

NO.F.100 (164)-ICA/2019/V
GOVERNMENT OF TRIPURA
DIRECTORATE OF INFORMATION & CULTURAL AFFAIRS
AGARTALA

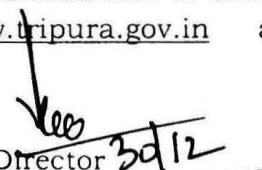
Dated, Agartala, the 30/12/ 2020

TENDER NOTICE FOR HIRING OF VEHICLE

A sealed tender is invited for hiring of vehicles for the use throughout the state during the visit program of the Hon'ble Chief Minister of Tripura whenever required from the reputed registered Travel Agencies/Organizations to participate in the bidding process as per following format:-

Sl. No.	Purpose	Types of vehicle	No. of vehicle
1	To be used in the Directorate of Information & Cultural Affairs, Govt. of Tripura during the visit program of the Hon'ble Chief Minister of Tripura whenever required throughout the state.	M&M Scorpio, Bolero, Maruti Swift Dzire, Maruti Omni, Maruti Eeco	Depends on requirement

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 **30th Dec. 2020** to **5th Jan. 2021** on free of cost as well as also available in mentioned websites www.tripura.gov.in and 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 vehicles for the use throughout the state during the visit program of the Hon'ble Chief Minister of Tripura whenever required from the reputed registered Travel Agencies/Organizations where only 01(one) agency will be selected against the lowest rate quoted by the bidder

Sl. No	Name of work	Rate for destination per day in Rs.(in figures and words both)	Rate per KM in Rs. (in figures and words both)
1	To be used in the Directorate of Information & Cultural Affairs, Govt. of Tripura during the visit program of the Hon'ble Chief Minister of Tripura whenever required throughout the state.		

TERMS AND CONDITIONS:

1. The agency should produce the record of availability of vehicles specially M&M Scorpio, Bolero, Maruti Swift Dzire, Maruti Omni, Maruti Eeco along with their Commercial Permit, Pollution, Insunace certificate and Road Tax.
2. Solvency Certificate from bank (**Rs.10 lakh**) must be produced.
3. The hiring charges of vehicle should not exceed the guideline of the Finance Department, Govt. of Tripura.
4. Number of vehicles (one or more) to be hired will be based on requirement.
5. **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.
6. The envelope containing the quotation should be properly sealed and subscribed in bold letters on the top as "**QUOTATION OF VEHICLE-Scorpio, Bolero and Swift Dzire, Maruti Omni, Maruti Eeco**" be dropped in the tender box which will be kept in the office premises from **30th Dec. 2020 to 05th Jan. 2021**. The last date of submission of quotation is **05th Jan. 2021** up to **5 P.M.**
7. The date of opening of the Tender Box is **07th Jan. 2021** at **12 P.M.** at the Office of the Directorate of ICA, Agartala.
8. Interested bidders, their authorized representatives may remain present during opening of the tender.
9. No tender will be received or accepted after the due date and time as mentioned above.
10. The vehicle should be provided with driver having self driving license of the driver;
11. The vehicle should be provided with KM cable in operating condition always;
12. The vehicle will have to run in all weather and on all kinds of road in plain and hill areas.
13. 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 duty;
14. Bill in triplicate along with copy of 'Log Book' and work order may be submitted for payment within 07(seven) days after the journey;
15. In case the vehicle needs any maintenance, the agency should place alternative vehicle of equal model/manufacturer till it is not fit for journey;
16. Minimum half an hour/1(one) hour prior intimation will be given if the vehicle is not required vice-versa.
17. If the agency do not response properly during requirement of vehicle or do not provide vehicle on time whenever required then it may lead to cancellation of the work order.
18. The Detention charge and Per Kilometer Charge will be as per quotation.
19. No correspondence shall be entertained with any applicants after opening of quotation, except with successful bidder.
20. If the vehicle remains off on the road for more than 2 hours, the concerned agency have to arrange another vehicle at his own cost and risk failing which ICA Department may arrange another vehicle at the cost of the owner of the contracted vehicle.


Director 20/12
Information & Cultural Affairs
Government of Tripura