



Regional Research Station

Food Park, English Bazar, Malda, West Bengal- 732 103

Tel.: 09734620939; 09476066166 Email: cishmalda@gmail.com

F. No. 38 (Vehicle)/ 16- 17/

Dated: 06th September, 2016

Notice for Inviting Quotations

Quotations in properly sealed envelopes are hereby invited from the willing travel agencies, vehicle owners and firms subject to fulfillment of the following terms and conditions to hire one **Maxicab Bolero or equivalent** (purchased on & after 01/05/2008 with Diesel Engine) for official use of Central Institute for Subtropical Horticulture-Regional Research Station, Food Park, Malda.

Terms and conditions:

1. The vehicle to be provided should be registered in the name of the service provider/firm/ contractor or its subsidiary and it should be in very good condition. The vehicle should possess all requisite documents(s) like Registration certificate, pollution under control certificate, insurance etc. All kinds of taxes must be paid by the owner of the vehicle in due time.
2. The vehicle(s) to be provided should have Taxi Registration, Insurance coverage and All India permit if needed. Responsibility for obtaining National permit or State permit will be of the firm. The institute will not pay any charges on this account.
3. All kinds of allowances of the driver must be borne by the owner of the vehicle either within the district or outside of the station. The institute will not be responsible in any case for any compensation claimed by driver and cleaner under labour laws.
4. A log book is to be maintained for the vehicle by the driver and every detail of the journeys will be entered in the log book and each and every entry in the log book is to be signed by controlling officer or by his authorized representative of Director, CISH.
5. Toll tax, parking charges etc. will be paid on submission of receipt along with the bill.
6. Penalty etc. imposed by traffic police/department will not be paid by this office. In case any death occurred in accident or loss of vehicle will be totally responsibility of the firm/ owner.
7. Copy of PAN/TIN No. of the agency, copy of commercial registration and insurance should be attached with quotation.
8. Rate should be quoted for monthly hiring charges. (**Recently purchased vehicle with sound condition will be preferable.**)
9. Contender having a mobile phone arrangement for the driver will be preferred.
10. Normally the vehicle will be used for 10 hours per day during working days, but it may be used beyond the mentioned time limit. No charges for extra hours will be paid
11. There should not be any pressure for payment as it will be paid on receipt of allotment of fund from the Govt., any claim for interest on pending bill will not be entertained.
12. The firm whose tender is accepted will be required to furnish performance guarantee of Rs. 20000/- before commencement of work or 15 days of issue of order, whichever is earlier. The guarantee shall be in form of Demand Draft/Bank Guarantee from nationalized banks only, drawn in favour of "ICAR Unit CISH" payable at par at Lucknow.
13. In the case of breakdown of the vehicle, the agency should be able to provide another vehicle immediately and no expenses towards break down shall be borne by CISH.
14. The contractor shall provide the desired vehicle at the agreed time and place and in case of default, a fine of an amount of Rs. 500/- per duty/per day shall be levied. Further CISH-RRS, Malda shall reserve the right to engage another vehicle from the market and the charges of the vehicle so hired shall be recovered from the contractor as decided by CISH in addition to Rs 500/-. No amount shall be paid for the duty or day even if the vehicle had finally arrived at the location of reporting. For levying penalty, the decision of Director, CISH will be final and binding.
15. The contract will be valid for an initial period of one year. The contract can be terminated any day if services are not found satisfactory without stating any reason. No explanation will be entertained in this

regard. Upon successful completion, the contract can be extended to 12 months subject to mutual agreement and approval of Director, CISH Lucknow.

16. The payment will be made on submission of bill in triplicate which is to be submitted by owner/ firm of the vehicle for monthly hiring charges of vehicle. The deduction of income tax from the bills of the owner/ firm will be made at source as per rates applicable.
17. Diesel, Engine Oil etc. as required will be supplied by the owner of vehicle and the cost of same will be paid as per the following rate: a) Diesel: @ 10 km / Litre; b) Engine Oil: @ 500 Km / Litre (cost of diesel and engine oil will be paid on standard rate as fixed by the Government). Night halt charge may be paid @Rs. 500/- per night on official tour.
18. Security money deposited by the contractor may be forfeited in the event of contractor's failure to fulfill any of the obligations under the agreement.
19. ARBITRATION- All disputes and differences of any kind whatsoever arising out of or in connection with this agreement shall be referred to the arbitration of a sole arbitrator to be appointed by the Director, CISH, Lucknow. The place of arbitration shall be Lucknow. The decision of the arbitrator shall be final and binding on both the parties. The venue of arbitration will be the office of Director, CISH, Lucknow or as decided by the arbitrator.
20. The firms /owner shall ensure the successful implementation of the terms and conditions of the agreement. The contract shall be subject to the conditions that the firms shall comply with all the laws and by laws of Central Govt. / State Govt. as applicable relating to this contract.
21. All personnel posted at premises shall time and for all purpose be deemed to be employee of the firm/ owner and CISH/ICAR shall have no liability of this account in any manner.
22. The firm or its worker shall not misuse the premises allotted to them for any purpose other than for which contract shall be awarded.
23. The driver should have commercial either trained driving license. The institute will not be responsible in any case for any compensation claimed by driver and cleaner under labour laws.
24. The firm/ owner shall devote its full attention in service to ensure highest quality in all aspects and discharge its obligations under the contract with trust diligently and honestly. The vehicle should be neat and clean and in good running condition.
25. The Director, CISH, Lucknow reserves the right to accept or reject any tender at any time prior to, after award of the contract, without assigning any reason, whatsoever, and without incurring any liability or obligation, whatsoever, to the affected tenderer or tenders. An agreement may be signed mentioning above mentioned terms and conditions before commencement of work.
26. The quotation must be properly sealed and reached the office of the undersigned **within 15/09/2016 with in 2:00 PM and will be opened on 15.09.16 at 03:00 PM for finalization on the same date.**

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Copy forwarded for kind information and wide publicity to:

- I. Notice Board of Collectorate building
- II. Notice Board of the Sub-Divisional Officer (Sadar), Malda
- III. Notice Board of the Head Post Office, Malda.
- IV. Notice Board of the B.D.O., English Bazar Block, Malda.
- V. Notice Board of the D.D.A. (Fruits), Malda. & DDA (Agri.)
- VI. Vehicle File/ PS to Director, CISH for information to Director.
- VII. Copy to Assistant Administrative Officer/ FAO, CISH, Lucknow
- VIII. CISH website (www.cish.res.in)
- IX. Copy to travel agencies / vehicle owner/ service provider/ firm

Scientist In-charge, CISH-RRS, Malda
Dated, Malda, the 06th September, 2016

Scientist In-charge, CISH-RRS, Malda