

**STATE PROJECT DIRECTORATE  
RASHTRIYA UCHCHATAR SHIKSHA ABHIYAN  
UNDER EDUCATION (HIGHER) DEPARTMENT  
OFFICE LANE, AGARTALA.**

No.F.1(94)-SPD/RUSA/2019

Dated, Agartala, the 2<sup>nd</sup> December, 2020

**NOTICE INVITING SHORT TENDER**

Sealed Tender in plain paper is invited from the reputed owners (3<sup>rd</sup> party not allowed) having **Commercial permit or applied for Commercial permit with valid registration for hiring of 1 (one) Maruti Wagon R (CNG) for State Project Directorate, RUSA under Education (Higher) Deptt.** As per the following breakup initially for 1 year at the office of SPD(RUSA) & Higher Education Department, Tripura, 1<sup>st</sup> Floor, Shiksha Bhavan, Office Lane, Agartala.

The detailed terms & conditions are available in the web-site of Higher Education Department <https://highereducation.tripura.gov.in>. The quotations should reach to the undersigned on or before **10/12/2020 at 5-00 P.M.** during office hours positively.

Sd/-

(Saju Vaheed A., IAS)  
Director & SPD (RUSA)  
Higher Education Department,  
Shiksha Bhawan, 1<sup>st</sup> Floor (Room No.15),  
Office Lane, Agartala-799001.

(Saju Vaheed A., IAS)  
Director & SPD(RUSA)

Higher Education Department,  
Rashtriya Uchchar Shiksha Abhiyan

Copy to:-

1. The Editor, Dainik Sambad, Jagannath Bari Road, Agartala with a request to publish the advertisement in your local daily on **03/12/2020** and send the bill in duplicate for arranging payment.
2. The Cashier, State Project Directorate (RUSA) for information and necessary action.

**STATE PROJECT DIRECTORATE**  
**Rashtriya Uchcharat Shiksha Abhiyan, (RUSA)**  
**(A Constituent Organization under, Directorate of Higher Education),**  
**Government of Tripura**

No.F.1(94)/SPD/RUSA/2019

Date. 02/12/2020

**TENDER FOR HIRING OF VEHICLE**

A Sealed Tender in plain paper is invited from the reputed owners (3<sup>rd</sup> party not allowed) having **Commercial permit or applied for Commercial permit with valid registration for hiring of 1 (one) Maruti Wagon R (CNG) for State Project Directorate, RUSA under Education (Higher) Deptt.** As per the following breakup initially for **1 year** which may be extended further, if required. The detail requirements are given below:-

Sl no.	Category	Type of vehicle [Preferably white colour]	No of vehicle requirement
1.	To be used at State Project Directorate, RUSA, Under Directorate of Higher Education, RUSA, 799001.	Maruti Wagon R (CNG) (White)	1 (one)

2. The sealed Tender superscripted with **“Hiring of 1 (one) Maruti Wagon R(CNG), Reference Number of Tender Notice, Contact details of participating agency, due date of dropping etc”** *should be addressed to the Tendering Authority.*
3. The last date of submission of Tender along with all relevant documents is on **10/12/2020 at 05:00 PM** and it will be opened in the presence of the bidder or their authorized representative (having valid authorization letter) who may like to be present. In case the day happens to be a holiday, the Tender will be received and opened on the next working day within the specified time.
4. The undersigned reserves the right to accept/reject any or all the Tender Notice (s) or part thereof without assigning any reason.
5. The quoted rates must not exceed ‘the monthly expenditure ceiling’ and ‘rate per km’ as given under the DFPRT, 2019 of Finance Deptt. during December, 2019 or as updated as on date.
6. **Eligibility Criteria :-**
  - a. Vehicles with Commercial Registration will only be allowed to participate in the tender, failure to provide registration details will result in the rejection of tender.
  - b. If, any bidder offers for only Private vehicle, it will not be considered and the tender will be rejected.

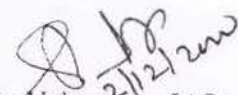
## **7. Terms & Conditions:-**

- a. The Maruti Wagon R (CNG) of white colour will be preferred and they must be in good running conditions and not have been purchased before 2017.
- b. Photo copy of Commercial Registration Document/Smart Card, GST TIN registration of owner, Tax token, Insurance, Pollution under Control Certificate of the vehicle along with PAN Card of the Owner, etc. are to be submitted along with the Tender. In case of non availability of Commercial Registration Document at the time of submission of the Tender, proof for applying for the same to the Transport authority need to be furnished. The Commercial Registration Document to be produced within one month from the date of issue of tender to the SPD, RUSA failing which his tender may be cancelled and 2<sup>nd</sup> lowest bidder may be invited for issuing work order if he/she agrees to the rate quoted by the 1<sup>st</sup> lowest bidder.
- c. Kilometre reading meter should have been fitted in the vehicle in good working condition.
- d. A driver having valid driving license should be placed with the vehicle and all expenditures of the driver should be borne by the owner.
- e. The vehicle tendered value should include all the facilities including AC, if available inside the vehicle and needed by the office and there shall not be any request to be entertained for rate/value beyond the quoted rate in such cases.
- f. Basic accessories, fuel, lubricants, dusters and the proper upkeep and maintenance of the vehicle should be the responsibility of the owner.
- g. The vehicle should be normally used from 9:30 AM to 7:00 PM during working days, but in case of requirement, the vehicle may be used beyond normal duty hours even during holidays for which no extra payment except the normal detention & running charges will be given.
- h. The vehicles would be used for journey to any place within the State of Tripura and no night halt /extra charges can be claimed for that, except normal detention & running charges.
- i. No additional claim except, the detention & running charges will be accepted for day to day journey, out station journey and halt (s).

- j. Any breakdown, accident, defects etc. will have to be attended quickly and to be repaired by the owner at his own cost, responsibility and risk. Alternative arrangement of similar quality vehicle is to be made by the owner within one hour in case the vehicle becomes unfit for journey, failing which; similar category of vehicle will be hired by the officials, whose payment will be realized from the bill of the owner.
- k. Log book in prescribed format is to be maintained by the owner and day to day journeys etc. are to be entered with the signature of the controlling officer/s. Log books to be updated everyday with signature.
- l. Bill in triplicate in favour of the State Project Director, RUSA, under Education (Higher) Department, Agartala along with the logbook is to be submitted to the undersigned for release of payment on monthly basis.
- m. Taxes etc., as admissible, will be deducted from the bill at sources. TDS certificate will be issued on submission of requisition.
- n. If the condition of the vehicle and service of the driver are not found satisfactory, the vehicle will be discontinued at any time.
- o. In normal case, the vehicle may be discontinued by giving 1 (one) month's notice from the office of the undersigned.
- p. The rate scheduled has been prescribed at clause no.8. The bidder may quote rate for running charge per Km as CNG mode.

**8. Rate Schedule :-** The rate should be quoted in the following schedule and this Tender document should be signed & stamped by the Bidder:-

Name of the Owner & full address along with Contact details	Type of vehicle	Registration Number of vehicle	Detention Charge per day (in Rs.)	Running charge per Km (in Rs.)
Name:- Address :- Mobile No :-	1. Maruti Wagon R (CNG) (White)	2)	2)	1) In CNG Mode:-

  
 (Saju Vaheed A., IAS)  
 Director & SPD(RUSA)  
 Higher Education Department,  
 Rashtriya Uchchatar Shiksha Abhiyan

**Copy to :**

The Nodal officer, IT of the Directorate to upload the notification in the Web Portal of Higher Education Directorate.