

CIPET: CENTRE FOR SKILLING AND TECHNICAL SUPPORT CSTS- HALDIA

(Department of Chemicals & Petrochemicals, Ministry of Chemicals & Fertilizers, Govt. of India)
City Centre, P.O. – Debhog, Haldia,
Purba Medinipur – 721657
West Bengal

Email: haldia@cipet.gov.in

Website: www.cipet.gov.in



TENDER DOCUMENT

FOR

HIRING OF VEHICLE

Tender Notice No.: CIPET/HAL/VEH/24/02 Dated: 22/02/2024

LAST DATE OF SUBMISSION OF TENDER: 04/03/2024 UP-TO 05.00 P.M

DATE OF OPENING OF TENDER: 05/03/2024 AT 11.00 P.M.

Address for submission of Tender:

**Principal Director & Head,
CIPET:CSTS-Haldia,
City Centre, Debhog, Haldia,
Purba Medinipur, WB – 721657**

CIPET: CENTRE FOR SKILLING AND TECHNICAL SUPPORT (CSTS)
(Department of Chemicals & Petrochemicals, Chemicals & Fertilizers, Govt. of India)
City Centre, PO: Debhog, Haldia, Dist. Purba Medinipur. Pin Code: 721657. West Bengal.
E-mail: haldia@cipet.gov.in, cipet.haldia@gmail.com.
Website: www.cipet.gov.in

OPEN TENDER NOTICE

Tender Notice No.: CIPET/HAL/VEH/24/02

Dated: 22/02/2024

HIRING OF VEHICLE

CIPET: Centre for Skilling and Technical Support (CSTS) - Haldia invites sealed tenders/offers under two bid systems (Technical and Financial) in prescribed documents from reputed and experienced Firm/Agency for providing Toyota INNOVA CRYSTA (White Colour) in excellent condition on Monthly Contract basis an initial period of 1 (one) year & can be extended at the same terms and conditions for further period of two more years (but one year at a time) on satisfactory performance.

Sl. No.	Description of Vehicle Services	No. of vehicles
1.	Toyota Innova Crysta (White Colour) For Regular usage, 12 hours per day service; Anywhere in West Bengal) (2022 Onwards Model)	01* on regular monthly basis
2.	Swift Dezire AC/ Scorpio AC /Innova Crysta AC/ Innova AC/ Any	(On call basis as and when required)

Interested Agencies are requested to send their offers in Prescribed Form along with required documents under two bid systems (Technical and Financial) in sealed envelope.

The complete Tender document along with terms & conditions is available on CIPET website <http://www.cipet.gov.in>. The tenderers can download the tender set from the institute website or can be obtained from the Office address CIPET, City Centre, Debhog, Haldia, Purba Medinipur, WB - 721657 up to last date of submission of Tender.

The sealed Tender duly superscribed "TENDER FOR HIRING OF VEHICLE" along with advertisement Notice No. CIPET/HAL/VEH/24/02 in bold letters on the top of the envelope should reach office of the undersigned on or before 04/03/2024 up to 05.00 P.M. addressed to "Principal Director & Head, CIPET:CSTS-Haldia, City Centre, Debhog, Haldia, Purba Medinipur, WB - 721657.

Tender will be opened on 05/03/2024 at **11:00 A.M.** in the presence of the tenderers or their representatives, if they so desire, at CIPET:CSTS- Haldia.

Principal Director & Head
CIPET:CSTS- Haldia

INSTRUCTIONS TO THE BIDDERS

1. The bidders are advised to go through the tender documents and understand the terms and conditions specified therein before submitting the tender.
2. Firms/Agencies must quote their rate for vehicle mentioned.
3. **MODE OF PREPARATION & SUBMISSION OF BID:**

The offer/bid should be prepared in two bid systems (i.e.) Technical bid and financial bid. The technical bid should consist of all technical details along with commercial terms and conditions.

- I. Cover 1 (**Technical Bid**) shall be super scribed as “Technical bid” duly indicating the Tender Notice No. which should contain the following:
 - a. Application for pre-qualification in Annexure-“I”
 - b. Declaration in prescribed form ANNEXURE-“II”
 - c. The agency should furnish Registration Certificates
 - d. GST Certificate
 - e. Income Tax / PAN Registration Certificates
 - f. Copy of work order completed during the last three years ending 30-12-2023.
 - g. All requisite supporting documents in support of all claims made in tender document and Annexure-I.
 - h. EMD Amt. Rs. 10,000/- in the form of Demand Draft.
- II. Cover 2 (**Financial Bid**) should contain price only and shall be superscribed as “Financial bid’ duly indicating the Tender Notice no. as per “**Annexure III**”
- III. The Bidders should offer their price as per “Annexure – III” on printed letter head of the Bidder’s firm indicating thereon Registration, FAX, Email, Telephone numbers, etc.)
- IV. Cover 1 and Cover 2 should be sealed individually and superscripted with the tender reference no. Both covers shall be placed in a third cover which shall also be sealed and superscribed “**TENDER FOR HIRING OF VEHICLE**” along with Tender notice no. in bold letters on the top of the envelope and same should be addressed to “**Principal Director & Head, CIPET:CSTS-Haldia, City Centre, Debhog, Haldia, Purba Medinipur, WB - 721657.**”
- V. Submission of a tender by a Tenderer implies that he has read this notice and all other contract documents and has made himself aware of the scope and specifications of the work.
- VI. The last date for receipt of the offer is marked in the Tender Notice. In case the above date is declared a holiday for CIPET: CSTS-Haldia, then the bids will be received upto the given time on the next working day and time will be same.
- VII. The offer may be sent by registered post/speed post/courier service/by hand so as to reach before/on the last date & time of receipt.
- VIII. Tender received after the deadline of receipt indicated in Tender notice, shall not be taken in to consideration.
- IX. For any clarification in this matter, Bidder may contact to CIPET:CSTS- Haldia during office hours.

4. EARNEST MONEY DEPOSIT (EMD):

EMD for the purpose of this tender document has been fixed as Rs. 10,000/- (Rupees Ten Thousand only) and the amount shall be paid through demand draft drawn on any Nationalized Bank favoring CIPET Haldia payable at Haldia. The same shall be submitted by bidder along with the tender document. The tender not accompanied with the full value of prescribed EMD and in the format prescribed will be summarily rejected. Late tenders will not be accepted. EMD does not bear any interest and will be returned to unsuccessful Bidder.

5. PERFORMANCE SECURITY:

Successful bidder has to submit Security deposit of Rs. 75,000/- (Seventy Five Thousand only) by way of Demand Draft issued by a Nationalized/Scheduled Commercial Bank in favour of CIPET Haldia payable at Haldia, WB in the form of fixed deposit of a nationalized bank in favour of CIPET: CSTS-Haldia which should be valid for a period of 60 day

s beyond the completion of the contractual obligations by the bidder. In case, the contract is further extended beyond the initial period, the performance security will have to be accordingly renewed by the agency. The same will be returned after the completion of contract without interest.

No interest will be payable by CIPET Haldia on the performance security. **EMD amount can be adjusted with Security deposit after awarding the contract to L1 Bidder.**

6. All pages of the tender document shall be signed by the person or persons duly authorized to sign, on behalf of the bidder.

7. Offers should be clearly written or typed without any cutting or overwriting. All cutting / over writing must be initialized and stamped.

8. Agency/Firm must confirm the acceptance of all the terms and conditions of the tender.

9. Any non-acceptance or deviations from the terms and conditions must be CLEARLY mentioned. However, bidder Agency/Firm must note that any conditional offer or any deviation from the terms and conditions of this tender may render the bids liable for rejection.

10. There shall NOT be any price indication in the technical bid. If for any reason, it is found that the technical bid reveals the price bid related details in any manner whatsoever will be summarily rejected in the first instance itself.

11. OPENING OF BIDS:

X. **Envelope** (Cover) 1 i.e. **Technical Bid** will be opened on the scheduled date and time mentioned in the tender enquiry in the CIPET: CSTS-Haldia in presence of committee of officials and interested bidders or their authorized representatives. Tenderers may be present at the time of opening of the Tender.

XI. **Envelope** (Cover) 2 i.e. **Financial Bid** of only those firms/agencies which satisfy technical requirements will be opened on the scheduled date and time mentioned in the tender enquiry OR a date which will be intimated to the qualified bidders after the scrutiny of technical bids. The bidders, whose Technical Bids are not found acceptable will be informed for the same and their financial bid will not be opened.

1. FUNDAMENTAL METHOD OF CALCULATION FOR LOWEST BIDDER:

In the event of more than one bidder with the lowest bids (say equal), the bidder with the highest cumulative annual turnover of the last 3 financial year (2020-21,2021-22 & 2022-23) would be deemed as successful bidder with respect to the submission of proof of documents as submitted by the bidder. In case the document is not verifiable or any other reason comes across the later stage the decision of the Principal Director & Head of CIPET:CSTS- Haldia for awarding the contract to a particular bidder shall be final and binding.

2. PERIOD OF VALIDITY OF BIDS: The bid shall remain valid and open for acceptance for a period of 90 days from the last date fixed for receiving the same. A bid valid for a shorter period shall be rejected by the Institute as non-responsive.

3. AMENDMENT OF TENDER DOCUMENTS: At any time prior to the last date of receipt of bids, Institute may for any reason, whether at its own initiative or in response to a clarification requested by prospective bidder, modify the Tender document by an amendment. In this case a sufficient time for submission of bid will be announced.

4. EXTENSION OF LAST DATE: The Principal Director & Head, CIPET: CSTS-Haldia, may in his discretion extend the last date for submission of the Tender and such extension shall be binding on all the Bidders.

5. QUANTITY: The actual requirement of Vehicle may vary at time of placement of the work order.

6. CLARIFICATION OF TENDER DOCUMENT: A prospective bidder requiring any clarification of the Tender document may communicate to the Administration Department, CIPET:CSTS-Haldia during office hours.

7. EXECUTION OF ORDER: Selected Agency/Firm has to provide the vehicles within 15 days after issue of work order.

8. DISCRETION: The Institute reserves the right of accepting any bid other than the lowest or even rejecting all the bids without assigning any reasons therefore. The decision of the Principal Director & Head, CIPET:CSTS-Haldia OR Person authorized by him is final in all matters of tender.

ELIGIBILITY CRITERIA

Tender Notice No.: CIPET/HAL/VEH/24/02

Dated: 22/02/2024

All the Bidders /Agencies must fulfill the following eligibility criteria and submit the documents and the declarations accordingly.

1. Institute would like to Hire Brand New CAR with Commercial Road Permit (Taxi Quota) along with driver on 12 hours per day service basis; anywhere in West Bengal from bonafide transport service & commercial Road Permit as per details given below:

Sl. No.	Description of Vehicle Services	No. of vehicles
1.	Toyota Innova Crysta (White Colour) For Regular usage,12 hours per day service ; Anywhere in West Bengal) (2022 Onwards Model)	01* on regular monthly basis
2.	Swift Dezire AC/ Scorpio AC /Innova Crysta AC/ Innova AC/ Any	(On call basis as and when required)

*Note: Quantity mentioned above is only indicative but not exhaustive. CIPET:CSTS,Haldia reserves the right to change the nos. of above vehicle as per requirement from time to time at fixed and firm price / rate with same terms and conditions.

A - PRICE:

1. The monthly Hire charges shall include all cost of maintenance and servicing, Mobile /Engine oils and other lubricants, wages and others benefits of the drivers, as per requirement of the Institute, Road taxes, Permits, Insurance, all statutory payments for both driver and vehicles, etc.

2. Toll Tax and parking charges (if any for outside duty) may be reimbursed to the contractor along with settlement of monthly bill on production of slip like Toll Tax etc.

B - PERIOD OF CONTRACT:

1. The hiring contract shall be for an initial period of 1 (one) year & can be extended at the same terms and conditions for further period of two more years (but one year at a time) on satisfactory performance.

2. Contractor shall have to provide CAR Service within 15 days from the date of issue of work order and no time will be allowed to purchase the vehicles after the date of issue of order.

C - ABOUT THE VEHICLE ON MONTHLY BASIS : (Toyota Innova Crysta)

1. The Vehicle should be of 2022 or onwards model and be provided with new batteries, tyres, tubes and upholstery at the time of placement along with the driver.
2. The vehicle should be well equipped with all facilities.
3. The Log Books for duty of the vehicles will be recorded from Institute Campus on each trip basis and records duly authenticated should be shown on demand and also to be produced with monthly bill. The vehicle with driver will remain stationed at the Institute Campus for 12 hours at the disposal of CIPET.
4. In case of any breakdown or for any other reason of the vehicle, the owner has to arrange a substitute vehicle within 01:00 hrs of time failing which penalty at the rate of 200/- per hour charges will be deducted from the bill at the discretion of the Institute. Similarly in the event of non-availability of driver due to sickness or any reason substitute driver to be provided for the vehicles immediately.
- 5. The owner should ensure that the vehicle should comply with all statutory obligations like insurance coverage, road tax, etc. All the vehicle should have “COMMERCIAL ROAD PERMIT.**
6. The owner must be in a position to provide the vehicle within 15 days from the date of issue of Work Contract. The transport agency must have provided similar service to Govt. organizations of equal stature.

D - ABOUT THE DRIVERS (AS PER REQUIREMENT)

1. Contractor shall provide one (01) driver for each CAR.

Driver should be competent, matured and having a valid professional (Commercial) driving license issued by a Competent Authority with minimum five years experience in case of light vehicle or in case having Heavy Commercial Vehicle License, he should have at least 3 years experience, apart from being sober, gentle, courteous and well behaved person with at least one year working experience in any reputed Organization. Their character and antecedents should be verified by the police authorities. If a particular driver's performance/conduct is not acceptable to the Institute, he must be replaced immediately. In case of being intoxicated condition, indiscipline on the part of driver, he should be replaced immediately as this is life risk and detrimental to the safety of the organization.

2. The drivers must observe all etiquette and protocol while performing the duty. He must be neatly dressed, should wear proper uniform to be decided by the institute at the time of engagement for which no extra payment will be provided and must carry a mobile phone in working condition, for which, no separate payment shall be made by the Institute. All drivers should be provided with mobile phones.
3. Driver should not be addicted of smoking & chewing Pan Masala, Gutkha, Tobacco while driving. If driver is found chewing tobacco products or drinking alcohol on duty, penalty of Rs. 500/- per misconduct will be imposed to agency.
4. The drivers should be paid at least the minimum wages as per the Minimum Wages Act, under Govt. Rules. Besides Provident Fund facility as per statute to be provided to them. This shall be ensured by the owner and in case of any complaint regarding non-compliance of any statutory payments, the same shall be deducted from the bill without prejudice to the Institute's right to cancel the contract.

E - GENERAL CONDITIONS OF THE CONTRACT FOR HIRING VEHICLE:

1. The Car/Vehicle and driver must be produced for inspection before and only this approved car and driver must be provided every day to the Institute.

2. In case of change of regular vehicle substitute vehicle provided must be in compliance with all rules and regulations as applicable and if on verification this is not found to be true then a penalty of Rs. 500/- per day will be charged and vehicle will not be treated as on official duty for this period. Similar condition applies for substitute driver. In the case of same situation continuing for 7 days, the contract will be terminated.

3. Payment Terms: Payment shall be made on submission of the monthly bill on 15th day of the subsequent month along with copy of the duly attested Log-Book.

4. All statutory provisions / requirements should be complied with. Records to this effect are to be maintained by the contractor and to be shown on demand to the authorities concerned and are responsible directly to them.

5. The Institute reserves the right to accept or reject or ignore, or cancel the tender without assigning any reason, thereof.

6. The Agency should have Local office at Haldia (W.B).

7. Minimum 3 years of experience in related field at Government Departments / Reputed Organizations

8. The agency quoting for Car Services must have turnover of Rs. 10 Lakhs or more per year for at least three consecutive financial years.

9. An undertaking to the effect that the firm is not being blacklisted/banned/suspended/debarred from any organization/institute and no case is pending with the police or in court of law against their name, duly notarized.

10. The Firm/Agency must submit the required EMD for bid security with technical bid and agree to submit the Performance Security as specified above on the event of award of contract.

11. Copy of entire tender document must be numbered page-wise, duly signed and stamped on each page as a token of acceptance of our terms & conditions.

12. The successful agency/bidder shall be responsible for proper conduct of his/her/their personnel at CIPET:CSTS Haldia premises. In case of any damage/loss/theft etc., to the property of CIPET:CSTS Haldia, which is caused by the personnel deployed by the agency, the agency will either be liable to make good the loss on the basis of the value of the property as determined by CIPET:CSTS Haldia or the same could be recovered from the performance guarantee.

13. The successful agency/bidder shall ensure that the personnel deployed are medically fit.

14. In case of the absence of Driver, agency has to provide the substitute. If the agency fails to provide the substitute of Driver/Vehicle, a penalty @ 2 times per day on the hiring cost of the vehicle shall be imposed.

15. The agency will take care of Insurance of the vehicles as well as of the Drivers.

16. The driver running the vehicle should have valid driving license and the vehicle should be registered with the concerned authorities. A certificate to this effect should be provided. The drivers of the vehicle provided must follow traffic rules and other regulations prescribed by the Government from time to time. Original copies of Registration, Insurance of Vehicle & Driving License of Driver must be produced before engagement of Vehicle.

17. Driver selected by the agency will be assessed by the Institute before his engagement is finalized. During the contract period, frequent changes of driver will not be allowed without permission of Institute.

18. The agency shall be responsible for any thefts/burglary/damage caused to the students/employee/Guest of the Institute travelling in the Vehicles. The compensation arising out of such activities shall be borne by the agency.

19. All maintenance/servicing of the vehicles should be done by the Agency at their own cost. The interior and exterior conditions of the vehicles should be well maintained.

20. In case of break down, the Agency will be responsible for repair and maintenance of the vehicle and will arrange alternate vehicle within one hour. Institute will not pay any type of compensation for maintenance of the vehicle.

21. Total breakdown period excluding routine maintenance **in a year should not exceed 12 days.**

22. The firms should have arrangements for repairing their vehicle at short time notice and during the repair time the firm should provide a substitute vehicle and driver immediately so that there is no inconvenience/disruption in the work of the Authority.

23. In case of frequent violation of the terms and conditions, the contract can be cancelled forthwith at the cost of the agency.

24. The Institute reserves the right to relax any of the eligibility criteria given in the tender document for award contract in the best interest of the Institute.

25. The Institute is not bound to accept the lowest rates and reserves the right to accept tender in whole or in part or can reject it entirely without assigning any reason.

26. The vehicle is to be delivered within 15 days from the date of issue of the work order.

27. The Agency should submit their bids(s) in the format attached.

28. The Agency shall abide by all statutory laws, rules and regulations of the State Govt. / Central Govt. as per jurisdiction.

29. All the certificates, testimonials desired in tender as per the eligibility criteria will be verified with the original documents at any stage.

30. It is the responsibility of the agency to pay the wages to the Drivers as per the Minimum Wages Act as notified by the Ministry of Labour from time to time. The drivers must be paid not less than the minimum wage. The contract may be cancelled if any complaints received from the drivers in this issue. The agency shall provide all the facilities to the driver engaged under this contract during the lease period. The Institute shall not have any liability towards payment of salary, perks or other benefits to the Driver employed by the agency.

31. No manpower should be engaged exclusively for this contract when the contract terminates there shall be no physical or moral pressure on the institute, on grounds of "person displaced from job". The institute shall not entertain such claim.

32. During the agreement period, all safety measures must be taken care of by the agency for the vehicle and the personnel engaged under this contract. Any safety hazard occurring during the lease period shall be the sole responsibility of the Agency. The institute shall in no way be liable for any such incident occurring during or in connection with this contract.

33. The Institute rules shall be binding for execution of the contract. Further in case of any dispute arising out of or in connection with the aforesaid contract either during subsistence of the contractor there after, the Principal Director & Head, CIPET:CSTS-Haldia is the sole arbitrator to decide the same or his decision is final and binding on both the parties.

34. If differences persist even after arbitration and there are compelling reasons to go to the court, it will be decided in the court of Haldia only.

35. The vehicle can be de-hired giving prior notice of one month considering the requirement of the institute for which no payment will be made by the institute. In case of unsatisfactory services the work order of the Agency may be terminated giving one weeks' notice.

36. The contract cannot be outsourced to third party.

37. **Force Majeure:** If at any time during the currency of the contract, either party is subject to force majeure, which can be termed as civil disturbance, riots, strikes, tempest, acts of God etc. which may prevent either party to discharge his obligation, the affected party shall promptly notify the other party about the happening of such an event. Neither party shall by reason of such event be entitled to terminate the contract in respect of such performance of their obligations. The obligations under the contract shall be resumed as soon as practicable after the event has come to an end or ceased to exist. The performance of any obligations under the contract shall be resumed as soon as practicable after the event has come to an end or ceased to exist. If the performance of any obligation under the contract is prevented or delayed by reason of the event beyond a period mutually agreed to if any or seven days, whichever is more, either party may at its option terminate the contract.

38. DOCUMENTATION OF BILL:

Selected Firm/Agency has to submit the bill monthly along with signed logbook.

Logbook has to be signed by the Authorized Person of the Institute daily.

39. PAYMENT:

I. Payment will be made by monthly only after receipt of the relevant Bill along with other documents.

II. No part payment/advance payment shall be made

TECHNICAL BID

(ANNEXURE-I)

Tender Notice No.: CIPET/HAL/VEH/24/02

Dated: 22/02/2024

TECHNICAL BID - HIRING OF VEHICLE (PRE-QUALIFYING REQUIREMENT)

Sl. No.	Required Information	Details to be filled up by the Bidders Firm/Agency
1.	Name of Bidding Firm/ Agency (Attach certificates of registration)	
2.	Full Address of Registered Office with Telephone No., FAX No., & Mobile No.	
3.	E-Mail ID:	
4.	Type of Firm: Private/Partnership /Cooperative /NGO. (Please enclose copy of Memorandum/Articles of Association /Certificate of Incorporation	
5.	Income Tax Registration No/PAN No.(Please Attach copy)	
6.	GST Registration Number (Please Attach copy)	
7.	Name of proprietor/Director of Firm/Agency & address:	
8.	The bidder should have at least three (3) years' experience in Government departments / reputed Organizations	
9.	EMD Amount in the form of Demand Draft	
10.	Details of Bank	Name of Bank:_ Account No. : _____ IFSC Code : _____ MICR Code : _____

11.	Work order Copies having executed similar type of services (Please Attach copy)	
12.	Annual Turnover of last three years as specified with proof of documents	
13.	Is organization blacklisted by any organizations?	
14.	Name, address, designation, phone, cell number and E Mail address of the Contract Person :	
15.	Whether Firm agrees to abide by the terms and conditions of the Tender document? In the even to award of the contract?	
16.	Whether firm agrees to give security deposit against warranty obligations?	
17.	Is bid valid for 90 days/or as specified?	
18.	Is Bid document duly signed?	
19.	Agreed to provide the Vehicle as specified in tender	
20.	Payment Terms agreed as Specified.	

Agencies/Bidders not submitting full information/documents at the first instance shall be rejected.

(Signature of Authorized person) Full

Name: _____

Place: _____

Seal of the Agency/Firm

Date _____

**DECLARATION
(ANNEXURE-II)**

Tender Notice No.: CIPET/HAL/VEH/24/02

Dated:22/02/2024

DECLARATION FORM

(Declaration should provide on printed letter head of the Bidder's Firm/Agency)

DECLARATION

To,

The Principal Director & Head
CIPET:CSTS-Haldia, City Centre,
Debhog Haldia, Purba Medinipur,
WB – 721657

Sir,

Sub: Submission of Bid for providing Vehicle against Tender Notice no:
CIPET/HAL/VEH/24/02 Dated:22/02/2024

Having examined the details of Tender document, I / We hereby submit the prequalification documents and other relevant information.

We, the undersigned, are submitting our Bid for providing vehicle on rental basis with reference to the above mentioned tender notice.

I hereby certify that all the statements made and information supplied in the statements are true and correct to the best of my knowledge. I understand that if any information found incorrect, the application is liable to be cancelled.

I have furnished all information and details necessary for pre-qualification and have no further pertinent information to supply.

I certify that my firm is not **blacklisted/banned** from business by any organization.

I hereby accept the rules and procedures of the Institute for pre-qualification of contractor and agree that the Institute has the right to accept or reject any application without assigning a reason thereto.

I/we have not tampered/modified the tender forms in any manner. In case, if the same is found to be tampered/modified, I/we understand that my/our tender will be summarily rejected and I/we am/are liable to be banned from doing business with CIPET Haldia and /or prosecuted.

(Signature of authorized person)

Full Name of Signatory: _____

Designation of Signatory: _____ Place: _____

Seal of the Agency/Firm

Date _____

FINANCIAL BID

(ANNEXURE – III)

Tender Notice No.: CIPET/HAL/VEH/24/02

Dated: 22/02/2024

I. PRICE- BID FOR SUPPLY OF HIRED VEHICLE - CAR

1. For monthly basis

Sl. No.	Description	Fixed Charges (2000Km/ 320 Hrs Per Month) Amount (Rs.)	Extra KM Running Charges (per KM) Amount (Rs)	Extra Hours Charges after 320 Hrs. in a month (Rs.)	Night Halt charges after 00 Hrs (Rs.)
1.	Toyota Innova Crysta (AC) Colour-White For Regular usage, 12 hours per day service; Anywhere in West Bengal) (2022 Onwards Model)				

Taxes: GST as per Govt. Rule will be paid extra

II. Rate for Rental Vehicle (As & when required)

Sl. No.	Type of Vehicle	Pick up & drop 4 Hrs. 40 Km. (Rs.)	Full Day 8 hrs.& 80 km. (Rs.)	Outstation charges for minimum running 250 km./day (Rs.)	Extra Per km. Local running charges (Rs.)	Extra Hours charges (Rs.)	Per km. outstation charges (Rs.)	Night halt charges (Rs.)
1	Innova Crysta AC/ Similar Type (AC)							
2.	Toyota Etios/Renault Duster/ Similar Type(AC)							
3.	Maruti Ciaz/Hyundai Verna/ Similar Type(AC)							
4.	Innova AC /Similar Type(AC)							
5	Swift Dezire/ Similar Type AC							

Note: All taxes (Toll Tax, parking, other state Border Tax & GST will be paid extra as per actual.

A. We confirm that the quoted prices will remain firm and there would not be any price escalation during the initial contract period of one year.

B. We also confirm that we abide by all the tender conditions and we do not have any counter conditions, in the event of violation of any of the tenders' terms and conditions the submitted SD (Security Deposit) will be forfeited.

Signature & Seal with Name

Date:

C. We also confirm that we abide by all the tender conditions and we do not have any counter conditions, in the event of violation of any of the tenders' terms and conditions the submitted SD(Security Deposit) will be forfeited.

Signature & Seal with Name

(Signature of authorized person)

Full Name of Signatory: _____

Designation of Signatory: _____

Place: _____

Seal of the Agency/Firm

Date _____