

**Government of Tripura**  
**Department of Agriculture & Farmers Welfare**  
**Office of the Dy. Director of Agriculture,**  
**Sepahijala District, Bishramganj.**

NO.F-4(3)/DDA/SPJ/Vehicle/2022-23/ 6656-75

Dated, Bishramganj, the 15<sup>th</sup> Jan, 2025.

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

Sealed Tender is invited on behalf of the Governor of Tripura, from the bonafied registered private vehicle owners for hiring of 1(One) vehicle(**Maruti ECCO-Petrol**) on rental basis for a period of 1(one) year during the year 2024-25 within the District/State of Tripura on the following term & conditions. The vehicle should have **commercial registration with the Licensing Authority of Transport Department, Government of Tripura and road permit as per Government rules. Tender will be received on 1<sup>st</sup> Feb, 2025 up to 3.00 PM** in the office of the Deputy Director of Agriculture, Sepahijala District, and Bishramganj and will be opened on the same day at **4.00 PM**, if possible.

Tender should be submitted in plain paper and rate should be quoted in prescribed format given below:-

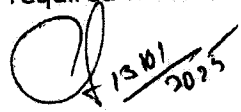
<b>FORMAT</b>						
Particulars of vehicle with Regd. No	Year of manufacturing & date of purchase of the vehicle	Name & address of the owner	Rate			Particulars of earnest money.
			Detention charges of vehicle	Charge per km run	Over time beyond 8 hrs. Duty if any	
1	2	3	4	5	6	7

**Terms & conditions:-**

1. Tender will be received on **1st Feb, 2025 up to 3.00 PM** in the office of the Deputy Director of Agriculture, Sepahijala District, and Bishramganj and will be opened on the day same at **4.00 PM**, if possible.
2. The rates should be quoted both in figures and words clearly for detention charge per day, for per Km run and also for overtime as asked in the given format.
3. The quoted rate should not be exceeded the Finance Deptt; upper ceiling limit of hiring as under:-
  - a) Detention charge Rs700/- per day
  - b) Charge Rs-7/- per KM run.
  - c) Duties beyond 8 hours overtime @ Rs10/- per hour subject to maximum of Rs-40/- per day.
4. The tender should be submitted in sealed cover duly superscripted as **TENDER FOR HIRING PRIVATE VEHICLE** to the Office of the Deputy Director of Agriculture, Sepahijala District, Bishramganj.
5. The vehicle owner should have valid commercial license of the vehicle along with all required valid documents of the vehicle (Road tax clearance, insurance paper, pollution control certificate ) as per Motor Vehicle Act. and self attested copies of these certificates are to be submitted along with the Tender Besides, self attested copies of Aadhar card, Voter ID card of the vehicle owner are also to be attached along with the sealed tender.
6. Original copies of all the relevant documents shall have to be produced by the successful tenderer after getting the rate acceptance letter, failing which, final order for placement of vehicle will not be issued.
7. The vehicle should be in good running condition and befitting for attending smooth & proper journey.

*Keep in file*

8. Hiring of vehicles may be discontinued at any time with a short notice and / or without showing any reason as required by the authority.
9. Vehicle owner will be responsible for making provision of POL etc. and necessary repairing/maintenance as and when required.
10. Vehicle owner shall have to provide minimum accessories like towels & dusters and liveries for the drivers.
11. Vehicle should be placed within **5(five)** days from the date of issue of final order.
12. In case of repair, a similar vehicle shall have to be provided by the owner as replacement during the repairing days.
13. No charges will be paid for any holiday/Sunday or off-day, if the vehicle is not used.
14. If the vehicle is required for any holiday/Sunday, the vehicle owner/ driver concerned will be informed well in advance.
15. The vehicle owner/driver shall have to place the vehicle on demand during holiday/Sunday also.
16. Tender should be supported by the relevant valid documents of the vehicle.
17. Tenderer shall have to deposit an earnest money to an amount of **Rs.5000/- (Rupees Five thousand) only** along with the Tender in the shape of "D-Call" drawn from any Nationalized Bank/TGB/TSCB Ltd. Etc. in favour of the Dy. Director of Agriculture, Sepahijala District, Bishramganj.
18. No Tender will be entertained without earnest money.
19. Tenderer or their representative may remain present at the time of opening of tenders.
20. Earnest money of the unsuccessful tenderers will be refunded, if the rate offered by the tenderer is not approved & accepted by the competent authority.
21. Earnest money of the successful tenderer will be forfeited to the Govt. Account if the vehicle owner fails to provide the vehicle within the stipulated period.
22. 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 driver is changed/ replaced.
23. The rate quoted shall remain valid within the approved period. No claim for enhancement of rate on any ground during period shall be entertained.
24. Log book in prescribed format is to be maintained by the owner with the signature of the controlling / visiting officer for day to day journeys etc. and bills will be submitted on monthly basis to this office for releasing payment on regular basis.
25. Taxes as admissible will be deducted from the bills. TDS certificate will be issued on submission of requisition.
26. The approved hiring rate will be valid for one year after getting the lowest rate of approval by authority and also for extended period, if so required.
27. 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).
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.
29. The undersigned reserves the right to accept or reject any Tender including any lowest one and also to cancel the whole tender process, if required without assigning any sort of reason.

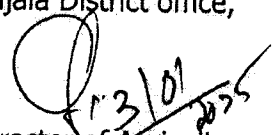
  
 Deputy Director of Agriculture  
 Sepahijala District, Bishramganj.

Copy to:-

1. The Director of Agriculture, Govt. of Tripura, Krishi Bhawan, Agartala for favour of kind information.
2. The District Magistrate and Collector, Sepahijala District, Bishramganj for favour of kind information.
3. The Director of Horticulture and Soil Conservation, Govt. of Tripura, Agartala for favour of kind information.
4. The Chief Engineer (Agri), Krishi Bhawan, Agartala for favour of kind information.
5. The Director, ICAT, Govt. of Tripura, Agartala for favour of kind information.
6. The Joint Director of Agriculture, SARS, Arundhutinagar, Agartala for favour of kind information.

Copy also for favour of information with a request for vide circulation to:-

1. The Deputy Director of Horticulture, Sepahijala District, Bishalgarh.
2. The Executive Engineer, (Agri/Civil), West Tripura District, Agartala.
3. The Project Manager (P.M), IWMP, Sepahijala District, Bishramganj.
4. The Executive Engineer (Mech), Department of Agriculture and F.W Datta Tilla, Arundhuti nagar, Agartala.
5. The Supdt of Agriculture, Bishalgarh/Jampuijala/Mohanbhog/Nalchar/Boxanagar/Kathalia Agri.Sub-Division.
6. The Supdt of Horticulture, Bishalgarh/ Sonamura Horti. Sub-Division.
7. The Nodal Officer (IT), Department of Agriculture and F.W, Krishi Bhawan, Agartala with a request to kindly arrange to upload the Notice Inviting Tender in the website [www.agri.tripura.gov.in](http://www.agri.tripura.gov.in) with 3(Three) days. 1(One) soft copy is enclosed herewith for necessary action, please.
8. Notice Board of this Deputy Director of Agriculture, Sepahijala District office, Bishramganj.

  
Deputy Director of Agriculture  
Sepahijala District, Bishramganj