

**ICAR Research Complex for NEH Region  
Tripura Centre, Lembucherra, Tripura West, Pin-799210**

RC/TC/ (S-9)/2014/

Dated: 15<sup>th</sup> July,2015

**NOTICE INVITING TENDER (ABRIDGE)**

Sealed tenders are invited from the bonafide vehicle contractor/ tour operator/ travel agents for providing of service of hired vehicle as mentioned below, so as to reach the Joint Director, ICAR, Research Complex for NEH Region, Tripura Centre Lembucherr on or before 10<sup>th</sup> August, 2015, at 2 P.M. the tender form can be downloaded from the ICAR (Tripura) website (<http://www.tripuraicar.gov.in>): **The vehicle will be required on call basis whenever necessary.**

In such case the cost of tender documents Rs. 200.00 is to be paid for in the form of DD/or Banker's cheque drawn in favour of Joint Director, ICAR, Tripura Centre payable at SBI, Agartala alongwith the tender. As per the rate applicable Service Tax may be mentioned and TDS as per Income Tax rules will be deducted.

The tenderers are to enclose a D-Call of Rs. 2,000/ (Two thousand) only in favour of Joint Director, ICAR, Tripura Centre, Tender without earnest money as mentioned below will be rejected.

Schedule of supply	Name of the Service	Cost of tender document	EMD as D-Call	Last Date of Submission
Tender Schedule	Providing service of Hired Vehicle as mentioned bellow <b>as and when required.</b>	Rs. 200/-	2,000/- (Rupees Two thousand)	10 <sup>th</sup> August, 2015. At 2 P.M.

The validity of tenders should be for one year the approval of tenders. The Joint Director, ICAR, Tripura Centre, reserves the right to accept/reject any or the entire tender without assigning any reason what so ever.

Sd/- S. R. Deb Barman

**From:**

The Joint Director  
ICAR Research Complex for NEH Region  
Tripura Centre, Lembucherra  
West Tripura-799210, Tripura

Dear Sir

1. I/we offer to construct as detailed in the schedule here to or such portion thereof as you may specify in the acceptance of tender at the price given in the specified date. I/we shall be bound by a communication of acceptance dispatched within the aforesaid date.
2. I/we have understood the instructions and conditions of contract pertaining to the above mentioned tender and have thoroughly examined the specification there to and am/are fully aware of the nature of the stores required and my/our offer is to supply strictly in accordance with requirements.
3. The following pages have been added to as part of the tender:
  - a.
  - b.
  - c.
  - d.
  - e.
4. A demand draft/Baners cheque No.....dt.....of Rs. 200/- .....(Purees two hundred) only drawn in favour of the Joint Director, ICAR, Tripura Centre on the State Bank of India, Agartala, West Tripura is enclosed towards the cost of tender form.
5. A D-Call No.....Dt.....of Rs. ....(Rupees.....) only drawn in favour of The Joint Director, ICAR, Tripura Centre, Lembucherra on the State Bank of India, Agartala, West Tripura is enclosed towards the EMD.
6. I/we also agree to execute the contract bond/ agreement as per ICAR rules.

Yours faithfully

(SIGNATURE OF TENDER)

Signature of witness  
Address:

### **Terms and Conditions**

1. Only bonafide authorized dealer having valid vehicle Trade License are eligible for submitting the tender, subject to submission of authenticated copy as mark of proof. Income Tax clearance certificate is also to be submitted.
2. EARNEST MONEY : As mentioned in tender notice Earnest money to be deposited in the form of D-Call favouring JOINT DIRECTOR, ICAR RESEARCH COMPLEX FOR NEH REGION, TRIPURA CENTRE, LEMBUCHERRA, payable at SBI, Agartala drawn on STATE BANK OF INDIA only. Tender received without appropriate Earnest money shall be rejected summarily. The demand draft be enclosed in a separate envelope of size 9" x 4" super scribed as "EARNEST MONEY DEPOSITED FOR HIRING OF VEHICLE" without which the offer shall not be entertained. Earnest money to be deposited has been mentioned in the tender notice and enclosed tender schedule.
3. The EMD will not carry any interest on it. The EMD refunded in full on receipt of request after the finalization of tender. However in case of tender accepted for the purpose the EMD refunded only after final execution of work. The refund of EMD not claimed with three years from the last date of receipt of tender will stand forfeited. EMD is compulsory to all and no exemption is allowed. EMD stand forfeited if conditions at clause-I above not fulfilled. Tender for each item submitted separately in sealed cover (wax sealed) of sizes 12" x 10". It should mention "TENDER FOR HIRING OF VEHICLE" on top left corner of envelope, without which the offer not be entertained. Tender submitted in person or by mail (Registered/ Speed Post) only. In case of forms downloaded for website should be accompanied with cost of tender form Rs. 200/- in form of DD or Bankers Cheque.
4. Tender should reach this office on or before 10-08-2015 by 2 P.M. This office shall not take any responsibility for postal delay/loss in transit. Deposit tender sent by hand delivery in the tender Box in the Office of the Joint Director, ICAR Research Complex for NEH Region, Tripura Centre, Lembucherra, West Tripura. The tender will be opened on the 10<sup>th</sup> August 2015 at 2 P.M. or next working day in case of holidays.
5. **Payment will be made by cheque/DD/pay order with 1 (One) month after satisfactory completion of order in full.**
6. Decision of Joint Director, ICAR Research Complex for NEH Region, Tripura Centre, on any dispute related to this Tender shall be final and binding.
7. The tender for any item (s) will not be opened if the total number of Tender Bids received by the Institute is less than three.
8. Tender received after the stipulated date and time WILL NOT be considered and that not in conformity with the terms and Conditions as above are liable to be rejected.
9. Period for which the offer will remain open/ contract period: The tenders shall remain valid up to **one year** from the date of approval.
10. The Institute shall not be responsible for any postal delay whatsoever.
11. The authority reserves the right to accept or reject any tender without assigning any reason thereof.  
The authority also reserves the right to accept any tender in case of lowest tenderers fails to complete the supply (i.e. it is not mandatory to award the work to the 2<sup>nd</sup> lowest).

**12. During the validity of tender there is possibility of Repeat order as or when required.**

### **ACCEPTED TERMS AND CONDITION**

(S.R. DebBarman)  
Asstt. Administrative Officer

(Signature of Tenderer)

Please Note:

1. All correspondence relating to the tender should be addressed to :-  
**Joint Director, ICAR Research Complex for NEH Region, Tripura Centre, Lembucherra, West Tripura-799210, Tripura.**

**In the letter head of Firm**

No.....

Date.....August, 2015

To  
The Joint Director  
ICAR Research Complex for NEH Region  
Tripura Centre, Lembucherra

Sir,

After acceptance the terms and condition as detailed above, i/we are furnishing herewith the Rate for hiring of vehicle as detail below:

Sl. No.	Name and Type of Vehicle to be hired.	Retention Charge per day	Running Cost/ Km	Over time charge per hour beyond 10 hours of normal duty.
1.	Indigo/Bolero (with AC)			
2.	Maruti Ecco (with AC)			
3.	Maruit Omin (Non AC)			

Yours faithfully

.....Signature.....

Authorised signature of Firm.