



**NATIONAL INSTITUTE OF TECHNOLOGY
ROURKELA-769008 (ODISHA)**

Tender Notice No:20 / 12-13

Closing Date:17.09.12

Sealed proposals are invited for

**HIRING OF NON AC STAR BUS (40 SEATED) MAKE:TATA
WITHOUT DRIVER ON LEASE BASIS**

For details, visit www.nitrkl.ac.in/tender.asp

Contact: Mr. K.K. Sahoo, Asst. Registrar (P & W)

Phone:0661-2462051,Email:ar-pw@nitrkl.ac.in

Sd-/

Registrar

An Institute where everyone strives to attain his Potential.



**NATIONAL INSTITUTE OF TECHNOLOGY
ROURKELA-769008(ODISHA)**

Tender Notice No. 20 /12-13

Date: 29.08.2012

TENDER FOR HIRING OF BUS ON LEASE BASIS

NIT, Rourkela intends to hire a **Star Bus (Non AC 40 seated) Make : TATA** on monthly basis as per the following terms and conditions. Interested Agencies/Individuals may send their sealed quotations on or before **Dt. 17.09.2012 by 3.00 p.m.** along with **E.M.D of Rs.50,000/-** (Rupees Fifty thousand only) in shape of Demand draft /Banker's cheque in favour of "Director, NIT, Rourkela", payable at Rourkela. The quotations will be opened on the same date at **3.30 p.m.** The bid is liable to be rejected without E.M.D. The E.M.D will be refunded to unsuccessful bidders within a week of finalization of tender. The bidders are requested to apply in a sealed envelope addressed to **The Registrar, NIT, Rourkela-769 008** superscribing the following on the top of the envelope. All the bidders are requested to be present at the time of bid opening.

**TENDER FOR HIRING OF BUS ON LEASE BASIS Non
AC Star Bus (40 seated) Make: TATA
Tender Notice No. 20 /12-13 Date: 29.08.2012
Due Date: 17.09.2012 by 3.00 p.m.**

TERMS AND CONDITONS:

1. The Vehicle must be Brand New.
2. This lease is for a period of Fifteen years. Institute reserves the right to revoke the lease with one month's notice if the leasing Agency/Individual breaches any terms and conditions laid in the contract.
3. Availability of the vehicle shall be 24 hours a day for seven days a week.
4. The Vehicle will be under custody of the Institute during the lease period.
5. The Institute will bear the cost of Registration, Insurance, road tax, permit and all other commercial liabilities.
6. The vehicle should be registered with the concerned authorities of Govt. of Odisha and is to be leased to NIT, Rourkela before Registration.
7. Ordinarily the vehicle shall be driven by the institute driver, however any employee or authorized person of the Institute with a valid license shall be permitted to drive the vehicle in the absence of the driver or otherwise at the direction of the Institute.
8. Routine maintenance / Servicing of the vehicle should be done by the Agency/individuals once in a month at his own cost.
9. Institute will provide fuel (Diesel) and Engine Oil only. All maintenance costs (major or minor) will be borne by the agency/individual such as (a) All type of interior and exterior furnishing of the vehicle (b) Cost of all other consumables (except fuel) such as lubricants, coolant, brake oil etc (c) Major and minor repair or replacement of all vehicle parts accessories including tyres, tubes, batteries and upholsteries etc (d) Washing and cleaning of vehicle's interior and exterior body on daily basis (e) Washing of all linen and upholstery materials of the vehicle on weekly basis (f)

- Expenses towards major/minor accidents (g) Bus is to be modified for college bus use i.e. yellow colour, railing etc before being handed over to the institute at owner's cost. (Payment: Payment will be made on monthly basis. The bill may be raised in the last week of each month).
10. In case of break down the leasing Agency/Individual will be responsible for repair and maintenance of the vehicle.
 11. Total down period excluding routine maintenance in a year should not exceed 10 days.
 12. If the breakdown is more than 48 hours, the agency/individual shall provide alternative vehicle or penalty shall be charged on the party at the rate of four times of the daily contract rate.
 13. Whenever the institute asks for a driver the firm will be obliged to appoint one as per prescribed criteria by the institute. The driver will be paid minimum wage of central govt. with a residential quarter facility. The Agency will get 10% service charge plus along with reimbursement of any EPF/ESI (if any) and insurance dues paid for the driver.
 14. In case of violation of any of the terms and conditions of the contract by the agency, the contract shall be terminated with immediate effect without any compensation.
 15. If the Vehicle is hypothecated to a bank or any financial institution the leasing Agency/Individual has to produce concurrence of the Institute/Bank.
 16. The vehicle is to be delivered within one month from the date of issue of the order failing which the E.M.D. shall be forfeited and next eligible shall be offered.
 17. The Agency/Individual should submit their quotation considering the following components (As per *Annexure-I*):
 18. The Validity of the offer must be for **60 Days**.
 19. The Agency/Individual shall abide by all statutory laws, rules and regulation of the state Govt. /Central Govt. as per jurisdiction.
 20. All documents as mentioned in Annexure-I has to be submitted along with the bid failing which the bid shall be rejected.
 21. Employees of the Institute, individuals related to them and organizations in which Institute employees hold stake are not eligible to quote. If found so the bid shall be rejected.
 22. No manpower and/or resources should be engaged exclusively for this contract; when the contract terminates there shall be no physical or moral pressure on the Institute, on grounds of "person and/or resources displaced from job". The Institute shall not entertain such claim.
 23. The Institute rules shall be binding for execution of the contract. Further in case of any dispute arising out of or in connection with the aforesaid contract either during subsistence of the contract or thereafter, the Director, NIT, Rourkela is the sole arbitrator to decide the same and his decision is final and binding on both the parties as per the provisions of the Arbitration and Conciliation Act 1996. If differences persist even after arbitration and there are compelling reasons to go to the court, it will be decided in the court of Rourkela only.
 24. The vehicle can be de-hired giving prior notice of one month considering the requirement of the institute for which no compensation will be paid by the institute.
 25. The Institute reserves the right to cancel/reject any or all proposals without assigning any reason thereof.

PROPOSAL FOR HIRING OF VEHICLE ON LEASE BASIS

1. Name of the Firm/Agency/Individual : _____
2. Full Postal Address : _____

3. Office/Residence Phone No./ Mobile No. : _____
(Mandatory)
4. Office Fax No. If any : _____
5. Name(s) of the Proprietor/Partners : _____
6. PAN Card No. : _____
[Enclose Photocopy]
7. Details of the financial Institution : _____
If the vehicle is hypothecated
9. Details of the E.M.D : Rs.....
Vide DD No..... Dt.....

Signature of the Proprietor/ Partner

N.B. (Please enclose photocopy of the following documents along with the form)

- 1) Identity proof (Voter ID/PAN Card/Driving License/Passport) (Mandatory).
- 2) Residential proof (Electricity bill/Landline Telephone bill/Ration Card) (Mandatory).
- 3) Details of the vehicle (If available)
- 4) PAN Card of the owner.

(To be printed on the letter head of the firm)

PRICE-BID

Sl. No.	Description	Quoted price per Year
A.	Yearly rental charges towards leasing of the vehicle including Maintenance, etc for Fifteen years.	Rs.....
	<p style="text-align: right;">Total Price (Rs.)</p> In words : RupeesOnly) (Inclusive of all taxes as applicable)	Rs.....

Mode of payment: The rental charges shall be paid monthly basis after completion of each month, on production of an invoice/ claim by the agency.

Declaration

I hereby declare that my quoted price is inclusive of all taxes / levies as applicable and insurance of the vehicle. I shall abide by all statutory rules and regulations as per jurisdiction and adhere to the operative terms as laid down in the tender documents and contract.

Signature of proprietor / Partner