

D-26016/2/05-Admn/L&DO/339
Government of India
Ministry of Urban Development
Land and Development Office

Nirman Bhawan, New Delhi
Dated the: 3/4/2013

To,

As per list

Sub: Quotation for hiring of Commercial Vehicle (Indica/Indigo/ Ambassador/ Van /Esteem/Qualis, Tata Sumo- A/C or Non A/C in Land & Development Office.

Sir,

I am directed to invite the quotation for hiring of commercial Vehicle Ambassador/Indica /Indigo for use in this office from Registered Taxi/Tour operators only holding valid Service Tax Number on the following terms and conditions:-

1. Condition of Vehicle:

- 1.1 The vehicle should be of latest model not more than three years old.
- 1.2 The vehicle should be maintained in good condition with white/clean Seat covers.
- 1.3 The point of reporting and ending of vehicle will be Section Officer/ Superintendent in charge of Admn. Section, Land and Development Office, Nirman Bhawan, (Room No. 636-A Wing).
- 1.4 The meter reading on arrival/departure time will be noted at Nirman Bhawan or at the place where the duty is assigned by the Supdt Section Officer in charge of the Admn. Section of this Office.
- 1.5 The Driver should be proficient enough to drive the vehicle and his duty should not be changed frequently.

2. The rates may be quoted for hiring of vehicle on daily Basis & monthly basis for AC and Non-AC Vehicle as under:-

- 2.1 80 KMs. /8 hrs.
- 2.2 40 KMs./4 hrs
- 2.3 The rate for extra Kms/ hours may be given separately.

3. Payment:-

- 3.1 Payment will be made on monthly basis.
- 3.2 Taxes/charge due to the Government, if any, will be recovered from the monthly bill.
- 3.3 Parking charges during duty hours, if any, will be paid by Government.

4. Insurance

- 4.1 The vehicle should have proper insurance as per Rules.

5. Service Tax:-

- 5.1 Service Tax No. should be indicated in the bill.

6. The contract can be terminated summarily any time. If the service provided are not found satisfactory, without assigning any reason. The decision of the government of account of unsatisfactory performance or otherwise shall be final and binding on the Service Provider.
7. The undersigned reserves the right of rejecting the lowest quotation or any other quotation and also to terminate the contract without assigning any reason thereof at any time.
8. The contract will remain in force for one year from the date of award of contract and no change in rate will be effected during the period of contract.
9. Land and Development Office reserve the right to accept or reject any tender without assigning any reason. Any clarification in the matter any please be obtained from the undersigned on telephone No. 23061391.
10. The necessary documents i.e. Registration Certificate, Insurance paper and PUC Certificate etc, pertaining to the vehicle should be available with the drivers all the time for presentation on demand by the concerned authorities.
11. The Driver should be proficient enough to drive the Vehicle safely and should have valid Comercial driving license issued by the State Transport Authority.
12. The firm, the diver and the vehicle should strictly adhere to all, the laws, rules and regulations as applicable on commercial vehicles.
13. The quotation should reach the undersigned or should be deposited in Room No. 636-A, Land and Development office, M/o urban Development , Nirman Bhawan, New Delhi in a sealed cover super-scribed "**Quotation for Annual service contract for hiring of private Taxi for official purpose**" by 3.00 PM on 22/04/2013. The Quotations will be opened on the same day in room of Shri C.B. Prasad , A.O. in room No.615-A, 6th Floor, Nirman Bhawan, New Delhi, in the presence of the tenderness who may like to be present.

Yours Faithfully

Sd/-

(V.K. Rajan)

Dy. Land and Development Officer
Tel No. 23061391

Copy to:-

1. Computer Cell NIC for kpublishing the invitation for quotation in L&DO website.
2. CPP Portal.
3. Notice Board for (L&DO)


Dy. Land and Development Officer