



उत्तर पूर्व क्षेत्रीय शिक्षा संस्थान
NORTH EAST REGIONAL INSTITUTE OF EDUCATION

(राष्ट्रीय शैक्षिक अनुसंधान एवं प्रशिक्षण परिषद)
(NATIONAL COUNCIL OF EDUCATIONAL RESEARCH & TRAINING)

(मानव संसाधन विकास मंत्रालय, भारत सरकार के अधीन एक स्वायत्त संगठन)
(An Autonomous Organization under Ministry of HRD, Government of India)

उमियाम, शिलांग – 793103, मेघालय
Umiam – 793103, Shillong, Meghalaya

फोन /Ph. No. : 0364-2570009/17/24/52

ई मेल /Email : nerie.ncert@gmail.com

फैक्स /Fax No. : 0364-2570062/24

वेब साईट /Website : <http://nerie.nic.in>

No.F.2-5/2007-NERIE/ACCTS/VEH/९२९

Date: 4th June, 2014

Sub:- Quotation Invitation Notice for Commercial Vehicle (LMV) in NERIE, Umiam

Sealed quotations are invited for hiring of one commercial vehicle (LMV) in the NERIE, Umiam. Rates for providing vehicle may be furnished as per enclosed format at Annexure-A.

The quotation format in Annexure-A duly filled should reach the Principal, NERIE, Umiam, Ri-Bhoi District, Meghalaya, Pin-793103 latest by 11.06.2014 upto 05:00 P.M. The department reserves all the rights to accept or reject any quotation without assigning any reason whatsoever. The terms and conditions for the contract are enclosed at Annexure – B.


PRINCIPAL

Encls:-

1. Quotation (Annexure – A)
2. Terms and Conditions (Annexure – B)

QUOTATION

1. Name & Address of the bidder/firm:

2. Type of Car (Maruti/ Wagon R, Alto etc.):

3. Year of Manufacture of Vehicle:

4. Telephone No:

5. Rates (in Rs.):

Sl. No	Hours/Kilometers	Rates (Rs.)
1	9 hours/80 km. (per day)	
2	Extra Charges (per hour)	
3	Extra Charges (per Km)	

I have carefully read the terms and conditions as enclosed in Annexure-B of this quotation and hereby agree to abide by the same.

(Signature of Bidder)

Date: _____

Place: _____

Terms and Conditions:

1. Separate quotations should be submitted for each commercial tourist vehicle for local purpose.
2. The vehicles shall be LMV (Four-wheeler), preferably Maruti/Alto/Wagon R/Santro/Alto 800/ Swift Desire/Indigo.
3. The vehicle may be hired on daily basis for 9 hours/80 Km (usually from 09:00 AM to 06:00 PM) or as decided by the Institute authorities.
4. The vehicle should be bearing Commercial Registration Number and must have local permit . It should not be later than 2010 model.
5. The driver should possess a valid driving licence issued by the Transport Department, Govt. of Meghalaya.
6. Insurance, registration and necessary papers of the vehicle should have been properly updated.
7. The vehicle will not be allowed to be changed during the month, except in unavoidable circumstances for which necessary alternative arrangement will have to be made.
8. The driver must be well aware of the Shillong's roads/routes.
9. The vehicle should have time to time valid certificates under Pollution Control.
10. The rate for extra hour duty and extra kilometers should also be quoted in the quotation.
11. The vehicle should be using permitted fuel (diesel/petrol/CNG) and not domestic gas cylinder.
12. A daily record indicating time and mileage for the vehicle shall be maintained in a log book which will be checked and verified by the Institute authorities from time to time.
13. Kilometer for the vehicle shall commence from NERIE, Umiam or as decided by the Institute authorities.
14. The hiring charges shall be on the basis of zero based mileage i.e., mileage from the point of pick-up to the point of drop.
15. The vehicle should be kept neat and clean and in perfect running condition with clean interiors and good upholstery.
16. NERIE will be liable to pay hiring charges only. Other liabilities like salary of driver, maintenance of vehicle, insurance, petrol/diesel, oil, parking expenses and any other incidental expenses etc. shall be borne by the firm/owner.
17. In case of any accident, all the claims arising out of the accident shall be met by the firm/owner.
18. The firm/owner/driver shall be bound to carry out the instructions of the officer to whom the vehicle is attached.
19. The successful bidder will have to furnish Earnest Money Deposit of Rs. 2,000/- (Rupees Two Thousand only) in the form of Demand Draft payable at SBI, Umiam in favour of the Principal, NERIE, Umiam. The Demand Draft of the unsuccessful bidders will be returned and the Demand Draft of the successful bidder shall be retained by the Institute. The Earnest Money Deposit of the successful bidder so retained will be converted to Performance Security and the same will be returned to the bidder after the agreement period is over. The amount so retained with the Institute will not carry any interest.
20. The successful bidder shall enter into a hire agreement with the Institute. The said vehicle hire agreement can be terminated by either party after giving a prior notice of not less than one month. The successful bidder has to submit photostat copies of all relevant documents.
21. Alternate arrangement should be made in case the vehicle is out of order. The alternate vehicle should be in a good condition and to the satisfaction of the NERIE authorities.

22. If the services are not found satisfactory, the contract will be cancelled at any time.
23. Satisfactory performance will be obtained from concerned In-charge prior making payment.
24. During the period of agreement, any matter which has not been specifically covered by these terms and conditions shall be decided by the Institute and the decision taken thereof shall be final and conclusive.
25. No additional terms and conditions from the tenderer shall be entertained.
26. In case of any dispute of any kind and in any respect whatsoever, the decision of the Institute shall be final and binding.
27. The payment will be made on weekly basis through cheque on submission of bill/receipt.
28. The Institute reserves the right to reject all or any of the offers or accept more than one offer.
29. An amount of Rs. 200/- per day will be levied if the firm/owner/bidder fails to meet the above terms and conditions, on any day. However, relaxation may be granted in special cases at the discretion of the Institute authority.
30. Quotations shall be open on 12.06.2014 at 11:00 A.M at NERIE, Umiam. Interested bidders can be present during opening of the quotations.
31. The quotation format in Annexure – A duly filled with signature should reach the Principal, NERIE, Umiam, Ri-Bhoi District, Meghalaya, Pin-793103 latest by 11.06.2014 upto 05:00 PM.

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