

**OFFICE OF THE
ADDL. DISTRICT & SESSIONS JUDGE,
DHALAI JUDICIAL DISTRICT : KAMALPUR.**

NO-F.10(17)-ADJ/KMP/2009-2025/65-71

**Dated, Kamalpur.
The 16th day of January, 2025.**

// NOTICE INVITING TENDER //

It is hereby notified to public in general that one **MARUTI ERTIGA ZDI** Vehicle is required to be hired for a period of one year in conformity to the Hiring rates of vehicles mentioned in Annexure-1 of the Delegation of Financial Powers Rules, 2019(DFPRT, 2019) for use of the Additional District & Sessions Judge, Dhalai Judicial District, Kamalpur.

As such, the interested owners may submit their tender to the Office of the Undersinged on or before **24/01/2025**, till **4.00 pm** for acceptance. And the tenders will be opened at **11.00 A.M on 27/01/2025**.

Terms and condition for hiring of Vehicle:-

1. The colour of the vehicle should be **White**.
2. The detention charge & per KM Run charge should be within the ceiling/limit as per notification mentioned in Annexure-I of the *Delegation of Financial Power Rules, 2019 (DFPRT, 2019)*
3. The vehicle should have a valid & proper commercial Registration number, up to date Insurance Policy, Tax token, Pollution Control Certificate and authorized Driver having valid Commercial Driving Licence and the salary of Driver should be paid by the owner's expense.
4. The service should be provided 24x7 as per requirement of the concerned authority.
5. Odometer should have to be fitted in the car in good condition.
6. All repairing and maintenance etc... will be responsibility of the owner of the vehicle at his own cost & risk. During repairing/maintenance, any break down, accident effects etc substitute vehicle of similar/better quality must be provided by the owner without any delay.
7. All documents of the vehicle should be kept with driver during movement. "Designation board" has to be displayed in the vehicle. But misuse of this board by driver will be the onus of owner of the vehicle. Accident if any during office duty will be the onus of owner of the vehicle.
8. Periodical repairing/maintenance of the vehicle should be done without delay. For any delay in the regard, punitive action as decided by office will be imposed on the owner.
9. Any malfunctioning/inequalites in vehilce 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.
10. The parking place during hiring period will ascertained by the owner and office jointly. If vehicle is stolen from the parking place/meet accident during hiring period office will not responsible.
11. Driver, fuel & lubricant should be provided by the owner along with hired vehicle and related expenditure should be borne by the owner of the vehcile.

12. The vehicle should report for duty with driver, along with sufficient fuel.

13. 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. The vehicle driver should have a contact number in mobile round the clock.

14. 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 officer on duty every day.

15. Vehicle's towel and other required accessories will have to be borne by the owner.

16. 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.

17. Tyre/Tube replacement at the cost/risk of owner has to be done as per instruction of the office.

18. TDS and other taxes shall be deducted as per role of State Government of Tripura. Rate should be included GST if applicable.

19. Both the Technical Bid(Annexure-I) & Financial Bid(Annexure-II) should be submitted along with the tender and can be downloaded from the official website i.e <https://dhalaitrp.dcourts.gov.in/notice-category/tenders/> of District Court Dhalai.

20. After issue of work order, the successful bidders shall deposit a security money of amounting Rs.10,000/- (Rupees Ten Thousand) only to the authority. In case of violation of terms and conditions the stipulated amount will be not refunded.

21. No advance payment will be made, Payment will only made on monthly bill basis based on availability of fund in the respective head of account.

Copy to:-

1. The Ld. District & Sessions Judge, Dhalai Judicial District, Ambassa for kind information and doing the needful.

2. The Secretary, Law Department, Agartala West Tripura for information .

3. The Director, ICA, Tripura Agartala with request to give wide publicity to this NIT.

4. The System Officer, O/o District & Sessions Judge, Dhalai Judicial District, Ambassa for doing the needful.

5. The Head Clerk(Accounts), Accounts Section, of this establishment.

6. Notice Board.

7. Office File.

ANNEXURE-I**// PROFORMA FOR TECHNICAL BID //**

SI. No.	Particulars	To be filled by the Tenderer.
1.	Name of the Owner/Agency	
2.	Deatils of EMD	
	(i) Amount	
	(ii) Draft No	
	(iii) Date	
	(iv) Issuing Bank	
3.	Details of Owner/Agency	
4.	Details official address of the Owner/Agency(If any)	
5.	Vehicle Registration Number. (Copy of Registration Certificate should be enclosed)	
6.	In case of Agency submit the Agency Registration Number (Copy of Registration should be enclosed)	
7.	GST Regsitation number (Copy to be enclosed)	
8.	Whether Owner/Agency is/was blacklisted by any Government Department or any criminal case is registered against the firm or its owner/partner anywhere in India.	
9.	Length of experience in the field.	
10.	Experience in delaing with Govt. Department (Indicate the names of the Department and attach copies of contracts order placed on the agency).	
11.	Whether a copy of the terms and conditions (Annexure-I), duly signed, in token of acceptance or the same is attached.	
12.	List of documents submitted with the tender.	

ANNEXURE-II

PROFORMA FOR FINANCIAL BID

Name of the Car with Model No.	Nature of the energy consumed (Petrol/Diesel/CNG)	Detention Charge per day(In Rs.)	Rate per Kilometer Run(in Rs.)
1	2	3	4

N.B: All figures should be written in words also.