



Tel. 0832-2285381, 2284678 & 79 FAX – 0832 2285649

F. No. 3(2)/Vehicle-hiring/2016-17Stores

Dated: 23.03.2017

To,

Sub: Hiring of Vehicles Indica/ WagonR/ Echo/ Qualis/ Innova/ Tavera both AC and Non AC Car, Tempo traveller, mini truck and Luggage Auto for one year - reg.

Sir,

Sealed Quotation for Hiring of Vehicles Ambassador/ Indica/ Echo etc. And Qualis/ Innova Tempo traveller etc. both AC and Non AC and Mini Truck for one year on the term and conditions in the following paragraphs extendable by another year subject to satisfactory performance and mutual agreement. You are requested to send your quotation with rates in the enclosed proforma super-scribing **“QUOTATION FOR HIRING OF VEHICLES”** on the front side of the sealed envelope **should reach the undersigned on or before 10/04/2017 by 3.00 p.m.**

For Non-Compliance of the terms, the quotations are liable to be ignored. The interested firms are requested to submit their rate in the enclosed proforma.

The Following terms and conditions to be adhered while submitting the quotation:

1. Mileage and time will be counted from ICAR ó CCARI, Ela Old Goa.
2. Toll Tax, Parking Charges etc. will be paid in the respective month subject to the production of the original documents in proof of such payment.
3. Payment will be made on monthly basis through e-payment on receiving bill along with duty slip duly certified by the concerned officer who has use the vehicle.
4. Vehicle should have commercial taxi permit.
5. Vehicle should be provided at short notice. Cleanliness of vehicle and its condition should be excellent. The vehicles so requisitioned should be in time.
6. Penalty etc imposed by traffic police/ department will not be paid by this office.
7. No Road Tax will be paid during vehicle hired for outstation.
8. If the agency fails to provide vehicle(s) so requisitioned in time after receiving the message, the contract is likely to be cancelled, without assigning any reason.
9. Copy of PAN/ TIN No. of the agency should be attached with quotation.
10. Incomplete bids are liable to be ignored.
11. Tax and other levies to be charged should be specifically indicated.
12. Details of beneficiary's name, name of the bank and branch, address, bank account no, IFSC (Indian Financial System Code), MICR Code, etc of the bank branch must be prominently written in the bill.
13. Drivers should have valid driving licence/batch to drive the vehicles. The driver should be in neat Uniform.
14. Rate once finalised will be fixed for a period of at least one year. Upward change in rate will not be considered due to any hike in petrol/diesel or taxes.

Asst. Administrative Officer

Copy to:

1. Finance & Accounts Officer, ICAR Research complex for Goa.
2. Institute, Website, (ARIS Cell)
3. Guard file (Store)

PROFORMA FOR QUOTATION FOR HIRING OF VEHICLES
(06:00 am to 09:00 pm)

Particulars	Innova / Equivalent		Wagon R/ equivalent		Mini Bus (15 seater)		Regular Bus (35 seater)		Mini Truck	Luggage auto
	AC	NON-AC	AC	NON-AC	AC	NON-AC	AC	NON-AC		
Vasco Airport pick up										
Vasco Airport drop										
Madgaon Railway station pickup										
Madgoan Railway station drop										
Vasco railway station pickup										
Vasco Railway Station drop										
Tivim railway station pickup										
Tivim railway station drop										

- **Night charges from 09:00 pm to 06:00 am may be mentioned separately.**

Asst. Administrative Officer

LOCAL TRIP/ TOUR {rates to be quoted per Km basis}

		Innova / Equivalent		Wagon R/ equivalent		Mini Bus (15 seater)		Regular Bus (35 seater)	
		AC	NON-AC	AC	NON-AC	AC	NON-AC	AC	NON-AC
06:00 AM TO 09:00 PM	04 hours/ 40 Kms								
	Extra per Kms charges								
	08 hours/ 80 Kms								
	Extra per Kms charges								

Charges to be mentioned separately:

1. Night Halt Charges

OUTSIDE GOA TRIP/ TOUR {rates to be quoted per Km basis}

Particulars	Innova / Equivalent		Wagon R/ equivalent		Mini Bus (15 seater)		Regular Bus (35 seater)		Mini Truck	Luggage auto
	AC	NON-AC	AC	NON-AC	AC	NON-AC	AC	NON-AC		
RATE for 150 Km										
Per Km charges beyond 150 km trip										

Charges to be mentioned separately:

1. Night Halt Charges

Asst. Administrative Office

