

No. F. 14-1(1)/VEH/DF/2024-25/  
Government of Tripura  
Food, Civil Supplies & consumer affairs Department  
Tripura Agartala.

Dated, the Agartala 27<sup>th</sup> May 2025.

**Inviting Quotation for Hiring of Vehicle**

The Director, Food FCS &CA, Government of Tripura on behalf of the Governor of Tripura invites rate offer from Travel Agencies/ Co-operative Societies/ Owner of Commercial Vehicles for supply of 1(one) nos. Ertiga (White coloured / Brand new) along with driver for the Office of the Special Secretary, Food CS&CA, Govt of Tripura for the period of 03 months (w.e.f June 2025 to August 2025), which may be extended further for the period of 03 months on the at the sole discretion of the Food CS&CA Department.

**2. The terms & condition for Bidders:**

- i. The Interested Bidder shall submit the Rate Offer ( as per the attached format) for supply of Maruti Ertiga to the Office of the undersigned by **30<sup>th</sup> May 2025 within 02.00 PM** in a **“Sealed Envelope”** along with the following documents of the vehicles:
  - a) Registration Certificate of the vehicle
  - b) Fitness Certificate of the vehicle
  - c) Valid Commercial permit
  - d) Pollution Clearance Certificate
  - e) Valid Insurance Certificate
  - f) Road Tax and Fitness certificate.
  - g) PAN Card of the Bidder
  - h) GST Clearance Certificate of the Bidder
  - i) Bank Details of the Bidder
  - j) Valid Driving License of the Driver to be attached with the Vehicle.
- ii. Any Rate Offer received without the above documents will not be accepted by the Department.
- iii. In case the empanelled vehicle needs any maintenance, the owner /firm/agency shall place an alternative vehicle of same/model/manufacture till the original vehicle is not fit for journey.
- iv. Log book of the vehicle shall be maintained where journey, location, KM run etc. will be recorded by the driver of the vehicle and to be signed by travelling person after completion of Journey. Monthly Bills (in triplicate) along with copy of “Log Book “and work order may be submitted for payment after completion of every 01(one) month of journey.
- v. Under no circumstances the vehicle will be discontinued without prior intimation as well as without talking due approval of the concerned authority. Such act by the owner will be treated as breach of contract and under such circumstances the authority may take necessary legal action, as per provision, against the owner of the vehicle.

- vi. The Per day Detention charge and Rate per kilometer Charge will be considered as per quotation submitted by the bidder and the lowest rate will be accepted subject to the aforesaid ceiling limits. The lowest bidder will be selected.

vii. **FORMAT FOR OFFERING RATE OFFER**

<b>Rate Inviting Authority:</b> Director, Food, Civil Supplies & Consumer Affairs.
<b>Name of Work:</b> Hiring of Maruti Ertiga for the O/o the Special Secretary, FCS &CA, Govt of Tripura.
<b>NIT No &amp; Date:</b> No. F. 14-1(1)/VEH/DF/2024-25/ Dated 22 <sup>nd</sup> May 2025.

Name of the Bidder/ Firm/ Company				
<u>Bidders Should Bid in the Following Format Only</u>				
S I	Description	Period of Hiring	Detention Charge (in Rs per day) [Max. Detention per Day is Rs 1000.00, as per Rule 9 (3) of DFPRT 2019]	Rate per Kilometre (in Rs) [ Max Rate allowed is Rs 9.00 per KM, as per Rule 9 (3) of DFPRT 2019]
1	Rate Offer for supply of Maruti Ertiga (White Coloured)	01.06.2025 to 31.08.2025		
Quoted Rate ( In Word)				

- viii. The rate should be quoted only in Indian Rupee as per the above mentioned format. If any Bidder offered rate more than maximum per day Detention charge and maximum hiring rate stipulated in the Rule 9 (3) of DFPRT 2019, then the rate Offer will not be considered by the Department. In case of Discrepancy between the prices quoted in words and Figures, lowest of the two will be considered.

(Sumit Lodh)  
Addl. Secretary & Director  
Food, CS & CA Dept. Govt of Tripura