

**Center for Plant Biotechnology (CPB)
CCSHAU Campus, Hisar.**

TENDER NOTICE

Sealed tenders are invited for hiring of a vehicle (Mahindra Bolero Jeep AC) on yearly basis from the date of awarding the contract having a valid permit for supply of vehicles not registered earlier than 2015 for day to day local and outstation use as per requirements.

Tender for hiring of vehicle should be written on the top of the envelop for submitting sealed tenders.

Terms & condition for hiring of vehicle can be obtained by paying Rs.100/- (Rs. One hundred only) from the CPB Hisar on any working day between 10 AM to 5PM or downloaded from office website www.cpbhisar.org and an amount of Rs. 100/- may be paid in the form of DD/ Banker cheque drawn in favour of Director(Technical),CPB Hisar along with the tender.

Tender complete in all respect on plain paper having per KM rate (inclusive of all expenditure) addressed to the Director (Technical) Center for Plant Biotechnology (CPB) CCSHAU Campus, Hisar should reach by 10.07.2016 upto 5 PM and the same will be opened on 11.07.2016 at 11AM. Interested parties may be present at the time of opening the tenders. Undersigned has the right to reject any tender without assigning any reason there of. Contractor will have to submit earnest money amounting to Rs.5000/- (Rs. Five thousand only) in the form of DD/Banker cheque drawn in favour of Director (Technical), CPB Hisar along with the tender failing which tender will not be considered.

Director (Technical)

Center for Plant Biotechnology (CPB)
CCSHAU Campus, Hisar.

Terms & Conditions for Hiring of Vehicle

- 1 REGISTRATION: Vehicles must be registered as per motor vehicle and relevant permit with Haryana State Government Transport Authority. Expenditure towards registration of vehicle, road Tax etc. with State Government Transport Authority will be borne/settled by contractor during the contract period.
- 2 PRICES: The hiring charges of vehicle shall remain FIRM. Price will not vary during the currency of the contract.
- 3 TAXATION: All type of taxes as per law of land including passenger and goods tax shall be borne by you. Excess/Penal recovery of tax shall be borne by contractor. He shall pay Road Tax etc. for the vehicle. However, actual parking charges and toll tax shall be reimbursed on production of documentary evidence duly verified by the concerned officer of CPB.
- 4 INCHARGE OF VEHICLE: Director (Technical), CPB will be In-charge of vehicle. For further correspondence, contractor may contact or write to the Director (Technical), CPB.
- 5 Beyond 7.30 P.M. or asked to perform duty in early morning hours, i.e., before 7.30 A.M. Driver will be allowed to take the vehicle to his premises upto a maximum limit of 5.0 KM one-way and for the same, mileage shall be borne by CPB. In case contractor engages the services of hired driver then he will ensure to the satisfaction of CPB then the driver will be paid the minimum wages as applicable to the skilled drivers in the State of Haryana by him.
- 6 The contractor shall submit the copies of the following documents along with originals in the office for verification.
 - a) Registration certificate of the vehicle along with road tax payment proof.
 - b) Insurance Cover Note (Comprehensive policy)
 - c) Valid driving license of the driver.
 - d) Valid taxi permit or and other relevant permit along with paid passenger tax documents.
- 7 Original documents shall be returned to contractor after verification.
- 8 TERMINATION OF CONTRACT: CPB reserves the right to terminate the contract at any time or an any stage during the period of contract by giving 24 hours notice. If contractor is interested to withdraw his vehicle, he shall have to inform this office at

least 7 days in advance in writing, otherwise prorate payment will be deducted in lieu of the short period of notice.

- 9 INSURANCE COVERAGE: Insurance policy (comprehensive) is a statutory requirement & shall be taken by you. You shall take other necessary insurance coverage as per the motor Vehicle Act for which premium shall be borne by contractor.
- 10 TERMS OF PAYMENT: 100% payment shall be made by cheque after completion of each month latest by 7th of the following month and on submission of bills, completion of log book maintained by the officer and verification of bill.
- 11 Income tax/sales tax shall be deducted at source as applicable as per rules and deposited with Income Tax and HGST/VAT Act.
- 12 FUEL CONSUMPTION
 - i) No fuel shall be provided by CPB.
 - ii) Expenses towards servicing charges, Engine Oil changing and other repairs and maintenance work, will be borne by the contractor. He will ensure periodic maintenance as per maintenance manual of vehicle/requirement and you shall always keep the vehicle in perfect running condition. He shall carry out the servicing and repairing immediately on intimation of CPB.
13. The cost of driver salary and all other incidental charges shall be borne by contractor.
- 14 The vehicle and the driver deployed shall keep all the valid license and up-to-date tax payment certificate/receipt, pollution control certificate, insurance and any other tax payment/clearance up-to-date in the custody of the driver.
- 15 The vehicle shall be used within and outside Haryana.
- 16 Contractor shall provide an efficient and loyal driver for the vehicle at your own cost. The credentials of the driver shall be verified by CPB. Police verification of the driver shall also be got done by him for security reasons. The change of driver shall be done after due verification of the credentials of the driver by him.
- 17 Contractor shall provide the vehicle with steppney, tools, spares and consumables in order to attend minor repairs while travelling.
- 18 Liquidated Damage: Contractor shall provide immediately with another suitable vehicle in running condition in case the regular vehicle deployed is under break down otherwise the deduction shall be made towards the hire charges paid by CPB for arranging the suitable vehicle from the market as Liquidated Damage.

- 19 Tempering of the meter shall be viewed very seriously. In case it is noticed that the meter of vehicle of contractor is mal-functioning and showing extra mileage then actual difference shall be recovered pro-rata basis for the entire period for the calendar month during which the vehicle has actually run. It will be obligatory on his part to get the mileage checked by the controlling officer in the beginning of the calendar month and get it recorded in the log book.
- 20 The vehicle driver shall report to the Director (Technical) or his authorized representative.
- 21 In the event of theft, loss or accident any dispute with any local Government Authority etc., CPB will not be responsible and contractor will settle the claims yourself.
- 22 However, in case the vehicle is not provided to CPB due to any reason beyond the control of contractor such as theft, accident, impounding of the vehicle by the Transport Authorities or any other major force condition, neither any payment towards hiring charges shall be made to him nor any liquidated damages shall be levied.
- 23 An agreement of the above terms & conditions will have to be executed by the contractor on the Non-judicial stamp paper of Rs.20/-.

Director (Technical)