



भा.कृ.अनु.प. - केंद्रीय रोपण फसल अनुसंधान संस्थान
कासरगोड़, केरल 671 124, भारत



ICAR - CENTRAL PLANTATION CROPS RESEARCH INSTITUTE
KASARAGOD 671 124, KERALA, INDIA
(An ISO 9001:2008 Certified Institution)

Phone : 04994 – 232893, 232894, 232895 & 232996; Fax: 04994-232322;
Email: cpcri@nic.in; director.cpcri@icar.gov.in Website: <http://www.cpcri.gov.in/>

F.No. 31(1)HOV/2016-Estate

Dated: 27.02.2016

NOTICE INVITING TENDER

Sealed tenders are invited, from the **Registered/Licensed Agencies** for Hiring of vehicles at this Institute.

The last date for receipt of the Tender is 23.03.2016 at 3.00 PM. The schedule for the Tender along with terms and conditions can be downloaded in the Institute website www.cpcri.gov.in.

Director



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Dated: 27.2.2016

To

Sub: Tender for Hiring of Vehicle – reg.

Sir,

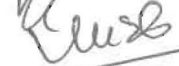
Sealed tenders are invited from the firms/vehicle operators for providing of vehicles for official journeys by Director and Staff of CPCRI Kasaragod. Conveyance for the Director and staff from CPCRI Kasaragod to Mangalore Airport, CPCRI Regional Station, Vittal, CPCRI Research Centre, Kidu, Karnataka and field visits & other official trips etc. on contract basis as and when required on need basis by this Institute as per the details given below:

The quotation should conform to the following terms and conditions

- 1) The rates quoted should be valid for the entire duration of the contract (one year) from the due date of receipt of quotation.
- 2) The contract will be for a period of one year
- 3) The rate should be given for different types of vehicles as indicated in the tender schedule. The AC and Non-AC rate should be indicated separately.
- 4) Rates should included all taxes/levies.
- 5) Rates should be quoted on per Kilometer basis and as per the duration of time per k.m. rate for extra K.M, extra hours, etc. as given in the schedule. Rate should include taxes, driver charges, etc.
Out station entry tax/other statutory charges/parking fees shall be arranged by the Service Providers only and may include the same in their Bill/Invoice for arranging payment.
- 6) **The Agency/ Firm shall have the right to levy liquidated damages at a percentage not exceeding 10% per each service in respect of trips so delayed and refused.**
- 7) The successful bidder receiving the contract should furnish a performance security for an amount of Rs.10,000/- within 7 days from the date of award of contract from this end. Performance security may be furnished in the form of Demand Draft, Fixed Deposit Receipt or Bank Guarantee from a commercial Bank in an acceptable form drawn in favour of ICAR Unit, CPCRI, Kasaragod. The performance security will be refunded after completion of the contract.
- 8) In case of accidents, the service providers should take full responsibility for Insurance claims etc. and this Institute or its Officers/Officials will not take any responsibility what so ever. The Agency/ Firm should bear all expenditure connected with maintenance necessitated to the vehicle during the period of contract. The Institute will not be held responsible for any loss/damage to vehicle, other properties, life or other unforeseen incident that may occur during the period of engagement of the vehicle. The Institute will also not be responsible for any loss of life, or any injury to the driver or to any third party caused at the time of performing bonafide trips of the institute during the period of contract.
- 9) The 15 digit service tax code numbers allotted to each operator by the Central Excise Department may be furnished.
- 10) The Vehicles indented by the Institute has to be arranged at a given point of time and place with sufficient fuel and without delay.

- 11) Vehicles which are indented/booked by the Institute should possess up-to-date Insurance Coverage & Permit to enter other States(Inter-state & All India permit) on required. The owner of the vehicle /contractor shall maintain all up-to-date records as per the Govt. of India/ Kerala Motor Vehicles Act pertaining to the vehicle such as vehicle tax, license of the driver etc. and shall be presented before the Institute's authority along with the quotation for verification as and when required. He shall also be liable to pay service tax due to the Govt. as the case may be.
- 12) The rates quoted by the Tenders are fixed during the period of contract and this Institute will not be responsible for any escalation in diesel; price/other lubricants/other statutory charges etc. and the services of the firm will be withdrawn from the contract, the performance security amount will be forfeited automatically. The service provider shall furnish 2 months notice to this Institute before withdrawing the contract during the period of annual rate contract.
- 13) In case vehicles are not provided at a given point of time and place, the contract will be terminated forthwith without any notice apart from initiating legal actions if any.
- 14) The Drivers allotted to the Vehicles shall wear neat & tidy Uniform and badge, etc. and should not perform the duty under the influence of alcohol.
- 15) The Drivers deputed should maintain proper discipline and should be in position to communicate in Regional language and Hindi/English.
- 16) The Tender(s) are requested to furnish the profile of their firm clients/Latest & up-dated Registration certificate with No./validity/Establishment etc. compulsorily.
- 17) The Tender documents are not Transferable under any circumstances.
- 18) The Director, CPCRI, Kasaragod reserves the right & reject any or all the tenders without assigning any reason thereof.
- 19) Only courts in Kerala shall have the jurisdiction over any dispute arisen out of the transaction.
- 20) The service provider shall be bound by the rates quoted by him and agreed upon herein and shall not ask for any enhancement of the rates quoted by him and agreed upon herein for the provision of vehicles during the period the agreement remains in force.
- 21) The emoluments of the driver and the cost of fuel etc. shall be borne by the contractor.
- 22) Payment will be made on monthly basis at the approved rate after due certification by the user/Officer-in -charge (vehicles) and trip sheet. No advance payment on any account will be made.
- 23) The contractor shall give an undertaking in writing to abide by the aforesaid terms and conditions within 7 days of receipt of award of contract.
- 24) The Institute reserves the right to terminate this contract after serving 15 days notice in writing to the contractor without assigning any reason thereof.
- 25) The period of one year (validity period) of the contract would be reckoned from the date of issue of this confirmation letter/work order and as decided by CPCRI.
- 26) Quotation received after the due date will not be entertained.
- 27) The quotation should be submitted in your letter head duly showing the PAN Number, Tax/Vat number and to be submitted in a sealed cover indicating our reference number and **subject "Quotation for HIRING VEHICLES ON RATE CONTRACT" to the Director, CPCRI, Kasaragod on 23.03.2016 before 3 PM.**

Yours faithfully



(K.M Jayarama Naik)
Administrative Officer
For Director

Copy to:

1. Notice Boards, CPCRI, Kasaragod.
2. CPCRI Web site.

Technical Bid

Sl No.	Type of vehicle	No. of Vehicles	Vehicle No. & Reg. No.	Valid Licence No.	Whether the vehicle has insurance coverage (Yes/No)	

Name and Address of the Bidder

(Signature of the bidder)

Mob:

PAN Number

TAX/VAT Number

Financial Bid

RATES FOR HIRING VEHICLES

Particulars	Innova		Tavera/ Sumo/ Xylo		Indigo/ Swift D,zire		Indica/Ambassador	
	AC	Non AC	AC	Non AC	AC	Non AC	AC	Non AC
Upto 4 hours (max. 40 km.)								
Upto 6 hours (max. 60 km.)								
Upto 8 hours (max. 80 km.)								
Night Halt Charges in Kerala								
Night halt charges Rate Outside Kerala								
Parking Fees at Airport/ Railway station								
Additional rate per KM								

Name and Address of bidder

(Signature of the bidder)

Mob: