



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/NRCP/2016-17

Date: 12.11.2020

Sub:- Online E-Tender for Annual Rate Contract for hiring of vehicles..reg

Sir,

Competent Authority, ICAR-NRC on Pig, Rani, Guwahati is pleased to invite online e-tenders for Annual Rate Contract for hiring of vehicles from Reputed / registered Travel Agencies.

The tender document including terms and conditions is enclosed herewith which may be filled in and submitted to the undersigned on or before **07.12.2020 at 11:00 AM**. Any query/doubt may be clarified from the undersigned.

Yours faithfully,

Encl: As above

-sd/-

Asstt. Administrative Officer



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File No. 616/NRCP/2016-17

Date: 11.11.2020

TENDER NOTICE

The Director, ICAR- NRC on Pig, Rani, Guwahati invites online e-tenders for Annual Rate Contract for hiring of vehicles on Monthly Basis and on day to day basis from Reputed / registered Travel Agencies.

The Critical date sheet for the e-tender is given below:

Tender No.	616/NRCP/2018-19
Tender I.D No of CPP Portal	
Bid Submission End date and time	07.12.2020, 11.00 A.M
Date & time of opening of technical bids	08.12.2020, 11.00 A.M

1. The Tender form/bidding documents may be downloaded from the Institute website www.nrcp.in and <https://eprocure.gov.in/eprocure/app>. Online submission of Bids through Central Public Procurement Portal (<https://eprocure.gov.in/eprocure/app>) is mandatory.
2. **Tenderers/Bidders after submission of their bids online through CPP Portal must submit Hard Copies of all the submitted/uploaded documents alongwith Tender Fees and EMD which should reach at ICAR-NRC on Pig, Rani, Guwahati on or before 08.12.2020, 11.00 A.M failing which their tenders/bids will not be considered and rejected.**
3. **Tender fee of Rs.500.00(non refundable) and EMD of Rs.5,000.00(refundable) only in shape of Demand Draft drawn in favour of The Director must be submitted. If the firm is exempted from the payment, NSIC registration certificate of exemption is required to be submitted.**
4. Tenderers/bidders are requested to visit the above website regularly. Any changes/modifications in tender enquiry will be intimated by corrigendum through this website only.

-sd/-

Asstt. 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

Terms & Conditions :

1. **DOCUMENTS REQUIRED:** The Agency must submit the following documents alongwith their tender failing which their tender will be cancelled.
 - a) Tender Fees of Rs. 500.00 (Rupees Five Hundred) only (Non-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. Tenders without Tender Fees will be rejected.
 - b) EMD of Rs.5000.00 (Rupees Five 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. Tenders without EMD will be rejected.
 - c) Agency Details (As per Annexure-A)
 - d) Income Tax/Sales Tax Certificate of the Agency of last financial year.
 - e) GST Registration Certificate.
 - f) Trade Licence/Certificate.
 - g) Details of Vehicles Registered with the Agency.
 - h) Client List.
2. The rate-contract will be initially for the period of one year from the date of issue of work order, and no hike in the rate will be entertained, during the contract period. However, the contract may be extendable based on the performance of the agency.
3. **The Agency has to quote per day Rent for the Hired Vehicle which includes first 100 Kms Traveling Free of cost.**
4. Mileage and time will be recorded from the point as per the instructions of the Vehicle i/c or Indenting Officer.
5. Vehicles provided on hire to the Institute should be Commercial Vehicles and registered with the Transport Authority. Driver of vehicle should have a valid Driving licence.
6. 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.
7. 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.
8. 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.
9. The successful bidder will have to deposit Security Money of Rs.10,000.00 (Ten thousand)only in the form of Demand Draft of any nationalized bank in favour of

Director, ICAR-NRC on Pig, which will be refundable without interest after satisfactory completion of the contract period.

10. Penalty etc. imposed by traffic police/department, will not be paid by the Institute.
11. The applicable taxes will be paid as per Govt. of India Guidelines.
12. 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.
13. Incomplete quotation, quotation received late/those not in compliance with the terms & conditions will be rejected.
14. 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.
15. Preference may be given to firms which have provided / are providing vehicles as rate contract basis to other Central Govt. Organization/State Govt. organizations.
16. 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.
17. The Agency has to provide their bank details alongwith IFSC code, Branch Name & account No. for release of payment.

-sd/-

Asstt. Administrative Officer

DETAILS OF THE AGENCY

1. Name & Address of the Transport Agency :
2. Trade License No. :
(Attach photocopy of document) :
3. Service Tax/GST 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)

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 :

(PRICE BID-I)- Rate Contract for Day to Day Basis (as and when required). Amount in Rs. (Excluding GST/VAT)

S. NO.	Particulars	Medium Cars like Indigo/Swift Dzire or Equivalent (Air Conditioner)	Tata Sumo/ Bolero or Equivalent (Air Conditioner)	Tata Safari/ Scorpio/Xylo/XUV500 Or Equivalent (Air Conditioner)	Innova or Equivalent (Air Conditioner)
1	Rent Per Day (Including First 100 Kms travel free)				
2	Fuel Cost Per. K.M. (After 100 Kms)				
3.	Outstation charges (For Outstation duty)				
4	Night Halt Charges, (For Night Halt)				

Signature of the Agency with seal