

F.19(49)-SE/RMSA/10
Rashtriya Madhyamik Shiksha Abhiyan
Old Shishu Bihar School Complex, Agartala, Tripura(W)
Directorate of School Education
Government of Tripura

Dated, Agartala, March __, 2015

Quotation for hiring of vehicle

Quotation in sealed cover is hereby invited from the owner or their authorized agent for providing 1(one) No. 6 seated maruti omni van for the office work of RMSA Rajya Mission, Old Sishu Bihar School Complex, Directorate of School Education, Govt. of Tripura, Agartala.

Quotation in sealed cover addressed to the State Mission Director, RMSA Rajya Mission, Govt. of Tripura, old Sishu Bihar school complex building, Agartala should reach to the above address by Speed post/courier/register post or may be dropped in tender box on or before 3.00 P.M. of March 28, 2015. Quotation received after stipulated date & time will be rejected.

On the top of envelop, "**Quotation for hiring vehicle for RMSA Rajya Mission**" Quotationer's full name and address with phone number mentioned on the envelope. Quotations are likely to be opened on the 28th march at 3.30 P.M. Quotationer or their authorized representative may remain present during opening of quotations.

The detailed terms and condition may be seen at the office of the RMSA, Rajya Mission, Govt. of Tripura, Old Sishu Bihar School Complex, and Agartala and also may be seen at www.schooleducation.tripura.gov.in. The interested bidders will quote their rates in the prescribed format. Rate quoted in other format will not be entertained and will be rejected. Bidder(s) are allowed to download the bidding document for submitting the BID.

QUOTATION FOR HIRING OF VEHICLE FOR RMSA RAJYA MISSION

Terms and Conditions:-

1. The vehicle should be in good condition and the year of manufacturing of the vehicle shall have to be noted. The vehicle should be of 2010 and onwards model.
2. The rate should be quoted for "Per day detention charge and road mileage as per kilometer" both in figures and words.
3. The rate of over time per hour should be mentioned separately.
4. The Quotation will be accepted on the lowest rate basis.
5. No insurance charge or any other charges including maintenance cost is admissible.

6. The contract period shall be for 1 (one) year subject to satisfactory services. In case of satisfactory service the contract period can be extended further on mutual consent.
7. The vehicle should have valid Commercial Registration, Tax Clearance Certificate, Registration Number & valid Insurance papers to be submitted alongwith the quotation otherwise quotation will be rejected.
8. Vehicle should be placed for duty within 7 days from the date of issue of the order.
9. Copy of the "Power of Attorney" of the vehicle should be submitted, if the vehicle is not owned by the quotationer himself.
10. The successful quotationer should keep the vehicle with a driver from 9.00 am to 9.00p.m. for duty. Beyond this period overtime will be entertained as per the accepted quoted rate.
11. The drivers should have valid driving license and the concerned driver should maintain a Log Book.
12. The Successful Quotationer will be liable for any kind of loss, breakage etc. of the vehicle of same type should be placed to avoid interruption of services, failing which the department will hire vehicle and the hiring cost will be deducted from his/her bill.
13. Payment will be made by cheque on submission of Bill in duplicate along with relevant up-to date log book.
14. No enhancement of rates within the validity period of the contract shall be entertained.
15. An amount of Rs.10,000.00 as Earnest Money Deposit (EMD) is to be submitted in favour of State Mission Director, RMSA Rajya Mission in the shape of Demand Draft from any nationalized Bank along with the Quotation, otherwise the quotation will be rejected. If the Successful quotationer fails to provide the vehicle within the stipulated period, the earnest money deposited along with the quotation will be forfeited. In the event of withdrawn of vehicle by the successful bidder within 1(one) year the earnest money will also be forfeited. However the amount of earnest money of the successful bidder will be released on successful completion of contract period. The earnest money of unsuccessful bidders will be released after 1((one) month from the date of opening of quotation.
16. The Log book should be signed on the day of duty maintaining date, kilometer reading and time on reporting and departure. Journey should be certified by the officer who avail of the vehicle for journey maintaining kilometer reading and time on Commencement & end of journey. Bill claimed against the journey not duly certified will not be paid.
17. In no circumstances, the vehicle and the driver should be out of RMSA Rajya Mission Office premises for other than office works without the permission of the authority.
18. The successful Quotationer shall have to enter into an agreement based on the terms and condition.

19. The undersigned reserves the right to cancel or accept the tender without assigning any reason. The successful Quotationer shall have no right to claim any compensation for such cancellation.
20. (a) The rate quoted by the bidder shall be deemed to be inclusive of the sales and other levies, duties, royalties, cess, toll taxes of Central and State Government local bodies and authorities that the bidder will have to pay for the performance of contract . The office will perform such duties in regard to the deduction of such taxes at source as per applicable law.
(b) In addition to deduction of Income Tax & other such levies, duties, royalties, cess, toll tax at source, Tripura sales tax shall also be deducted at source from the bills of the bidders (s) at the rates as notified by the Government, from time to time. Any revision or amendment in the tax pattern either State / Central Government shall also be applicable.
21. No. of vehicle may be increased or decreased as per necessity.
22. The quotation is for providing 1 (one) No. 6 seated Maruti (omni) van (which may be increased or decreased as per necessity).
23. The duty area of vehicle will be generally at Agartala, But as per requirement it shall be required to perform its duty in other part/ are of the state.


(Nikhil Biswas)

Addl. State Mission Director, RMSA
School Education Department