

**NATIONAL INSTITUTE OF RURAL DEVELOPMENT & PANCHAYATI RAJ
NORTH EASTERN REGIONAL CENTRE
JAWAHARNAGAR, KHANAPARA, GUWAHATI – 781 022**

No.16-A/96/RC/Estt./Pt.V/
Date: 17-08-2017

**NOTICE INVITING TENDERS
FOR SUPPLY OF VEHICLES ON HIRE BASIS**

Sealed tenders are invited from the reputed, experienced and registered travel agency for supply of vehicles on hire basis as per requirement. Interested parties may collect tender documents from the Institute's office from 21st August to 4th September 2017 between 9.00 AM and 5.00 P.M. on working days by paying tender fee of Rs.100/- (Rupees one hundred only). The last date of submission of tender is 5th September 2017 up to 3.00 PM. The tenders will be opened on the same day at 3.30 PM in presence of the bidders.

Administrative Officer

**NATIONAL INSTITUTE OF RURAL DEVELOPMENT & PANCHAYATI RAJ
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TENDER FORM FOR HIRED VEHICLES

(A) Rate for local duty (within greater Guwahati) :

Sl. No.	Type of vehicle	Rent per day (Rs.)	POL charges per km (Rs.)	OT (beyond 12 hrs.) (Rs.)
1	Alto 800, Eon or equivalent			
2	Swift, Liva, Micra, Pulse or equivalent			
3	Tata Sumo (AC)			
4	Indigo CES, Xcent, Etios, Swift Dezire or equivalent			
5	Scorpio			
6	Bolero			
7	Innova			
8	Any other C-segment Car like HondaCity, Verna, Lenia etc.			
9	XUV, Fortuner, Ford Endivour etc.			
10	Winger AC/Non-AC			
11	Traveler (AC)			
12	Mini Bus (20 – 25 seater)			
13	Deluxe Mini Bus (30 seater)			

Seal & signature of the Travel Agency

(B) Rate for outside duty (beyond greater Guwahati):

Sl. No.	Type of vehicle	Rent per day (Rs.)	POL charges per km (Rs.)	Night halt charges (Rs.)
1	Alto 800, Eon or equivalent			
2	Swift, Liva, Micra, Pulse or equivalent			
3	Tata Sumo (AC)			
4	Indigo CES, Xsent, Etios, Swift Dezire or equivalent			
5	Scorpio			
6	Bolero			
7	Innova			
8	Any other C-segment Car like HondaCity, Verna, Lenia etc.			
9	XUV, Fortuner, Ford Endivour etc.			
10	Winger AC/Non-AC			
11	Traveler (AC)			
12	Mini Bus (20 – 25 seater)			
13	Deluxe Mini Bus (30 seater)			

Seal & signature of the Travel Agency

(C) Only GNB Airport duty [(Pick up OR Dropping) (Lump Sum)]:

Sl. No.	Type of vehicle	Rent per trip (Rs.)
1	Alto 800, Eon or equivalent	
2	Swift, Liva, Micra, Pulse or equivalent	
3	Tata Sumo (AC)	
4	Indigo CES, Xsent, Etios, Swift Dezire or equivalent	
5	Scorpio	
6	Bolero	
7	Innova	
8	Any other C-segment Car like HondaCity, Verna, Lenia etc.	
9	XUV, Fortuner, Ford Endivour etc.	
10	Winger AC/Non-AC	
11	Traveler (AC)	
12	Mini Bus (20 – 25 seater)	
13	Deluxe Mini Bus (30 seater)	

Seal & signature of the Travel Agency

(D) Only GNB Airport duty [(Pick up AND Dropping) (Lump Sum)] :

Sl. No.	Type of vehicle	Rent per trip (Rs.)
1	Alto 800, Eon or equivalent	
2	Swift, Liva, Micra, Pulse or equivalent	
3	Tata Sumo (AC)	
4	Indigo CES, Xsent, Etios, Swift Dezire or equivalent	
5	Scorpio	
6	Bolero	
7	Innova	
8	Any other C-segment Car like HondaCity, Verna, Lenia etc.	
9	XUV, Fortuner, Ford Endivour etc.	
10	Winger AC/Non-AC	
11	Traveler (AC)	
12	Mini Bus (20 – 25 seater)	
13	Deluxe Mini Bus (30 seater)	

Seal & signature of the Travel Agency

(E) Only Kamakhya Railway Station duty [(Pick up OR Dropping) (Lump Sum)]:

Sl. No.	Type of vehicle	Rent per trip (Rs.)
1	Alto 800, Eon or equivalent	
2	Swift, Liva, Micra, Pulse or equivalent	
3	Tata Sumo (AC)	
4	Indigo CES, Xsent, Etios, Swift Dezire or equivalent	
5	Scorpio	
6	Bolero	
7	Innova	
8	Any other C-segment Car like HondaCity, Verna, Lenia etc.	
9	XUV, Fortuner, Ford Endivour etc.	
10	Winger AC/Non-AC	
11	Traveler (AC)	
12	Mini Bus (20 – 25 seater)	
13	Deluxe Mini Bus (30 seater)	

Seal & signature of the Travel Agency

(F) Only Guwahati Railway Station duty [(Pick up OR Dropping) (Lump Sum)] :

Sl. No.	Type of vehicle	Rent per trip (Rs.)
1	Alto 800, Eon or equivalent	
2	Swift, Liva, Micra, Pulse or equivalent	
3	Tata Sumo (AC)	
4	Indigo CES, Xsent, Etios, Swift Dezire or equivalent	
5	Scorpio	
6	Bolero	
7	Innova	
8	Any other C-segment Car like HondaCity, Verna, Lenia etc.	
9	XUV, Fortuner, Ford Endivour etc.	
10	Winger AC/Non-AC	
11	Traveler (AC)	
12	Mini Bus (20 – 25 seater)	
13	Deluxe Mini Bus (30 seater)	

NOTE

1. Mini Buses should be good looking with comfortable seats and fit for performing long distance (outstation) journey.
2. Deluxe Mini Buses should be the luxury buses, which are being operated by the travel agency like Network, Blue Hills etc.
3. The terms and conditions duly signed by the party with seal should be enclosed with the form.
4. Rate should be exclusive of GST etc.

Seal & signature of the Travel Agency

Name of the Firm : _____

Address : _____

Phone No. : _____

TERMS AND CONDITIONS OF TENDER FOR HIRED VEHICLE

1. Only registered Travel Agency should submit the tender.
2. The sealed tender should be submitted along with Earnest Money Deposit of Rs. 5,000/- (Rupees five thousand only). The EMD to be paid by **Demand Draft in favour of Director, NIRD – NERC, Guwahati.**
3. The rates quoted should be valid for one year and should be exclusive of statutory taxes.
4. The party submitting the tender should sign with seal acknowledging the acceptance of the terms and conditions of the tender.
5. The party who gets the offer for supply of vehicle must bind itself to maintain the following:
 - a) The vehicles should report at the place and time indicated by the office. Failure to report at the specified place and at the stipulated time will invite penalty up to Rs. 200/- per hour for LMV and Rs. 1000/- per hour for HMV.
 - b) Vehicle (preferably not more than 7 years old) in good condition in terms of both mechanical aspect as well as structural look, should only be provided.
 - c) Vehicle supplied should be commercial vehicles only.
 - d) Sufficient POL or the cost of the same should be provided with the vehicle or with the Driver.
 - e) **Mileage charges will not be claimed for the distance between the office of the party and the NIRDPR-NERC or the place of reporting.**
 - f) In case there is break-down of the vehicle while on duty, the party has to provide substitute or repair the same within reasonable time. Failure to do so will allow the user free to leave the vehicle on the spot and the party will not make claim for payment for the purpose.
 - g) The party will be responsible for any damage occurring in the vehicle while in use.
 - h) Vehicle supplied should comply with all Govt. regulations like Insurance, Pollution, Registration, Permit etc.
 - i) The Drivers, while at night halt, should not claim any facility like accommodation and food.
6. Director, NIRDPR – NERC does not bind himself to accept the lowest tender and reserve the right to reject or partially accept any or all the tenders received without assigning any reasons.
7. Conditional tender will not be accepted.
8. Sealed tender in the prescribed format along with complete documentary proof of experience should reach the office of the undersigned **on or before 5th September 2017 (before 3.00 PM).**

**Administrative Officer
NIRDPR-NERC, Guwahati**

Signature of Acceptance of the Party with seal