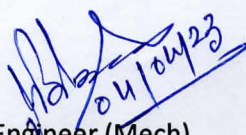
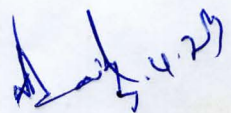



Government of Tripura
Directorate of Horti. & Soil Conservation
Tripura, Agartala.

1. **Name of wor:** - "Hiring of 01 (one) No. Commercial vehicle "Maruti Eeco" (CNG Version) including fuel & driver' for use in the Directorate of Horticulture & Soil Conservation, Department of Agriculture & Farmer's Welfare, Tripura, Agartala, for a period of 01 (one) year".
2. **D.N.I.S.Q. No** :- **01/H & SC/VEH/2023-24 dt.05-04-2023**
3. **Earnest Money** : Rs.5,000.00 (Rupees five thousand) only in the form of DD/Dcall.
4. **Cost of tender Form** : Rs. 500.00 (Non refundable)
5. **Tender form** : Tender form will be available in the office of the Director of Horti. & Soil Conservation, Tripura, Agartala, **from 06/04/23 to 18/04/2022 on working days up to 1.30 p.m/** to be Downloaded from <http://horti.tripura.gov.in> by eligible bidders.
6. **Dropping of tender** : **From 18/04/2022 to 20/04/2022 up to 3:00 PM**
7. **Probable date of opening of tender:** **4:00 PM of 20/04/2022**(if possible). Interested bidders or their representatives may remain present during opening of the tender.
8. **Total no. of written pages**
Including this page : **10 (Ten) nos. including this page.**


 Asstt. Engineer (Mech)
 Directorate of Horti & Soil
 Conservation, Tripura, Agartala.


 Head of Office
 Directorate of Horti. & Soil
 Conservation, Tripura, Agartala.


 Director
 Horti. & Soil Conservation
 Tripura, Agartala.

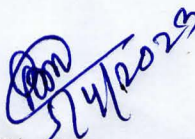
Details Notice Inviting Short Quotation No:-01/H&SC/VEH/2023-24, dated- 05/04/2023**LEGEND**

Sl. No.	ITEM	Page No.
1	SALIENT POINTS OF TENDER / INSTRUCTION TO BIDDER	3
2	DECLARATION	4
3	NISQ	5
4	BIDDER'S SHEET	6
5	GENERAL TERMS AND CONDITION	7-8
6	SPECIAL TERMS AND CONDITIONS	9
7	ANNEXURE (RATE QUOTING SHEET)	10


 5/4/2023
 Director
 Horti. & Soil Conservation

SALIENT POINTS OF TENDER / INSTRUCTION TO BIDDER

- 1). **Eligibility of bidder:-**Resourceful, bonafied Indian citizen/agency /firm who is the owner of **Maruti Eeco**.
2. The vehicle should be in good condition.
3. **Enclosures (attested and valid) / complete tender :-**
 - i) Tender form (without tender form, bid will be rejected).
 - ii) PTCC of bidder.
 - iii) PAN card.
 - iv) GST registration.
 - v) EMD.
 - vi) Cost of Tender form.
 - vii) Document in support of eligibility criteria.
 - a. Permit of vehicle.
 - b. Registration certificate (Commercial) of vehicle.
 - c. Pollution clearance certificate.
 - d. Insurance certificate.
 - e. Road tax clearance certificate of vehicle.
 - f. Fitness certificate of vehicle.
- 4) **Tender form:** - To download tender form the website <http://horti.tripura.gov.in> by eligible bidders/will be available in the Directorate of Horti. & Soil Conservation, Tripura, Agartala. Any subsequent corrigendum will be available in the website as mentioned above.
- 5) To go through specification, as per terms and conditions of DNISQ.
- 6) To sign each and every page of tender form.
- 7) **EMD** and cost of tender form are to be deposited separately.
- 8) **Earnest money:** - To deposit EMD (Rs. 5,000.00) in favour of the **Director of Horti & Soil Conservation, Tripura, Agartala**, in any nationalized/scheduled bank in the shape of fixed deposit / D-call/DD, along with tender. Without EMD in appropriate shape the tender will summarily be rejected.
9. **Cost of tender form:** - To deposit cost of tender form (Rs.500.00) in favour of **Director of Horticulture & Soil Conservation, Tripura, Agartala**,
10. To fill up each and every point of bidder's sheet.
11. To fill the rate quoting sheet.
12. To write DNISQ number and date, name of item, bidder's name and address in the envelope containing complete tender and to seal the envelope by wax or self-adhesive tape (cello tape). The sealed envelope must be addressed to the Executive Engineer (Mech.), Mechanical Engineering Division, Department of Agriculture & Farmer's Welfare, Agartala, Tripura.
13. **The Quotation/tender** should be submitted in **sealed cover** super scribing as "**QUOTATION FOR HIRING OF VEHICLE**" to the Director of Horticulture & Soil Conservation, Tripura, Agartala.
14. The full-fledged and sealed quotation/ tender may be dropped in the tender box kept in the office of the **Director of Horticulture & Soil Conservation, Tripura, Agartala**, within **3 PM on 20/04/2022** or may be sent to the tendering authority by post (registered with A/D only) to reach **within 3 PM of 20/04/2022**. At any stage of tender (scrutiny of tender, preparation of comparative statement etc.) if required bidders will have to produce original copy of the submitted documents for verification.


Director
Horti. & Soil Conservation

Details Notice Inviting Short Quotation No:- 01/H&SC/VEH/2023-24, dated- 05/04/2023**DECLARATION**

I do hereby declare that I have personally gone through the relevant Draft Notice Inviting Tender and understood all the clauses, specifications of tendered items, instruction of the DNIT and having been fully satisfied, I have quoted the rate of item. This is further to certify that I have suppressed no facts in the tender which could debar me to participate into the tender. If it is revealed after opening of the tender that any fact is suppressed by me, tendering authority shall have the right to reject my tender along with other stern action against me as per term condition of the tender. I do affirm that all the term conditions of DNISQ are unconditionally accepted by me. I have no objection if any extra term condition, mutually accepted by me and purchaser is incorporated into the agreement.

AND

I do hereby also declare that I am not blacklisted by any department / agency of central or state regarding quality compromise or any other reason in connection with similar work and there is no ongoing litigation with any department / agency of central / state Government as on closing date of tender. If subsequently it is revealed after opening of the tender that my declaration is false, my tender /concerned agreement will be cancelled, deposited earnest / security money will be forfeited and other penalty to be decided by the tendering authority will be imposed.



(Signature of bidder
Full name & Seal)

No.F.14(12)H & SC/Veh/2022-23/04-13
 Government of Tripura
 Directorate of Horti. & Soil Conservation

Tripura, Agartala.

Dated, Agartala, the 05/04/2023

PRESS NOTICE INVITING SHORT QUOTATION(NISQ-01/H & SC/VEH/2023-24)

Sealed Quotations are invited by the undersigned on behalf of the Governor of Tripura, from the genuine owners of vehicles/ bonafide Agencies, for hiring of 1(one) no Commercial vehicle (**Maruti Eeco, CNG Version**) along with driver for use in the Directorate of Horti.& Soil Conservation, under Department of Agriculture & Farmers Welfare, Tripura, Agartala for a period of **01(one) year.w.e.f. May 2023 to May 2024.**

Details terms & condition in hard copy will be available on submission of prayer, from the office of the Director of Horticulture & Soil Conservation on or before 18-04-2023 during office hour up to 1.30 p.m.

Response will be received in the Directorate of Horticulture & Soil Conservation, Tripura, Agartala, upto 3.00p.m on 20-04-2023.and if possible the same will be opened on 20-04-23 at 4.00 p.m, while the participants or their authorized representatives may also remain present there.

If the office happens to be closed on the date of received/ opening, the offer will be received/ opened on next working day at the same time and venue.

In case of offer sent by e-mail, must be reached to the Directorate of Horticulture & Soil Conservation, Tripura, Agartala, within 3.00p.m on 20-04-2023.Any offer received after the closing time will be summarily rejected

DNIS Q No.	Description of Work	Earnest money	Cost of document	Quotation dropping place	Last date receipt of tender	Date & Time for dropping	Date & time for opening Quotation	Eligibility of bidder
1	2	3		4	5	6	7	8
01/H&SC/VEH/2023-24 dated-05/04/2023	Hiring of 01 (one) No. commercial vehicle " Maruti Eeco "(CNG Version) including fuel & driver' for use in the Directorate of Horticulture and Soil Conservation, Tripura, Agartala, for a period of 01 (one) year ".	Rs.5,000.00 (Rupees five thousand)only (in the form of Dcall / DD)	Rs.500.00 (Rupees five hundred) only (Not refundable)	Directorate of Horti. & Soil Conservation Tripura, Agartala	18/04/2023 Up to 05:00 PM	20/04/2023 Up to 03:00 PM	20/04/2023 at 04:00 PM if possible	Resourceful, bonafied Indian citizen/agency /firm who is the owner of Maruti Eeco . Year of manufacturing of the vehicle should be 2021 or thereafter.

The interested bidders can see the details of tender in web-portal: <http://horti.tripura.gov.in> or may be contacted with office of the undersigned.

(Dr.P.B. Jamatia)

Director

Horticulture & Soil Conservation
 Tripura, Agartala.

To:-

(I) The Director of Information & Cultural Affairs, Govt. of Tripura, Agartala, for kind information with a request to kindly arrange for publication of "Press Notice Inviting Short Quotation" in local as well as National Dailies as per rules.

Copy to:-

(I) The Director of Agriculture, Govt. of Tripura, Agartala for favour of kind information.

(II) The Executive Engineer(Mech) , Depatt. of Agriculture, Matripalli, Badharghat, Agartala for information with a request to display in his Notice Board.

(III) The Executive Engineer(West) , Deptt. of Agriculture, Agartala, Trioura West, for information with a request to display in his Notice Board.

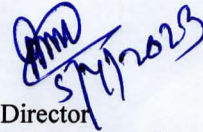
(IV)The Asstt. Engineer(Mech), Directorate of Horticulture & Soil Conservation. Tripura, Agartala for necessary action.

(V) Notice Board, Directorate of Hotti. & Soil Conservation, Tripura, Agartala.

(VI)The Secretary, All Tripura Contractor Association, Orient Choumuhani, Agartala for information.

(VII) The Cashier, Directorate of Horticulture & Soil Conservation. Tripura, Agartala for necessary action.

(VIII)The Tender Section, Directorate of Horti. & Soil Conservation, Tripura, Agartala for necessary action.

Handwritten signature in blue ink, appearing to be 'AMM', with the date '5/1/2023' written below it.

Director
Horti. & Soil Conservation

Details Notice Inviting Short Quotation No:-01/H & SC/VEH/2023-24, dated-05/04/2022

BIDDER'S SHEET

11. Name and detailed mailing address of the Bidder (Firm / agency / individual) who has participated in the tender along with phone, mobile no, fax number with STD code & email.

12. PAN number of bidder:-
13. GST number of bidder:-
14. Name of person (proprietor) who have signed the tender paper:
Mobile, Phone, Fax No:-
email address:-
15. Details of Earnest money deposit (amount, bank name, branch name, form of deposit, instrument no and date):-
16. Details of cost of tender form (amount, bank name, branch name, form of deposit, instrument no and date):-
17. Experience of bidder (if any):-
18. List of enclosures :-


Director

Horti. & Soil Conservation

19.Details of vehicles along with registration number etc :-

Sl. No.	Brand Name /Model	Manufacturing & Purchase date	Registration number	Type of Fuel (CNG/Petrol)


20. Other information if any :-



Director
Horti.& Soil Conservation

Details Notice Inviting Short Quotation No:- 01/H&SC/VEH/2023-24 dated-05-04-2023**SPECIAL TERMS AND CONDITIONS**

- (1) If the vehicles have private registration, Commercial registration certificate and all other related documents of vehicles from the Transport Department, Government of Tripura must be submitted within 30 days from the date of rate acceptance but before release of payment.
- (2) If 1st lowest bidder fails to submit relevant documents within the stipulated period to be given by the tendering authority, 100% EMD will be forfeited and bidder will be black listed for next two year to participate in any tender of tendering authority.
- (3) The colour of the **Maruti Eeco** should be **white**.
- (4) After opening of tender, successful bidder must submit driving license/s of driver.
- (5) The vehicle will be well conditioned always. It may be required in holidays also.
- (6) Vehicle's reporting time should be 6 AM to 10 AM, to be informed by concern officers.
- (7) KM reading meter should have to be fitted in the car in good condition.
- (8) Reporting place for duties may be anywhere within the radius of 8 KM from the office of the tendering authority to be informed by concern officers /officials. Duty hour may be 6 AM to 11 PM without nighthalt.
- (9) All repairing and maintenance etc. will be the responsibility of the owner of the vehicle at his own cost & risk. During repairing/maintenance, any break down, accident, defects etc substitute vehicle of similar/better quality must be provided by the owner without any delay.
- (10) In case of **Maruti Eeco**, if the 1st lowest bidder/approved bidder who is the owner of the concerned vehicle but subsequently, during the validity period of tender, if he/she becomes owner of new vehicle of **Maruti Eeco** and submits related ownership papers of the vehicle then his own vehicle/s will be replaced by his own new vehicle/s.
- (11) All documents of the vehicle should be kept with driver during movement. "On Government Duty" board has to be displayed in the vehicle. But misuse of this board by driver will be the onus of owner of vehicle. Accident if any during office duty will be the onus of owner of vehicle. If any papers/document of the vehicle is lacking and due to this police/tax/vehicle officials strand the vehicle on duty, it will be the onus of contractor and no payment for that day, whatever may be the performed journey, will be allowed. Rather it will be the onus of contractor to arrange alternative arrangement for the officers/ officials who occupies the vehicle.
- (12) Periodical repairing /maintenance of the vehicle should be done without delay. For any delay in this regard, punitive action as decided by office will be imposed on the owner.
- (13) Any malfunctioning/ inequalities in vehicle operation if detected during the hiring period will be attributed to the owner and owner will have to replace the vehicle as per instruction of the office.**
- (14) The parking place during hiring period will be ascertained by the owner and office jointly. If vehicle is stolen from the parking place/meet accident during hiring period, office will not be responsible.
- (15) Driver, fuel & lubricant should be provided by the owner along with hired vehicle and related expenditure should be borne by the owner of the vehicle.
- (16) The vehicle should report for duty with driver, along with sufficient fuel.
- (17) Driver should be obedient, punctual & must maintain the office decorum & traffic rules as per norms.** Any misconduct of driver with the office staffs who availed the vehicle will be the onus of owner and as per instruction of authority driver should be changed within 24 hours otherwise agreement will be terminated.
- (18) Log book will be issued by the office and it is the responsibility of the owner of the vehicle to maintain the log book and get it signed by the officers on duty every day.
- (19) Vehicle's towel and other required accessories will have to be borne by the owner.
- (20) For wear & tear/decay of the vehicle during hiring period, office will not take any responsibility. Owner has to inspect the condition of the vehicle periodically.
- (21) Tyre/tube replacement at the cost/risk of owner has to be done as per instruction of the office.
- (22) Rate should be quoted in the Annexure (Rate quoting sheet). In order to decide lowest bidder, total journey per day will be considered as 300 KM (say). Following example is excerpted below- Detention charge per day incl. all taxes & charges-Rs. X.00
Per KM running charges incl. all taxes & charges- Rs. Y.00
Total amount for 300 KM running per day-Rs. (X + 300Y), this value will be considered at the time of preparation of comparison statement.
- (23) The quoted rate should not exceed the Finance Department's (Latest amendment) upper ceiling of hiring as under.
(I) Detention charge @ Rs.700/- per day (both for Marti Omni and ECO)
(II) Charge @ Rs.05.00/- per KM Run for (CNG).
(III) For duties beyond 8 hours overtime @ Rs.10/- per hour adjust maximum of Rs.40/- per day.
- (24) No negotiation for rate will be made with any bidders.
- (25) Rate should not exceed the limit of Latest DFPRT.


Director

Horti. & Soil Conservation

ANNEXURE (RATE QUOTING SHEET)

Name of Work :-" Hiring of 01 (one) No. 'Maruti Eeco(CNG Version) including fuel & driver' for use in the Directorate of Horticulture and Soil Conservation, Tripura, Agartala, for a period of 01 (one) year".

DNISQ No:- 01/H & SC/VEH/2023-24, dated- 05/04/2022

DNISQ NO.	Name of item	Unit	Quantity	Rate (Rs.)		
				Detention charge per day (Including of all taxes)	Charge per KM Run (Including of all taxes)	Overtime beyond & Hrs. of duty (Including of all taxes)
1	2	3	4	5	6	7
01/H & SC/VEH/2023-24, Dated- 05/04/2023	Hiring of 01 (one) No. 'Maruti Eeco(CNG Version) including fuel & driver' for use in the Directorate of Horticulture and Soil Conservation, Tripura, Agartala, for a period of 01 (one) year".	01(one) No. vehicle	01(one) No. vehicle			

*** Correction, if any should be duly signed by the bidder.

***No Correction fluid should be used.

***In case of any mismatch in word and figure value, the value in word will be considered.

Full signature of the Bidder with seal


 Director
 Horti. & Soil Conservation

Full signature of the Bidder with seal