



TRIPURA MEDICAL COLLEGE & Dr. B R AMBEDKAR MEMORIAL TEACHING HOSPITAL

(Managed by a Society registered under Societies Registration Act, 1860 having Registration No.5770 of 2009)
Hapania, Agartala-799014, West Tripura

Telefax :- 0381-237-3143/237-6657/237-4144, Website :- www.tmc.nic.in Email :- tmc.agt@gmail.com


Notice Inviting Quotation

Hereby quotation in sealed cover is invited for “Rate for hiring of Maturi Eeco (CNG) vehicle including driver, fuel, lubricant, and related expenditure for use in ICMR rATA Project, Tripura site under Department of Community Medicine of Tripura Medical College & Dr. BRAM Teaching Hospital” subject to certain terms and conditions as mentioned below:

Last date of submission of quotation to *The Office of The Chief Executive Officer, Society for Tripura Medical College & Dr. BRAM Teaching Hospital, Hapania, Agartala, West Tripura 799014; on or before 4:00 PM of 20/11/2023 by Hand/Speed Post/Courier/Registered Post.*

Terms and conditions:

1. The quotation should be addressed to “Principal Investigator, ICMR rATA Project, Tripura site” and on the sealed cover it should be written as “Rate for hiring of Maturi Eeco (CNG) vehicle including driver, fuel, lubricant, and related expenditure for use in ICMR rATA Project, Tripura site under Department of Community Medicine of Tripura Medical College & Dr. BRAM Teaching Hospital”.
2. Quotation received after the due date and time shall be rejected. Handwritten quotations shall be summarily rejected. The authority/undersigned shall not be responsible for any postal delay etc.
3. The quotation should contain all the essential documents regarding the agency as well as of the vehicle as:
 - a) Copy of PAN Card
 - b) Copy of Valid up-to-date road tax clearance certificate
 - c) Valid up-to-date driving license
 - d) Valid up-to-date commercial registration certificate
4. The rate should be typed and quoted in figures and words clearly in Indian currency. The rates should be quoted including excise duties and taxes applicable against each item. The basic prices and taxes applicable should be indicated separately. **The name of brand and make must be mentioned in bold letters.**
5. **The rate should be quoted for detention per day and run per Km in the form prescribed at Annexure I.**
6. Ownership of the vehicle must be 1st hand and vehicle should not be more than 05 (five) years old from the date of manufacturing up to the date of quotation.
7. The quotation will be accepted on the lowest rate basis in terms of total monthly involvement on account of detention charge and per Km running expenditure.
8. No insurance charge or any other charges including maintenance cost is admissible.
9. No interest can be claimed in case of delay in making payment beyond the stipulated period of payment.
10. The driver of the vehicle should have valid driving license which has to be produced after successful quotation and before receipt of the work order. The concerned driver should maintain a Logbook.
11. The Logbook should be signed on the day of duty maintaining date, Km reading and time on reporting and departure. Each journey should be certified by the officer who has availed the vehicle for journey maintaining Km reading and time on commencement & end of journey. Bill claimed against the journey not duly certified will not be paid.


08/11/2023
Principal Investigator
ICMR rATA Project
Traipura Site



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- 12.The agency to get the work order shall remain liable for any incidence of loss, breakage etc, of vehicle at the time of duty hours.
- 13.The project/authority/undersigned shall not be responsible for damage of any kind for any mishap/accident/injury caused by the vehicle/driver while performing duty for the project work. All liability, legal or monetary shall be borne by the agency.
- 14.Whenever the vehicle is out of order/ off road, an alternative vehicle should be replaced within 02 (two) hours to avoid interruption of service.
- 15.The vehicle sent on requisition must have all relevant documents like registration book/driving license/insurance/ road tax receipt/ permit fee/ passenger tax/border tax/toll tax/ etc. The vehicle should be licensed and shall conform to all Government Rules and Regulations being in force from time to time.
- 16.Unsatisfactory or unprofessional behaviour shall result in termination of the contract. Non-adherence to the quality of service and terms and conditions mentioned herein shall result in termination of the contract immediately.
- 17.The undersigned reserves the right to cancel the contract, any time, without assigning any reason.
- 18.The driver should be equipped with Mobile phone. No charges will be given for lunch/tea to the driver. Driver should carry his lunch.
- 19.Within working hours, the driver shall not leave the duty without permission and shall not do any private work other than the normal duties. If the driver is found to be absent from duty, it will be taken as non-availability of the vehicle and suitable penalties shall be imposed.
- 20.Payment will be made on bill basis after successful completion of work. No advance payment will be entertained. TDS etc. will be deducted from the bill as per guidelines of the Govt.
21. Vehicle needs to be provided, within 07 (Seven) days of receiving the work order. A penalty @ 1% on the value shall be charged for every day beyond the aforesaid 07 (Seven) days. However, relaxation will be entertained only in special circumstances (situation beyond human control).
- 22.Vehicle's reporting time should be 8:30 AM (morning) everyday, to be informed by concerned officer/s.
- 23.Reporting place for duties may be anywhere within the radius of 10 KM from project office and to be informed by concerned officer/s.
- 24.Duty Hours will be 8:30 AM (morning) to 5:00 PM (evening) without night halt, overtime @Rs.10/- per hour may be allowed subject to maximum of Rs.40/- per day.
- 25.The maximum number of working days in a month is 16 (sixteen) days.
- 26.The vehicle will be hired initially for 3 months, and renewed for further period, to be informed from time to time on satisfactory service.
- 27.Payment will be made on monthly basis on submission of Bills in triplicate certified by concerned officials along with relevant up to date Log Book.

Principal Investigator
ICMR rATA Project, Tripura site
Department of Community Medicine
Tripura Medical College & Dr. BRAM Teaching Hospital


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Tripura Site

Annexure I
Rate for hiring of Maturi Ecco vehicle including driver, fuel, lubricant, and related expenditure for use in ICMR rATA Project, Tripura site under Department of Community Medicine of Tripura Medical College & Dr. BRAM Teaching Hospital

Particulars of the vehicle (Item Description)	1	2	3	4	5
Rate for hiring of Maturi Ecco (CNG) vehicle including driver, fuel, lubricant, and related expenditure for use in ICMR rATA Project, Tripura site under Department of Community Medicine of Tripura Medical College & Dr. BRAM Teaching Hospital					
Quantity: 01 (ONE) No. 1					


 Principal Investigator
 ICMR rATA Project, Tripura site
 Department of Community Medicine
 Tripura Medical College & Dr. BRAM Teaching Hospital

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