



GOVERNMENT COLLEGE OF ENGINEERING, KALAHANDI

ସରକାରୀ ଯାତ୍ରିକ ମହାବିଦ୍ୟାଳୟ, କଳାହାଣ୍ଡି

(An Affiliated college of BPUT, Odisha)

At: Kandhabandopala, BhawanipatnaDist: Kalahandi-766003 (Odisha)

Website: www.gcekbpatna.ac.in / Mail id : principal@gcekbpatna.ac.in

No.: GCEK/634

Date: 31.03.2026

Quotation Call Notice for Hiring Buses

Sealed quotations are invited from reputed and licensed Travel Agencies/Bus Owners for providing 01 (one) numbers of AC bus, bus having a minimum seating capacity of 40 students, for the study tour of final year students of the Department of Electrical Engineering, Government College of Engineering, Kalahandi.

The bus shall conform to the following terms and conditions and must be suitable for long-distance travel during the study tour.

Details of Requirement

- Number of Buses: 01
- Type of Vehicle: AC Bus
- Minimum Seating Capacity: 40 seats per bus
- Travel Location: NALCO, Damanjodi
- Tentative date of Journey: 10 April 2026
- Total Distance (Up & Down): Approximately 500 km
- Halting Time: 4-5 hours

Interested agencies/owners are requested to submit their sealed quotations along with the filled quotation form (Annexure –II) and required documents **on or before 07th April, 1 pm.** by Speed post or by hand. The address for sending the Quotations is “**Principal, Government College of Engineering Kalahandi, Bhawanipatna, 766003.** Quotation shall be submitted in **sealed cover** superscribed as: “**Quotation for Hiring Bus Services**”.

The quotations will be opened **on 07/04/2026 at 3.00 P.M.** at the Board room of the college. Other details and Quotation forms are available in the College website <https://www.gcekbpatna.ac.in/>. The undersigned reserves the right to reject any/ all quotations without assigning any reason thereof.

Sd/-

Principal

Copy forwarded to : PIC (Accounts) for information.

PIC (Website) requested to upload the notice in the College website.



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ANNEXURE-I

TERM & CONDITIONS FOR HIRING OF BUSES

The following terms and conditions must be fulfilled by the successful bidder for providing buses on hire basis for the study tour of Government College of Engineering, Kalahandi.

1. The hired buses shall have all valid documents at all times, including Registration Certificate, Insurance Certificate, Fitness Certificate, Pollution Control Certificate, valid permit, tax receipts, and valid driving license of the driver.
2. The buses must be in good mechanical condition, clean, comfortable, and suitable for long-distance travel.
3. Each bus must have a minimum seating capacity of 40 passengers and should preferably not be more than five years old from the date of initial registration.
4. The service provider shall provide experienced, licensed, and well-behaved drivers. The remuneration, food, and accommodation of the drivers shall be borne by the service provider.
5. The quoted hire charges shall be final and should include fuel, driver allowance, tolls, parking, night halt charges, and all applicable taxes unless specified otherwise.
6. All expenses related to maintenance, repair, spare parts, lubricants, tyres, battery, and other operational costs of the buses shall be borne by the service provider.
7. The buses must report at the specified location, date, and time as instructed by the college authority and remain available for the entire duration of the study tour.
8. In case of breakdown or any mechanical failure, the service provider shall arrange an immediate replacement bus of similar or better capacity without any extra cost.
9. The drivers must follow all traffic rules and ensure the safety and discipline of students and staff during the journey.
10. The college shall not be responsible for any damage to the buses, loss of property, accident, injury, or any legal issues arising during the journey.
11. If the services are found unsatisfactory or if the buses fail to report as scheduled, the college reserves the right to cancel the order and arrange alternative transport at the risk and cost of the service provider.
12. In the event of failure of the bus to report at the specified location on the scheduled date and time, such failure shall constitute a material breach of contract. The bus owner/service provider shall be liable to refund the entire amount paid by the college, together with a penalty of 5000/- within one week of the scheduled date.
13. Payment Terms: 50% of the total approved hire charges will be paid in advance before commencement of the study tour, and the remaining 50% will be paid after successful completion of the tour and submission of the final bill.
14. The successful bidder may be required to sign an agreement with the college before commencement of the journey.
15. The service provider must submit self-attested copies of vehicle documents, driver licenses, GST/PAN (if applicable), and a self-declaration stating that the firm is not blacklisted by any Government or PSU organization.
16. The college reserves the right to accept or reject any or all quotations without assigning any reason.



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17. The quotation should reach the office of the undersigned on or before 07/04/2026 by 5 P.M in the prescribed format (Annexure –II) along with self-attested copies of
- Valid GST registration certificate
 - Vehicle Registration Certificate (RC)
 - Fitness Certificate
 - Pollution Under Control (PUC) Certificate
 - PAN Card
 - Self-declaration for not blacklisted by any Central /State/PSU agency as per format prescribed Annexure –III.

Sd/-

Principal



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General Information for Hiring of Bus

ANNEXURE-II

SL.NO	PARTICULARS	AC BUS
1.	Name of the Service Provider	
2.	Complete Address	
3.	GST Number	
4.	PAN Number	
5.	Bank Account No. & IFSC	
6.	Registration No. of Vehicle	
7.	Year of Manufacture	
8.	Date of Registration	
9.	Seating Capacity	
10.	Fitness Validity	
11.	Pollution Validity	
12.	Permit Validity	
13.	Insurance Validity	
14.	Name of Driver& Contact no.	
15.	Driver License No. & Validity	
16.	Contact Number of Service Provider	
17.	Total Hire Charge (including GST)	

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

(Seal & Signature of the Quotationer)



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ANNEXURE-III

Self-Declaration for not being blacklisted

To

The Principal,

GCEK, Bhawanipatna

Sir,

I/We _____ hereby confirm that our firm has not been banned or blacklisted by any Government organization /Financial; Institution/Court/Public Sector Unit / Central Government_

Date:Seal & Signature

Place: