



ICAR – NATIONAL RICE RESEARCH INSTITUTE

CUTTACK – 753 006, ODISHA, INDIA

Phone(PABX): 0671-2367768-783/FAX: (0671)2367663/2367759

E-mail: directorcrrictc@gmail.com

URL:<http://www.icar-nrri.in>

No.1-1/Store/HoV/19-20/ 356-363

Date: 4/03/2020

O.T. NO.297/2019-20/STORE DATED 04.03.2020

Last date: 25.03.2020 at 1.00 P.M.

To

Sub: Invitation of limited tender for Annual Rate Contract (ARC) for providing light commercial passenger vehicles on hiring basis - regarding.

Dear Sir,

Your firm is invited to submit quotation for Annual Rate Contract (ARC) for providing light commercial passenger vehicles as per price scheduled attached herewith. The quotation containing the details should reach this office by not later than **01.00 pm** on or before **25.03.2020**. The envelope containing the quotation should be superscribed as "Quotation for ARC for providing Light Commercial Passenger Vehicles NOT TO BE OPENED BEFORE **25.03.2020. at 15.30 hrs.**" Quotation received without this superscription as well as after the specified date and time will not be entertained.

THE QUOTATIONS SHOULD SATISFY THE FOLLOWING CONDITIONS:

1. The rate quoted should be valid for one year.
2. The bidder should deposit an amount of **Rs.10,000.00** (Rupees ten thousand only) towards EMD in the form of Demand Draft in favour of The Director, NRRI, Cuttack payable at Cuttack. The selected bidder has to deposit a security money of **Rs.10,000.00** (Rupees ten thousand only) after selection. The EMD may be converted to security amount, if the bidder so desires. **The DD issued should not be prior to the date of publication of the limited tender in our website.**
3. Complete details with specification of the rate, amount of fuel, etc. for different light commercial passenger vehicles should be given in the quotation as per the schedule.
4. On the basis of increase or decrease the rates of Petrol/Diesel the rate for hiring of vehicle should be proportionately increased/decreased from time to time. The bidder has to mention the percentage of increase and decrease of rate in case of above eventuality.
5. Quotations in company's pad duly typed/computer printed will be accepted. There should be no cutting overwriting, etc. in the documents to be submitted. Quotation with overwriting cutting, etc. is liable to be rejected.
6. If taxes/duties or any other charges over and above the rate quoted are payable by the purchaser, actual amount/percentages of such taxes/duties or charges should be separately and clearly indicted, which will be taken into account in calculating the total cost.

7. Copy of GST Certificate and PAN card should be submitted along with the quotation.
8. Price once quoted will be final. Enquiries regarding rate will be treated to be a disqualification for consideration of the quotation.
9. Payment will be made through e-transfer on monthly basis. The bills in connection with service shall be submitted in first week of the following month. The bidder shall have to submit the bank details along with the Bill.
10. The vehicle provided should be neat and clean and perfect running condition and should have valid registration and Insurance. If there is any breakdown, immediate replacement of vehicle should be provided in time. In case no replacement is provided in time, vehicle may be hired from local market and **the additional cost so incurred will be borne by the service provider.**
11. The driver of the vehicle provided should have valid driving license and having pleasant behavior. The driver has to carry out the instruction of the OIC, vehicle and the officer using the vehicle.
12. During the period of agreement, any matter not covered in the terms & conditions shall be decided by the Director, NRRI, Cuttack and his decision will be final.
13. The successful bidder shall enter into to a hire agreement with NRRI. The said agreement can be terminated by either party after giving a prior notice of not less than one month.
14. Quotations not complying with the above conditions are liable to be rejected.
15. The Director, NRRI, Cuttack reserves the right to accept or reject any or all of the quotations received without assigning any reason thereof.
16. All disputes are subject to Cuttack Jurisdiction only.

Yours faithfully,


Asst. Administrative Officer(Store)

PRICE SCHEDULE

Sl.No.	Type of the Vehicle:	AC Vehicle		Non-AC Vehicle	
		Day Basis	Kilometer basis	Day Basis	Kilometer basis
1	Indigo/Swift Desire Type				
2	Ciaz/ Honda City Type				
3	Bolero/Tata Sumo Type				
4	Innova or similar type				

N.B.: Night halt charges, detention charges etc., if any, should be clearly mentioned separately so that these charges can be taken into calculating for finalization of the contract.