

OFFICE OF THE PRESIDING OFFICER :: INDUSTRIAL TRIBUNAL
DIBRUGARH

No. ITD.82/2024/32

Dated, Dibrugarh the 3rd January, 2024.

NOTICE INVITING TENDER

In pursuance with Government of Assam, Judicial Department's Letter No. E-330791/6 dated 12-10-2023, this Office of the Presiding Officer, Industrial Tribunal, Dibrugarh invites quotations affixing Court Fee of Rs. 8.25 (Non Refundable) in the given format from reputed/authorized persons who are engaged in the business of outsourcing vehicles. The outsourcing vehicle (one in number) is required for the Official use of the Presiding Officer, Industrial Tribunal, Dibrugarh.

The details of the required outsourcing vehicle can be collected/downloaded from the Dibrugarh District Judiciary website.

The Tender should reach the Registrar of the office of the undersigned on or before **10-01-2024**.

Schedule to the invitation of Tender

Sl.No.	Particulars	Date
1.	Date of issue of tender	04-01-2024
2.	Time & last date of submission of tender	10-01-2024(till 5.00 pm)
3.	Date of opening of tender	11-01-2024
4.	Place of opening of tender	Office of the Presiding Officer, Industrial Tribunal, Dibrugarh

Details of the required outsourcing vehicle

Sl.No.	Name of vehicle	Brand	Qty	Rate	Remarks
1.	Innova (Latest Model)	Toyota	1 no.	1 no.	(Preferably white colored)
2.	Bolero (Latest Model)	Mahindra	1 no.	1 no.	(Preferably white colored)
3.	Scorpio (Latest Model)	Mahindra	1 no.	1 no.	(Preferably white colored)

Terms & Conditions

1. The contract period will be initially for 3 (three) months which may be extended (if necessary) or till new vehicles are provided.
2. The maintenance of the vehicle shall be done by the outsourcing vendor (except fuel & remuneration of driver).

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(2)

3. The interested parties (vendor) must have Savings Bank Account in SBI & GST Registration No., PAN card No. etc are to be provided for online payment of bill.
4. The filled up quotation shall be submitted in a sealed envelope and it is to be marked as "Quotation for Outsourcing of Vehicle" in the top of front side of the envelope.
5. The monthly payment of the vehicle shall be made through online mode in the bank account of the selected vendor after submission of bill.
6. The undersigned reserves the right to cancel the present tender process without assigning any reason in case any untoward situation arises.
7. The undersigned shall have the right to cancel the contract of the selected vendor at any point of time without assigning any reason thereof.
8. The undersigned reserves the right to counter offer price against price quoted by the bidder.
9. The vendor/party quoting the lowest bid price shall be awarded the contract.
10. After selected of the lowest bidder, he shall have to make an agreement with the Registrar of the Office of the undersigned regarding the terms and conditions of the contract.
11. After selection of the lowest bidder, the vendor shall deliver the brand new vehicle within 1 (one) month from the date of intimation of his selection.
12. The vehicle should have comprehensive insurance cover along with registration. The insurance cost, road tax etc, due on such vehicle shall be the liability of the vehicle owner. The vehicle should be insured in any of the Nationalized General Insurance Companies.
13. The interested party/Vendor shall provide brand new Vehicle or Vehicle in good condition.

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Presiding Officer,
Industrial Tribunal, Dibrugarh.

Memo No. ITD.82/2024/ *33-35*

Dated, Dibrugarh the *3rd* January, 2024

Copy to:-

- ✓ 1. The System Officer/System Assistant, District Judiciary, Dibrugarh. He is requested to upload the Notice Inviting Tender in the Dibrugarh District Judiciary website.
2. Notice Board.
3. Office File.



3.1.24
Presiding Officer,
Industrial Tribunal, Dibrugarh.
03/1/24