

No.F.12(1)-SA (Killa) / Hir. Veh/2021-22/ 1239-56  
Government of Tripura  
Department of Agriculture & Farmers Welfare  
Office of the Supdt. of Agriculture  
Killa Agri. Sub-Division  
Killa, Gomati District

Dated, Killa, the 8<sup>th</sup> July, 2021

**NOTICE INVITING TENDER FOR HIRING OF VEHICLE ON RENTAL BASIS**

Sealed Tender is invited, on behalf of the Governor of Tripura, from interested lawful owners of light vehicle **Maruti Omni/ECCO** having **Commercial Licence** with valid registration and permit issued by the Transport Authority of Tripura for Hiring of Vehicle on rental basis for a period of 1 (one) year w.e.f. 01-08-2021 to 31-07-2022 for performing official duties by the Supdt. of Agriculture, Killa Agri. Sub-Division, Killa, Udaipur, within the State. Tender will be received on **27<sup>th</sup> July, 2021** from **11.00 am to 3.00 pm** and will be opened on the same date in the O/o the undersigned at **4.00 pm**, if possible.

Details information may be collected from the office of the undersigned in any working days between 11 am to 4.00 pm and prescribed Format for submitting Tender will be available up to 48 hours before the schedule time of dropping or may visit [www.agri.tripura.gov.in](http://www.agri.tripura.gov.in)

**A) FORMAT:-**

The rate for hiring of vehicle should be quoted in the following format both in **figures and in words**, duly signed by the Tenderers. No over writing or erasing will be allowed / accepted.

**FORMAT**

Particulars of Vehicle with Regd. No.	Year of manufacturing & date of purchase of the Vehicle	Name & address of the owner of the Vehicle	Rate Quoted (in Rupees.) (both in figures and words)			Particulars of Earnest money deposited
			Detention charge per day	Charge per Km run	Over time beyond 8 hrs. of	
1	2	3	4	5	6	7

**B) TERMS & CONDITIONS :-**

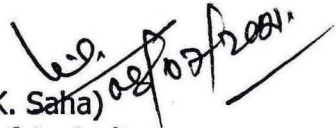
1. Tender will be received on **27<sup>th</sup> July, 2021** from **11.00 am to 3.00 pm** and will be opened on the same date in the O/o the undersigned at **4.00 pm**, if possible.
2. The rates should be quoted both in figures and words clearly for detention charge per day and for per Km run, over time charge as asked in the above mentioned format.

3. The quoted rate should not exceed the Finance Department's new upper ceiling rate of hiring of vehicle Vide Notification No.F.9 (5)-FIN (EXPENDITURE-I)/2019 dtd. 30-11-2019 [Rule 9 (3) of DFPRT-2019].
4. The Tender should be submitted in sealed cover duly superscripted as **"TENDER FOR HIRING OF VEHICLE"** to the Supdt. of Agriculture, Killa Agri. Sub-Division, Killa, Gomati District.
5. The vehicle should have valid commercial license/ permit/ registration along with all required valid documents i.e road tax clearance, insurance papers, pollution certificate etc. as per Motor Vehicle Act. And self attested copies of these documents are to be attached along with the sealed tender.
6. The vehicle should be in good running condition and befitting for attending smooth & proper journey.
7. Hiring of vehicle shall be valid for a period of 1 (one) year w.e.f 01-08-2021 to 31-07-2022 on satisfactory service.
8. Hiring of vehicle may be discontinued at any time with a short notice without assigning any sort of reason.
9. Vehicle owner will be responsible for making provision of POL etc. time to time and necessary repairing/maintenance, as and when required.
10. Vehicle owner shall have to provide minimum accessories, dusters and liveries for the driver(s).
11. Vehicle should be placed within 5 (five) days from the date of issue of final order.
12. Original copies of all the relevant documents have to be produced after getting the final order, failing which, the final order may be called off and the next lowest Tenderers may be called on, if found formal.
13. In case of repair, a similar vehicle shall have to be provided by the owner as replacement during the days of repairing.
14. No charges will be paid for any holiday/Sunday or off-day, if the vehicle is not used.
15. If the vehicle is required for any holiday/Sunday, the owner/driver concerned will be informed well in advance.
16. The owner/driver shall have to place the vehicle on demand during holiday/Sunday, if required.
17. Tender should be supported by the relevant valid documents of the vehicle. Tenderers shall have to deposit an earnest money to an amount of **Rs. 5000/-** (Rupees five thousand) only in the shape of D-Call or Demand Draft drawn in favour of Supdt. of Agriculture, Killa Agri. Sub-Division, Killa, Gomati District from any Nationalized Bank/ Tripura Gramin Bank/Tripura State Co-operative Bank and shall be submitted along with the sealed Tender. The earnest money of unsuccessful tenderer would be refunded after rate approval. The successful tenderer shall have to deposit security money to the tune of 10% of total tendered value in the shape of D-Call or Demand Draft drawn in favour of Supdt. of Agriculture, Killa Agri. Sub-Division, Killa, Gomati District from any Nationalized Bank/ Tripura Gramin Bank/Tripura State Co-operative Bank after acceptance of rate by the competent authority. The earnest money of successful tenderer may



be converted to security money as a part on receiving request from the successful tenderer. Earnest money and security money of the successful tenderer will be forfeited to the Govt. Account, if the owner fails to provide the vehicle within the stipulated period. However, earnest money and security money of the successful tenderer will be refunded after the validity period of hiring rate of vehicle is over.

18. No Tender will be entertained without earnest money.
19. Tenderers or their representatives may remain present at the time of opening of Tender as per schedule.
20. A driver having valid driving license should be placed with the vehicle and all expenditure of the driver should be borne by the owner himself. Photo copy of valid driving license & Aadhar Card of the driver should be furnished to the undersigned before reporting for the duty & also in subsequent cases, if the driver is changed / replaced.
21. If the condition of the vehicle & service of the driver are not found satisfactory, the vehicle will be discontinued accordingly.
22. The rate quoted shall remain valid within the approved period. No claim for enhancement of rate on any ground during the period shall be entertained.
23. Log book in the prescribed format is to be maintained by the owner & day to day journeys etc. are to be entered in the log book with the signature of controlling officer/ other officers/ staff using the vehicle.
24. Bill in triplicate in favour of the Supdt. of Agriculture, Killa Agri. Sub-Division, Killa, Gomati District along with the log book is to be submitted to the undersigned for releasing payment on monthly basis. Payment will be made as per availability of fund subject to release by the Govt. Details of Aadhar- & Bank Account no. of the owner should be submitted for payment through e-Kuber.
25. Taxes etc. as admissible will be deducted from the bill at source. TDS certificate will be issued on submission of requisition.
26. The expenditure towards hiring charge of vehicle shall be limited approximately to Rs.3.00 lakh (Rupees three lakh) only per annum (during the approved period).
27. The undersigned reserves the right to accept or reject any tender including the lowest one and also to cancel the whole tender process, if required without assigning any sort of reason.
28. In the event of any dispute arising in respect of the clauses of the tender, the matter will be referred to the Director of Agriculture, Department of Agriculture & Farmers Welfare, Government of Tripura whose decision shall be final and binding on both the parties.


  
(K. Saha)  
Supdt. of Agriculture  
Killa Agri. Sub-Division  
Killa, Gomati District

Copy to:-

1. The Director of Agriculture, Government of Tripura, Krishi Bhawan, Agartala for favour of kind information.
2. The Director, I.C.A. Department, Govt. of Tripura, Agartala for favour of kind information.
3. The Director of Horticulture & Soil Conservation, Govt. of Tripura, Agartala for favour of kind information.
4. The Chief Engineer (Agriculture), Govt. of Tripura, Agartala for favour of kind information.

Copy also forwarded with a request to kindly arrange to display the NOTICE INVITING TENDER FOR HIRING OF VEHICLE under Supdt. of Agriculture, Killa Agri. Sub-Division in their Notice Board for wide circulation to :-

1. The Dy. Director of Agriculture, Gomati District, Udaipur for favour of kind information.
2. The Dy. Director of Horticulture, Gomati District, Udaipur for favour of kind information
3. The Executive Engineer (Agri.), Gomati District, Udaipur for favour of kind information.
4. The Supdt. of Agriculture Matabari / Amarpur / Kakrabon/ Karbook/ Ompi Agri. Sub-Division.
5. The Supdt. of Horti. & Soil Cons, Udaipur Horti. Sub-Division, Udaipur.
6. The Supdt. of Fisheries, Udaipur Sub-Division, Udaipur.
7. The Block Development Officer, Killa R. D. Block, Killa.
8. The CDPO, Killa.
- ✓ 9. The Nodal Officer (IT), Department of Agriculture & Farmers Welfare, Krishi Bhawan, Agartala with a request to kindly arrange to upload the NIT in the website [www.agri.tripura.gov.in](http://www.agri.tripura.gov.in) within 3 (Three) days. 1(One) soft copy is also enclosed herewith for necessary action, please.
10. Notice Board, O/o. the Supdt. of Agriculture, Killa Agri. Sub-Division, Gomati District.

  
(K. Saha)  
Supdt. of Agriculture  
Killa Agri. Sub-Division  
Killa, Gomati District