



**GOVERNMENT OF ASSAM**  
**OFFICE OF THE DISTRICT SOCIAL WELFARE OFFICER**  
**GOALPARA**

**Notice Inviting Tender**

Tender No.: DSWO(G)805/2026/3

Date: 02/03/2026

Sealed tenders affixing non-refundable Court fee Stamp of Rs. 8.25 ( Rupees Eight and Twenty Five Paise) only are invited from commercial vehicle owner/travel agent registered under Registration Act for the hiring of a SUV Car preferably Bolero Car for official use by the One Stop Centre (OSC), Goalpara, Assam. The vehicle will be required for daily operations and official duties as specified by the OSC.

**1. Scope of Work:**

Hiring of a Bolero Car or equivalent vehicle.

The vehicle should be in good running condition and latest Model, not older than 3 years from the date of this tender notice.

The vehicle will be required for 24x7 service as per the OSC's operational needs.

The Vehicle will be marked with the address of the One Stop Centre, Contact details of Centre Administrator, branding and logos of scheme of Mission Shakti, such as Women Helpline, Beti Bachao Beti Padhao, PMMVY etc.

**2. Eligibility Criteria:**

The bidder must be a registered firm or individual with valid documents for vehicle ownership and service provision.

**The vehicle should have valid registration, PAN Card, Driving License, insurance, pollution control certificate, GST, Tax clearance certificate and other necessary documents as per applicable law to be submitted with tender documents.**

The driver should possess a valid driving license and have a minimum of 3 years of driving experience.

**3. Contract Duration:**

The initial contract period will be 1 year, extendable based on performance and mutual agreement.

**4. Terms & Conditions:**

- The type of vehicle should be commercial registration.
- The bidder must provide a well-maintained vehicle with a dedicated driver.
- Fuel and maintenance charges will be borne by the vehicle owner.
- The vehicle must be available for duty as per the schedule provided by the OSC.
- The vehicle should comply with all safety and regulatory standards.
- The service provider shall ensure the availability of the vehicle in emergency situations.
- The selected travel agency/firm/enterprise etc. needs to sign an agreement with District Social Welfare Office and One Stop Centre, Goalpara

**5. Submission of Bids:**

The sealed bids should include the details of the vehicle (make, model, year of manufacture), driver's qualifications, and price quotation (inclusive of all applicable taxes) as per prescribed format.

The bids must be submitted to the O/ o the District Social Welfare Officer, Goalpara on or before 09/03/2026 2.30 PM

Late submissions will not be entertained.

## 6. Bid Opening:

The tenders will be opened on 09/03/2026 at 3 PM in the presence of the bidders or their authorized representatives at the office of the District Social Welfare Officer, Goalpara.

## 7. Address for Submission:

O/o the District Social Welfare Officer  
Dostinagar, Goalpara, Assam

District Social Welfare Officer reserves the right to accept or reject any or all tenders without assigning any reason thereof.

Sd/-

District Social Welfare Officer cum  
Member Secretary of Tender Committee of  
Hiring Vehicle One Stop Centre, Goalpara

Memo No.: DSWO(G) 805/2026/3

Date: 02/03/2026

Copy to :-

1. The District Commissioner, Goalpara for favour of kind information.
2. The Additional District Commissioner ( W & CD), Goalpara for favour of kind information.
3. The FAO, DC Office, Goalpara for favour of kind information.
4. The District Transport Officer, Goalpara for favour of kind information.
5. The DIPRO, Goalpara for favour of kind information and with a request to publish the in an Assamese and English Daily Newspaper in Assam.
6. The DIO, NIC with a request to publish in the Goalpara District Administration Website and Facebook Page.
7. Notice Board.

Sd/-

District Social Welfare Officer cum  
Member Secretary of Tender Committee of  
Hiring Vehicle One Stop Centre, Goalpara

## SCHEDULE OF HIRE CHARGES

Daily basis Hire Charges:-

A) Name of the Supplier:

B) Daily Hire Charges:

Type of Vehicle	Fixed charges (per day) (including Driver charges, taxes etc.) in Rs.	Rate per KM running cost (Cost of POL)		Rate per 10 KM (beyond 300 KM In a day)
		Petrol	Diesel	

Signature of Bidder:

Date:

Annexure 2

SUPPLIER DETAILS

To be filled in by the Supplier (enclose copy of documents to support your statement)

1	Name of Supplier:	
	Address of Supplier:	
	Mobile No:	
	E-mail Id:	
2	Is your concern Recognized/ Registered. ( Attach attested photocopy as a proof)	Tick as applicable: a) Recognized by Govt. as Tourist Transport operator b) Registered under companies Act. c) Registered under shops and Establishment Act: d) Registered as partnership firm, e) Proprietorship/ any other category (please specify)
3	Income Tax PAN	
4	GST Registration No:	
5	Experience (attach minimum one year experience certificate from Govt./PSU/ Firm/Company).	
6	Detailed Statement of registered vehicle as per format at Annexure- 2A	
7	Up to date Insurance documents	
8	Declaration of near relative in the form of affidavit	

Signature of Bidder:

Date:

**Detailed Statement of Registered Vehicle**

**Annexure 2A**

SL No.	Vehicle Registration No	GST No.	Make & Model	Date Of Registration	Chassis No.	Engine No.	Owners Name	Address Of Owner	Vehicle Type	Fuel Type	Seating Capacity	Date Of Purchase	Remarks

Signature of Bidder:

Date: