicle must achieve the following fuel efficiency in terms of KMs per litre

Sl.No	Model make of vehicle	Fuel efficiency (Minimum average mileage in KMs per litre)
1	Scorpio	10 or above KMs per litre
2	Bolero	10 or above KMs per litre

The tenderers quoting higher fuel efficiency i.e more number of kilometres per litre of fuel consumption will be taken in to consideration along with the quoted hiring charges for deciding the cost-effective tender offers. Other criteria and term and conditions will also be applicable for the same. Therefore, all such officers must fulfil the criteria as laid down in the term and conditions of this tender document.

The details of make and year of manufacture of vehicles, registration number mileage (KMs covered for litre) and name of the driver with driving licence number and period of validity should be separately provided in the general bid information to be furnished with the quotation tender (Annexure-II). The general information for hiring of vehicles (Annexure-II) along with Account Payee Bank Draft of Rs.5,000/- as stated in para 8 above will be submitted separately for each vehicle for which rate is quoted.

The tender documents completed in all respect should reach the concerned officers on or before **23.02.2026 by 5.30 P.M.** and shall be opened in this office at **11.30 A.M. on 24.02.2026.**

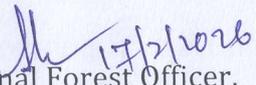
(a) All the stipulations and terms and condition of tender documents and notice for hiring of vehicles, including the Annexure II are applicable and must be adhered to while submitting the tender offers, the tenders will also submit the signed copies of tender documents including terms and condition and Annexure-II. The envelope containing the tender offer should be superscribed "**Short Tender offer for hiring of vehicle**" at **the top of the envelope and the name, address & Mobile No. at the left corner of the envelope.**

(b) The stipulation and term and conditions embodied in the tender documents will form the part of the Agreement.

(c) The hired vehicles, during the 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, valid PUC Certificate etc. and D.L. of the Driver available in all the times. The Department/Officer

hiring the vehicles shall not be responsible for any damage/loss cause to hired vehicle or loss of life/ injury made to any person or damage to any property on account of use of hired vehicle in any manner whatsoever. The owner/successful tenderer whose vehicle is hired shall be responsible all such litigation.

**NB:** The tender offers shall be submitted to the Office of the **Divisional Forest Officer, Jharsuguda (KL) Division, At/Po: Badmal, Via - Kali Mandir Road, District: Jharsuguda, Pin: 768202.** The no. of vehicles indicated above is subject to change as per discretion of the authority.

  
Divisional Forest Officer,  
Jharsuguda (KL) Division.

## Annexure - I

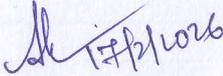
### TERMS & CONDITIONS FOR HIRING OF VEHICLES.

The following Terms and Conditions must be fulfilled by the successful bidders for providing vehicles on hire on monthly rent basis.

01. Tender inviting authority reserves the right of accepting or rejecting one or more tender offer(s) or cancelling the tender without assigning any reason thereof.
02. The Scorpio / Bolero / Mahindra Max or Mahindra TUV vehicles will be engaged for a period of maximum 08 months as per approved cost norm. The vehicle will be renewed for further period if required subject to satisfactory service and performance of the vehicle provided.
03. Vehicle will ordinarily be deployed within the jurisdiction of DFO, Jharsuguda (KL) Division and may sometime be deployed elsewhere within the state.
04. The vehicle must be in road worthy condition, shall not be more than 03 years old from the date of initial Registration and must have valid Registration Certificate, Insurance Certificate, Fitness Certificate, valid Contract Carriage Permit, Proof of up-to-date tax payment etc. which are mandatory for plying of vehicle.
05. The Driver of the vehicle must have a valid Driving Licence for driving light transport passenger vehicle and should have sufficiently experience in driving transport passenger vehicle.
06. The driver should be well behaved, gentle and obedient in nature.
07. **A sum of Rs. 5,000/- (Rupees Five Thousand) only for each vehicle** for which rate is quoted, shall be deposited by the intending bidders towards tender security in shape of Account Payee Bank Draft drawn in favour of the **Divisional Forest Officer, Jharsuguda (Kendu Leaf) Division, Jharsuguda.** After completion of tender process, the amount will be refunded to unsuccessful bidders. In case of successful tenderers, the tender security will be converted into performance security. The performance security or security deposit is liable for forfeiture in full or part on violation of terms and conditions or on default to placing vehicles on being successful bidder.
08. The monthly rate of hire charge be quoted separately in the general bid information **(excluding fuel and lubricants).**

- 1 09. The vehicle must achieve a fuel efficiency of minimum 10 (Ten) Km per litre. The tenderers quoting higher fuel efficiency i.e. more no. of kilometres per litre of fuel consumption will be taken into consideration along with the quoted hiring charges for deciding the cost-effective tender offers. Other criteria and terms and conditions will also be applicable for the same. Therefore, all such offers must fulfil the criteria as laid down in the terms and conditions of this tender document.
- 9 10. 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 specifically provided in the general bid information to be furnished with the Quotation / Tender **(Annexure - II)**. The general information for hiring of vehicles along with Account Payee Bank Draft of Rs. 5,000/- as stated in Clause – 7 above must be submitted separately for each vehicle for which rate is quoted.
11. The stipulations and terms and conditions embodied in the tender document will form the part of the agreement.
- 1 12. 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 etc. and DL of the Driver available all the times. The Department/ Office hiring the vehicles 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 in any manner whatsoever. The owner / successful tenderer, whose vehicle is hired, shall be responsible for all such litigations. Salary of the driver, repair and maintenance charges and other cost including taxes (except service Tax on hire charges) shall be borne by the successful tenderers / service providers.
- 3 13. The hire charges to be paid on monthly basis do not include cost of diesel which is to be paid separately basing on actual consumption and lubricants as per existing Government norms. All the expenditures of the vehicle towards repair, replacement of spare parts, lubricating oil of Engine, Gear Box and differential Coolant, Tyres and Tubes, Battery etc., will be borne by the bidder.
- 4 14. It shall be the responsibility of the bidders to provide good drivers.
- 5 15. In case of breakdown for reasons whatsoever the replacement of vehicles of the same or better models shall be provided by the owners of the vehicles / successful bidders.
- 6 16. In case the vehicles do not report regularly, the authority will be at liberty to reject the agreement and may engage vehicles from other sources.

17. The vehicle shall report for duty for minimum of 25 days in a month.
18. In case of emergency, the drivers will have to report for duty as per the requirement of hirer. No extra payment shall be demanded.
19. Monthly hire charges of selected bidders will be paid in every succeeding month as far as possible within 15 days of the submission of the bills by the service providers and no advance payments will be made.
20. Reimbursement towards cost of diesel and lubricants (as per Govt. Norms) will be made to the Range Officer / In-charge of the Office, the Vehicle is deployed on submission of requisite bills.
21. If services are not required or found to be unsatisfactory, the client shall give one month notice and terminate the agreement.
22. 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.
23. If the bidders violate any of the terms of contract, Government shall forfeit the entire amount of security deposit.
24. The successful tenderers will have to execute and sign the agreement with the concerned / respective head of office who will be approving authorities and will control the movement of their respective vehicles and pay the monthly hire charges and the reimbursement of diesel / lubricant as per terms and conditions and stipulations of this tender by observing the required official formalities.
25. The tender inviting authority reserves the right to modify / cancel the terms and conditions of tender without assigning any reason thereof before the last date of submission of tender document.

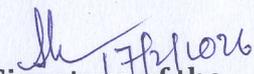
  
Signature of  
Tendering Authority  
Divisional Forest Officer  
(With designation & seal)  
Jharsuguda (KL) Division

## Annexure- II

**APPLICATION FORM FOR HIRING OF VEHICLES:****(To be filled and signed by the Quotationer / Tenderer)**

1	Registration No. of Vehicle	
2	Year of Manufacture	
3	Type of Vehicle (AC diesel driven)	
4	Model	
5	Date of Registration	
6	Name & complete Address of the owner of vehicle	
7	Fitness Certificate validity	
8	Permit validity	
9	Insurance validity	
10	Name & address of the Driver	
11	D.L No. & Validity of DL of the Driver	
12	Proposed Hire Charge of the vehicle per month excluding fuel cost (both in figure & words)	
13	Night halt charges outside Headquarter	
14	Rate of fuel consumption / Mileage per Litre (in Kms per litre)	
15	Contact Number of the Service Provider (Tenderer / Quotationer)	Mobile No.
		Telephone No.
16	Bank Draft particulars:	
	(i) Bank Draft No.	
	(ii) Date.	
	(iii) Amount.	
	(iv) Drawn in favour of	

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

  
 Seal & Signature of the  
 Quotationer/Tender.  
 Jharsuguda (KL) Division