भा. कृ अनु. प. राष्ट्रीय मिथुन अनुसंधान केन्द्र
ICAR-NATIONAL RESEARCH CENTRE ON MITHUN
(भारतीय कृषि अनुसंधान परिषद)
(Indian Council of Agricultural Research)
झरनापानी, मेड्जीफेमा, दीमापुर–797106, नागालैंड (भारत)
Jharnapani, Medziphema, Dimapur-797106, Nagaland (India)

NRCM(V)19/2013(Part file) Date: 04.02.2016

Engagement of Two Light Vehicle on Annual Rate Contract Basis

The Director, ICAR-National Research Centre on Mithun, Jharnapani, Nagaland invites sealed quotation for two hiring vehicles, preferably Bolero/Scorpio/Quanto/Xylo or any similar types of vehicles, **one vehicle on need basis and one on monthly basis** for a period of 12 months from the date of the engagement. Interested agencies may download the Format, Terms & Conditions and other relevant documents from the official website www.nrcmithun.res.in .

The last date of receipt of tender is **02.03.2016** upto **3.00 PM.**

ADMINISTRATIVE OFFICER
FOR DIRECTOR

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FORMAT

1. Registration No. of Vehicle:
2. Type of Vehicle (AC / Non-AC):
3. Year of Manufacture & Model:
4. Validity period of Registration:
5. Name & complete address of the owner of vehicle:
6. Fitness Certificate Validity:
7. Permit Validity:
8. Insurance Validity of the Vehicle:
9. Name / Address of the Driver:
10. D.L. No. & Validity of the D.L. of the Driver:
11. Proposed hiring charges of the vehicle.

a. Proposed hiring charges of the vehicle on need basis

Monthly KM Hire Slab	Rates excluding fuel cost	Rates including fuel cost	Rate per Km run in excess of prescribed km, per month slab of 2000		Rate of fuel consumption /mileage per litre
			Excluding fuel cost	Including fuel cost	
2000					

b. Proposed hiring charges of the vehicle on need basis.

Per day charges with minimum KM run. Over & above Per Km rate (inclusive of POL, repair, maintenance etc)	Detention Charges	Night halt charges

13. Mobile _____ Telephone _____

14. Detail information for payment
    a. Bank Account Number
    b. Bank name & Branch
    c. IFSC Code

"Certified that the information submitted above is true to the best of my knowledge and belief."

Seal & Signature of the Quotationer / Tenderer

Terms & Conditions

1) The Vehicle should in tiptop running conditions without any complaints.
2) The Vehicle must possess all relevant documents like Registration card, valid Insurance papers, permits and other related papers as issued by the RTO/DTO.
3) The Kilometer/Mileage shall be counted from this Institute or any other pick-up drop of location specified by the office only and for this purpose, the driver deputed shall get the meter reading verified from the officer-in-charge or any other person deputed by him for this purpose. Similarly, at the time of departure meter reading may be got verified by the officer using the vehicle. The dead mileage from garage will not be counted for daily mileage. A log book for the purpose should be maintained by the deputed Driver of the Vehicle.
4) The Toll tax/parking charges shall be paid extra on production of receipts.
5) The period of contract shall be initially valid for a period of 12 months from the date of issue of letter of awarding the contract. The contract may be terminated at any time without assigning any reason, if the work of the firm is not found satisfactory. The decision of the office shall be final and binding on the firm.
6) This Institute shall not be responsible for any challan, loss, damage or any accident of the Vehicle or to any other vehicles or for the injury to the driver or to any other third party. The loss or damage or legal expenses on this account shall be born by the agency.
7) The Vehicle must be registered in Nagaland for Commercial use.
8) This Institute will not be responsible for any kind of lodging arrangements for the driver engaged by the agency. The engaged driver should have valid driving license, mobile phone connectivity and should be of good character to deal/discharge the assigned duty promptly.
9) The run slab of the Vehicle under ARC will be 2000 KM per month.
10) Availability of vehicle should be round the clock.
11) Maintenance/repair of vehicle will rest with the agency.
12) The agency should abide by the rules laid down by any authority relevant to the deployment of Vehicles.
13) The vehicle will have to be kept at the disposal of I/C Vehicle of the Institute.
14) The duty point shall be ICAR-NRC on Mithun, Jharnapani or any other place intimated by this office.
15) If the agency failed to provide required vehicle after receiving the message for the same, the vehicle so required will be arranged at the cost of the agency.
16) 2% Security Money of the total contract value must be deposited in favour of Director, ICAR-NRC on Mithun by the successful bidder. The same is refundable after satisfactory completion of the contract period.
17) An amount of Rs. 3000/- towards earnest money in the form of DD drawn in favour of Director, ICAR-NRC on Mithun may be attached alongwith the bid. No interest on earnest money shall be paid to the tenderer.
18) The firms details like address, telephone number, PAN/TIN number, Certificate of registration etc (as required)of the agency should be attached with the quotation.
19) In case of any breakdown of the vehicle on duty, the agency shall make arrangement for providing another vehicle, immediately.
20) The agency shall provide name and address of the drivers and police verification report along with driving license number of the driver and copies thereof while submitting acceptance of offer.

21) Separate monthly charges for providing vehicle with required POL and without POL should be quoted. Apart from this, rates for per Kilometer and on need basis may also be quoted.
22) Bill in triplicate duly pre-receipted along with the Xerox copies of the logbook may be raised on every last day of the month after completing all codal formalities for payment. Payment will be made within 15 days from the date of submission of the claim.
23) While quoting rates, terms of contract etc. it should be kept in mind that being a Govt. organ n ization preference will be given to the rates and terms applicable for the Govt. Deptt.
24) The last date and time of submission of tender is **02.03.2016 upto 3.00 PM**.
25) The quotation must be on the prescribed format along with the relevant document, terms and conditions duly attested in a sealed cover as mentioned above addressed to The Director, ICAR-NRC on Mithun, Jharnapani, P.O Medziphema, Dist. Dimapur, Nagaland in a sealed envelop superscribed on the top of the envelop "Quotation for hiring of light vehicle due on **02.03.2016 upto 3.00 PM**" and may be sent through Speed Post only. Tender may also be submitted manually by dropping the tender document in the tender box placed at NRC on Mithun office.
26) The tender will be opened in the presence of authorized representative of the agency on **02.03.2016 at 3.30 PM.**
27) Late, delayed, unsigned tenders will be rejected simultaneously and no correspondence in this regard shall be made.
28) Duly attested documents of the Vehicle must be submitted alongwith the Quotation.
29) Director of the Institute reserves all rights to accept/reject all the tenders without assigning any reasons thereof.

ADMINISTRATIVE OFFICER
FOR DIRECTOR