



No. F.10 (98)- DME/Hiring Vehicle /2018 | 1643
Government of Tripura
Office of the Directorate of Medical Education,
Agartala, West Tripura- 799001

Dated, Agartala, the 01/05/2023.


Short Notice Inviting Quotation

Sealed quotation are invited, on behalf of the Director of Medical Education, Government of Tripura from the interested lawful owners of light vehicle **Maruti Swift D'zire with AC (Petrol)** having valid Commercial Registration issued by the Transport Authority of Tripura along with other valid necessary documents / certificates of the of the vehicle on rental basis for a period of 01 (one) years for using office of the Directorate of Medical Education, Govt. of Tripura.

The quoted rate should not exceed the existing ceiling of hiring of vehicle fixed by the Finance Department vide Memorandum No. F. 9 (2)-FIN (EXPENDITURE-1)/2019 dt. 29th November, 2019.

- i. Last date of receipt of the Sealed quotation: 16.05.2023 up to 4.00 P.M.
- ii. Quotation must be submitted with sealed cover through **Courier Services / Registered Post / Speed Posts** in the name of Director of Medical Education, Govt. of Tripura, Agartala.
- iii. Opening of the Sealed quotation: **16.05.2023 at 4.30 P.M.**, if possible.

Detailed terms & conditions of the quotation regarding this will be available in the Office of the Director of Medical Education, Government of Tripura, Bidurkarta Chowmuhani, Agartala, West Tripura which may be collected by the interested owner / agencies of the vehicle from 11.00 A.M to 5.00 P.M on all working days before 16.05.2023 at 4.00 P.M and detailed terms & conditions may kindly be seen at Notice Board of this Directorate & website: **dme.tripura.gov.in.**


Prof. (Dr.) H.P Sarma
I/c Directorate of Medical Education,
Government of Tripura

(Prof. (Dr.) H.P Sarma)
In-Charge, Director of Medical Education
Government of Tripura, Agartala.



No. F.10 (98)- DME/Hiring Vehicle /2018/1643
Government of Tripura
Office of the Directorate of Medical Education,
Agartala, West Tripura- 799001

Dated, Agartala, the 01/05/2023.


Short Notice Inviting Quotation

A quotation in sealed cover is hereby invited by the Director of Medical Education, Govt. of Tripura on behalf of the Governor of Tripura from reputed Firm Authorized Distributor/ Agent/ Supplier/ Dealer for "**Rate for Hiring of Maruti Swift D'zire with AC (Petrol) Vehicle including driver, Petrol / Fuel, Lubricant and related expenditure for using the Directorate of Medical education, Govt. of Tripura, Agartala, West Tripura**".

TERMS & CONDITIONS FOR HIRING OF VEHICLE

1. The sealed quotation should be submitted in sealed cover envelope addressed to the Director of Medical Education, Govt. of Tripura, Dr. P.B. as Memorial Building (i.e Lal Path Lab.), Bidurkarta Chowmuhani, Agartala, 799001 superscribing "**Quotation for Hiring of Vehicle**" and on the top of the sealed envelope and Name & Address of quotational on the sealed Envelope **on before 4.00 P.M of 16.05.2023 by Speed post / Courler Services / Registered post only**. Quotation received after the due date and time shall be rejected. The undersigned shall not be responsible for any postal delay, etc.
2. The interested bidders shall submit the quotation in one bid only which contains all necessary documents and the rate offered by the bidder. While processing the bids, the documents will be examined first and the eligible bidder fulfilling all the requirement will be short listed and then the rate of lower bidder will be considered.
3. The quoted rate of lowest bidder may be negotiated by the Director of Medical Education, Govt. of Tripura, if the rate is much higher than the existing ceilings for hiring of vehicle fixed by the Finance Department, Govt. of Tripura.
4. The vehicle will be well furnished in all respect and the date of manufacture after June, 2019 and onwards.
5. The vehicle is to be placed in the office complex of the Directorate of Medical Education, Govt. of Tripura on working day's only during office hours for a period of 8 (eight) hours per day between 9.30 AM to 5.30 PM and also holiday, if necessary. The overtime @ Rs. 10/- per hour may be allowed subject to maximum of Rs. 40/- per day.
6. The bill in triplicate shall be submitted moth wise for the days performed the duties and not for the non-performance day(s).
7. The quotationer shall quote rate of detention charge per day, rate per K.M run and rate of overtime duties beyond 8 (eight) hours. The rate should be quoted in figures as well as in words clearly in Indian currency. No over writing will be entertained. The rate should not be more than the existing ceiling of hiring of vehicle fixed by the Finance Department, Govt. of Tripura vide Memo No. 9(1)(V)2019 dated 29th November, 2019. In the event of same lowest rates are quoted by the bidder, the newer vehicle will be considered i.e month of purchase and condition of vehicle etc.

8. All maintenance cost including Driver's salary and Petrol etc. will be borne by the owner / agencies. Insurance charges and any other charges including maintenance cost is not admissible.
9. No claim of advance payment will be entertained and will be made on submission of Bill in triplicate along with relevant up to date LOG BOOK.
10. The owner / agencies of the vehicle of successful quotationer / owner will be liable for the incidence of any loss / breakage / accident / illegal matter etc. of the vehicle at the time of duty.
11. Hired vehicle having commercial registration with Driver having valid Driving Licence must be placed within 5 (five) days from the date of selection of the successful bidder.
12. An earnest money deposit in the form of D. Call / Demand Draft to an amount of Rs. 1,000/- (one thousand) only in favour of "**Director of Medical Education, Govt. of Tripura**" is to be enclosed along with the Quotation. The E.M.D should cover the period of contract and also for 1 (one) month beyond the contract. The earnest money of the successful quotationer will be retained up to date of validity of contract and that of unsuccessfully quotationer will be released after finalization of rate.
13. The following self-attested copies of documents should be submitted along with the bid.
 - i. Copy of PAN Card of quotationer.
 - ii. Copy of Up-to-date Road Tax Clearance certificate of the vehicle.
 - iii. Copy of Up-to-date Commercial Registration certificate of the vehicle.
 - iv. Copy of Up-to-date Insurance certificate of the vehicle.
 - v. Copy of Up-to-date Pollution certificate of the vehicle.
 - vi. Earnest Money Deposit @ 1,000/- (one thousand) only.
14. The earnest money of successful quotationer will be forfeited for non-compliance of order (s) issued by the authority from time to time.
15. The rate will be valid for a period of 1 (one) year from the date of placement at the Directorate.
16. The owner of the vehicle has to arrange alternative vehicle, if the selected vehicle is out of order or off road for any reason.
17. Any disputes arises, should be amicably settled jointly by the owner / agencies of the vehicle and the Director of Medical Education, Govt. of Tripura.
18. The Director of Medical Education, Govt. of Tripura, Agartala reserves right to accept the quotation as well as to cancel the acceptance of rate at his discretion at any time without assigning any reason and the bidder whose quotation is accepted, shall have no right to claim any compensation for such cancellation.


Prof. (Dr.) H.P Sarma
I/c Director of Medical Education,
Government of Tripura
(Prof. (Dr.) H.P Sarma)
In-Charge, Director of Medical Education
Government of Tripura, Agartala.