

No.F.12 (1)-SA (Killa) / Hir. Veh/2018-19/ 5167-86 P/12  
Government of Tripura  
Department of Agriculture & Farmers Welfare  
Office of the Supdt. of Agriculture  
Killa Agri. Sub-Division  
Killa, Gomati Tripura

Dated, Killa, the 26<sup>th</sup> Nov, 2018

**NOTICE INVITING QUOTATIONS FOR HIRING OF VEHICLE ON RENTAL BASIS**

Sealed Quotations are invited, on behalf of the Governor of Tripura, from interested lawful owners of light vehicle (One Maruti Omni/ECCO) having **Commercial Licence** with valid registration and permit issued by the Transport Authority of Tripura for Hiring of Vehicle on rental basis for a period of 8 (eight) months, for use by the Supdt. of Agriculture, Killa Agri. Sub-Division, Killa, Udaipur, within the State. Quotations will be received on **12<sup>th</sup> Dec, 2018** up to **3.00 pm** and will be opened on the same date in the O/o. the undersigned at **4.00 pm**, if possible.

For details please contact to the office of the undersigned in any working days between 11 am to 4.00 pm to collect prescribed format, free of cost which will be available up to 48 hours before the schedule time of dropping or may visit [www.agri.tripura.gov.in](http://www.agri.tripura.gov.in)

**A) FORMAT:-**

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

**FORMAT**

Particulars of Vehicle with Regd. No.	Year of manufacturing & date of purchase of the Vehicle	Name & address of the owner of the Vehicle	Rate in Rupees ( ` )			Particulars of Earnest money
			Detention charge per day	Charge per Km run	Over time beyond 8 hrs. of Duty (Rs)	
1	2	3	4	5	6	7

**B) TERMS & CONDITIONS :-**


1. Quotations will be received on **12<sup>th</sup> Dec, 2018** up to **3.00 pm** and will be opened in the O/o the undersigned on the same date at **4.00 pm**, if possible.
2. The rates should be quoted both in figures 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 new upper ceiling rate of hiring of vehicle Vide MEMO No.F.9 (2)-FIN (G)/07 dtd.08-02-17 [Rule 9 (3) of DFPRT-2017].
4. The Quotations should be submitted in sealed cover duly superscripted as **"QUOTATION FOR HIRING OF VEHICLE"** to the Supdt. of Agriculture, Killa Agri. Sub-Division, Killa, Gomati District.
5. The vehicle should have valid commercial permit along with all required valid documents (road tax clearance, insurance papers, pollution certificate etc.) as per

- Motor Vehicle Act. Duly attested Copies of which are to be attached along with the sealed quotation.
6. The vehicle should be in good running condition and befitting for attending smooth & proper journey.
  7. Hiring of vehicle shall be valid for a period of 8 (eight) months is upto 31-07-2019 on satisfactory service.
  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 Quotationer may be called on, if found formal.
  13. In case of repair, a similar vehicle shall have to be provided by the owner as replacement during the days of repairing.
  14. No charges will be paid for any holiday/Sunday or off-day, if the 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, if required.
  17. Quotation should be supported by the relevant valid documents of the vehicle. Quotationer shall have to deposit an earnest money to an amount of **Rs. 4000/** per vehicle in the shape of D-Call or Draft drawn in favour of Supdt. of Agriculture, Killa Agri. Sub-Division, Killa, Gomati District from any Nationalized bank/ Tripura Gramin bank/Tripura State Co-operative bank and shall be submitted alongwith the sealed Tender. 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 provide the vehicle within stipulated period.
  18. No Quotation will be entertained without earnest money.
  19. Quotationers or their representatives may remain present at the time of opening of Quotation.
  20. A driver having valid license should be placed with the vehicle and all expenditure of the driver should be borne by the owner. Photo copy of driving license & Aadhar Card of the driver should be furnished to the undersigned before reporting for the duty & also in subsequent cases, if the driver is changed / replaced.
  21. If the condition of the vehicle & service of the driver are not found satisfactory, the vehicle will be discontinued accordingly.
  22. 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.
  23. 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 of controlling officer.
  24. Bill in triplicate in favour of the Supdt. of Agriculture, Killa Agri. Sub-Division, Killa, Gomati District 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. Details of Aadhar & Bank account No of the owner should be submitted for payment through e-Kuber.

25. Taxes etc. as admissible, will be deducted from the bill at source. TDS certificate will be issued on submission of requisition.
26. The undersigned reserves the right to accept or reject any quotation including any lowest rate without assigning any sort of reason.
27. In the event of any dispute arising in respect of the clauses of the agreement, the matter will be referred to the Director, Department of Agriculture, Government of Tripura whose decision shall be binding on both the parties.

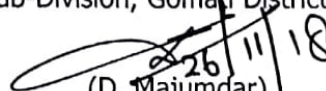
  
(D. Majumdar)  
Supdt. of Agriculture  
Killa Agri. Sub-Division

Copy to:

1. The Director of Agriculture, Government of Tripura, Krishi Bhawan, Agartala for favour of kind information.
2. The Director, I.C.A., Govt. of Tripura for favour of kind information.
3. The Director of Horticulture & Soil Conservation, Tripura for favour of kind information.
4. The Chief Engineer (Agriculture), Tripura for favour of kind information.

Copy also forwarded with request to kindly arrange to display the NOTICE INVITING QUOTATION FOR HIRING OF VEHICLE of Supdt. of Agriculture, Killa Agri. Sub-Division in their Notice Board for wide circulation:-

1. The Dy. Director of Agriculture, Gomati District, Udaipur for favour of kind information.
2. The Dy. Director of Horticulture, Gomati District, Udaipur for favour of kind information
3. The Executive Engineer (Agri.), South Tripura District, Udaipur for favour of kind information.
4. The Supdt. of Agriculture Matabari / Amarpur / Kakraban/Karbook/ Ompi Agri. Sub-Division.
5. The Supdt. of Horti. & Soil Cons, Udaipur Horti. Sub-Division.
6. The Block Development Officer, Killa for information and necessary action.
7. The CDPO, Killa for information and necessary action.
8. The President / Secretary....., for information and necessary action.
9. The Nodal Officer, Department of Agriculture, Agartala with request to upload the NIQ in the website [www.agri.tripura.gov.in](http://www.agri.tripura.gov.in) within 3(Three) days. 1(One) soft copy is enclosed herewith for necessary action.
10. Notice Board, O/o. the Supdt. of Agriculture, Killa Agri. Sub-Division, Gomati District.

  
(D. Majumdar)  
Supdt. of Agriculture  
Killa Agri. Sub-Division

