

OFFICE OF THE
ASSAM SCIENCE TECHNOLOGY & ENVIRONMENT COUNCIL
BIGYAN BHAWAN, G.S. ROAD,
GUWAHATI-781005

No. ASTEC/ESTT/Veh/QTN/1094/2008/103/

dtd. 20.03.10

Notice Inviting Quotation

Sealed quotation along with an IPO of Rs. 20/- (Rupees twenty) only (non refundable) in favour of Director, Assam Science Technology & Environment Council, G.S. Road, Guwahati-781005 are invited from Guwahati based Registered Travel Agency/Agencies for hiring of different type of vehicles for official use of ASTE Council and AEDA , Bigyan Bhawan, G.S. Road, Guwahati - 781005.

The quotations will be received upto 3 P.M. of 9th April, 2010 and shall be opened on the same day at 4.00 P.M. in presence of the Bidders.

Terms and Conditions to be followed by the Bidders

1. The Quotation should be submitted in the format enclosed as Annexure-I. Selected bidder will have to deposit a sum of Rs. 5000/- (Five thousand) only as security deposit by way of Demand draft in favour of Director, ASTE Council payable at Guwahati before the work order is issued.
2. Copy of Govt. registration No., PAN, 15 digit service Tax registration No., are to be enclosed along with the Quotation. Otherwise quotation will be rejected without any notice thereof.
3. Rate should be quoted inclusive of all applicable taxes such as TDS, service tax and duties etc and applicable taxes will be deducted at source against which necessary tax deduction certificates will be issued as and when required. Other expenditure like car parking charge etc. will be borne by the council/agency subject to submission of necessary supporting vouchers.

4. The validity of quoted rate/rates will remain same for one year from the date of signature of agreement and no price/rate escalation will be entertained due to hike of fuel price, lubricated oil etc.
5. Selected bidder will be liable to confirm supply of vehicle within 1-2 hour of intimation depending on urgency of requirement. If the vehicle is not placed at the disposal of the council/agency as per stipulated time, the bidder will be treated as in competent and will lead to cancellation of the prevailing order without assigning any reason thereof.
6. At least 3 (three) running telephone nos (in commission) should be mentioned in the tender paper.
7. 10 (ten) hours duty per day is compulsory and overtime will be admissible only after 10 (ten) hours of continuous service . No over time charges will be given in case of Night halt.
8. If the service of the selected bidder is not found satisfactory, the work order will automatically be cancelled without any notice thereof and the security deposit will be forfeited accordingly.
9. Director ASTE Council/AEDA reserves the right to accept or reject any offer which will be advantageous to the Council/agency without assigning any reason thereof.
10. Director ASTEC/ AEDA reserving the right to cancel the agreement with prior notice of 15 days, if the service of the supplier is not found satisfactory or due to any other reasons which would be beneficial for the greater interest of this Council/AEDA.
11. Any dispute whatsoever, will be confirmed within the jurisdiction of Gauhati High Court.

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12. All bidders are requested to put their rates in our prescribed format vide Annexure-I
13. In case of vehicle provided on monthly basis or Night halt will be admissible and same procedure will be adopted in case of journey towards outside Guwahati.

Director
ASTE Council

Copy to :-

1. Notice Board, ASTEC/AEDA
2. Heads of Division, ASTEC/AEDA
3. Dy. F.A.O., ASTEC
4. Guard file/concerned file

Dy. Administrative Officer
ASTE Council

ANNEXURE-I

FORMAT FOR SUBMISSION OF QUOTATION FOR HIRING OF VEHICLE UNDER ASTEC-AEDA

1. Name of Bidder/Agency :
2. Address :
3. Govt. Registration No. :
(Copy of Regn. To be furnished)
4. PAN No. :
5. Service Tax Registration No. :
6. To be filled up by the bidder/bidders :

Type of vehicle	Local Rate (daily)	Outside Rate (daily)	Km rates Local/Hills	Outside	Airport duty Charge with fuel	Over time charge/hrs	Monthly basis	
							Hiring charge	Mileage rate/KM
Maruti van								
Indica (non A/C)								
Indica (A/C)								
Tata Sumo								
Bolero								
Safari								
Tavera								
Scorpio								
Esteem								
Forth Icon								
Ascent								
Indigo								
Verna								
Innova								
Honda city								
Optra								
Honda accord								

N.B. : Rates should be quoted inclusive of applicable taxes etc.