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**भारत सरकार/GOVERNMENT OF INDIA**

**केंद्रीय जल आयोग/CENTRAL WATER COMMISSION**

**अधिशाली अभियन्ता कार्यालय/OFFICE OF EXECUTIVE ENGINEER**

**मेघना अन्वेषण मंडल/MEGHNA INVESTIGATION DIVISION**

*MSHFC Society Ltd Building, 4<sup>th</sup> Floor, Nongrim Hills, Shillong, East Khasi Hills, Meghalaya, Pin-793003*

**No. MID/JE(HQ)/NIQ/2017-18/410-13**

**Dated: 9th May'2017**

**NOTICE INVITING QUOTATION**

Sealed quotations are hereby invited by the Executive Engineer, Meghna Investigation Division, Central Water Commission, Shillong on behalf of the President of India for hiring of vehicle as and when required as per enclosed schedule of quantity (Annexure –I) and special condition of contract (Annexure – II)

Quotation shall reach the undersigned on or before 15.05.17 upto 15.00 hours and the same will be opened on the same day at 15.30 hours in the presence of intending quotationers.

**TERMS & CONDITIONS:**

1. The quotation must be valid for not less than 365 days and certificate to this extant should be given in the quotation.
2. The rate should be inclusive of all kinds of charges relevant to this case. Deduction of income tax, VAT, labour charge, educational cess etc will be deducted at the sources as per prevailing rules. Firms /supplier must enclose a copy of PAN, TIN, VAT etc along with quotation.
3. Registration, insurance and all other documents for hiring of vehicles shall be fulfilled by the agency as per prevailing rules and guidelines during the contract period and nothing extra shall be paid on this account.
4. The quotation no. with date of opening must be mentioned on top of the quotation and cover.
5. The rate of items must be quoted both in figures and words. The quotationer should attest any cutting / over writing in the quotation.
6. Separate payment for driver shall not be made.
7. Normal duty hour shall be 9.00 AM to 5.00 P.M.However during emergencies or any other circumstances, the driver shall have to work beyond the normal working hours for which nothing extra shall be paid by the Deptt.The welfare part of the driver shall be taken care by the Agency.
8. Quotation is to be dropped in the quotation / tender box in the office of the undersigned or may be sent by the registered post to the undersigned so as to reach stipulated time for receiving the quotation. No quotation will be entertained after the time.
9. The undersigned reserves the right to cancel / reject in part or full of any / all the quotation without assigning any reason and without any financial involvement from either side.
10. Any fine due to traffic violation shall be liability of the contractor.Nothing extra shall be paid by the department.
11. Any quotation, which does not comply to the above guidelines, has the risk of being rejected.
12. During the contract period security of vehicle provided shall be the responsibility of contractor. The contractor shall provide fire extinguisher for fire fighting in the vehicle at his own cost.
13. Any person who is in government service or any employee of the department shall be not a partner directly or indirectly with the service provider.
14. The service history of the vehicle should be provided with the quotation.
15. In the event of any dispute or differences arising out of this contract, the same shall be referred to the sole arbitration of EE,MID,CWC,Shillong , Meghalaya.
16. The contractor and his staff shall not allow any person other than employees authorized by the Engineer in Charge to travel in the vehicle (s)

17. Engineer in Charge shall not provide any residential accommodation to the drivers /helpers engaged with the vehicle (s) hired and the contractor shall make their own arrangement for stay of the persons engaged by them for the work.
18. It must be ensured that the vehicles are not emitting excessive harmful pollutants in the atmosphere and are within the permissible limits. Vehicle shall contain pollutants under control (PUC) certificate from the authorized agencies.
19. If this office is not satisfied with the performance of the driver/vehicle, then alternative driver/vehicle is to be provided immediately.

Sd/-  
Executive Engineer  
MID,CWC,Shillong.

Copy for information to:

1. The Superintending Engineer, Meghna Circle, Silchar for kind information.
2. The Executive Engineer, Meghna Division, Silchar.
3. Accounts Branch, MID, CWC, Shiilong.
4. Notice Board of MID, CWC,Shillong.
5. Details of this NIQ is also available on C.P.P Portal.

**Schedule of quantity****Name of work:Hiring of vehicle**

Sl No	Description of items	Quantity	Unit	Rates		Remarks
				In figures	In words	
1.	Hiring of vehicle like Bolero or equivalent vehicle as and when required for official purpose. Including fuel along with driver.					
	a)Per day for daily engagement from 09:00 hours to 17:00 hours (08:00 hours or 80 km per day) as per requirement of local journey.	1	Day			
	b)Extra Kms (Per Km for per day)	1	Km			
	c)Extra hours (Per hour per day)	1	Hours			
	d) Night charges per night	1	Day			
2.	Hiring of vehicle like Bolero or equivalent vehicle as and when required for official purpose. Including fuel along with driver. For out of station journey (via Meghalaya, Mizoram, Assam etc.)					
	a)Per day for daily engagement from 09:00 hours to 17:00 hours (08:00 hours or 80km per day) as per requirement of out station journey.	1	Day			
	b)Extra Kms (Per Km for per day)	1	Km			
	c)Extra hours (Per hour per day)	1	Hours			
	d)Night charges per night	1	Day			

Sd/-

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**SPECIAL CONDITION OF CONTRACT**

1. The agency shall deploy the vehicle like Bolero, equivalent like Scorpio , Xylo etc. the make of the vehicle should be of the year 2014 or later and it should be registered within the state.
2. The vehicle should have an All India permit.
3. The engine of the vehicle should be minimum 2500 cc.
4. The tyre of the vehicle should be new and have the meets the specification 215/75 R 15.
5. The wheel base should be minimum 2600 mm.
6. The vehicle shall be provided by the agency for local as well as outside journey to CWC sites located in Assam, Meghalaya, Mizoram and other states as and when required.
7. In case of brake down or disruption due to any reason, the vehicle shall be replaced by a substitute vehicle on the spot immediately by the agency and no extra charges shall be payable for that. In case the agency fails to provide equivalent arrangement in the department/officer will make alternate arrangement at cost of agency.
8. The toll tax & parking charges as applicable during the transit shall be paid by the department on production of valid receipt.
9. Once rates quoted by the agency shall be final, nothing extra shall be paid on account of rate increase of fuel. Lubricant etc.
10. All expenditure involve in connection with petrol /diesel/pollution check, repair and maintenance of vehicle , road taxes , insurance and any other incidental expenditure shall be borne by the agency including all government levies and challan (if any)
11. The vehicles shall be kept neat and clean and in good working condition maintained well during contract period.
12. The colour of the vehicle should be white , black or brown.
13. The drivers shall be mannered with good behavior and should have a valid driving license with him.
14. The agency shall be responsible for safety and security of vehicle and shall be responsible for compensation and damages due to any dispute between the agency and its staff. Department shall not be responsible for any dispute between the agency and its staff.
15. The payment will be made by the account payee cheque/demand draft after completion of journey on production of bill / challan in triplicate of duly verified / signed by the authorized officer.
16. The agency should ensure that the driver must carry all necessary documents like registration certificate, insurance paper, PUC certificate etc. with him.
17. The distance from garage / taxi stand to duty place to garage/ taxi stand , all distance will be measured Ex- office.
18. The distance milo meter of vehicle shall be accurate.
19. The rate shall be quoted inclusive of all taxes including service tax & cess. Nothing shall be paid extra.

20. The agency shall comply with the government / RTO rules and regulations government notifications before deployment of vehicles, including all RTO formalities for operating the hired vehicle.
21. The driver should be well experienced , impeccable integrity and should have a general idea about north eastern area.
22. The driver shall be in neat and clean uniform and should not be drunk at all times on office duty.
23. The vehicles shall be run as per the schedule of trips,/ timing , route and as directed by the Engineer In charge or the work from time to time either by return notice / telephone / mobile.
24. The vehicle shall be in good running condition throughout the contract period. The duration of local duties at site and outside trips etc. shall be as per instructions issued by the Engineer in charge of work.
25. The contractor shall compensate and make good all damages or loss of property or personnel injury to the passengers or to any other third party as a result of road accidents or on account of whatsoever cause while operating these vehicles.
26. The contractor shall ensure that the driver engaged by him to drive the vehicle, fulfil and fully comply with the requirement of Motor Vehicle Act, 1988 and other statutory provisions.
27. If the driver of the vehicle is not available due to the being on leave, due to sickness of otherwise, contractor will arrange driver immediately.

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MID,CWC,Shillong.