

Government of Tripura  
Office of the Block Development Officer  
Kathalia R. D. Block, Sepahijala

No. F.4(2)/BDO/KTL/NAZ/2019-20/

4022-28

Dated, 08/08/2019

**SHORT NOTICE INVITING QUOTATION**

On behalf of the Governor of Tripura, the undersigned invites sealed rate quotation in the plain paper for Hiring of 1(One) **Maruti Omni Vehicle** for official use of the O/o the Kathalia R D Block, Sepahijala Tripura. The rate of hiring vehicles should be quoted in the proforma given below both in figures and words duly signed by the bidder no over writing or crossing will be allowed/accepted.

**TERMS & CONDITION:-**

- 1) The Quotation Box will be kept open for dropping of Quotation by the intending parties in the Office chamber of the undersigned **from 13/08/2019 to 20/08/2019 from 10.00 a.m. to 3.00 p.m.** except Govt. Holidays and the Box will be opened on the last day at 3.30 p.m. if possible in the presence of the interested suppliers who have participated in the quotation. If for any unforeseen reason Quotation box cannot be opened in the last day it will be opened in the next working day
- 2) The quotation should reach to the O/O the Block Development Officer, Kathalia R D Block, Sepahijala Tripura on or before **3.00 p.m. of 20/08/2019**
- 3) The sealed cover envelop shall be superscripted by the expression **"Hiring of Vehicle" BDO's Office Kathalia.**
- 4) The Vehicle should be in good conditions and the manufacture date should be on or after December-2018.
- 5) The bidder must submit photocopy of **vehicle registration (Commercial), pollution certificate, insurance certificate of vehicle, PAN card** and aadhar card along with Quotation.
- 6) The car should comply with all pollution control regulations and norms.
- 7) Supply of fuel, lubricant and cost of meintaince of the vehicle will have to be borne by the owner of the vehicle.
- 8) The successful bidder shall provide a driver for vehicle. **The wages/monthly salary of the driver shall be borne by the bidder. The driver must have valid driving licence.**
- 9) If the vehicle needs repair or meintaince a similar vehicle shall have to be replaced by the owner during the period of repairing to avoid any difficulty towards Government works.
- 10) The driver will maintain Logbook properly for vehicle proposed to be hired on the basis of which payment of hiring charge of the vehicle will be made on monthly basis.
- 11) The vehicle will be hired initially for a period of **2(two) month** which may be extended on necessity at the same rate under the terms and condition laid down herein.
- 12) No mileage would be payable from the owners premises to starting point and vice versa. Each of the journey performed, duly signed by the officer in-charge, who used the vehicle, would be maintained and submitted by the owner along with the bill.
- 13) The car should be placed within **7(seven) days** from the date of issue of final order.



- 14) 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.
- 15) The undersigned reserves the right to reject part or full quotation including the lowest one without assigning any reason.
- 16) Necessary taxes would be deducted as applicable as per Govt. norms.
- 17) The rate should be quoted for detention per day and run per k.m. in the form prescribed at **ANNEXURE-I.**

  
(Prabal Kanti deb)  
Block Development Officer  
Kathalia R.D Block  
Sonamura, Sepahijala Tripura

Copy to:-

- 1) The District Magistrate & Collector, Sepahijala Tripura for kind information please.
- 2) The Sub- Divisional Magistrate, Sonamura for kind Information please.
- 3) The Tripura State portal (portal.Tripura@gmail.com) with a request to float the Tender Tripura portal [www.tripura.gov.in](http://www.tripura.gov.in).
- 4) The Block Development Officer, Mohanbhog/Nalchar & Boxanagar R.D.Block and CEO, Melaghar Municipal Council/ EO, Sonamura N.P. information and display the same in your notice Board.
- 5) The Secretary, Kathalia Motorstand for information and compliance.
- 6) The Account Section for information.
- 7) The Notice Board of this office.

  
Block Development Officer  
Kathalia R.D Block  
Sonamura, Sepahijala Tripura