



INDIAN COUNCIL OF AGRICULTURAL RESEARCH  
ICAR Research complex for NEH Region, A.P. Centre, Basar  
West Siang District, Basar-791101



Tel. No. 03795 226237(O), Fax No. 03795 226296, E-mail [jdapcentre.icar@gmail.com](mailto:jdapcentre.icar@gmail.com)

File. No: AR/STORE/KVK LONGDING/01/2017

Dated. The Basar, 5<sup>th</sup> December 2017

OPEN TENDER

**Invitation of tender for providing of light vehicle on Annual Rate contract basis for KVK Longding, A. P.**

File. No: AR/STORE/KVK LONGDING/01/2017 : Date: 5<sup>th</sup> Dec, 2017

Last Date & Time for Submission of Tender : Date: 26<sup>nd</sup> Dec, 2017

Date & Time for opening of Tender : Date: 26<sup>nd</sup> Dec, 2017, 2.30 PM

Total No. of pages : 05 (Five)

*Rubini*



INDIAN COUNCIL OF AGRICULTURAL RESEARCH  
ICAR Research complex for NEH Region, A.P. Centre, Basar  
West Siang District, Basar-791101



Tel. No. 03795 226237(O), Fax No. 03795 226296, E-mail [jdapcentre.icar@gmail.com](mailto:jdapcentre.icar@gmail.com)

File. No: AR/STORE/KVK LONGDING/01/2017

Dated. The Basar, 5<sup>th</sup> December 2017

**OPEN TENDER**

**FOR**

**INVITATION OF TENDER FOR PROVIDING OF LIGHT VEHICLE ON ANNUAL RATE CONTRACT BASIS FOR KVK LONGDING , ARUNACHAL PRADESH**

Sealed bids are invited from reputed Travel Agency for providing of light vehicle on Annual Rate Contract basis for Krishi Vigyan Kendra, Longding, Arunachal Pradesh.

**TERMS & CONDITIONS OF THE TENDER**

1. The Vehicle should be 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 six 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 vehicle Supplier/Agency .
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 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 **1500 KM per month (Approximately 280 hours)**.The rates are to be quoted for hiring of vehicles on monthly basis for a specified kilometer age, i.e., 1500 Kms. Beyond that the agency/contractor will be paid on per kilometer rate that needs to be quotes alongwith the monthly rate.

*[Handwritten Signature]*

10. Availability of vehicle should be round the clock.
11. Maintenance/repair of vehicle will rest with the vehicle Supplier/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 Sr. Scientist & Head, KVK Longding.
14. The duty point shall be KVK Longding /ICAR A.P. Centre Basar 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 Joint Director, ICAR RC NEH Region, AP centre by the successful bidder. The same is refundable after satisfactory completion of the contract period.
17. The details of vehicle supplier like address, telephone number, PAN/TIN number, Certificate of registration etc (as required)of the agency should be attached with the quotation.
18. In case of any breakdown of the vehicle on duty, the agency shall make arrangement for providing another vehicle, immediately.
19. 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.
20. Separate monthly charges for providing vehicle with required POL and without POL should be quoted. Apart from this, rates for per Kilometer after 1500 Km may also be quoted.
21. 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.
22. While quoting rates, terms of contract etc. it should be kept in mind that being a Govt. Organization preference will be given to the rates and terms applicable for the Govt. Deptt.
23. The last date and time of submission of tender is **26<sup>th</sup> Dec 2017 upto 2:30 PM.**
24. 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 Joint Director, ICAR RC for NEH Region, Arunachal Pradesh Centre, Basar in a sealed envelope super scribed on the top of the envelop "Quotation for hiring of light vehicle due on **26<sup>th</sup> Dec 2017 upto 2:30 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 ICAR A.P. Centre, Basar office.
25. Late, delayed, unsigned tenders will be rejected simultaneously and no correspondence in this regard shall be made.
26. Duly attested documents of the Vehicle must be submitted alongwith the Quotation.

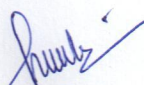
*Pruthi*

27. The Joint Director, ICAR Research Complex Basar for NEH Region reserves the right to reject any tender in part or full, without assigning any reason thereof.
28. Legal jurisdictions of all disputes shall be within the purview of the Shillong Court.
29. Tender shall be opened on **dtd. 26<sup>nd</sup> December 2017, 02.30 P.M**, ICAR Research Complex for NEH Region, A.P Center, Basar-791101. Interested bidders may attend the opening.
30. If the above mentioned closing / opening day of the tender happened to be non - working date due to Bandh / strike as any other reasons, the tender will be received & opened on the following working day at the same time except on the 2<sup>nd</sup> (second) Saturday.
31. Other terms & conditions, as may be decided by the Competent Authority from time to time, depending upon the condition & requirement of the supply. The intimation in this regard, shall be provided well in advance & the bidder / supplier shall be bound by the said terms & conditions.
32. For any query / clarification, the undersigned may be approached at:

Contact address:

**E-mail:** [jdapcenter.icar@gmail.com](mailto:jdapcenter.icar@gmail.com)

**Contact.** No. 03795 226237(O) 226296(fax)

  
(H. Kalita)  
Joint Director

Copy for necessary Information and action to:-

1. The Director, ICAR Research complex for NEH Region, Umiam, Meghalaya.
2. The Deputy Commissioner, Longding, District Longding, longding Arunachal Pradesh
3. The Sr. Finance & Account officer, ICAR Research complex for NEH Region, Umiam, Meghalaya.
4. The AAO Store, ICAR Research complex for NEH Region, Umiam, Meghalaya.
5. The Sr. Scientist and Head, KVK Longding, Longding, Arunachal Pradesh.
6. The Administrative Officer (G), ICAR Research complex for NEH Region, Umiam, Meghalaya.
7. Notice board, ICAR, A.P Centre, Basar and KVK West Siang, Basar.

(H. Kalita)  
Joint Director

(Signature of Tenderers)

## Format for Tender/ Bid form

Ref. No. \_\_\_\_\_

Date: \_\_\_\_\_

To,  
The Joint Director,  
ICAR, RC for NEH Region,  
Arunachal Pradesh Center, Basar

Sub:- Tender for Engagement of a Light Vehicle on Annual Rate Contract Basis for official use of KVK Longding- reg.

Ref:- Your Tender Notice No.....

Sir,

I/we intend to submit the quotation on the subject captioned above and hereby consent to agree/accept all the terms and conditions stipulated in Tender documents No.....dated.....I/We hereby quotes our lowest rates for hiring of transport service/ Vehicle on monthly basis for minimum 1500Kms.

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 :
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 :

Monthly KM Hire Slab	Rates excluding fuel cost	Rates including fuel cost	Rates per Km run in excess of prescribed km, per month slab of 1500		Rate of fuel consumption/ mileage per litter
			Excluding fuel cost	Including fuel cost	

13. Mobile \_\_\_\_\_ Telephone \_\_\_\_\_

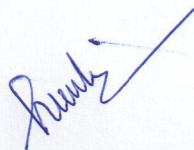
14. Details information for payment.

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  
Quotatiner/Tenderer