

# VYASANAGAR (AUTO.) COLLEGE

ESTD. : 1966

(AWARDED B GRADE BY NAAC)

COLLEGE WITH POTENTIAL FOR EXCELLENCE (CPE)

AT/P.O. : JAJPUR ROAD, JAJPUR, ODISHA - 755019

Tel. 06726- 220296, Fax. 06726-220295, E.mail:vyasanagarautocollege@gmail.com



Letter.No.....

Date : .....

## QUOTATION CALL NOTICE FOR HIRING VEHICLES

Sealed Quotations are hereby invited, subject to the Terms and Condition laid down here under, from eligible and interested Travel Agencies / Tour Operators / Regd. firm / Trusts / Pvt. Individuals for Providing, on daily / monthly hire / rent basis, five numbers of Non AC Petrol Driven Commercial light vehicles having sitting capacity not more than 06 including the driver, Preferably Indica / Indigo / Swift / Desire, etc., to be deployed in the Examination Management Hub (EMH) of the V. N. (Auto.) College / H.S. School, Jajpur Road on different dates for the period from **18.02.2026** to **28.03.2026** (AN) for carrying Question packets to different Examination centers, to collect Answer packets from the same centers, and for transportation of sealed Answer –Books to the post-office within a radius of 40 kms. road distance from the headquarters.

### Terms and Conditions:-

1. *The service provider must have valid GST Regd.certificate and must have enough vehicles to spare on demand.*
2. *The hired vehicles during period of contract must be in the Road – worthy condition, shall not be more than 03 years old from the date of initial registration, must be fuel efficient, and must have necessary valid MV Documents.*
3. *The drivers of the Vehicles concerned must possess valid D. L. for driving light transport passenger vehicle, and should be disciplined. He has to maintain a Log Book on daily basis.*
4. *All incidental expenditures towards repair etc., the salary / remuneration to the driver, the consumption of fuel / lubricant will be borne by the agency / service providers.*
5. *The hired vehicle must remain parked inside the premises of the office on the days of appointment for emergency use.*



OFFICE OF THE PRINCIPAL

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6. The contact / address details of the service providers and the drivers concerned must be furnished to the hiring office for emergency contact.
7. Cashless Payments shall be made, and to this effect, the service provider must furnish the details of the particulars of his Bank A/C, and must submit Bills in triplicate.
8. The successful quotationer will be required to execute an Agreement with the hiring office.
9. In case of breakdown for reasons whatsoever, the immediate replacement or alternate arrangement of a vehicle of the same or better model must be provided by the service providers.
10. In case the service provider intends to withdraw the services of the vehicle, and terminate the Agreement, it shall be mandatory for him to issue a notice to the same extent sufficiently beforehand.
11. The hiring may be terminated immediately as soon as the vehicles are no longer required for the purpose.
12. The Quotation Papers completed in all respect must reach the undersigned, online or off-line, by dt 13.02.2026.
13. The undersigned reserves the right to accept / reject / negotiate any or all part of the Quotation without assigning any reason thereof.
14. The office shall not be held responsible for any legal disputes or otherwise concerning the hired vehicle during the period of engagement.

Principal and EMH Supervisor

V. N. (Auto.) College / V. N. H. S. School, Jajpur Road

Memo No. 313 (5) / Date 06.02.26

Copy to College Website for Publication / Notice Board / Accounts Section / Principal's Guard file / EMH HUB File for information, reference, and necessary action.

Principal and EMH Supervisor

V. N. (Auto.) College / V. N. H. S. School, Jajpur Road