



**GOVERNMENT OF TRIPURA
OFFICE OF THE COLLECTOR OF EXCISE
GOMATI DISTRICT, UDAIPUR.**

No.F.1(83)/CEX/G/HIRING/2022/6674

Dated, 30 /01/2024

Notice Inviting E-Tender for hiring of 01(One) No. Maruti Eeco Vehicle inclusive fuel and driver for use in the O/o the Collector of Excise, Gomati District, Udaipur.

Tender is hereby invited by the undersigned from the bonafied Agencies/Firms/Transporter/Vehicles owner/Co-operative Society having experience for quoting the rates.

The above tender is invited for hiring of vehicles in connection with Excise related work for office duty & Enforcement Activities within the District.

The tender will be received only through e-tender from 1st February, 2024 at 12.30 PM to 21st February 2024 at 05.00 PM from the bidders and will be opened on 22nd February 2024 at 11.30 AM, if possible.

Instruction to the bidder, general terms and conditions for hiring of Maruti Eeco vehicle in the office of the Collector of Excise, Gomati District are as given below.

1. Bid fee of Rs.500/- (Rupees five hundred) only to be deposited by the bidder which is non-refundable.
2. An earnest money amounting to Rs. 5,000/- (Rupees five thousand) only will have to be deposited. The said earnest money will be converted to security money for the successful bidder. For others, the earnest money would be refunded, after finalization of the work order.
3. Bid fee and Earnest Money are to be paid electronically over the online payment facility provided in the portal any time after start date of bid submission and before bid submission end date using Net Banking facility by the bidder. The Bid fee, as said above, to be paid electronically over the online payment facility, which is non-refundable and to be deposited to the Government Account automatically as revenue.
4. The contract of vehicle will be 01(One) year from the date of agreement of the contract.
5. The vehicle should be absolutely in good running conditions.
6. The bidder should upload the following documents: i) Registration certificate of vehicle, ii) Valid Insurance of vehicle, iii) Pollution Clearance certificate, iv) Road Tax clearance, v) Commercial Registration vi) Driving License of the Driver, vii) Vehicle permit, if any viii) GST registration certificate and PAN Card etc.
7. Permit of the vehicle should be commercial in nature or if not, then it is to be converted to commercial within 3(three) weeks from the date of issuance of the requisition.
8. During submission of bid, the bidder should follow the maximum limit for detention charge @ Rs. 700/- per day and @ Rs. 08/- per kilometre for petrol and @ Rs. 05/- per kilometre for CNG shall be quoted during quotation as per limit provided in the Delegation of Financial Power Rules Tripura,(DFPRT) 2019.
9. During payment of bills etc. rule of DFPRT, 2019 should be strictly followed.

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Page-2

10. For the purpose of bid evaluation, total distance per day 50(fifty) Kms and 1(one) day detention rate will be considered. However, payment will be made based on the actual travelled distance and detention period will be based on log book certified by the Excise Officers accompanying the vehicles.
11. The vehicle should not be older than 01-01-2020.
12. The vehicles will be normally engaged in Government working days and time but if required, office may engage the vehicle on holidays and beyond the office hours.
13. The vehicle will have to run in all weather conditions and on all kinds of roads in plain and hill areas.
14. The vehicle must be fitted with kilometre reading meter in good condition.
15. The running maintenance and repairing of the vehicle should be done by the owner at his own cost and risk. Any breakdown, accident, defects etc. will have to be attended immediately and to be repaired/maintained by the owner of the vehicle at his own cost and risk. A similar vehicle shall have to be placed by the owner of the vehicle as replacement during the period of repairing if any, to avoid any difficulties towards smooth functioning of works.
16. The vehicle should be duly registered with the competent authority and should have all necessary documents.
17. If the vehicle remains off on the road for more than two hours the owner of the vehicle has to arrange another vehicle at his own cost.
18. In case of failure of placement of the vehicle on any day(s) by the owner, the office may hire another vehicle for the day(s)/period as the case may be. The cost involved in this case will be recovered from the owner of the contracted vehicles.
19. One driver possessing valid driving license should be placed with the vehicle.
20. In case, if driver fails to do his duty due to illness or unavoidable issues or its driver resigns from his job, owner should made immediate replacement with a new driver having valid license with intimation to this office.
21. A log book in the Government prescribed form will have to be maintained with the vehicles in which the day to day journey will be recorded. A copy of the said log book should be submitted along with the bill for payment.
22. All expenditures of the driver including their pay etc. will have to be borne by the owner of the vehicle.
23. The vehicle if required will have to halt any place/station for one or more days and no extra payment will be made for that.
24. Cost of fuel/lubricant/maintenance etc. of the vehicles will have to be borne by the owner of the vehicle.
25. Bill in triplicate may be submitted to the Superintendent of Excise of this office in the next following month for processing release of payment.
26. GST & Income Tax as per rate will be deducted from monthly bill at source.
27. The office has the right to terminate the contract by giving 15 days notice.
28. Fooding and lodging cost of the driver shall be borne by the bidder.
29. In case of more than one bidder quoting the same rate, the decision of the Tender Committee shall be final.
30. The undersigned reserve the right to reject any/ all quotation including the lowest quotation without assigning any reason as well as without prejudice to the Court of Law.

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- 31.No advance will be given to the bidder in this regard.
- 32.No interest can be claimed in case of delay of making payment beyond the stipulated period of payment.
- 33.The rate should be quoted as per specific unit which has mentioned in the items list.
- 34.Bidder shall download and carefully read all terms & conditions and other contents of the Tender. Downloaded DNIT has to be uploaded back and digitally signed as a proof of acceptance of all terms & condition in the DNIT.
- 35.Attested copies of all relevant documents as mentioned above has to be digitally signed and uploaded.
- 36.Rate quoting sheet (BOQ) shall be downloaded, filled up properly and uploaded in the bid after digital signature. Name of the bidder must be written in the appropriate field of rate quoting sheet by each bidder. Any comments like "Not applicable" etc. should not be written as these will not be accepted by the system.
- 37.After scrutiny of bid/preparation of comparative statement/during signing of agreement, if required eligible bidders will have to produce original copy of the uploaded document for verification.
- 38.After opening of bid successful bidder will be asked to show all original documents which were uploaded relevant to the DNIT.
- 39.This is for the information of all bidders that, all documents uploaded in the bid will be a part & parcel of the agreement, to be signed with the successful bidders.
- 40.Requirement of documents etc. are mentioned in ANNEXURE-I and specimen of BOQ mentioned in ANNEXURE-II.
- 41.Bidding authority reserves the right to cancel any bid at any time before closing date of bid and to re-upload the bid document without assigning any reason. Bidders are instructed to take action with newly uploaded document if any.


(Tarit Kanti Chakma, IAS)
Collector of Excise
(DM & Collector)
Gomati District, Udaipur

Copy to :-

1. The Commissioner of Excise, Government of Tripura, Gurkhabasti, Agartala for kind information please.
2. The Director, Information Technology, Indranagar, Agartala for information with a request to upload the same in the State portal.
3. The Sub-Divisional Magistrate, Udaipur/Amarpur/Karbook for kind information and copy of Notification is enclosed herewith with a request to display the same in their office Notice Board.
4. The DIO, NIC, DM & Collector office, Gomati District for information with request to upload the said bid in the <https://gomati.nic.in>.
5. The Accounts Section of this office for information.
6. The Notice Board of the office of the Superintendent of Excise, Gomati District, Udaipur.


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Collector of Excise
(DM & Collector)
Gomati District, Udaipur

ANNEXURE-I

Following valid and self attested documents to be uploaded (Language of all uploaded documents/certificates should be in English).

SL.No. of my documents list	Category name	Subcategory name /Documents to be uploaded	Remarks
A	Documents in support of eligibility	i) Registration certificate of the vehicle, ii) Valid Insurance Certificate iii)Pollution Clearance certificate, iv)Road Tax Clearance certificate, v) Commercial Registration, vi) Driving License of Driver, vii) Vehicles permit, if any , viii) GST registration Certificate and PAN Card etc.	Required documents to be uploaded in the specific folders only

ANNEXURE- II

BOQ FORMAT

Name of Item: Hiring of 1(one) no. Maruti Eeco including fuel and driver for use by the O/o the Superintendent of Excise, Gomati District, Udaipur.

DNIT No: F.1(83)/CEX/G/HIRING/2022/ 66-74

Dated, Udaipur 30/01/2024


Name of the Bidder/ Bidding Firm/ Company:	
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PRICE SCHEDULE

(This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder name and Values only)

NUMBER#	TEXT#	TEXT#	NUMBER#	NUMBER
Sl. No.	Name of item & other particulars	Unit	Detention charge per day per vehicles incl. all taxes & charges (in Rs.)	Per KM running charges per vehicle incl. all taxes & charges (in Rs.)
1.	Hiring of Maruti Eeco including fuel and driver for use by the O/o the Superintendent of Excise, Gomati District, Udaipur.	1(one) No of vehicle		

**** For the purpose of bid evaluation, total distance per day 50(fifty) kms and 1(one) day detention rate will be considered. However, payment will be made based on the actual distance travelled and detention period based on log book certificate by the officer accompanying the vehicle.


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(DM & Collector)
Gomati District, Udaipur