File no. 3-28/CIFE/RTK/Vehicle/18
Dated: - 4th February, 2019

To,

Sub: - Quotation of rate contract for hiring vehicles (AC & Non AC) at CIFE, Rohtak Centre.

Sir/Madam,

Sealed quotations are invited for hiring vehicle (AC and Non AC) for CIFE, Rohtak center. The **Quotation must be submitted latest by: 1.00 p.m. on 14th February, 2019.** The envelopes containing the quotation should be superscripted as **"Rate contract for hiring of vehicle**: and should be addressed to **"The Officer-in-Charge, ICAR- Central Institute of Fisheries Education, Rohtak Centre Lahli, Rohtak – 124 411.** The sealed quotation may be deposited in the tender box placed in main office building in office hours or may be sent to the speed post.

1. Sx4, Innova, Swift desire and etc. **Rate should be given on per Kilometer basis (Ac and Non Ac).**

Term & Conditions:

- Time distance should be calculated from CIFE campus and back to CIFE campus. No advance shall be paid.
- Toll tax and parking charges etc. will be paid by the institute on submission of receipt along with the bill number, payment will not be made in absence of such receipt in any circumstances.
- Vehicle provided on the hire basis to the institute should be commercial vehicle and registered with the transport authority, Driver of such vehicle should have a valid driving license.
- Payment will be made on monthly basis by crossed cheque as per rule on getting bill along with duty slip certified by the officer of the office who has used the vehicle.
- The firms have to provide vehicle at short notice. The itinerary may charge en-route on exigency; bill may be raised as per actual travel on certification from indenting/travelling official. Cleanliness of vehicle and its condition should be excellent. The vehicle on requisition should be in time. The driver should be polite and well mannered.
- The institute will not be responsible for any damage done to the vehicle during the period of hiring.
- Penalty etc. imposed by traffic police/department, will not paid by this institute.
- The applicable tax will be deducted from your bills as per Government of India guidelines.

- The successful bidder who is awarded the work order will have to deposit security money of Rs. 10000/- (Rupees Ten thousand only) in the form of Demand draft/Bank guarantee of any nationalized bank in favour of **"CIFE, Rohtak Centre"** which will be returnable without interest after satisfactory completion of the contract period.
- The rate contract will be valid for one year from the date of issue of work order, and no hike in the rate will be entertained during the contract period.
- If the agency fails to provide the vehicles so requisitioned, in time after receiving the massage, the institute reserves the right to cancel the contract at any time without assigning any reasons.
- Incomplete quotation, quotation received late/ that not in compliance with the term & condition will be rejected.
- The agency to provide/arrange alternative facility for carrying of official in case of breakdown of vehicle on road.
- Bill submitted by the agency should accompany the "Duty Slip" depicting out meter/in meter. Total run in Km and out time/in time: total duty period in hour duly signed by the indenting/availing officer.
- The tender document should be submitted along with all documentary proof/evidence failing which the tender will be summarily rejected.
- The officer-in-Charge, CIFE, has power to accept/reject any other all quotation received without assigning any reason whatsoever, all tenders in which any of prescribed conditions are not fulfilled/incomplete in any respected are liable to be rejected.

Yours Sincerely

-Sd-
(V. Harikrishna)