

ODISHA NURSES & MIDWIVES EXAMINATION BOARD,
BHUBANESWAR

Email- odishanursingboard1@gmail.com

NO 906 /NEB-05/2024

BBSR, Dt-17/09/2025

TENDER CALL NOTICE FOR HIRING VEHICLES FOR ON&MEB

Odisha Nurses & Midwives Examination Board (ON&MEB), Odisha invites sealed Tender from intending reputed travel agencies having GST registration, for hiring to Odisha Nurses & Midwives Examination Board, Bhubaneswar. The details specification and terms & conditions are available in the official websites i.e., www.onmeb.in. Interested parties may submit their Tender in a sealed cover super-scribing "Tender for hiring vehicles of ON&MEB" at the top of the enveloped Should reach "The Secretary, Odisha Nurses & Midwives Examination Board, O/o the DMET(O), Heads of the Department Building, Bhubaneswar, 751001" through speed post / registered post only which should reach on or before **5:30 P.M of 04.10.2025** positively. The tender received after the stipulated date and time shall not be entertained in any circumstance and shall be summarily rejected. The tender will be opened on **08.10.2025 at 3:00P.M.** The undersigned reserves the right to reject any or all the tender without assigning any reason thereof.


Secretary, ONMEB

Memo No 907 // Dt. 17/09/2025


Copy forwarded to the Notice Board of all Heads of Department / Information Officer, Jaydev Bhawan, Bhubaneswar for wide circulation & publicity.


Secretary, ONMEB

ANNEXURE-I

GENERAL INFORMATION

1. The Vehicle must be in road worthy condition shall not be more than 3 years old from the date of initial registration and must have valid registration certificate, up to date insurance certificate, fitness certificate valid contract carriage permit, proof of to date tax payment etc., which are mandatory for deploying the vehicle.
2. The driver of the vehicle must have valid driving licenses for driving light transport passenger vehicle and should be sufficiently experienced in driving transport passenger vehicle.
3. The driver should be well behaved, gentle and obedient in nature.
4. A sum of 5000/- shall be deposited by the interring bidders in shape of account payee bank draft form any national bank drawn in favor of the **Secretary ON&MEB, Bhubaneswar** payable at BBSR and should be submitted along with the tender as Security deposit. After completion of tender process, the amount will be refunded to unsuccessful bidders.
5. The vehicle must achieve fuel efficiency as per finance deptt. OM no-27037/F dt. 08.10.2015.
6. The details of make and year of manufacture of the vehicle, registration no, mileage (Kms covered per liter) 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 tender (Annexure-IV).
7. The tender completed in all respect should reach to the undersigned on or before **04.10.2025 by 5:30 P.M.** Regd. Post / Speed Post. The tender received after due date will not be entertained.


17.9.25
Secretary, ON&MEB

ANNEXURE-II

TERMS & CONDITIONS FOR HIRING OF VEHICLES

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

1. The hire 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, up to date tax payment etc. and driving license of the driver available all the times the office hiring the vehicle shall not be responsible for and damage / loss caused to hire vehicles or loss of life / injury made to any person or damage to any property on account of use of hire vehicles any manner whatsoever. The hirer shall not be responsible for all such litigation.
2. Eligibility Criteria:
 - a. Attested copy of Travel Agency certificate.
 - b. Self-attested copy of GST registration certificate & PAN card.
 - c. If Technical Bid is all right, then price bid will be opened. (Technical Bid & Price Bid in separate envelop)
 - d. Self-attested copy of last three-year income tax return.
 - e. Undertaking that the travel agency has not blacklisted by any Govt./ semi- G o v t . organization/Institution as per Annexure - III
 - f. Self-attested copy of up-to-dated GST clearance certificate.
 - g. Self-attested copy of GeM certificate.
3. It shall be the responsible of the bidder to provide a good driver and the salary of the driver shall be borne by the bidder.
4. In case of breakdown for reasons whatsoever, immediate replacement of a vehicle of the same or better model shall be provided by the owner of the vehicle/bidder.
5. In case of the vehicle do not report in time, the authority will be at liberty to reject the agreement and may engage vehicles from other sources.
6. In case of emergency the drive will have to report for duty as per the requirement of hirer, no extra payment shall be demanded.
7. Hire charges of the selected bidder will be paid as far as possible within 15 days of the submission of bills by the service provider & no advance payment will be made.

8. The vehicles shall not be more than 3 years old from the initial registration and also in good running condition during the period of contract.
9. If the service is found to be unsatisfactory, the hire shall give one month notice and terminate the agreement.
10. The Tender shall remain valid for a period **three** years from the date of opening of the tender. The Tender /Bid documents are not transferable. The bidder is required to sign in all the papers submitted.
11. The vehicles shall be used for the transportation of staffs and Answer Booklet & Additional Booklet to the different districts in the state of Odisha.
12. In case the service provider intends to withdraw the service 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.
13. If the bidder violates any of the terms of contracts, this office shall forfeit the entire amount of security deposit.
14. The tender will be opened on **08.10.2025 at 3:00P.M.** in the presence of bidders or their authorized representative. The undersigned reserves the right to open or cancel the tender in the absence of the bidders on the date fixed.
15. The authority reserves the right to accept / reject any all tender without assigning any reason thereof.



Secretary, ONMEB

ANNEXURE-III

UNDERTAKING / DECLARATION FORM

I/We _____ having my
office At _____ do declare
that I / We have carefully read all the terms & conditions of Tender of the
_____, Odisha for supply of hiring vehicles to ON&MEB,
Odisha. The approved rate will remain valid for a period of three years from the date of
approval. I will abide with **all the terms & conditions** set forth in the **Tender Letter**
No _____ dated _____.

**I/We do hereby declare I/We have not been de-recognized / black listed by
any State Govt. / Union Territory / Govt. of India / Govt. Organization / Govt. Health
Institutions for supply of Not of Standard Quality items / non-supply.**

I/We agree that the Tender Inviting Authority can forfeit the Earnest Money
Deposit and or Performance Security Deposit and blacklist me/us for a period of 3 years
if, any information furnished by us proved to be false at the time of inspection /
verification and not complying as well as not performing the work as per Tender terms &
conditions of Tender.

I/We _____ do hereby
declare that I/we will supply the _____ as per the terms,
conditions & specifications of the tender document.

Signature of the bidder :

Seal

Date :

Name & Address of the Travel Agency:

ANNEXURE-IV

GENERAL INFORMATION FOR HIRING VEHICLES

1. Registration No. of Vehicles: -
2. Type of Vehicle (AC/Non-AC): -
3. Year of Manufacture: -
4. Model: -
5. Date of Registration: -
6. Name & Address of the owner of vehicles: -
7. Fitness certificate validity: -
8. Permit validity: -
9. Insurance validity: -
10. Name / Address of the driver: -
11. D.L No & Validity of the D.L of the driver: -
12. Proposed hire charge of the vehicle: -
 - i. Type of vehicle: -
13. Rate of fuel consumption / mileage per litter: -
14. Contact number of the service provider (Tenderee)

Mobile_____Telephone_____

"Certificate that the information submitted above is true to the best of my knowledge and belief,"

SUPPLY OF VEHICLE ON THIS FORMAT

Type of Vehicle (AC)	Within 200 km	More than 200 Km	Only Night Halt in Rs.
	Per day	Per km	(No Extra Hour Halt after 12 Hour)
Swift Dzire			
Innova Crysta			

TERMS & CONDITIONS

1. Travelling km to be calculated office to office
2. Parking expenses Tool fee, permit charges will be extra. (As per actual bill paid)
3. GST-As per Govt. Rule.

DECLARATION

1. ISon / Daughter / Wife of
Shri.....Proprietor/ Director/ authorized signatory of
the firm, am competent to sign this declaration and execute this tender document;
2. I have carefully read and understood all the terms and conditions of tender and
undertake to abide by them.
3. The information / documents furnished along with the above application are true
and authentic to the best of my knowledge and belief. I/We, am/ are well aware of
the fact that furnishing of any false information / fabricated document would lead
to rejection of my tender at any stage besides liabilities towards prosecution under
appropriate law.

Full Name:

Seal with signature:

Place:

Date:

CHECK LIST

Name of Document Submitted

(Yes / No) Page No

Earnest Money Deposit (EMD):

Self-attested copy of GST Registration Certificate:

Self-attested copy of last 3 years income Tax return:

Price sheet as per price format in the price bid envelope:

Undertaking as per Annexure - III:

PAN Card:

Travel Agency certificate:

GeM certificate:

Seal with signature of the Bidder