

**NO.F.100 (155)-ICA/18/V**  
**GOVERNMENT OF TRIPURA**  
**DIRECTORATE OF INFORMATION & CULTURAL AFFAIRS**  
**AGARTALA**  
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Dated, Agartala, the 13/04/ 2021

**TENDER NOTICE FOR HIRING OF VEHICLE**

A sealed tender is invited for hiring of 1(one) vehicle for official use at the Directorate of Information & Cultural Affairs, Gandhighat, Agartala from reputed traders/organizations/agencies to participate in the bidding as per following format:-

Sl. No.	Purpose	Types of vehicle	No. of vehicle
1	To be used at the Directorate of Information & Cultural Affairs, Gandhighat, Agartala	Maruti Eeco (Preferably white colour)	01 (one) no.

The details of the terms & conditions may be collected from the office of the Directorate of Information & Cultural Affairs, Gandhighat, Agartala on any working day between 11:00 AM to 5:00 PM from 16-04-2021 to 23-04-2021 on free of cost and also available in [www.tripura.gov.in](http://www.tripura.gov.in) and [www.ica.tripura.gov.in](http://www.ica.tripura.gov.in)

  
Director  
Information & Cultural Affairs  
Government of Tripura

Copy to:

1. The Branch Officer, Advertisement Section, Directorate of ICA, Government of Tripura with a request to issue advertisement on the materials as enclosed herewith in local leading dailies.
2. Office notice board.

## TENDER NOTICE FOR HIRING OF VEHICLE

A sealed tender is invited for hiring of 1(one) Maruti Eeco vehicle for official use at the Directorate of Information & Cultural Affairs, Gandhighat, Agartala from the reputed traders/institutions/organizations to participate in the bidding as per following format:-

Sl. No.	Name of work	Detention charge per day in Rs. (in figures and words both)	Rate per KM in Rs. (in figures and words both)
1	To be used in Directorate of Information & Cultural Affairs, Govt. of Tripura		

### TERMS AND CONDITIONS:

1. The agency should produce the record of availability of Maruti Eeco vehicle along with their Commercial Permit, Pollution, Insurance certificate and Road Tax.
2. Solvency Certificate from bank (**Rs.5 lakh**) must be produced.
3. The hiring charges of vehicle should not exceed the guideline of the Finance Department, Govt. of Tripura.
4. **EMD for Rs.10, 000/-** in the form of DD/Cheque drawn in favour of the Director, Information & Culrural Affairs, Govt. of Tripura is to be submitted along with the tender. If, '**MSME**' registered then the certificate must be produced.
5. The envelope containing the quotation should be properly sealed and subscripted in bold letters on the top as "**QUOTATION OF VEHICLE- Maruti Eeco**" be dropped in the tender box which will be kept in the office premises from **16<sup>th</sup> April 2021** to **23<sup>rd</sup> April 2021**. The last date of submission of quotation is **23<sup>rd</sup> April 2021** up to **5 P.M.**
6. The date of opening of the Tender Box is **26<sup>th</sup> April 2021** at **12 P.M.** at the Office of the Directorate of ICA, Agartala.
7. Interested bidders, their authorized representatives may remain present during opening of the tender.
8. No tender will be received or accepted after the due date and time as mentioned above.
9. The vehicle should be provided with driver having self driving license of the driver;
10. The vehicle should be provided with KM cable in operating condition always;
11. The vehicle will have to run in all weather and on all kinds of road in plain and hill areas.
12. A Log Book is to be maintained where journey, locations, KM run etc. will be recorded by the driver of the vehicle and to be signed by travelling person after completion of journey;
13. Bill in triplicate along with copy of 'Log Book' and work order may be submitted for payment within 07(seven) days after the journey;
14. In case the vehicle needs any maintenance, the agency should place alternative vehicle of equal model/manufacturer till it is not fit for journey;
15. The vehicle may be released giving 01(one) month notice without assigning any reason.
16. The Detention charge and Per Kilometer Charge will be as per quotation.
17. No correspondence shall be entertained with any applicants after opening of quotation, except with successful bidder.
18. If the vehicle remains off on the road for more than 2 hours, the concerned agency/owner have to arrange another vehicle at his own cost and risk failing which ICA Department may arrange another vehicle at the cost of the agency/owner of the contracted vehicle.
19. Sundays, holidays and not performing the journey shall not be taken into consideration for payment unless engaged.

In case of any deviation in respect of any of the above mentioned Terms & Condition may lead to cancellation of the order, with holding of payment.

  
Director

Information & Cultural Affairs  
Government of Tripura