

**Government of Tripura
Animal Resources Development Department
P.N. Complex, Agartala Tripura (W),
Mail: sdil.ardd@gmail.com**

F.No.13/ARDD/SDIL/2023-24/

Dated:

Quotation for Hiring of Vehicle

Quotations in sealed cover are hereby invited from the owners or their authorized agents for providing 1(one) no. of Scorpio/ Bolero/ Maruti Ertiga/Maruti Ecco/ Maruti Omni for the office use of the State Disease Investigation Laboratory, Animal Resources Development Department, Govt. of Tripura, Agartala.

The details of terms & conditions and other quotations are made available in the website (<http://ardd.tripura.gov.in/arddtripura.nic.in>) and also may be seen at Notice Board of Directorate of ARDD, Prani Sampad Bikash Bhavan, P.N. Complex, Agartala, West Tripura.

The last date/time of submission of the Tender Documents is up to **06/09/2024, 4.00 PM**. All future modification/corrigendum shall be made available in the website; So Bidders are requested to get the update themselves from the web portal only. Corrigendum if any will be published in the website of ARDD (www.ardd.tripura.gov.in)

Signed by

Neeraj Kumar Chanchal

Date: 27-08-2024 15:38:13

Director,

Animal Resources Development

Department

Agartala, West Tripura

**Government of Tripura
Animal Resources Development Department
P.N. Complex, Agartala Tripura (W),
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Invitation of Quotation for Hiring of Vehicle

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Quotation in sealed cover addressed to the **Director, Animal Resources Development Department, Govt. of Tripura** should reach to the **O/O the State Disease Investigation Laboratory, Abhoynagar, Agartala, West Tripura** by speed post/courier/registered post/by hand on or before **06/09/2024 up to 4.00 P.M. of on all** working days from the date of publication of the quotation. Quotation received after stipulated date & time will be rejected.

On the top of **envelope,"Quotation for Hiring of Vehicle for Director, Animal Resources Development Department, Govt. of Tripura"**and Bidder's full name and address with phone number are to be mentioned. Quotations will be opened on the same day after 4.00 PM or next working day. Bidders or their authorized representative may remain present during opening of quotations.

The detailed terms and conditions along with prescribed format may be seen at (<http://ardd.tripura.gov.in/> arddtripura.nic.in) and the Notice Board of State Disease Investigation Laboratory, Abhoynagar, Agartala. Interested bidders may quote their rates in the prescribed format. Rate quoted in other format will not be entertained and will be rejected.

Terms and Conditions:-

1. The vehicle should be in good plying condition and the year of manufacturing not before than 2018.
2. The rate should be quoted for "Per day detention charge and road mileage as per Kilometer" both in figures and words. Rate of hiring shall be guided by the DFPRT-2019
3. The acceptance of the quotation will be at the discretion of the authority based on the lowest rate quoted.
4. For duties beyond 8 hours, overtime @Rs. 10/- per hour would be allowed subject to maximum of Rs. 40/- per day.
5. No insurance charge or any other charges including maintenance cost is admissible.
6. **The contract is for a period of 3(three) months and as and when required basis but not more than 10 times in a month.** If the selected

bidder during the pendency of the contract period is unable to provide vehicle in exceptional circumstance he/she will give at least 15 days written notice intimating his/her inability. If the authority decides to terminate the agreement, a 7 days written notice is to be given expressing the decision of the authority.

7. The vehicle should have valid Registration, Copies of Tax Clearance Certificate, Registration Number & valid Insurance and pollution certificate are to be submitted along with the quotation otherwise quotation will be rejected.
8. Vehicle should be placed for duty as per requisition from the date of issue of the order.
9. Copy of the "Power of Attorney" in respect of the vehicle should be submitted, if the vehicle is not owned by the Bidder himself/herself.
10. The successful Bidder shall make the vehicle available with a driver as per requisition. Beyond the period of duty overtime may be entertained as per the accepted quoted rate. In case of emergency the vehicle may be used during holiday (s) also.
11. The driver should have valid driving license and the concerned driver should maintain a Log Book in respect of the journey undertaken.
12. The successful Bidder will be liable for any kind of loss, damage, breakage etc. of the vehicle and keep the vehicle playable in all occasions and in case the vehicle will be required to be withdrawn from service temporarily, a 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 through online after submission of Bill in duplicate along with relevant up-to date log book duly signed by the concerned official.
14. No enhancement of rates within the validity period of the contract shall be entertained.
15. **An amount of Rs.5,000.00 (Rupees five thousand) only as Earnest Money Deposit (EMD)** is to be submitted in favour of "**Director, Animal Resources Development Department, Govt. of Tripura**", Agartala in the shape of Demand Draft (DD) from any nationalized Bank along with the Quotation, otherwise the quotation will be rejected. If the successful Bidder fails to provide the vehicle as per requisition, the earnest money deposited along with the quotation will be forfeited. In the event of withdrawal of the vehicle by the successful bidder within the contractual

period, 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 finalization of quotation.

16. The Log Book should be signed on the day of duty mentioning date, kilometer reading and reporting and departure time. Journey should be certified by the officer who is availing of the vehicle for journey mentioning kilometer reading and time of Commencement & end of journey. Bill claimed against the journey not duly certified by the concerned official will not be paid.
17. The undersigned reserves the right to cancel or accept the tender without assigning any reason. The successful Bidder shall have no right to claim any compensation for such cancellation.
18. (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 etc. that the bidder will have to pay for the performance of the 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 and other taxes as would be required to be deducted at source will be deducted from the bills of the bidder (s) at the rates as notified by the Government, from time to time. Any revision or amendment in the tax patterns either State / Central Government or local bodies shall also be applicable.
19. The duty area of vehicle will be within Tripura. But as per requirement it shall be required to perform its duty involving night stay (no additional charge for night stay will be permissible).
20. Any change in vehicle or driver will be only allowed in exceptional circumstances that with the prior information of the authority.

(Dr. Neeraj K. Chanchal, IFS)
Director
Animal Resources Development Dept.

**QUOTATION FOR HIRING OF VEHICLE BY
DIRECTORATE OF ANIMAL RESOURCES DEVELOPMENT DEPARTMENT
GOVERNMENT OF TRIPURA**

1. Name and address of the bidder:

2. PAN :

3. GST No. :

4. Contact No. :

5. Quoted rate :

Sl. No	Types of Vehicle	Detention charges per day (in Rs.)		Running Charge per KM (in Rs.)	
		AC	Non-AC	AC	Non-AC
1.	Scorpio				
2.	Bolero				
3.	Maruti Ertiga				
4.	Maruti Ecco				
5.	Maruti Omni				

I have gone through the terms and conditions stipulated in the quotation notice and agree to provide the vehicle to the Director, Animal Resources Development Department, Govt. of Tripura, Agartala as per the rates mentioned, abiding all the terms and conditions.

Date:

Place:

Signed by

Neeraj Kumar Chanchal

Date: 27-08-2024 15:41:00

Signature with seal