

PATTAMUNDAI MUNICIPALITY, PATTAMUNDAI
EXPRESSION OF INTEREST (EOI)

EOI Notice No. 3629 /PM, Date: 4-7-26

Sealed EOI is invited from interested reputed Travel Agencies, Fleet Operators, Authorized EV Dealers, Vehicle Aggregators and Individual Vehicle Owners for providing One (01), Electric Vehicle (EV) with Driver on monthly hiring basis for official use of Pattamundai Municipality.

The filled in EOI must submit along with non refundable paper cost of Rupees 6000.00 should be drawn in the shape of Demand Draft drawn in favour of Executive Officer Pattamundai Municipality, payable at Pattamundai & EMD amount of 10000.00 in the shape of TDR duly pledged to Executive Officer, Pattamundai Municipality. The EOI paper can be downloaded from District Website "<https://kendrapara.odisha.gov.in> & <https://pattamundaimunicipality.in> from 05-07-2026 5PM to 5PM of 30-07-2026 and same should submitted by Speed Post/Courier to the undersigned by 5pm of 31-07-2026 and same will be opened at 11am of 01-08-2026 at Office of the Executive Officer Pattamundai Municipality. The Tender Inviting Authority reserves the right to cancel the EOI at any point of time without assigning any reason thereof.

br 04/07/26
Executive Officer
Pattamundai Municipality
Yes

Memo No. 3630 Date. 4-7-26

The Director, I &PR, Govt. of Odisha, Bhubaneswar for information with request to publish the same in any one English Newspaper and one Odia Newspaper for wide publication.

br 04/07/26
Executive Officer
Pattamundai Municipality
Yes

Memo No. 3631 Date. 4-7-26

Copy submitted to the Collector and District Magistrate Kendrapara / The PD, DUDA Kendrapara/ Sub-Collector Kendrapara/ DeGM Kendrapara for publication of notice on district website <https://kendrapara.odisha.gov.in/> Tahsildar Pattamundai/ BDO Pattamundai, they are requested to display the notice in their office notice board for wide publication.

br 04/07/26
Executive Officer
Pattamundai Municipality
Yes

Memo No. 3632 Date. 4-7-26

Copy forwarded to the Office Notice Board for wide publication.

br 04/07/26
Executive Officer
Pattamundai Municipality
Yes

EXPRESSION OF INTEREST FOR SELECTION OF TRAVEL AGENCY
for providing electric vehicle on hiring basis to Pattamundai Municipality

The vehicle shall conform to the provisions of Finance Department O.M. No. 15836/F dated 27.05.2025 and subsequent amendments issued by Government from time to time, with suitable modifications applicable to Electric Vehicles.

1. PARTICULARS OF THE VEHICLE

Name of Work: "Hiring of One Electric Vehicle (EV) with Driver for Official Use of Pattamundai Municipality."

Quantity: 01 No.

Type of Vehicle: Battery Electric Vehicle (BEV)

Preferred Models: Tata Curvv/ Tata Tigor EV / MG Windsor EV / Mahindra XUV 400 EV or equivalent.

Seating Capacity: Minimum 5 Seater including Driver.

Contract Period: Two (02) Years, extendable by one (01) year subject to satisfactory performance.

2. ELIGIBILITY CRITERIA:

The bidder shall:

- a) Possess valid PAN and GST Registration.
- b) Own or have legal authority to deploy the proposed Electric Vehicle.
- c) Have valid Registration Certificate (RC).
- d) Have valid Insurance Certificate.
- e) Have valid Fitness Certificate, wherever applicable.
- f) Possess all statutory permits required under Motor Vehicle Rules.
- g) Provide a Driver possessing a valid Driving Licence.
- h) Submit self-attested copies of all documents.

3. TECHNICAL SPECIFICATIONS:

The Electric Vehicle shall:

- a) Be BS-compliant and registered in accordance with applicable Motor Vehicle Rules.
- b) Not be more than three (03) years old from the date of first registration.
- c) Be maintained in excellent running condition.
- d) Have minimum certified driving range of 250 KM per full charge.
- e) Be equipped with seat belts, first aid box, mobile charging facility and standard safety equipment.
- f) Carry valid comprehensive insurance coverage.

4. TERMS & CONDITIONS

- a) Monthly hiring charges shall be quoted excluding GST.
- b) Charging cost/electricity cost shall be reimbursed separately on actual basis or borne by the service provider as specified in the financial bid.
- c) The vehicle shall report for duty for minimum twenty-five (25) days in a month.
- d) Replacement vehicle of equivalent or higher category shall be provided during breakdown, maintenance or battery-related issues.
- e) The driver shall be courteous, disciplined and properly dressed.
- f) The vehicle shall not be utilized for any private purpose during the contract period.
- g) Pattamundai Municipality reserves the right to terminate the contract by giving one month's notice if services are found unsatisfactory.
- h) The service provider shall comply with all applicable labour laws, motor vehicle laws and taxation laws.
- i) The Service Provider must have valid Odisha GST Registration to participate the tendering.
- j) The Vehicle must be road worthy condition, shall not be more than 3 years old from the date of initial registration Certificate, Insurance Certificate, Fitness Certificate, Pollution Certificate, Valid Contract Carriage Permit, Proof of up to date tax payment etc. mandatory for playing vehicle.

5. DOCUMENTS TO BE SUBMITTED

The bidder shall submit:

- 1. PAN Card.
- 2. GST Registration Certificate.
- 3. Vehicle Registration Certificate.
- 4. Insurance Certificate.
- 5. Fitness Certificate.
- 6. Permit Certificate (if applicable).
- 7. Driving Licence of Driver.
- 8. Address Proof.
- 9. Experience Certificate (if any).
- 10. Bank Account Details.
- 11. Paper Cost and EMD Documents

The bid shall be submitted in two separate sealed covers:

Cover-I : Technical Bid

Cover-II : Financial Bid

Both covers shall be enclosed in one sealed envelope superscribed as:

"TENDER-CUM-EOI FOR HIRING OF ELECTRIC VEHICLE (EV) FOR PATTAMUNDAI MUNICIPALITY"

Addressed to:

The Executive Officer
Pattamundai Municipality
Pattamundai, Kendrapara
Odisha – 754215

6. SELECTION METHOD

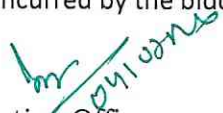
The selection shall be made on the basis of:

- i. Compliance with eligibility criteria.
- ii. Technical suitability of vehicle.
- iii. Experience of bidder.
- iv. Lowest evaluated financial offer (L1).

7. RIGHTS OF THE MUNICIPALITY

The Executive Officer, Pattamundai Municipality reserves the right to accept or reject any or all bids without assigning any reason thereof and shall not be liable for any cost incurred by the bidders.

By Order of the Chairperson


Executive Officer
Pattamundai Municipality



GENERAL INFORMATION

1. Name of Service Provider : _____
2. Complete Address : _____
3. GST Number : _____
4. PAN Number : _____
5. Bank Account Details : _____
6. Registration Number of Vehicle : _____
7. Year of Manufacture : _____
8. Make & Model : _____
9. Date of Registration : _____
10. Owner Name & Address : _____
11. Insurance Validity : _____
12. Fitness Validity : _____
13. Permit Validity : _____
14. Certified Driving Range : _____
15. Name of Driver : _____
16. Driving Licence No. : _____
17. Contact Number : _____

Declaration:

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

Signature of Bidder

Name:

Date:

FINANCIAL BID

Name of Bidder: _____

Monthly Hiring Charges of EV (exclusive of applicable taxes and charging cost):

Rs. _____

Amount in Words: _____

**Charging cost @2.00 per km will be provided to the agency if the engaged vehicle being charged by the owners arrangement and if the vehicle charging was arranged by Municipality then the above amount will not paid to the agency.*

Signature of Bidder

Date: