

GOVERNMENT OF ODISHA  
GENERAL ADMINISTRATION AND PUBLIC GRIEVANCE DEPARTMENT

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TENDER NOTICE

Tender No. 25997/Gen.,

Dated 15.09.2022

Sealed Tenders are invited under two-bid system from reputed and experienced Manpower Service Provider having valid GSTIN for providing the services of 01(One) Driver for a period of one year from the date of engagement on contract basis for driving the vehicles of G.A. & P.G. Department with maximum monthly consolidated remuneration of ₹11,100/- excluding EPF, ESI and other taxes and charges as fixed vide Finance Department Circular No. 11835/F dated 31.03.2018, and Circular No.30722/F dated 06/11/2021.

The details of the Tender process are as follows:

SI. No.	Tender Schedule	Deadline
1	Date of Issue of Tender	16/09/2022
2	Last Date and Time for submission of Tender	06/10/2022 (2:00 P.M.)
3	Opening of Technical Bid	18/10/2022 (4:00P.M.)
4	Opening of Financial Bid of eligible Bidder in Technical Bid	18/10/2022 (5:00 P.M.)

Bidders are required to submit the Technical and Financial Bids separately. The bids in Sealed Cover-I containing and super-scribed "Technical Bid" and Sealed Cover-II containing and super-scribed "Financial Bid" should be placed in a third sealed cover super-scribed "Bid for Outsourcing service of 1(One) Driver" must reach the undersigned on or before Dt. 06/10/2022 (2:00 P.M.) by Speed Post/Registered Post/ Courier only.

The Tender documents containing eligibility criteria, scope of the work, terms and conditions of the tender and draft agreement can be downloaded from website-<https://gad.odisha.gov.in>.

The G.A. & P.G. Department reserves the right, without any obligation or liability, to accept or reject any or all the proposals at any stage or the process, to cancel or modify the process or any part thereof or to vary any or the term and condition at any time, without assigning any reason whatsoever.

Complete Address for submission of Tender

Additional Secretary to Government  
General Administration & Public Grievance (OE-I) Department,  
Lokaseva Bhawan,  
Bhubaneswar.

  
Additional Secretary to Government

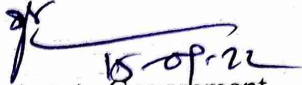
(P.T.O.)

Memo No. 25998/Gen.,

Date.15.09.2022

Copy forwarded to the Director, I & PR Department with a request to publish the "Tender Notice" in the prominent odia daily and supply a copy of the publication to this Department for record.


Soft Copy is being sent to the e-mail id: [ipr.advt@gmail.com](mailto:ipr.advt@gmail.com).

  
Additional Secretary to Government.

Memo No. 25999/Gen.,

Date.15.09.2022

Copy along with enclosures (both hard & soft copy) forwarded to State Portal Group, IT Centre, At-North Annex of the Lokaseva Bhawan (Ground Floor), Bhubaneswar with a request to upload the "Tender Notice" in the Government website of the Department for wide Publicity.

  
Additional Secretary to Government.

Memo No.26000/Gen.,

Date.15.09.2022


Copy forwarded to Notice Board of G.A. & P.G. Department.

  
Additional Secretary to Government.

Memo No. 26001/Gen.,

Date.15.09.2022

Copy forwarded to the Chief Receptionist, Lokaseva Bhawan, Bhubaneswar for information and necessary action. They are requested to allow the Bidders / Authorized Representatives of the Bidder on Dt.18.10.2022 in order to enable them to attend the Bidding process on the above-mentioned date.

  
Additional Secretary to Government.