

**OFFICE OF THE
JUDGE, FAMILY COURT
DHARMANAGAR : NORTH TRIPURA**

No.F.1(1)-/FC/N/DMN//2021-23/731

Dated, Dharmanagar,
The 5th June, 2023

SHORT NOTICE INVITING TENDER

1. Sealed Tenders are hereby invited from the interested eligible bidders for hiring of 01 (one) vehicle (inclusive fuel & driver) for the use of Judge, Family Court, Dharmanagar, North Tripura for official purpose. The interested bidder shall quote rate both in figure & words and it should be signed by the bidder for the type of vehicle as mentioned below:-

Serial No.	Type of vehicle	Quantity
01	Maruti CIAZ/Hondai Verna/Maruti Swift D'zire/ Maruti Baleno/M&M Bolero (Diesel)	01(one)

2. The bidders are required to submit their bid for any one or combination given above and as per format given in Annexure-A. The bidder shall be selected on the basis bid amount quoted for particular schedule, and schedule wise lowest bidder shall be decided based on the rate quoted against the basic rate.

3. **Terms & Conditions :-**

- i) The bidder shall provide the type of vehicle given in the schedule.
- ii) The vehicle should have registration issued from the competent authority.
- iii) The vehicle shall be in good working condition without scratched/dents/noise etc.
- iv) The bidder shall provide driver between age group of 20-50 years possessing a valid driving license.
- 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 in any way.
- 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 enhancement of rate on any ground during the period of agreement shall be entertained.
- 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 borne by the service provider.

4. **The driver provided by the successful bidder should fulfill the following condition :-**
 - a) Should be in possession of all valid documents as per Motor Vehicles Act.
 - b) The driver shall be ready to move to the Districts & Sub-Divisions at any point of time as per requirement.
 - c) The driver 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 traveling in his car.
 - d) The driver should not have the habit of drinking liquor, taking drugs etc. and/or should not be under influence of those substance during the period of agreement.
 - e) 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 signed by the concerned officer/official. Payment will be made as per availability of fund subject to release by the 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 Tax (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) **Availability of tender documents :-** The prescribed tender documents can be downloaded from the website <https://northtripura.dcourts.gov.in/notice-category/tenders/> for free of cost and also available in the office of the Judge, Family Court, Dharmanagar, North Tripura during the office hour (10 am to 5.30 pm) on working days.

 - 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 addressed to the Judge, Family Court, Dharmanagar, North Tripura and superscribed with **“TENDER DOCUMENT FOR HIRING OF VEHICLE FOR THE OFFICE OF THE JUDGE, FAMILY COURT, DHARMANAGAR, NORTH TRIPURA.”**
 - iii) Envelop-containing duly filled, stamped and signed in the format provided in ***Annexure-A***

c) **Submission of tender :-** The sealed tenders as above should be submitted to the office of the District & Sessions Judge, North Tripura, Dharmanagar **up to 4.00 pm on 19-06-2023** in the Nazarat Section to the office of the District & Sessions Judge, North Tripura, Dharmanagar, late tender shall not be accepted.

d) **Opening of tenders :-**

i) On **20-06-2023 at 03.00 pm** 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 shall be rejected summarily if, the bidding amount exceeds the rates as provided in (Annexure-I) DFPRT, 2019, 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.

Judge, Family Court,
Dharmanagar, North Tripura.

DECLARATION

I/We, having our office as mentioned below, declare that I/We have never been black-listed by any State Govt./Central Govt. or any State/Central PSU.

Signature :-

Name :-

Designation :-

Name of the Agency :-

Address of the tenderer/bidder :-

Date :-

Place :-

Schedule of Hiring Charge
Financial Bid
Upper ceiling limit for each month
AC vehicle – Monthly rates for 1(one) year

Sl. No.	Description	Type of vehicle :-
1	Detention Charge	Rs.....(in word)..... per day
2	Per KM rate	Rs.....(in word)..... per Kilometer
3	Rate per additional hour beyond 8 hours each day	Rs.....(in word)...../Hour

Signature of authorized person/firm

Date :-

Name :-

Place :-

Seal :-

ANNEXURE –I

HIRING RATES OF VEHICLE

[See Rule 9(3)]

Subject:-Fixing of new ceilings for hiring of vehicle.

The upper ceiling for hiring of vehicles subject to monthly as well as annual ceiling for hiring expenditure for each category of vehicles are to be maintained as follows:-

Sl. No.	Type of vehicle	Detention charge @per da (in Rs.)	@ per kilometre (in Rs.)			Monthly Ceiling Limit		Monthly ceiling (in Rs.)			Annual ceiling (in Rs.)		
			Petrol	Diesel	CNG	Max. No. of working days in a month	Max. distance covered by a vehicle in a month (km)	Petrol	Diesel	CNG	Petrol	Diesel	CNG
A	B	C	D	E	F	G	H	I= (CxG + DxH)	J= (CxG+ ExH)	K= (CxG + FxH)	L= (12xI)	M= (12xJ)	N=(12xK)
1.	Maruti CIAZ	1000	9	7	0	23	1840	39560	35880	0	474720	430560	0
2.	Maruti SX4, ZXI MT	1000	9	7	0	23	1840	39560	35880	0	474720	430560	0
3.	MarutiErtiga ZDI	1000	9	7	5	23	1840	39560	35880	32200	474720	430560	386400
4.	Maruti Swift D'Zire	1000	9	7	0	23	1840	39560	35880	0	474720	430560	0
5.	Maruti Vitara Brezaa	1000	9	7	0	23	1840	39560	35880	0	474720	430560	0
6.	Maruti Swift	1000	9	7	0	23	1840	39560	35880	0	474720	430560	0
7.	Maruti Baleno	1000	9	7	0	23	1840	39560	35880	0	474720	430560	0
8.	Hundai BR-V (i-VTEC)	1200	10	8	0	23	1840	46000	42320	0	552000	507840	0
9.	HundaiCreta	1200	10	8	0	23	1840	46000	42320	0	552000	507840	0
10.	Hundai Verna	1200	10	8	0	23	1840	46000	42320	0	552000	507840	0
11.	HundaiElantra	1200	10	8	0	23	1840	46000	42320	0	552000	507840	0
12.	Hundai Tucson	1200	10	8	0	23	1840	46000	42320	0	552000	507840	0
13.	Hundai Elite i-20	1200	10	8	0	23	1840	46000	42320	0	552000	507840	0
14.	Maruti Gypsy, MG413W	700	8	0	0	23	1840	30820	0	0	369840	0	0
15.	Maruti Wagon R	700	8	7	5	23	1840	30820	28980	25300	369840	347760	303600
16.	Maruti Esteem, VX	700	8	0	0	23	1840	30820	0	0	369840	0	0
17.	Maruti Celerio X	700	8	7	5	23	1840	30820	28980	25300	369840	347760	303600
18.	Maruti Eco	700	8	0	5	23	1840	30820	0	25300	369840	0	303600
19.	Maruti Alto K10	700	8	0	5	23	1840	30820	0	25300	369840	0	303600
20.	MarutiEstilo	700	8	7	0	23	1840	30820	28980	0	369840	347760	0
21.	Maruti Omni	700	8	0	5	23	1840	30820	0	25300	369840	0	303600
22.	Ambassador	700	8	0	0	23	1840	30820	0	0	369840	0	0
23.	M&M Petrol Jeep	700	8	0	0	23	1840	30820	0	0	369840	0	0
24.	Toyota Innova Crysta	1200	12	11	0	23	1840	49680	47840	0	596160	574080	0
25.	M&M Xylo	1200	0	11	0	23	1840	0	47840	0	0	574080	0
26.	M&M Bolero	1200	0	11	0	23	1840	0	47840	0	0	574080	0
27.	M&M Scorpio	1200	0	11	0	23	1840	0	47840	0	0	574080	0

28	M&M XUV500	1200	0	11	0	23	1840	0	47840	0	0	574080	0
29	M&M Verito	1200	0	11	0	23	1840	0	47840	0	0	574080	0
30	TATA Tigor XZ Plus	800	9	8	0	23	1840	34960	33120	0	419520	397440	0
31	TATA Tiago	800	9	8	0	23	1840	34960	33120	0	419520	397440	0
32	TATA Indica EV2	800	9	8	5	23	1840	34960	33120	27600	419520	397440	331200
33	TATA Indigo ECS	800	9	8	5	23	1840	34960	33120	27600	419520	397440	331200
34	TATA Zest	800	9	8	0	23	1840	34960	33120	0	419520	397440	0
35	TATA Nexon	1200	9	8	0	23	1840	44160	42320	0	529920	507840	0
36	TATA Safari Storme VX	1200	0	11	0	23	1840	0	47840	0	0	574080	0
37	TATA Sumo Gold	1200	0	11	0	23	1840	0	47840	0	0	574080	0
38	TATA Harrier	1200	0	11	0	23	1840	0	44160	0	0	529920	0
39	TATA Hexa XT 4X4	1200	0	11	0	23	1840	0	47840	0	0	574080	0
40	TATA Winger	800	0	7	0	23	1840	0	31280	0	0	375360	0
41	M&M Diesel Jeep	800	0	7	0	23	1840	0	31280	0	0	375360	0
42	TATA Magic	800	0	7	0	23	1840	0	31280	0	0	375360	0
43	Force Cruiser	800	0	7	0	23	1840	0	31280	0	0	375360	0
44	Heavy Vehicle Truck TATA LPT 2518 TC	2300	0	24	0	23	2760	0	119140	0	0	1429680	0
45	TATA Star Bus Ultra BS-IV	2300	0	24	1 2	23	2760	0	119140	86020	0	1429680	1032240
46	TATA 407	1200	0	15	0	23	2760	0	69000	0	0	828000	0
47	TATA 709 EX (bus/track)	1200	0	15	0	23	2760	0	69000	0	0	828000	0
48	Swaraj Mazda 32 Seater Bus	1700	0	15	9	23	2760	0	80500	63940	0	966000	767280
49	Heavy vehicle Bus Ashok Leyland Cheetah/TATA 1510,1512 etc.	1700	0	24	0	23	2760	0	105340	0	0	1264080	0
50	Motor Cycle	200	2	0	0	23	1840	8280	0	0	99360	0	0
51	Scooty	200	1	0	0	23	1840	6440	0	0	77280	0	0
52	Bajaj CNG Auto	400	0	0	3	23	1840	0	0	14720	0	0	176640

Terms and Conditions:

1. For duties beyond 8 hours, overtime @ Rs.10/-per hour may be allowed subject to maximum of Rs.40/- per day.
2. Upper ceiling for hiring of vehicles for respective category in Gandachhera, Kanchanpur, Longtharai Valley, Karbook and Amarpur Sub-Division may be upto15% higher than the above rates.
3. Other terms and conditions are follows:-
 - (i) The above rates are upper ceiling limits. No hiring beyond the said ceiling will be entertained. These rates are not approved for hiring without tender. The tender formalities shall have to be observed in all cases and the lowest tender rate may be accepted subject to the aforesaid ceiling limits.

(ii) When a vehicle is to be hired for which ceiling rate, monthly / annual ceiling is not mentioned in the above table, the rate will be the one obtained through a proper bid process after approval on the basis of recommendation of Purchase Committee. The monthly ceiling for such purpose may be worked out on the basis of 1500 KM run for 24 days in a month.

4. The above rate would come into force with immediate effect. However, for the existing vehicles hired on contract basis for a specified period of contract, the old rates would prevail till the expiry of the existing contract period.

5. This will apply for vehicle hired by any Government Department or any State Government Undertaking with the prior approval of Finance Department.