

Government of Tripura
Office of the Deputy Director of Horticulture
Gomati District, Udaipur

No.F.4(2)-DDH/G/Vehicle/Part-1/2020-21/ **658-70**

Dated, Udaipur the 17th Aug'2020.

NOTICE INVITING QUOTATION FOR HIRING OF VEHICLE

Sealed quotation are invited, on behalf of the Governor of Tripura, from interested lawful owner of light commercial Maruti Eeco (Petrol) with valid registration issued by the Transport Authority of Tripura for Hiring of Vehicle on rental basis for a period of 1 (one) year (w.e.f. 1st September'2020 to August'2021), which may also be extended for another three month, if required, for use by the Deputy Director of Horticulture, Gomati District, Udaipur within the State. Quotation will be received on 31st Aug.'2020 from 11.00 A.M. up to 3.00 P.M. and will be opened on the same date in the office of the undersigned at 4.00 P.M, if possible.

For details please contract to the office of the undersigned or visit www.horti.tripura.gov.in

A) FORMAT:-

The rate for hiring of vehicle should be quoted in the following format both in figure and in words duly signed by the Quotationer. No over writing or erasing will be allowed / accepted.

FORMAT

Particulars of vehicle with commercial Registration number	Year of Manufacturing & date of purchase of the vehicle	Name & address of the owner of the vehicle	Rate offered in words & figure both (in Rupees)			Particulars of Earnest money
			Detention charge per day (Rs./ day)	Charge per Km run (Rs. / day)	Over time beyond 8 hrs. of Duty (Rs. / hour)	
1	2	3	4	5	6	7

B) Terms & Conditions:-

1. Quotation will be received on 31st Aug.2020 From 11.00 A.M. up to 3.00 P.M. and will be opened in the office of the undersigned on the same date at 4.00 P.M, if possible.
2. The rate should be quoted both in figure and words clearly for detention charge per day and for per Km run as asked in the above mentioned format.
3. The quoted rate should not exceed the Finance Department's upper ceiling of hiring as under.
 - a) Maximum detention charge Rs. 700/- per day (as per DFPRT 2019).
 - b) Maximum rate per Kilometer (petrol) runs (in Rs.) Rs. 8.00/- (as per DFPRT'2019).
 - c) Duties beyond 8 hrs. Overtimes @ Rs. 10/- per hour subject to maximum of Rs. 40 per day.
4. The quotation should be submitted in sealed cover duly superscripted as "QUOTATION FOR HIRING OF VEHICLE" to the Deputy Director of Horticulture, Gomati District, Udaipur.

5. The vehicle should have valid Commercial Registration. All up to date required valid documents both vehicle and tenderer such as road Tax clearance, Insurance papers, Pollution certificate, Driving license of the driver who will drive the vehicle fitness, carriage permit etc. as per Motor vehicle Act. And Aadhar Card, PAN Card, Bank Account pass Book of tenderer, dully self attested copies of which are to be attached along with the sealed quotation.
6. The vehicle should be in good condition and befitting for attending smooth & proper journey.
7. Hiring of vehicle shall be for period of 1 (one) year (w.e.f. 01.09.2020), which may also be extended for another 3 (three) month, if required.
8. Hiring of vehicle may be discontinued at any time with a short notice without assigning any sort of reason.
9. Vehicle owner will be responsible for making provision of POL etc. and necessary repairing / maintenance, as and when required.
10. Vehicle owner shall have to provide minimum accessories & dusters and liveries for the driver(s).
11. Vehicle should be placed within 5 (five) days from the date of issue of final order.
12. Original copies of all the relevant documents have to be produced after getting the final order, failing which, the final order may be called off and the next lowest quotationers may be called on, if found formal.
13. In case of repair, a similar vehicle shall to be provided by the owner as replacement during the days of repairing.
14. No charge will be paid for any holiday / Sunday or off-day, if vehicle is not used.
15. If the vehicle is required for any holiday / Sunday, the driver concerned will be informed well in advance.
16. The owner / driver shall have to place the vehicle on demand during holiday /Sunday.
17. Quotation should be supported by the relevant valid documents of the vehicle.
18. Quotationers shall have to deposit an earnest money to an amount of Rs. 3000/- Per vehicle in the shape of D-call in favour of the Deputy Director of Horticulture, Gomati District, Udaipur from any Nationalized Bank / Tripura Gramin Bank / Tripura State Co-operative Bank and shall be submitted along with the sealed quotation. The said earnest money will be converted to Security money for successful bidder who would be offered the work. For others, the earnest money would be refunded. Earnest money will be forfeited if the owner fails to provided the vehicle within stipulated period.
19. No Quotation will be entertained without earnest money.
20. Quotationers or their representatives may remain present at the time of opening of tenders.
21. A driver having license should be placed with the vehicle and all expenditure of the driver should be borne by the owner. Photocopy of driving license of the driver should be furnished to the undersigned before reporting for the duty & also in subsequent cases, if the driver is changed / replaced.
22. If the condition of the vehicle & service of the driver are not found satisfactory, the vehicle will be discontinued accordingly.
23. The rate quoted shall remain valid within the agreement period. No claim for enhancement of rate on any ground during the period shall be entertained.

24. Log book in the prescribed format is to be maintained by the owner & day to day journeys etc. are to be entered with the signature officer.
25. Bill in triplicate in favour of the Deputy Director of Horticulture, Gomati District, Udaipur along with the log book is to be submitted to the undersigned for releasing payment on monthly basis. Payment will be made as per availability of fund subject to release by the Govt.
26. Taxes etc. as admissible will be deducted from the bill at source. TDS certificate will be issued on submission of requisition.
27. The expenditure shall be limited to Rs. 3,50,000/- (Approx.).
28. The undersigned reserved the right to accept or reject any quotation including any lowest rate without assigning any sort of reason.
29. The undersigned reserves the right to cancel the tender process without assigning any sort of reason.


(Dipankar Deb)

Deputy Director of Horticulture
Gomati District, Udaipur

Copy to:

1. The Director of I.C.A., Govt. of Tripura along with 5 (five) copies of Press Notice Inviting Quotation for Hiring of Vehicle, for the Deputy Director of Horticulture, Gomati District, Udaipur with a request to kindly arrange for publication of the same at least in 4 (four) local Leading Dailies in one insertion as per rules.
2. The Director of Agriculture & Farmer's Welfare, Govt. of Tripura for favour of kind information.
3. The Director of Horticulture & Soil Conservation, Govt. of Tripura for favour of kind information.
4. The Chief Engineer, Agriculture, Tripura for favour of kind information.

Copy also forwarded to:

1. The Deputy Director of Agriculture & Farmer's Welfare, Gomati District, Udaipur for favour of kind information.
2. The Executive Engineer (Agri), South Tripura District, Udaipur for information.
3. The Superintendent of Horti & Soil Conservation, Udaipur Sub-Division for information.
4. The Superintendent of Agriculture, Killa / Kakraban / Amarpur / Ompi / Karbook Agri Sub-Division for information.
5. The Nodal officer, Department of Agriculture, Agartala with a request to upload the NIQ in the website www.horti.tripura.gov.in within 3 (three) days, 1 (one) soft copy is enclosed herewith for necessary action.


(Dipankar Deb)

Deputy Director of Horticulture
Gomati District, Udaipur