

**OFFICE OF THE DISTRICT AND SESSIONS JUDGE, SONITPUR
AT TEZPUR**

NOTICE INVITING TENDERS

Sealed quotations are invited affixing Court Fee stamp of Rs. 8.25 (Non-refundable) from the intending firm/supplier for supply of outsourcing of 01 (one) vehicle as detailed below for the official use of District and Sessions Judge, Sonitpur Tezpur. The intending firm/supplier shall clearly quote **the monthly rent** for outsourced vehicle along with applicable Taxes.

Particulars of the items :

Sl. No.	Category of Vehicle	Colour
1.	" Toyota Innova Crysta"	White

GENERAL TERMS & CONDITIONS

1. The sealed envelope containing quotation shall be marked as "**Tender for Outsourcing of Vehicle**" along with the following credentials :-
 - a) Copy of PAN Card.
 - b) Up-to-date copy of G.S.T Registration certificate.

Each page of the aforementioned documents should be signed by the bidder with seal to establish the Bidder's eligibility and its qualification to perform the supply of vehicle if the bid is accepted. In the absence of any of the above documents / information, the offer may be summarily rejected without making any further reference in this regard. The Quotation shall also mention the firm's **contact details** clearly.

The sealed quotation should be submitted to the office of the **District and Sessions Judge, Sonitpur, Tezpur**, during office hours on working days on or before 28.06.2024. Any quotation received after office hours of 28.06.2024 will summarily be rejected.

2. The vehicle to be provided for outsourcing should be of excellent condition and shall not be more than 01 (one) year old. Preference will be given to brand new vehicle. The outsourcing vendor shall supply the vehicle for outsourcing within 01 (one) month from the award of the contract.
3. The vehicle to be provided for outsourcing should be comprehensively insured and should carry necessary permits, clearance from transport department or any other concerned authority. The vehicle should also carry necessary Pollution Under Control certificate from the concerned authority. An undertaking in this regard shall also be furnished with the Tender.

4. The vehicle shall be at the disposal of the hiring establishment during the contract period and the said vehicle cannot be withdrawn during the contract period without the consent of the hiring authority.
6. The District and Sessions Judge reserves the right to terminate the contract partially/fully at any point of time, ie. the undersigned reserves the right to terminate the service of outsourcing of vehicle at any point of time during the contract period.
7. In case of any mishap, theft or accident of the vehicle, the hiring establishment shall not be liable and stand indemnified.
8. The rates quoted shall be valid for 03 (three) years from the date of outsourcing of vehicle by the office of the District and Sessions Judge, Sonitpur or till new vehicle is provided by the Government/ Hon'ble Gauhati High Court to the District and Sessions Judge, Sonitpur, Tezpur, or whichever is earlier.
9. All kinds of maintenance, repairing, periodic servicing and regular washing & cleaning of the vehicle shall be done by the outsourcing vendor which excludes fuel. No incumbency certificate shall be done by the vendor.
10. The bill for payment of the outsourcing charges shall be submitted to this office by the contracted agency at the beginning of the following months which will be paid only through online mode. No payment in advance shall be made to the contracted agency/vehicle provider by the office of the undersigned.
11. The undersigned reserves the right to reject any bid without assigning any reasons thereof.

-Sd-

District and Sessions Judge,
Sonitpur, Tezpur

Memo No. DJ (S) 2440-42 Dated, Tezpur, the 19 / 06 / 2024

Copy to:

- ✓ 1. The System Officer, Sonitpur District Judiciary, for uploading the above Short Notice Inviting Tenders in the District Judiciary website, immediately.
2. Notice Board
3. Office File.


(Debashish Bhattacharjee)
District and Sessions Judge,
Sonitpur, Tezpur