OFFICE OF THE
CHIEF JUDICIAL MAGISTRATE
WEST TRIPURA, AGARTALA.

No.F.5(15)-CJM/W/NAZ/2004-26/ 347-50 Dated, Agartala
The 19th February,2026.

NOTICE INVITING TENDER

Sealed tender are invited from the owner/firm of vehicle for the office of the Chief Judicial Magistrate, West Tripura, Agartala for hiring 01(one) Maruti Eeco having valid commercial registration, for a period of 01(one) year. Interested Owner/Firm can download the tender documents from **https:/westtripura.dcourts.gov.in** or may collect from the office of the Chief Judicial Magistrate, West Tripura, Agartala during 10 A.M. to 5.30 P.M. on any working day.

The tenders shall be received from 24.02.2026 to 28.02.2026 and last date for submission of tender is upto 3 P.M. of 28.02.2026. The tender shall be opened on 03.03.2026 at 4.P.M in the office chamber of the under signed.

SAIKAT DAS
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Date: 2026.02.21 06:49:52 -08'00'

Saikat Das
Chief Judicial Magistrate
West Tripura, Agartala
(Head of Office)

Copy for iniformation to:-

1. Ld. District & Sessions Judge, West Tripura, Agartala
2. The System Officer, with a direction to upload the tender documents in the official website of Chief Judicial Magistrate's Court.
3. The Account Section, Chief Judicial Magistrae's Court, West Tripura, Agartala for information.
4. Joint Transport Commission , West Tripura, Agartala.

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Chief Judicial Magistrate
West Tripura, Agartala
(Head of Office)

OFFICE OF THE CHIEF JUDICIAL MAGISTRATE
WEST TRIPURA, AGARTALA.

Tender document for hiring of vehicle for the office of the Chief Judicial Magistrate, West Tripura, Agartala.

1. Sealed tenders are invited from eligible bidders for hiring of vehicles (inclusive fuel & driver) for the office of the Chief Judicial Magistrate, West Tripura, Agartala. The bidders are require to quote rate both in figure and in words and it should be signed by the bidder of type of vehicles as mentioned below :-

Schedule No	Type of vehicle	Quantity
1	Maruti Eeco	01(one)

2. The bidders are required to submit their bid for the vehicle mentioned above and as per format given in Annexure-I. The bidder shall be selected on the basis of bid amount quoted for particular schedule, and schedule wise lowest bidder shall be decided based on the rate quote against the basic rate.
3. Terms & Conditions :-

(I) The bidder shall provide type of vehicle given in the schedule.

(II) The vehicle should have commercial registration issued from the competent authority.

(III) The vehicle shall be in good working condition with no scratched/dents/noise etc.

(IV) The bidder shall provide driver between age group of 22-50 years possessing valid driviing licence.

(V) If the vehicle needs repair, a similar vehicle shall have to be provided as replacement during the period of such repair so that the official works are not hampered.

(VI) No detention charge would be allowed for Sundays/holidays if the vehicle is not utilized on those days.

(VII) The successful bidder shall have to furnish up to date attested copies of registration certificate, fitness certificate, insurance policy, P.U.C. certificate, Income tax, professional tax clearance certificate etc. at the time of execution of agreement.

(VIII) The rate quoted shall remain valid during the agreement period. No claim for enchancement of rate on any ground during the period of agreement shall be entertained.

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(IX) GST, Income Tax & other tax if any will be deducted from the hiring charge of the bill as per provision of relevant acts & rules in force.

(X) All expenditure in connection with fuel, pollution check, Maintenance of vehicle, road taxes, insurance and any other incidental expenditure shall be done by the service provider.

4. The driver provided by the successful bidder should fulfill the following conditions :-

a) Should be in possession of valid Driving Licence issued by Licensing authority for the class of vehicle he driviing.
b) The driver shall be ready to move to the Districts & Sub-Divisions at any point of time as per requirement.
c) The drivers should not have habit of smoke, chew pan/pan masala/Tobacco inside the car both while driving and otherwise should not indulge any activity inimical to security of the officers travelling in his car.
d) Should be in possession of mobile phone with valid connection.
5. Submission of bills and payments :-
a) The payment will be made on monthly basis on submission of bills supported by log book duly signed by the concerned officer/official. Payment will be made as per availibility of fund subject to release by State Government.
b. No payment shall be made in advance nor any loan from any bank or financial institution recommended on the basis of the order of award of work.
c. The successful bidder should submit the details of his Bank Account for making payments through NEFT/RTGS/any other mode of digital payment ratified by the government.
d) Both the driver and owner of the vehicle shall comply all the related law and rules during the period of hiring.
e) GST, Income Tax & other (if any) will be deducted from the hiring charge of the bill as per provision of relevant Acts & Rule.

6. Brief Instructions to bidder are given hereunder :-
a) Availibility of tender documents :- The prescribed tender documents can be downloded from the website https:/westtripura.dcourts.gov.in for free of cost and also available in the office of the Chief Judicial Magistrate, West Tripura, Agartala during the office hour (10 A.M to 5.30P.M) on working day.
b) Preparation of tender :-
I)the tender should be typed written and free from over writing/correcting fluid should not be used in any case. All the documents should be serially numbered and signed by the bidder.
II) Sealed envelope adressess to Chief Judicial Magistrate, West Tripura, Agartala and superscribed with " TENDER DCOCUMENT FOR HIRING OF VEHICLE FOR THE OFFICE OF THE CHIEF JUDICIAL MAGISTRATE, WEST TRIPURA, AGARTALA."
III) Envelop containing fully filled, stamped and signed in the format provided in Annexure-I.

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c) Submission of tender:- The sealed tenders as above should be submitted in the office of the Chief Judicial Magistrate, West Tripura, w.e.f. 24.02.2026 to 28.02.2026 in receive section of Chief Judicial Magistrate, West Tripura, Agartala, late tender shall not be accepted.

d) Opening of tenders :-

i) On 03.03.2026 at 4 P.M. tenders shall be opened. The bidders or representative may attend the tender opening with proper photo ID card and authorized letter.

ii) In the event, the date of bid opening as above is declared government holiday the tenders shall be opened at the same time on the next working day

e) Evaluation and award of contract :-

i) The bidder offering lowest amount for a particular schedule shall be selected as the preferred bidder for that schedule.

ii) No bid shall be entertained and the same be rejected summarily if the bidding amount exceeds the rates as provided in Annexure-I of regarding DFPRT,2019, rates for hiring vehicles.

f) Duration of contract :-

The contract shall be for a period of 01(one) year from the date of signing of contract. The contract may be terminated by giving one month notice in case service are found unsatisfactory or even for violation of any terms & conditions of this contract.

The undersigned reserves the right to amend or reject partly or all tenders, without giving any reason thereof.

ANNEXURE-I

Schedule of hiring charges
Financial Bid
Upper ceilling limit for each month
A/C/ Non-AC vehicle- monthly rates for 1 years .

Sl.No	Description	Type of vehicle (Maruti Eeco)
1.	Detention charge	Rs.....(In word) Per Day
2.	Rate for per Km.per month	Rs.....(In word)/ Kilometer
3.	Rate per additional hour beyond 8 hours each day	Rs.....(In word)/ Hour

Note..... As per DFPRT, 2019.

1. Detention charge per day shall not exceed Rs.700/-
2. Per Kilometer rate shall not exceed Rs.8/-
3. For duties beyond 8 hours, overtime @ Rs.10/- per hour may be allowed subject to maximum of Rs.40/- per day.
4. The upper ceilling limit for hiring of Maruti Eeco on monthly basis should not exceed Rs.30,820/- subject of annual ceilling rate of Rs. 3,69,840/-.
5. Rates should be quoted in both figures and words for the above mentioned vehicle.
6.All other terms & condition shall be as per DFPRT,2019.

Date:-
Place:-

Signature of authorized person/firm
Name:-
Seal.

DECLARATION

I/We, having our office as mentioned below, declare that I/We have never been blacklisted by any State/Central Government or any State/Central PSU.

Signature :-

Name :-

Designation :-

Name of the Agency :-

Address of the tenderer/bidder :-

Date :-

Place :-