

TENDER NOTICE

Sealed tenders are invited from service providers for providing one vehicle along with driver, to be hired from time to time as per the needs of the Directorate General of Valuation (DGOV) at its Delhi office with immediate effect. Last date for submission of tenders is 15.10.2012 (upto 3 PM).at room no. 2, New Customs House, IGI Air port, New Delhi.


S. NO.	Category	Type of Vehicle	No. of vehicle required
1	AC vehicle to be used upto 25days, subject to a maximum 2000kms,in a month (300 hrs)	Tata Indigo or any equivalent car	1

TERMS AND CONDITION

1. Rates for above should be quoted for hiring on per vehicle per month basis inclusive of all taxes. Charges for additional Kms. & additional hours should also be indicated.
2. The vehicle should be neat and clean and in perfect running condition with clean interiors and proper upholstery and maintained that way during the tenure of the contract. Vehicle should be submitted for inspection and after the vehicle is found to be satisfactory after inspection quotations should be submitted.
3. In case the condition of vehicle is not found to be satisfactory they shall be returned for immediate replacement. In case no replacement is provided on time, the DGOV would have a right to hire a vehicle from the market and the additional cost incurred by the DGOV will be borne by the agency/firm.
4. The agency/ Firm would ensure that the drivers employed have valid driving licence and clean driving record. The driver of the vehicle provided must follow traffic rules and all other regulation prescribed by the Govt. from time to time. The driver shall observe all the etiquette and protocol, while performing the duty& shall be neatly dressed in proper uniform and must carry a mobile phone in working condition for which, no separate payment shall be made by the DGOV. DGOV shall not be responsible in any way if any harm to any person or any valuable property is caused by the driver.
5. The vehicle should be registered with the concerned authority of Central/ State Govt. The service provider shall provide a certificate to this effect. The

agency/firm should have an adequate number of telephones for contact round the clock.

6. The DGOV reserves the right to reject all or any of the offers or accept more than one offer without assigning any reasons.
7. The billing will be done on monthly basis.
8. A daily record indicating time and mileage for the vehicle shall be maintained by the driver in a log book in format as per govt. instruction and log book shall be submitted to the concerned officer in DGOV regularly for scrutiny.
9. The contract may be considered for extension by mutual agreement for such further period(s) as may be agreed upon.
10. The vehicle must be available at any time of any day as desired by the DGOV.
11. On awarding of the contract the agency/ firm has to furnish to DGOV the certified copies of RC books and the comprehensive insurance policies.
12. The DGOV shall be liable to pay the hiring charges only. Contract charges including monthly charges of driver, repair and maintenance of vehicle, insurance, petrol/ diesel, oil and any other incidental expenses shall be borne by agency/firm.
13. In case of breakdown of any vehicle during official duty, it shall be the responsibility of the firm to provide a substitute vehicle which is similar or better as replacement immediately.
14. In case of any accident, all the claims arising out of it shall be met by the Service Provider.
15. The liability of the DGOV is limited to the contract value only.
16. The contract between the DGOV and the service provider can be cancelled after a notice of 15 days from either side on breach of any of the terms and condition of the contract.
17. Any matter during the period of this agreement, which has not been specifically covered by this agreement, shall be decided by the DGOV whose decision shall be final and conclusive.
18. No additional terms & Conditions over and above the condition stipulated above shall be entertained by DGOV.
19. In case of any dispute of any kind and any respect whatsoever, the decision of DGOV shall be final and binding.


(MADAN MOHAN SINGH)
(ADDITIONAL COMMISSIONER)
(DGOV, NCH, NEW DELHI)