



पलाश
(झारखण्ड स्टेट लाईवलीहुड प्रोमोशन सोसाईटी)
ग्रामीण विकास विभाग, झारखण्ड सरकार



Letter No: JSLPS/PAL/2026/245

Date: 19.05.2026

Notice for E- Procurement

JSLPS, DMMU, Palamu invites online tender for selection of **Travel Agency to supply tour vehicle on rental basis in DMMU Palamu**. The details bid document are available in the e-procurement platform of Jharkhand i.e <http://jharkhandtender.gov.in> .

Time Schedule for the bids:

Bid Reference No.	JSLPS/PAL/2026/245 dated: 19.05.2026
Date of commencement of downloading of bid document	15:00 hours onwards of 20/05/2026
Bid submission start date	11:00 hours of 21/05/2026
Last date for down loading of bid document from the E-procurement platform http://jharkhandtender.gov.in	Up to 14:00 hours of 01/06/2026
Last date and time for bid submission of bid.	Up to 15:00 hours of 01/06/2026
Time and date of opening of Technical bid	15:30 hours of 01/06/2026
Place of opening of bid and address for communication	Jharkhand State Livelihood Promotion Society, Ground Floor Old DRDA Building Court Compound Palamu Pin -822101 Jharkhand

Only-e tender documents are acceptable

Sd/-

District Program Manager



पलाश
(झारखण्ड स्टेट लाईवलीहुड प्रोमोशन सोसाईटी)
ग्रामीण विकास विभाग, झारखण्ड सरकार



Selection of Travel Agency for providing travel related quality services.

A. Scope of Work:-

1. Provide vehicles like Bolero, Scorpio, Ertiga, Innova, Buses, Pick up Vehicle etc. on daily basis for local and outstation tours as and when required on hiring basis for **DMMU**.

B. Document required for Technical Qualification:-

1. A travel agency with a valid GST registration number.
2. Agency or individual vehicle owner should have minimum 1-2 nos. of similar types of vehicles in its own possess.
3. **Vehicle should not be more than 4 years old as on 19.05.2026.**
4. The Travel Agency should have its own operation office at Palamu.
5. The travel agency or individual vehicle owner shall ensure that the vehicles provided will be free from all types of Govt. levies e.g. Regd. Fee, valid permit, Road Tax, Insurance, Pollution Control Certificate and if any applicable statutory obligation.
6. The Agency can submit their organizational profiles as per the format placed at

Annexure-I.

7. The agencies debarred/blacklisted from JSLPS or any other organization shall not be taken in to consideration.
8. All the pages of the tender documents shall be signed by the travel agency.

C. Evaluation criteria:

The technical bids will be open online first for evaluation in accordance with the technical qualification parameters laid down in the tender document and then the financial bids of the technically responsive bidders will be opened only. Contract shall be signed with agency who submit the Bids, meets the technical qualifications criteria specified in the document and offer the lowest package evaluated price.

D. Other Conditions:

1. JSLPS will pay per day on hire basis as per the price quoted by the bidders.
2. The fuel cost will be reimbursed as per the prevailing market price based on mileage covered during travel period in case of local travel and outstation travel.
3. The travel agencies will bear all the costs towards driver's payment, driver's food, vehicle & Driver's insurance & its day-to-day maintenance cost etc.
4. The driver of the vehicles should have valid driving license not less than 2 years, should not be rude and careless behavior, knowledge of safety and security, free from any alcoholic- narcotics addition and will not have any past accident history or any pending legal issue against the driver
5. Copies of the order received from different govt. agencies/semi govt. agencies during last three years if any.
6. In case of tour vehicle, the agency will pay the toll/entry taxes or parking charges etc. and that will be reimbursed by JSLPS DMMU Palamu on production of original bills.
7. The travel agencies should submit their price as per the format attached at in **Annexure-II, III and IV** for tour vehicles.
8. The normal working hours of Tour vehicles will be from 09.00 am to 9.00 pm in case of Local tour and may be changed as per requirement of user of vehicle but service taken more than 12 hours proportionately hiring charges will be paid. In case of Outstation travel Working hours will be 24 hours and no night halting charges will be applicable.



पलाश
(झारखण्ड स्टेट लाईवलीहुड प्रोमोशन सोसाईटी)
ग्रामीण विकास विभाग, झारखण्ड सरकार



9. Local Tour will be treated area of Palamu Division i.e. Palamu, Garhwa and Latehar.
10. In case of break down, the agency will provide a substitute vehicle of same or equivalent make at the same place.
11. The agency shall be fully responsible, in case of any damage of vehicle and/or third party occurred during the travel period.
12. In case of local and outstation travel, KM coverage will be started from the travel agency office which could not be more than 10 KM (e.g. from Palamu as mentioned in the tender) and will be closed at the door step of the officers/guests, who will use the vehicle.
13. Each bidder shall submit only one quotation & alternative or conditional offer shall not be accepted and the tender will be rejected summarily.
14. Tenders received after the stipulated date and time or through email/fax shall not be accepted.
15. The tender shall be remained valid for a period not less than 45 days from the last date specified in the tender.
16. The order will be placed with the lowest responsive bidder to supply the vehicles and may by empanel another 1-2 travel agencies, if they agreed term and conditions accepted by the L1 agency.
17. The order will be placed with the lowest responsive bidder to supply the vehicles on hiring basis.
18. If the travel agencies or individual vehicle owner did not execute the order or violate the terms and conditions, the firm will be blacklisted from this organization.
19. Any effort by a bidder to influence the purchaser in its decision on bid evaluation or placement of purchase order may result in rejection of the bidder's offer.
20. Any legal disputes arising out of this are subject to the jurisdiction of the court located at Palamu only.
21. Notwithstanding, anything contained as above JSLPS reserves the right to accept or reject any or all bid(s) and cancel the bidding process at any time without assigning any reasons for such act to the bidders.



पलाश
(झारखण्ड स्टेट लाईवलीहुड प्रोमोशन सोसाईटी)
ग्रामीण विकास विभाग, झारखण्ड सरकार



Annexure – I

Organizational Profile of the Travel Agency.		
Sl. No.	Particular	Compliance
1	Name of the Travel Agency	
2	Registered Office (Complete Address with Tel./Mob. No. and Email ID)	
3	Name of the Proprietor/Partners etc.	
4	Year of Registration	
5	GST Registration No.	
6	PAN No. of Agency or Proprietor or individual vehicle owner	
7	Name of the Govt. or any other Institutions to whom vehicle supplied earlier on monthly basis	
8	Year and Period of Supply (Monthly)	
9	No. of Vehicle Supply (Monthly only)	
10	Approx. Bill per Year	
11	No. of Vehicles under Travel Agency possession	
12	Type of Vehicles & Registration No.	
13	Name of the Govt. or any other Institutions to whom vehicle supplied earlier (Tour vehicles)	
14	Year and Period of Supply (Tour)	
15	Turn over during last three years as per Audit, if	
16	NB: Please enclosed all the relevant documents like Previous order copies, GST Registration No. etc.	

This is to certify that the above information's and figures are based on facts and records and if any deviation noticed at any point of time, the tender shall be cancelled, firm will be blacklisted from this organization and order will be cancelled.

Signature of the Travel Agency or individual vehicle owner

Business Address

Name: Ph./Mob. No.

Email id:.....

Date:.....

(Seal of the Travel Agency)



पलाश
(झारखण्ड स्टेट लाईवलीहुड प्रोमोशन सोसाईटी)
ग्रामीण विकास विभाग, झारखण्ड सरकार



Annexure – II

Detail of vehicle, Kilometer coverage for Tour Vehicle - Local (On Daily basis)			
Sl. No.	Types of Vehicles	Local Travel	
		KM per one liter fuel	Vehicle hiring charges per day excluding GST
1	Indigo/ Dzire/Zest and equivalent categories of vehicles (Non-AC) 12Km/Ltr	12	As per BOQ
2	Indigo/ Dzire/Zest and equivalent categories of vehicles (AC) 12Km/Ltr	12	
3	Bolero/Ertiga or Equiv (Non-AC) 10Km/Ltr	10	
4	Bolero/ Ertiga or Equiv (AC) 08 Km/Ltr	08	
5	Innova and equivalent (Non-AC) 08 Km/Ltr	08	
6	Innova and equivalent (AC) 08 Km/Ltr	08	
7	Scorpio (Non-AC) 10km/Ltr	10	
8	Scorpio (AC) 08 Km/Ltr	08	
9	Mahindra Pick up or Equiv. 10 KM /Ltr	10	

We agree to provide the hiring vehicles **(within 4 years old vehicles)** for local and out-station tours as per the terms and condition mentioned in the tender documents and rates mentioned above for a period of one year from the date of signing of the contract/receipt of the order from JSLPS DMMU Palamu and also agreed that the price will remain unchanged during the period.

Signature of the Travel Agency or individual
vehicle owner

Business Address

Ph./Mob. No.....

Email id:.....

Date:.....

(Seal of the Travel Agency)



पलाश
(झारखण्ड स्टेट लाईवलीहुड प्रोमोशन सोसाईटी)
ग्रामीण विकास विभाग, झारखण्ड सरकार



Annexure – III

Detail of vehicle, Kilometer coverage for Tour Vehicle- Outstation (On Daily basis)			
Sl. No.	Types of Vehicles	Outstation Travel	
		KM per one liter fuel	Vehicle hiring charges per day excluding GST
1	Indigo/ Dzire/Zest and equivalent categories of vehicles (Non-AC) 12Km/Ltr	12	As per BOQ
2	Indigo/ Dzire/Zest and equivalent categories of vehicles (AC) 10Km/Ltr	10	
3	Bolero/Ertiga or Equiv (Non-AC) 10Km/Ltr	10	
4	Bolero/ Ertiga or Equiv (AC) 08 Km/Ltr	08	
5	Innova and equivalent (Non-AC) 10 Km/Ltr	10	
6	Innova and equivalent (AC) 08 Km/Ltr	08	
7	Scorpio (Non-AC) 10km/Ltr	10	
8	Scorpio (AC) 08 Km/Ltr	08	
9	Mahindra Pick up or Equiv. 10 KM /Ltr	10	

We agree to provide the hiring vehicles **(within 4 years old vehicles)** for local and out-station tours as per the terms and condition mentioned in the tender documents and rates mentioned above for a period of one year from the date of signing of the contract/receipt of the order from JSLPS DMMU Palamu and also agreed that the price will remain unchanged during the period.

Signature of the Travel Agency or individual vehicle owner

Business Address

Ph./Mob. No.....

Email id:.....

Date:.....

(Seal of the Travel Agency)



पलाश
(झारखण्ड स्टेट लाईवलीहुड प्रोमोशन सोसाईटी)
ग्रामीण विकास विभाग, झारखण्ड सरकार



Annexure – IV

Detail of vehicle, Kilometer coverage for Tour Vehicle (On Daily basis)			
Sl. No.	Types of Vehicles	Local Travel / Outstation Travel	
		KM per one liter fuel	Vehicle hiring charges per day excluding GST
1	BUS 42 Seater 03 Km/Ltr	3	As per BOQ
2	Mini BUS 22 Seater 06 Km/Ltr	6	

We agree to provide the hiring vehicles **(within 4 years old vehicles)** for local and out-station tours as per the terms and condition mentioned in the tender documents and rates mentioned above for a period of one year from the date of signing of the contract/receipt of the order from JSLPS DMMU Palamu and also agreed that the price will remain unchanged during the period.

Signature of the Travel Agency individual vehicle owner

Business Address Name:.....

Ph./Mob. No.....

Email id:.....

Date:.....

(Seal of the Travel Agency)



पलाश
(झारखण्ड स्टेट लाईवलीहुड प्रोमोशन सोसाईटी)
ग्रामीण विकास विभाग, झारखण्ड सरकार



(On the letter head for Travel Agency)

Ref No.....

Dated:.....

To

The District Program Manager
Jharkhand State Livelihood Promotion Society
District Mission Management Unit, Palamu
Old DRDA Building Court compound, Ground Floor Palamu
Pin -822101 Jharkhand

Sub: - Submission of Tender for supply of tour vehicles.

Ref: Your tender No. _____ Dated.....

Dear Sir,

With reference to the subject cited above, I am to submit herewith the most competitive tender for providing vehicles for local & outstation travel on hiring basis as per the terms and conditions mentioned in the tender documents.

The documents enclosed are;

- Travel Agency Profile as per the prescribed format in **Annexure-I.**
- Rate for Tour Vehicles as per the prescribed format in **Annexure-II.**
- Rate for Tour Vehicles as per the prescribed format in **Annexure-III.**
- Rate for Tour Vehicles as per the prescribed format in **Annexure-IV.**

Yours Sincerely,

(Mr.>..... (Name of the Proprietor or Vehicle Owner)

M/s (name of the Travel Agency)

(Seal of the travel agency)