

**OFFICE OF THE
SABROOM NAGAR PANCHAYAT
SABROOM, SOUTH TRIPURA**

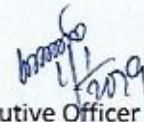
Short Notice No.10/SBM/NP/SWM/2018-19,

Dated-01.01.2019.

Sl.No.	Tender Reference No.	Name of the Work	Deposit of Earnest Money
1	2	3	4
1.	10/2018-19	Hiring of 01(one) number of Bolero (A/C , Diesel) for 01(one) year for the office of Sabroom Nagar Panchayat, South Tripura.	Rs.5,000/- D.D.

- Date of Publication of Tender:- 01.01.2019
- Last Date/ Time for receiving of Bids:- Up to 2.00 P.M. on 11.01.2019.
- Date of Opening :- 11.01.2019 at 3.30 P.M. (if possible).
- Pre Bid Date :- Up to 3.00 PM on 10th Jan'2019 in the office of the Executive Officer, SNP.

Note:- Further details can be seen on all working days in the office. NIT is available in the official website.

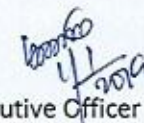

Executive Officer
Sabroom Nagar Panchayat
Sabroom, South Tripura

NO.F.2(45)-SBM/NP/DEV/2016/ 36-41

Dated, Sabroom, the 1st January'2019.

Copy forwarded to:-

1. The Editor,.....for on day publication in minimum size in Tripura edition in black & white.
2. The Chairperson / Vice- Chairperson / Member, Ward No..... of Sabroom Nagar Panchayat for kind information.
3. The.....for information & requested for display in notice board please.
4.for information.


Executive Officer
Sabroom Nagar Panchayat
Sabroom, South Tripura

**OFFICE OF THE
SABROOM NAGAR PANCHAYAT
SABROOM, SOUTH TRIPURA**

Short Notice No.10/SBM/NP/SWM/2018-19,

Dated-01.01.2019.

SHORT NOTICE INVITING TENDER

Sealed tenders in plain paper are hereby invited from the owner of vehicle for hiring of 01(One) number of **Bolero (A/C- Diesel)** hired on contract basis for the period 01(one) year for office of the Sabroom Nagar Panchayat, South Tripura as per specifications and terms & conditions laid down in 'Annexure-I'.

The Sealed tenders will be received up to 2.00 PM on 11th January'2019 in the Tender Box at Sabroom Nagar Panchayat office, Sabroom South Tripura by speed post or registered post or courier service only. Details of specification and terms & conditions of the aforesaid tender are available in the Development Section of this office and in our official website. Interested Tenderers are requested to visit the said website or contact the Development Section of this office during office hours on any working day.



Executive Officer

Sabroom Nagar Panchayat
Sabroom, South Tripura

(Contd-P/2)

TERMS AND CONDITION FOR HIRING OF 01(ONE) NUMBER OF BOLERO(A/C -DIESEL)

1. Tender shall be furnished in sealed envelope addressed to the Executive Officer of Sabroom Nagar Panchayat, Sabroom, South Tripura superscribed " Tender for hiring of 01(One) number of **Bolero (A/C- Diesel)** of the Sabroom Nagar Panchayat office."
2. The hiring of 01(One) number of **BOLERO (A/C -DIESEL)** for the period of 01(One) year on contract basis. The Owner of the vehicle should submit the **Commercial Registration/ Permit** and the year manufacture of the vehicle should be noted.
3. The offered rate of the quotation shall remain valid for acceptance for a period of 90(ninety) days from the date of opening of tender.
4. Non-fulfilment of any of the terms and conditions as mentioned will make the quotation liable for rejection.

GUIDELINES FOR TECHNICAL & FINANCIAL BID:-

The bid to be submitted by the bidder shall consist of 02(Two) Parts:-

Part-I: "Technical Bid" shall contain:-

The following documents are required to be submitted alongwith tender documents:-

- (i) Professional Tax Clearance Certificate with current validity of the agency.
- (ii) Copy of the PAN Card of the agency.
- (iii) Copy of the Fitness Certificate of the vehicle.
- (iv) Copy of the Road Tax Certificate of the vehicle.
- (v) Copy of the Insurance Certificate of the vehicle.
- (vi) The tenderer must be submitting private/commercial permit of the vehicle.
- (vii) Copy of Income Tax Return filed for the last financial year, if applicable.
- (viii) Copy of GST registration certificate, if applicable.
- (ix) Self-declaration mentioning that the firm is not blacklisted.
- (x) Self-attested copies of all relevant documents including License/Certificates issued by the Competent Authorities with current validity should be submitted in the technical bid by the bidder at the time of tender.
- (xi) Rate shall be inclusive of GST.
- (xii) Tender in prescribed format in sealed cover should be submitted through registered post/ speed post/ courier service only addressed to the Executive Officer, Sabroom Nagar Panchayat, Sabroom, South Tripura.
- (xiii) The tenderer shall have to deposit Earnest Money alongwith quotation amounting to **Rs.5,000/- (Rupees five thousand) only** in the shape of "**Demand Draft**" to be drawn infavour of "**Executive Officer, Sabroom Nagar Panchayat**" issued by any Nationalized Bank.

Part-II: "Financial Bid" shall contain:-

The Rate for 01(One) Number of hiring of vehicle should be quoted in prescribed Forma shown in the "**Annexure-II**". Otherwise the said tender shall be disqualified / rejected.

5. INSTRUCTION FOR SUBMISSION OF BIDS:-

The technical bid and financial bid shall be submitted in a envelopes mentioning clearly for which it is submitted over the envelope at the time of tender i.e. " Tender for hiring of 01(One) Number of **Bolero (A/C-Diesel)** of the Sabroom Nagar Panchayat, Sabroom, South Tripura" with the name of the agency submitting.

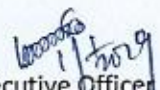
6. Special Instructions:-

If any bidder fails to fulfil the requirement in the technical bid, the financial bid shall not be opened and is liable for rejection.

7. Language of bids:-

The bids prepared by the bidder and all correspondence, documents relating to the bids furnished by the bidder shall be written in English language.

8. The Department reserves the right to reject or cancel any / all of the quotation (s) without assigning any reason thereof.
9. The rate quoted by the tenderer should not exceed the monthly / annual ceiling in respect of hiring of vehicle as specified by the Finance Department, Government of Tripura. (DFPRT rules,2017).
10. The monthly ceiling for such purpose for such purpose should be on the basis of 1,500 KM run for 24 days (in a month).
11. For duties beyond 08 (eight) hours overtime @Rs.10/- per hour is allowed subject to maximum of Rs.40/- per day.
12. Supply of fuel, lubricants, duster and cost of maintenance of the vehicle will be the sole responsibility of the owner of the vehicle i.e. minimum basic accessories for the vehicle will have to provide by the owner of the vehicle.
13. The successful bidder shall provide a driver for vehicle. The Wages/ Monthly Salary of the driver shall bear by the vehicle owner.
14. The driver must have valid driving license. If any complain received against the driver, the owner of the vehicle shall remove him from the Job immediately by providing another driver. No detention charge should be paid unless the hired vehicle is reported by the authority.
15. If the vehicle needs repairs, a similar vehicle shall have to provided/ replaced by the owner of the vehicle replacement during the period of repairing to avoid difficulty towards Government works.
16. The contract period shall initially be for 01(One) year the date of execution of agreement which may be extended on mutual consent of both the parties.
17. If the service provided by the agency is not found be satisfactory, then the contract can be terminated by the Executive Officer, Sabroom Nagar Panchayat, South Tripura by giving a notice of 30(thirty) days to the applicant.
18. The earnest money deposited by the unsuccessful tenderer(s) alongwith quotation will be released after finalisation of the quotations. Earnest money deposited by the successful quotationer will be returned after completion on tender process.
19. GST/VAT will be deducted at source as applicable.
20. The Last date of receiving the tender up to 2.00 PM on 11th January'2019. The tender box and sealed envelopes will be opened on the same day i.e. 11th January'2019 at 3.30 PM in the Chamber of the Executive Officer, Sabroom Nagar Panchayat office in presence of the tenderer(s), if any. No tender would be entertained if it is not reached this office within the stipulated date and time. If the tender box & sealed tender are not in a position to open on the said date and time the same will be done on the next working day at 12.00 hours.


Executive Officer
Sabroom Nagar Panchayat
Sabroom, South Tripura

Format for Quoting Rate

Sl. No.	Types of Vehicle with Registration No. of Vehicle	Year of the manufacture (Latest Model)	Quoted Rate		Owner name & address.
			Detention charge per day. (Figure & Word)	Running charge Per KM. (Figure & Word)	

Signature of Tenderer / Owner