

**OFFICE OF THE
DISTRICT & SESSIONS JUDGE
SEPAHIJALA DISTRICT, SONAMURA, TRIPURA**

No. F.13(26)DJ/SPJ/NAZ/2018-24/10020-22,

Dated, Sonamura.
The 24th October, 2024.

NOTICE INVITING TENDER

Office of the District & Sessions Judge, Sepahijala District, Sonamura, invites sealed Tenders for hiring of 01(one) Mahindra & Mahindra Bolero/Scorpio (preferable colour white or off white) as pool car for use on the Office of the undersigned on temporary basis for 1(one) year, which may be extended for a further period, as per discretion of Office of the District & Sessions Judge, Sepahijala District, Sonamura based on satisfactory performance/services.

Interested owners of above-specified vehicles may submit their tender to the office of the undersigned within 02:00PM of 26.11.2024.

The date for the schedule of key events of this tender is given as under :-

Sl. No.	Events	Details Date and Time
1	Tender No.	F.13(26)-DJ/SPJ/NAZ/2018-24/ <u>10020-22</u> , dated-24.10.2024.
2	Bid Security/ Earnest Money Deposit (by DD)	Rs.5000/-
3	Bid Validity	60 days from the opening of Technical Bid
4	Last date & Time for submission of Bid	26.11.2024 (2 p.m.)
5	Date & Time of opening of Technical Bid	29 th November, 2024 at 03:00 PM
6	Date & Time of opening of Financial Bid	3 rd December, 2024 at 03:00 PM
7	Venue of opening of the Technical & Financial Bid	Chamber of the District & Sessions Judge, Sepahijala District, Sonamura, on different dates as mentioned above.
8	Commencement of Works as per Schedule	As per order issued by the authorities after completion of Tender process as other formalities.

Terms & Conditions for hiring of 01(one) Mahindra and Mahindra Bolero/Scorpio (LMV) :

1. The vehicle should have a valid & proper commercial registration.
2. The detention charge & per K.M. Run charge should be within the ceiling/ limit as per Notification mentioned in Annexure- I of the Delegation of financial Power Rules, 2019 (DFPRT,2019) & amended thereof.
3. The vehicle shall be maintained properly, and it will be kept in up to date condition for long journey at owner's expense.
4. The vehicle should have up to date Insurance Policy, Tax token, Pollution control certificate etc. and authorized Driver having valid Driving Licence and the salary of the Driver should be paid by the owner himself / herself.
5. The engaged driver must adhere to the dress code specified for drivers at Office of the **District & Sessions Judge, Sepahijala District, Sonamura.**
6. The contract of Hiring vehicle will be terminated at any point of time by the District & Sessions Judge, Sepahijala District, Sonamura, if service provided is not satisfactory. The decision taken by the District & Sessions Judge, Sepahijala District, Sonamura in this regard shall be final and conclusive.
7. Incomplete tender(s) will be rejected summarily.
8. The undersigned is not bound to accept the lowest rate and may reject all or any of the tenders without assigning any reason.
9. The service should be provided 24 X 7 detention charge will be paid maximum 23 days in a month as DFPRT.
10. The successful bidder should make alternative arrangement in case of providing vehicle is out of order. The alternative vehicle should have valid documents as indicated in item Nos. 1 & 4 above.
11. Required tax will be deducted as per prescribed rate from the bill.
12. Both the "Technical Bid (ANNEXURE – I) & Financial Bid (ANNEXURE II) should be submitted alongwith the tender in 2(two) separate Envelopes (inscribed with the words "Technical Bid – NIT No:- No. F.13(26)DJ/SPJ/NAZ/2018-24/10020-22, dated-24th October, 2024 (Providing Hired Mahindra and Mahindra Bolero/Scorpio in the District & Sessions Judge, Sepahijala District, Sonamura).
13. The interested bidders should deposit Earnest Money of Rs. 5000/- (Rupees five thousand) only through Demand Draft in favour of "**The (DDO), District & Sessions Judge, Sepahijala District, Sonamura**".
14. The Registered owner should have valid PAN Card.

24.10.2024

I/C District Judge,
Sepahijala District, Sonamura.

Copy to :-

- 1) Our official website <https://sepahijalatrp.dcourts.gov.in/notice-category/tenders/>
- 2) State Government Portal.
- 3) **Notice board of this Office.**

24.10.2024

I/C District Judge,
Sepahijala District, Sonamura.

PROFORMA FOR TECHNICAL BID

Sl. No.	Particulars	To be filled by the tenderer
1.	Name of the Owner/ Agency	
2.	Details of EMD	
	I) Amount	
	II) Draft No.	
	III) Date	
	IV) Issuing Bank	
3.	Details of Owner / Agency	
4.	Details officials address of the Owner / Agency (if any)	
5.	Vehicle Registration No. (Copy of Registration certificate should be enclosed)	
6.	In case of Agency, submit the Agency Registration No. (copy to be enclosed)	
7.	GST Registration Number (copy to be enclosed)	
8.	GST Registration Number (Copy to be enclosed)	
9.	Length of experience in the field	
10.	Experience in dealing with Govt. Department (Indicate the names of the Department and attach copies of contracts order placed on the agency).	
11.	Whether a copy of the terms and conditions, duly signed, in token of acceptance or the same is attached.	
12.	List of documents submitted with the tender	

Date:- _____

(Signature of the Tenderer)

Place:- _____

Name & Address (with seal)

PROFORMA FOR FINANCIAL BID

Name of the vehicle with model No.	Nature of energy consumed (Petrol/Diesel)	Detention charge per day (in Rs.)	Rate per kilometre run (in Rs.)
(1)	(2)	(3)	(4)

Note:

* All figures should be written in words also

* **Rates should be inclusive of GST**

Date:-_____

(Signature of the Tenderer)

Place:-_____

Name & Address (with seal)