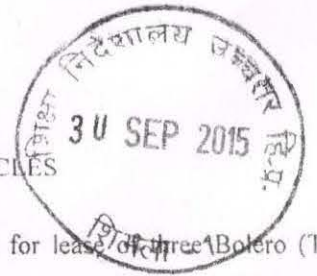


No. Shiksha-H (1) B -3-5/74/2001- Vol- II
Directorate of Higher Education
Himachal Pradesh

Dated : Shimla the

Sept. 2015

SHORT TERM TENDER NOTICE FOR LEASE OF VEHICLES



Tenders are invited from the interested parties/ companies for lease of three Bolero (Top Model) with drivers for use by the Department of Higher Education at Shimla. The terms and conditions are laid down in the tender document. Tender document is available on cash at Rs.500/- per document in the Store Branch of the Directorate or can also be downloaded from the website [-educationhp.org.in](http://educationhp.org.in) subject to the conditions that cost of tender document is enclosed in the shape of bank draft with tender bid before 2.00PM of 15-10-2015 and shall be opened on the same date at 3.00 PM .

(Dinkar Burathoki)
Director Higher Education
Himachal Pradesh
Sept. 2015.

Endst No. Even

Dated : Shimla the

Copy for information to :-

1. The Director , Information & Public Relations , H.P. Shimla -2 with the request to publish the above tender notice in Hindi & English newspapers which are familiar in Shimla jurisdiction.
2. Taxi Union , Main Bus stand -171001.
3. Taxi Union , Kasumpti Shimla-9.
4. Taxi Union , Boileaganj Shimla-5
5. Taxi Union , Totu Shimla-1
6. M/S Anurag Tours & Travels, Chaura Maidan Shimla.
7. M/S Shivam Tours & Travels, Chakkar Shimla-5
8. M/S Anurag Travels , Kashmiri Lal Building , Khalini Shimla
9. M/S Montu Travels Near 66 KB Power House New Totu Shimla
10. Shri Raj Kumar S/O Late Shri Prem Singh C/O Roshan Niwas Line No. 7 Sector -I New Shimla.
11. Shri Rajesh Kumar S/O Shri Parma Nand Vill Shainal P.O. Baldiyan Distt. Shimla.
12. Sh. Ajay Singh Salvani, President, Railway Station Taxi Union, Shimla

(Dinkar Burathoki)
Director Higher Education
Himachal Pradesh

Tender document for hiring of taxi in the Directorate of Higher Education H.P. to be opened on 15-10-2015 at 3-00PM

1. Quotation for hiring of Bolero (top model) only to be filled on the proforma appended below for which quotations are invited from the desirous parties to be reached in the office of Director Higher Education on or before 15-10-2015 by 2.00 pm. which shall be opened on the same day at 3.00 P.M. in the presence of the bidder whosoever wish to remain present, on the following terms and conditions:-
2. Monthly running of the vehicle would be 2,000 Kms on minimum quoted rates . This vehicle would be required to run more than this figure for which additional charges on the mileage basis shall be paid on kilometer basis as approved by the Department of Transport from time to time.
3. The speedometer of the vehicle will be jointly checked by the contractor and Director Higher Education or his authorized person. In case of mishandling of speedometer a penalty of Rs.5000/- will be imposed without assigning any reason and the same will be deducted from the bill. No vehicle without working speedometer shall be acceptable, in specific cases of speedometer breakdown, the permission for running the vehicle shall be obtained from the authorities upto the period of its replacement or one week whichever is earlier. The meter reading and log book reading must be same from the date of contract agreement.
4. The vehicle should be in good working order and the model should be not be older than six months and total mileage covered should not exceed 25,000 k.m. fitted with all basic accessories. The owner shall have valid permit of all India, vehicle fitness Certificate, security number plate etc.
5. All Taxes will be paid by the contractor. The vehicle should be paid insurance taxes viz. token tax, passenger tax etc in advance. On receipt of any report from licencing authorizes regarding non-payment of state taxes then taxes shall be deducted from the outstanding amount of taxi with the Department.
6. All expenses on account of salary of driver, arrangement for engagement of driver, repair maintenance, cleanliness of vehicle, fitness certificate of vehicle, state tax of the state concerned to where taxi is requisitioned, compounding amount of offence charged by the challaning officer or court of law, parking charges of vehicle and service tax etc. shall be born by the owne/contractor.
7. In case vehicle is compounded by any challaning authority, the officer/official shall be provided another vehicle at that spot and the owner shall be entirely responsible for this payment failing which the officer/offier in travelling shall engage alternative vehicle and amount so spent shall be charged from the owner with penalty to be fixed by the Director of Higher Education on case to case basis.
8. In case vehicle driver fails to provide vehicle as per demand of the indenting officer and due to non-availability of vehicle the circumstances warrants him/them to engage another vehicle from other source then the owner shall be liable to make such amount to make the loss good.
9. In case of any breakdown of vehicle, the contractor will provide substitute vehicle immediately, failing which vehicle arranged by the official/officer concerned, charges thereof will be made from the monthly running bill.
10. In case of forced measure, the contractor fails to provide the vehicle within the schedule time due to reason beyond his control no penalty shall be imposed. However, the payment for these days shall not be made by the Department.
11. The rates offered shall be valid for two years, from the date of signing of the agreement. On satisfactory successful performance contract may be extended with mutual understanding for further period of one year on the same terms and conditions as applicable in existing agreement.

12. That the hire charges for deployment of vehicle shall be firm on monthly basis inclusive of all expenses as stated above shall. No extra amount shall be payable. In case of engagement of vehicle during a month at any date, the payment shall be paid proportionately on the days of that month.
13. Director Higher Education reserve the right to terminate the contract at any time without assigning any reason.
14. The vehicle shall have two set of loose white seat covers for alternate use and shall be changed weekly, cost of cleaning of these covers will be borne by the contractor. The contractor shall maintain vehicle in good condition and keep it neat and clean regularly.
16. The contractor shall deploy driver having valid transport driving license. In case the driver is replaced the necessary intimation alongwith copy of licence, bio-data of driver be reported to the Director of Higher Education. No driver shall drive vehicle unless and until Director of Higher Education is satisfied with document of driving licence and his integrity are approved
17. The vehicle shall be parked in the parking point nearer to the Directorate of Higher Education. The vehicle should be available from 9.00 a.m to 9.00 p.m on all working days. It should be parked by the contractor at his own expenses,risk and responsibility.
18. Besides normal working hours on all working days, the vehicle should be made available for 24 hrs. on all the days within half an hour call.
19. The vehicle shall be plies on all kinds of roads, within and outside Himachal Pradesh including rough and tough roads.
20. (i)The Driver/contractor shall keep and maintain a log book with the vehicle, which should be completed every day. The staff of Directorate of Higher Education using the vehicle will verify the journey in the log book. In case of incomplete log book, it shall be considered that vehicle has not been used by the Department.

(ii) the vehicle may be treated as an official vehicle of Higher Education Department. No private journey/use as a taxi will be allowed. However, journey performed for repairs of vehicle, from office to parking place or any type of journey will be allowed with the permission of Director Higher Education. In case of non-compliance of this, a penalty of Rs.10.00/- per K.M will be imposed as per actual reading of speedometer.
21. The Department will make monthly payments to the contractor on presentation of bill on the prescribed format.
22. Normal duty hours will be 12 hours per day i.e 9.00 a.m to 9.00 p.m for additional hours in excess of 12 hours day, the vehicle driver shall be paid @ Rs.15/- per hour extra. The charges shall not be payable in case the vehicle is deputed outside headquarter/place of operation. In which case night haltag amounting to Rs. 100/- Per night shall be payable.
24. The Department shall have the right to deduct taxes/TDS/Bank charges etc. at source as applicable as per rules in force from time to time.
23. The losses caused to vehicle due to the negligence on the part of the driver of the vehicle will be borne by the contractor.
24. The successful party/agency shall enter into agreement with Higher Education authorities. Cost of stamp papers etc. required for agreement shall be borne by the contractor.

25. The rates quoted shall be final and if the lowest quoter/agency fails to provide vehicle as per requirement the Department would be constraint/forced to hire vehicle from any one including none. In case contractor intends to provide new vehicle for which company may take time for its supply, the Director of Higher Education may give relaxation upto one month subject to condition that contractor shall make alternative arrangement shall have to make by the contractor

26. In case of successful bidder a sum of Rs. 10,000-00 shall be deposited and pledged with the Director of Higher Education H.P. before signing the agreement and will be released upto the period of three months from the date of completion of the agreement. It shall be binding on the contractor to sign agreement within three days and provide vehicle within seven days from the date of signing of the agreement. In case of failure to discharge term and conditions as laid down above and incorporated in the agreement, the said amount shall be forfeited in favour of the Government.

Note:- Certified that I have perused all terms & conditions carefully and rates quoted below by me are firm.

I am owner of the vehicle No _____

I am enclosing copy of registration Certificate to verify the ownership and life of the vehicle as per terms and conditions.

I hereby quote monthly hiring charges of my vehicle for Rs _____

Complete Address:- ...

...

Phone No. ...

Mobile No. ...

Signature _____