

By speed post

**OFFICE OF THE SUPERINTENDENT  
VSS INSTITUTE OF MEDICAL SCIENCES & RESEARCH, BURLA**

No ...../VIMSAR

Dt.....

To

The Deputy Director (Advt.)  
Information and PR Department, Odisha  
Bhubaneswar.

Sub: Publication of Tender Call Notice.

Sir,

I am sending herewith the soft copy as well as hard copy of the tender call notice No. 14251 /VIMSAR Dt. 15-09-2025 with a request to publish it in at least two leading Odia daily news paper for its wide circulation and also necessary arrangement may kindly be made to supply a copy of the said news papers to the office of the Superintendent, VIMSAR, Burla for record. The confirmation of the same may be sent through e-mail- vimsarsuptd<sup>24</sup>@gmail.com

The approximate total expenditure may be Rs.07 lakhs.

Encl: Tender Call Notice

Yours faithfully

*edl*

Superintendent  
VSS Inst. of Med. Sc. & Research, Burla

Memo No. 14253 /VIMSAR

Dt. 15-09-2025

Copy along with copy of the tender call notice forwarded to the Director, Printing and Stationary, Madhupatna, Cuttack-10 for favour of information.

Copy along with soft copy forwarded to the District e-Governance Manager, Sambalpur for information and necessary action with a request to float the tender call notice in the district website for its wide circulation.

Copy to the Director/ Dean & Principal/ Administrative Officer/ HOD Transfusion Medicine/ Store Medical Officer/Medical Officer i/c Blood Bank/ Accounts Officer/ Hospital Manager for favour of kind information. They are requested to remain present at the time of opening of the tender. The Dean & Principal, VIMSAR is requested to float the same the Institution website for wide circulation.

*Clm*  
Superintendent

VSS Inst. of Med. Sc. & Research, Burla

OFFICE OF THE SUPERINTENDENT  
VSS INSTITUTE OF MEDICAL SCIENCES & RESEARCH, BURLA  
DIST:SAMBALPUR EMAIL: vimsarsuptd24@gmail.com

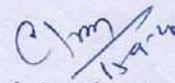
No. 14252 /VIMSAR Dated: 15-09-2025

**TENDER CALL NOTICE**

Sealed tenders are hereby invited by the undersigned from the interested Travel Agencies/Tour Operators having GST registration for providing 01 (One) number A.C Vehicle of 7 seated preferably Scorpio/Marazzo/XUV-700 for use in the different Blood Bank Camps on rental basis as when required. The tenders should reach the Office of the Superintendent, VIMSAR, Burla on or before dtd.14-10-2025 up to 5.00 PM through Regd. Post/Speed Post/Courier only which will be opened in the next working day at 12.00 Noon.

The detail terms and conditions of this tender call notice can be downloaded from the District website <http://sambalpur.odisha.gov.in> and from the Institution website [www.vimsar.ac.in](http://www.vimsar.ac.in) and can be submitted with a Bank Draft of Rs.2000/- (Rupees Two thousand) only in favour of the Superintendent, VIMSAR, Burla towards the cost of the tender paper with their tender. The cost of tender paper is not refundable.

The undersigned/Committee reserves the full right to accept in full or part or reject any or all the tenders without assigning any reasons thereof.

  
Superintendent  
VSS Inst. of Med. Sc. & Research, Burla

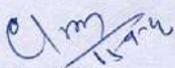
## **TERMS AND CONDITIONS FOR HIRING OF VEHICLES**

The following terms and conditions must be fulfilled by the successful bidder for providing a vehicle on rent basis.

1. The vehicle must be in road worthy condition and should 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.
2. 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.
3. The Driver should be gentle and obedient in nature.
4. A sum of Rs.10000/- (Rupees Ten thousand) only shall be deposited by the intending bidders as Earnest Money Deposit in shape of Account Payee Bank Draft drawn in favour of the Medical Officer, Blood Bank, VIMSAR, Burla and submitted along with the tenders. After completion of tender process, the amount will be refunded to unsuccessful bidders.
5. As the vehicle will be utilised for attending Voluntary Blood Donation Camps as & when required. The rate should be quoted accordingly in the general bid information including fuel and lubricant.
6. The details of the make and year of manufacture of the vehicle registration No. Mileage Kms covered per liter and period of validity should be specifically provided in the general bid information to be furnished with the tender (Annexure-I)
7. The tender should be completed in all respect and reach the undersigned on or before dt: 14-10-2025 by 5.00 PM and shall be opened on the next working day at 12.00 Noon in presence of the bidders or their authorized representatives.
8. The application form of tender containing General Bid information along with the terms and conditions for hiring of vehicles etc. can be downloaded from website <http://sambalpur.odisha.gov.in> & Institution website [www.vimsar.ac.in](http://www.vimsar.ac.in) and the applicant shall furnish a Demand Draft for an amount Rs.2000/- (Rupees Two thousand) only towards the cost of tender along with the tender downloaded from website.

The hired vehicle, during the period of contract shall have all necessary valid M.V. documents such a valid Registration Certificate, Insurance Certificate, Fitness Certificate, Valid Contract Carriage Permit. Proof of up to date Tax Payment etc. The VIMSAR authorities shall not be responsible for damage to any person or property on account of use of hired vehicle in any manner. The hirer shall be responsible for all such litigations.

9. The hire charges to be paid for monthly basis which the lubricants belong on actual consumption. All the expenditures of the vehicle towards repair replacement of spare parts, full lubricating oil of Engine, Gear Box and different Coolant, Tyres and Tubes Battery etc. will be borne by the bidder.
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 bidder. The D.L. of the driver should be valid.
11. In case of breakdown for reasons whatsoever, the replacement of a vehicle of the same model or better model shall be provided by the bidder.
12. In case, the vehicle do not report of the time of need, the authority will be at liberty to reject the agreement and may engage vehicle from other source.
13. The vehicle shall report for duty with in 30 minutes of receiving the intimation one day before. The vehicle will run in the State of Odisha for official work at any time other than camp duty..
14. The vehicle should not be more that 3 years old from the date of initial registration and also in good running condition during the period of contract.
15. If the services are found to be unsatisfactory, the client shall be given one month notice and the agreement will be terminated.
16. In case the service provider intends to withdraw the services of his vehicle and terminate the agreement, it shall be mandatory upon him to give one month notice before such withdrawal of service and termination of agreement.
17. Govt. of Odisha Finance Department office memorandum No. 34085/F dt: 29-09-2012, 27037/F dt: 9-10-2015 and 30464/F dt: 6-9-2019 may be referred for submission of tender.
18. If any dispute arises which are not covered in the term & condition of the tender call notice or agreement will be settled mutually by the both parties.

  
Superintendent  
 WSS Inst. Of Med. Sc. & Research, Burla

GENERAL INFORMATION FOR HIRING VEHICLES

1. Registration No. of Vehicle :
2. Type of Vehicle A.C. :
3. Year of Manufacture :
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 the DL of the Driver :
12. Proposed hire charge of the vehicle :  
Per day excluding fuel cost.
13. Rate of fuel consumption :  
Mileage per Litre
14. Contact number of the Service Provider (Tenderer) :  
Mobile \_\_\_\_\_
15. The hire rate per day (including fuel) :
16. The rate per Km(including fuel) :

Signature of the bidder