

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

F.2(45)- SBM/NP/BILL/2015/1819-37

Dated, Sabroom, the 5th July'2018.

SHORT NOTICE INVITING QUOTATION

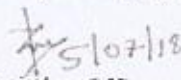
The undersigned on behalf of the Chairperson of Sabroom Nagar Panchayat invites Short Quotation from the local bona-fide vehicle owners in prescribed format (in Sealed cover) for hiring of one Omni VAN (Maruti Suzuki) preferably of 2015 model or onwards in order to meet up the office works at the disposal of Office of the Sabroom Nagar Panchayat till 17th July '2018 which may be extended as per satisfactory service.

The rate should be quoted both in figures & words as per prescribed pro-forma enclosed.

The detailed terms & conditions are mentioned in Annexure-A which is enclosed.


The stated sealed cover of the quotation should be captioned "QUOTATION FOR RATE OF HIRING OF VEHICLE". Sealed quotation should be dropped in the Tender Box, kept in the chamber of the Executive Officer, Sabroom Nagar Panchayat office on and from 6th July'2018 to 17th July'2018 up to 3.00 PM.

The Quotation will be opened on same day i.e. 17th July'2018 at 4.00 P.M.(if possible) in presence of Vehicle Owners /authorized representatives who may remain present at the time of opening of the quotation.


Executive Officer
Sabroom Nagar Panchayat
Sabroom, South Tripura

Copy to:-

- 1-2. The Editor of Dainik Sambad/ Syandhan Patrika, Agartala for information and arranging publication in your patrika for one day please (Encl: 2 Copies.).
3. The Director, U.D. Dept, Government of Tripura, Agartala for kind information.
- 4-5. The Chairperson / Vice-Chairperson / President, PW Standing Committee, Sabroom Nagar Panchayat for kind information.
6. The Sub-Divisional Magistrate, Sabroom South Tripura for kind information.
- 7-12. The Sub-Divisional Officer, PWD Sabroom/ Asst. Engineer, DWS Sabroom/ Asst. Engineer, WR Sabroom/ Inspector Schools, Sabroom/ Asst. Engineer, Sabroom Nagar Panchayat/ Sr. Manager, TSECL, Sabroom Sub-Division for display in notice board please.
- 13-18. The Accountant Section/ Technical Section/ Cash Section/ Bill Section/ Notice Board/ Office Copy (Guard file) of Sabroom Nagar Panchayat office.
19. The Secretary/President, BMS, Sabroom with a request to arrange for display the notification in the notice board.
20. Notice Board of this Sabroom Nagar Panchayat Office and website of Sabroom Nagar Panchayat.


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Sabroom, South Tripura

TERMS & CONDITIONS

1. The Vehicle should be in good conditions and the manufacture of 2015 or latest otherwise quotation will be rejected.
2. The Vehicle should have up-to-date Registration (preferable commercial/Private), Tax Clearance, Third party covered insurance or other Tax/ Charges as applicable.
3. The Car should comply with all pollution control regulations and norms.
4. Attested copy's of fitness certificate, Tax Token, Insurance etc. are to be supplied along with the Quotation.
5. Driver of the Vehicle is to be provided by the owner of the Vehicle and wages shall also be borne by the owner.
6. The Owner must have 24 Hours working telephone system so that he /she can be telephonically contacted at short notice and at odd hours and on holidays in case of requirement of Vehicle. It would be essential for the driver to have a mobile phone so that he /she could contact for duty.
7. The Vehicle & Drivers once deployed by the owner, should not be changed without prior notice. In case the Vehicle / Driver is changed without prior notice and the substitute vehicle /driver is not found suitable, the authority is free to engage suitable vehicle/ driver on hire. 100% of the charges payable for the new driver / vehicle deployed would be deducted on each working day.
8. If needed, the driver has to be changed by the owner within 24 hours of being informed.
9. Payment of hiring charges will be made on monthly basis. The bills for the use of vehicle, accompanied by the log-book will be preferred within 10(ten) days after each completed month. No advance payment will be made under any circumstances.
10. No mileage would be payable from the owners premises to starting point and vice versa. A log-book for the vehicle in the format prescribed by the Govt. for each of the journey performed dully signed by the officer in charge, who used the vehicle, would be maintained and submitted by the owner along with the bills.
11. Necessary Taxes as applicable will be deducted from the bill, if valid tax clearance certificate is not submitted along with bill.
12. In case of non availability of the vehicle with the owner, alternate arrangement of the similar car is to be made by the owner of the car.
13. In case of default on the part of owner to provide the vehicle for more than 3(three) consecutive occasions during the hired period, the use of vehicle will be terminated and awarded to another vehicle owner at the risk and cost of defaulting vehicle owner.
14. The Vehicle will be hired initially for a period of **6 (Six) months** which may be extended on necessity at the same rate under the terms and condition laid down herein.
15. The accepting authority reserve the right to accept or reject any quotation including the lowest without assigning any reason thereof. The vehicle will have to be placed by the bidder shall execute and agreement on engagement of vehicle.
16. The Office will not bear any cost of replacement of spare parts for the hired vehicle during the service entire engagement period. All maintenance charges shall be borne by the owner of the vehicle.
17. Cost of fuel & lubricant should be borne by the vehicle owner himself.
18. LPC approved bidder should submit Security Deposit in favour of Executive Officer for an amount of Rs.5000/- (Rupees Five thousand) at the time of Signing agreement

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Executive Officer

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Sabroom, South Tripura