



Ref No: NIRT/PROJECT CELL/MANIPUR PROJECT/2023-24/0069

Date: 24.04.2023

**QUOTATION ENQUIRY**

Sub: Vehicle hiring services at Senapati District in Manipur-reg.

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Scaled quotations are invited on behalf of the Director, ICMR- National Institute for Research in Tuberculosis, Chetpet, Chennai-31 from the recognized firms for hiring two vehicles with driver for a period of 15 months (approximately) at Senapati district in Manipur under the project titled “**An innovative approach for engaging student and women organizations to improve tuberculosis case finding and treatment adherence: a step toward tuberculosis elimination programme in Senapati district, Manipur**”. Before submitting the quotes, the interested firms should submit their lowest quotes in their letterhead along with necessary documents through Email or directly visit the office on any working days between 09.00 AM to 05.30 PM

Sl.No	Description	Qty.	Location
1	Vehicle with Driver  <b><u>Vehicle Specifications &amp; Service Requirement</u></b> 1. Two vehicles with 4X4/AWD (All-wheel drive) model as per bid document 2. <b>Fixed rates for hiring a vehicle per day irrespective of the distance the vehicle covers per day.</b> 3. Willing to travel at odd hours based on the project requirement. 4. Willing to travel in any motorable terrain in all the villages of Senapati District in Manipur State, at times there might be travel to other locations based on the requirement. 5. Bidder should quote the rate which is inclusive of manpower, vehicle, fuel, GST,hauling charges, toll charges & etc.	2 Nos	<b>Senapati District in Manipur</b>

The quotation superscribed as “**Quotation for Vehicle Hiring Service at Senapati District, in Manipur**” addressed to the Director, ICMR- National Institute for Research in Tuberculosis, No.1 Mayor Sathiyamoorthy Road, Chetpet, Chennai-31(Attention: Administrative Officer – Stores) should be either dropped in the Tender Box kept at Stores & Purchase Department at NIRT or sent through Speed Post / Courier or by E-mail (with signature & seal in company letterhead to [nirtdirector.ps@icmr.gov.in.](mailto:nirtdirector.ps@icmr.gov.in)) latest by **04.05.2023 till 12.00 P.M.**

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### OTHER TERMS & CONDITIONS

1. The accident risks for drivers and vehicles be covered by comprehensive insurance and ICMR-NIRT shall not take any liability on this account.
2. The contractor must also ensure that all the necessary documents (Registration certificate, Insurance papers, etc.) are available with the driver deployed for duty for the project.
3. The driver provided by the contractor should fulfil the following conditions:
  - a. Should be in possession of a valid driving license issued by RTO.
  - b. Should not indulge in any activity inimical to the security of the officers traveling in his car.
  - c. Should be in possession of a mobile phone with a valid connection.
4. Submission of bills and payments:
  - a. The payment will be made on monthly basis on submission of bills duly signed by the concerned officer i.e. NIRT staff/ DTO/.
  - b. No payment shall be made in advance.
  - c. The contractor should submit details of his Bank Account for making payments.
  - d. No night charges will be payable for local or outstation duties.
5. The vehicle should be with standard seats, which should be agreed with seating capacity as per the RC book and other relevant documents.
6. All expenditure in connection with petrol/ Diesel/ CNG, Pollution check, maintenance of vehicles, Road taxes, Insurance and any other incidental expenditure shall be borne by the service provider.
7. The vehicle must be made available at any given time and day as desired by this project.
8. In case of breakdown or disruption due to any other reason, the vehicle shall be replaced by a substitute vehicle & driver immediately so that there shall be no loss of time.
9. Parking charges (i.e. exclusive of quoted bid amount) shall be reimbursed from the project against the production of proper bills.
10. The rates once quoted should not be altered for any reason.
11. The contract can be terminated anytime with a prior one-month intimation/notice from the ICMR-NIRT Director.
12. This is an enquiry & must not be treated as an order.
13. The NIRT Office reserves the right to accept or reject any or all applicants without assigning any reasons.
14. Any decision taken by the Director, NIRT at any point of time in connection with this process shall be final and conclusive and no claim or dispute from any quarter in that regard shall be entertained.
15. No advance payment will be made. The payment will be made on receipt of services availed and satisfactory report of the end users.
16. No extra payment on account of loading, unloading charges etc.
17. NIRT, Chennai will not be responsible for any delay for receipt of quotations.

  
ADMINISTRATIVE OFFICER