



भा.कृ.अनु.प.—राष्ट्रीय शूकर अनुसंधान केंद्र
ICAR-NATIONAL RESEARCH CENTRE ON PIG
राणी, गुवाहाटी-781 131, असम
RANI, GUWAHATI- 781131, ASSAM



File No. 616/NRC(P)/2016-17/RATE CONTRACT

Date: 05.01.17

Sub:- Annual Rate Contract for hiring of vehicles 2016-17..reg

Sir,

Competent Authority, ICAR-NRC on Pig, Rani, Guwahati is pleased to invite quotations for Annual Rate Contract for hiring of vehicles from Reputed / registered Travel Agencies having sufficient number of vehicles and having sufficient experience in the field.

The tender document including terms and conditions is enclosed herewith which may be filled in and submitted to the undersigned on or before 28.01.17 at 11:00 AM. Any query/doubt may be clarified from the undersigned.

Encl: As above

Yours faithfully,

-sd/-

Administrative Officer



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File No. 616/NRC(P)/2016-17/ Rate Contract

Date : 05.01.17

TENDER NOTICE

The Director, ICAR- NRC on Pig, Rani, Guwahati invites Rate Contract for hiring of vehicle on monthly basis on day to day basis.

Last date of submission of the Rate Contract Proposal / Tender is 28.01.17, 11:00AM.

Date of Opening of Rate Contract Proposal / Tender is 28.01.17, 11.30 AM at ICAR- NRC on Pig, Rani, Guwahati

Details are available in our Institute website : www.nrcp.in.

-sd/-

Administrative Officer

TENDER DOCUMENT

“Annual Rate Contract for hiring of Vehicles”

ICAR- National Research Centre on Pig
Indian Council of Agricultural Research
Rani, Guwahati, Assam-781131

DETAILS OF THE AGENCY

1. Name & Address of the Transport Agency :
2. Trade License No. :
(Attach photocopy of document) :
3. Service Tax Registration No. :
(Attach Photocopy of document
4. Name and address of the owner of the :
Transport Agency
5. Contacting Phone/Mobile No. :
6. TAN/PAN number
(Attach photocopy of document)
7. Bank details of firm/Agency for making payment
 - a) Name of the Bank & Branch:
 - b) Account Number:
 - c) IFSC code :
 - d) Date of issue:
8. Details of Tender fee
 - a) Amount:
 - b) Demand Draft No:
 - c) Issuing bank:
 - d) Date of issue :
9. Details of EMD
 - a) Amount:
 - b) Demand Draft No:
 - c) Issuing bank:
 - d) Date of issue:
10. If providing vehicle to other Govt. department
(Enclose copy of the order/Rate Contract with
Govt. Departments during last 5 years)

Certified that the terms and conditions are acceptable to me and I will abide by the rates offered for the period of contract.

Signature of owner with seal

Place :

Date :

Terms & Conditions :

1. The Tenderers should be authorized Transport Agency with trade licence. Copy of trade licence must be attached alongwith tender form failing which tender will be rejected.
2. The envelopes containing the bid should be superscribed as "Rate Contract for hiring of vehicles -2016-17" and should be addressed to" The Director, ICAR- NRC on Pig, Rani, Guwahati"
3. An EMD of Rs.2000.00 (Rupees Two thousand) only (refundable) in form of demand draft drawn in favour of "Director, NRC on Pig" payable at SBI, Khanapara, Guwahati must be enclosed alongwith the quotation. The quotation without EMD will be rejected.
4. The rate-contract will be valid for one year from the date of issue of work order, and no hike in the rate will be entertained, during the contract period.
5. Mileage and time will be recorded from the point of reporting as per the instructions of the Vehicle i/c or Indenting Officer from time to time.
6. Vehicles provided on hire to the Institute should be Commercial Vehicles and registered as such with the Transport Authority. Driver of such vehicle should have a valid Driving licence.
7. Parking charges etc. will be paid by the Institute on submission of receipt alongwith duty slips certified by the Office who has used the vehicle.
8. Payment will be made on monthly basis by crossed cheque or through e-payment as per rule on getting original bills alongwith duty slips certified by the Officer of this office who has used the vehicle.
9. Vehicle should be provided at short notice. Cleanliness of vehicles and its condition should be excellent. The vehicles on requisition should be in time. The Driver should be polite and well mannered.
10. The successful bidder will have to deposit Security Money of Rs.5000.00 (Five thousand)only in the form of Demand Draft of any nationalized bank in favour of Director, NRC on Pig, which will be refundable without interest after satisfactory completion of the contract period.
11. Penalty etc. imposed by traffic police/department, will not be paid by the Institute.
12. The applicable taxes will be deducted from your bills as per Govt. of India Guidelines.
13. If the Agency fails to provide the vehicles (s) on requested in time after receiving the message, the Institute reserves the rights to cancel the above mentioned contract at any time without assigning any reason.
14. Incomplete quotation, quotation received late/those not in compliance with the terms & conditions will be rejected.
15. Original Bills submitted by the Agency should accompany the "Duty Slips" depicting out meter/in meter; Total run in KM and out time/in time; Total duty period in hours duly signed by the indenting/Availing Officer.
16. Preference will be given to firms which have provided / are providing vehicles as rate contract basis to reputed Central Govt. Organization/State Govt. organizations.

17. The tender document should be submitted alongwith all documentary proof /evidences failing which the tender will be summarily rejected.
18. The Director, NRCP, Rani has the power to accept/reject any or all Quotation received without assigning any reasons whatsoever. All tenderes in which any of the prescribed conditions are not fulfilled/incomplete in any respect are liable to be rejected.
19. The Agency has to provide their bank details alongwith IFSC code, Branch Name & account No. for release of payment.
20. Last date of submission of tender is upto 11.00 AM, 28.01.17. Bids will be opened on 28.01.17 at 11.30 AM in the Committee Room, ICAR-NRC on Pig, Rani, Guwahati .
21. Price bid must be prepared in the format as enclosed.

-sd/-
Administrative Officer

Rate Contract for Yearly basis (as and when required)

S. NO.	Particulars	Tata Indica (A.C)	Indigo (A.C.)	Indigo (Non A.C.)	Scorpio (A.C.)	Scorpio (Non A.C.)	Tata Sumo (Non A.C.)	Tata Sumo (A.C.)	Honda City (A.C.)	Bolero (A.C.)	Bolero (Non A.C.)	Innova (A.C)	Innova (non A.C)	Swift Dzire (A.C)	Swift Dzire (Non A.C)
1	Rent Per Day														
2	Fuel Cost Per. K.M.														
4	Outstation charges , if any														

Mileage: Mileage/Kms will be recorded from ICAR-NRC on Pig, Rani office/ point of Reporting in Guwahati as per instruction of Office. Agency have to provide vehicle at ICAR-NRC on Pig, Rani, office/ point of Reporting in Guwahati without adding any charge kms/mileage and while quoting the rates the agency shall take it in consideration this places.

Rate Contract for monthly basis

S. NO.	Particulars	Maruti Van (Non A.C.) -8 seater	Sumo Non- Ac (8 seater)	Bolero Non -AC	Scorpio (Non A.C.)	Bolero A.C.	Innova Non – AC
1	Rate per month						
2	Fuel Cost Per K.M.						
4	Outstation charges , if any						

Mileage : Mileage / kms will be recorded from ICAR-NRCP, Rani,Guwahati.

Any other:

Signature of the owner with seal

Place :

Date: