OFFICE OF THE SPECIAL JUDGE: NDPS COURT, GUWAHATI, ASSAM

Date: 08.05.2025

NOTICE INVITING TENDER/QUOTATION FOR OUTSOURCING OF VEHICLE

Sealed tender/quotations affixing non-refundable court fee of Rs. 8.25/- are hereby invited from all intending Govt. registered firms/ travel agencies/individuals for supplying of 1 (one) four wheeler vehicle in excelent condition, preferably a new vehicle, for **HIRE ON MONTHLY RENTAL BASIS** for the use of Special Judge, N.D.P.S. Court, Guwahati, Assam.

The intended parties willing to comply with the terms and conditions as mentioned below may submit their quotation on or before 23/05/2025 by 5:00 pm in the office of the undersigned either by hand or by post. No quotation will be entertained beyond the schedule date and time.

The details of the tender notice is also available in the official wevsite of the District Judiciary, Kamrup (M), i.e.- https://kamrup.dcourts.gov.in The tender/ quotation shall be submitted in a sealed envelope marked as **"Tender for Outsourcing of Vehicle for the Special Judge, N.D.P.S. Court, Guwahati, Assam"**.

The tender/ quotation to be received within the scheduled date and time (on or before 23/05/2025 by 5:00 pm) shall be opened on 26th May, 2025 at 4:30 pm in the office chamber of the undersigned in presence of tenderers or their representatives, which will be followed by interaction with the tenderers or their representatives with undersigned.

SPECIFICATION OF THE VEHICLE TO BE HIRED

Sl. No.	Category/Brand of Vehicle	No. of Vehicle required	Fuel Type	Colour of Vehicle	Remarks
1	Honda City VX Or Maruti Ciaz Alpha Or Mahindra XUV 700 AX3 or Similar type of vehicle	1 (one)	Petrol/ Diesel	White	Preference will be given to new vehicle in a price range of Rs. 13,00,000/- to Rs. 15,00,000/-

GENERAL TERMS AND CONDITIONS:-

i) The intending tenderer shall quote the present market price of vehicle offered for hire.
ii) The interested tenderer shall indicate the monthly rent of the vehicle with and without GST charge separately. The quoted monthly rent including GST charge **should not exceed the approved rate of the Govt. of Assam.**
Iii) The interested tenderer should submit copies of all the document of the vehicle (up to date), GST registration certificate, PAN Card and Bank particulas (preferably SBI) along with the tender.
iv) The evaluation and final selection of the vehicle will be on the basis of quoted monthly rent including GST vis a vis the condition of the vehicle. Preference will be given to **BRAND NEW VEHICLE** of the aforesaid category subject to fulfillment of other conditions.
v) Tenderer should ensure that the vehicle is in excellent running condition, preferably not older than 1 (one) year from the date of purchase and equipped with air bags and other requisite accessories and the total running should preferably be less than 20,000 KM. vi) The vehicle should be comprehensively insured and should carry necessary permits, clearance from the transport authority, or any other concerned authority and having Pollution Under Control (PUC) Certificate.
vii) The vehicle will remain with the undersigned during the subsistence of the contreact period.
viii) The outsourced vehicle should be free from any source of claim, encumbrances, mortgage etc.
ix) The tenderer individual/ Firm must not be an entity blacklisted by any Government Department/ P.S.U.

PERIOD OF CONTRACT:-

i) The contract period of the selected vehicle will be for a period of 12 (twelve) months initially, which may be extended futher (if necessary) or till new vehicle is provided by the Government, whichever is earlier. The extension of contract period will be subject to satisfactory service of the vehicle.
ii) The accepted price quoted by the successsful tender shall remain fixed for the period of contract as per agreement.
iii) The undersigned reserves the right to terminate the contract after giving 30 (thirty) days notice in the event of deficiency in service.

TAXES AND OTHER DUTIES:-

i) The tenderer shall make all necessary payment of government taxes/ duties for plying the vehicle.

ii) Toll tax, if any, will be borne by the user.

P.O.L AND DRIVER:-

i) The fuel of the vehicle and its driver will be arranged from the end of the user and thus the tenderer is not required to provide driver and fuel.

ii) Engine Oil, Lubricants, Coolants etc., shall be provided by the successful tenderer as and when necessary.

MAINTENANCE/ REPAIRING / SERVICING/ INSURANCE ETC.:-

i) The successful tenderer shall bear all the maintenance/ repairing cost, including costs, payments etc., for renewal of Insurance and Pollution Under Control (PUC) Certificate.

ii) The successful tenderer will be allowed to undertake servicing of the vehicle as per necessity at his own cost and during such servicing the driver from the user side will accompany him.

CONTINGENCY OF VEHICLE BREAKDOWN:-

i) In case of mechanical breakdown, the supplier shall make available a replacement vehicle during the non-availability period.

ii) In case of any mechanical breakdown during journey within the district of Kamrup (M) and Kamrup, Amingaon, the service provider shall pick up the vehicle at his own cost by providing an alternative vehicle; else the user will hire a vehicle at the cost of the supplier.

Iii) If for a particular vehicle, the number of breakdown exceeds 2 (two) times in a month, the vehicle shall be withdrawn and replacement by another similar category of vehicle by the supplier.

iV) In case of breakdown of the vehicle outside the district of Kamrup (M) and Kamrup, Amingaon, the vehicle have to be replaced within shortest possible time period by the bidder, failing which the user will hire an alternative vehicle and for the same, the hiring charge of the alternate vehicle will be deducted from the bill payable to the bidder.

OTHER TERMS AND CONDITIONS:-

i)The selected tendered/service provider will have to place the concerned vehicle in the office premises for physical inspection before executing the agreement.

ii)Both the sides are at liberty to terminate the contract after giving 30 (thirty) days prior notice in writing.

iii) The selected service provider is to execute an agreement with the undersigned acknowledging the agreed terms and conditions of the tender notice.

iv) Undersigned reserves the right to modify any of the terms and conditions in choosing the suitable vehicle.
v) It shall be further mentioned that the undersigned reserves the right to accept or reject any or all the tenders in part or full without assigning any reason whatsoever.

NASIM AKHTAR
Digitally signed by NASIM AKHTAR
Date: 2025.05.08 15:50:52 +05'30'

Special Judge
NDPS Court, Guwahati, Assam

Memo No. Spl/J/NDPS/64-67 dated the 8th day of May, 2025

Copy to:-

i) The System Officer, Kamrup (M), Guwahati for uploading the Tender Notice in the Official Website of the District Judiciary for wide publication under the caption "NOTICE INVITING TENDER/ QOTATION FOR OUTSOURCING OF VEHICLE".

ii) Directorate of Information and Public Relations, Govt. Of Assam, Dispur,Guwahati, Pin -781006, with a request to publish the tender notice at least in two local daily News Papers having wide circulation for wide Publicity.

iv) Notice Board of the O/o the Special Judge, NDPS Court, Guwahati, Assam

v) The concerning Office file.

NASIM AKHTAR
Digitally signed by NASIM AKHTAR
Date: 2025.05.08 15:51:23 +05'30'

Special Judge
NDPS Court, Guwahati, Assam