

**Government of Tripura  
Directorate of Audit (Fin)  
P.N. Complex: Gurkhabasti, Agartala.**

Dated, Agartala, the <sup>17<sup>th</sup></sup> Aug, 2024

**Notice Inviting Tender**

Sealed Tenders are hereby invited from genuine and reputed owners of vehicle in plain paper for hiring of 1(One) Maruti Ertiga VXI(O) (White Colour) and 1(One) Maruti Wagon R VXI (White Colour) for the Official purpose of the Directorate of Audit, P.N. Complex, Gurkhabasti, Agartala, Tripura. The rate for hiring of vehicles should be quoted on the basis of Fuel (CNG) inclusive of all taxes in the following proforma both in figure and words duly signed by the bidder. No over writing or erasing will be allowed.

Type of vehicle with Registration No. of the Vehicle	Year of Manufacture	Quoted Rate		Owner's Name & Address
		Detention Charge	Mileage for running per KM	
		Rs.....per day (.....)only	Rs.....per Km (.....)only	

**Following terms & Conditions will be applicable: -**

1. The year of manufacture of the vehicle shall have to be noted. The vehicles should be manufactured not earlier than 2022.
2. The vehicle should in absolutely good running conditions.
3. Only owner of the vehicle can participate in the tender.
4. The vehicle must be fitted with kilometer reading meter in good condition.
5. The vehicle will be normally engaged in Government working days but if required, office may engage the vehicle on holidays also.
6. The vehicle will have to run in all weather and on all kinds of roads in plain and hill areas.
7. The vehicle if required will have to halt any place/ station other than Head Quarter for one or more days and no extra payment will be made for that.
8. Rate should be quoted inclusive of all taxes.
9. The bidder should duly sign the Tender paper.
10. Supply of fuel, lubricants, duster, towel and cost of maintenance of the vehicle i.e. all accessories for the vehicle will have to be provided by the owner of the vehicle at his own cost and risk.
11. The Successful bidder shall provide a driver for vehicle. The wages/monthly salary of the driver shall bear by the bidder. The driver must have valid driving license. If any complain received against the driver, the owner of the vehicle shall remove him from the job within 72 hours by providing another driver.
12. If the vehicle needs repair, a similar vehicle shall have to be provided by the owner of the vehicle as replacement during the period of repairing to avoid any difficulty towards Government works.
13. The day-to-day journey will be recorded by the Driver in the Government prescribed Log book. A copy of the said log book should be submitted along with the bill for payment.
14. Payment of hiring charges will be made on the monthly basis against the bill raised by the owner of the vehicle supported by appropriate certificate from the user of the vehicle.

The bill is to be raised in favour of Director, Directorate of Audit, Gurkhabasti, Agartala. The payment will be made on availability of fund.

15. The quoted rates shall remain valid for 1(One) year from the date of acceptance of the Tender. No claim for enhancement of rate on any ground during the period shall be entertained.
16. The owner of the vehicles should furnish updated copy (Self attested photo copy) of Commercial Registration of vehicle, Income Tax return of last financial year, Professional Tax Clearance Certificate, Driving License of Driver, Valid Road Tax Certificate, Valid Vehicle Insurance, Valid Road Permit (Commercial) to run the vehicle in whole state of Tripura, Valid Pollution under control Certificate, PAN Card of the Owner, GST Registration Certificate, Aadhaar Card along with the Tender.
17. The Tender should not be taken into consideration, if the rates are quoted beyond the rates prescribed by the Finance Department, as per Annexure –I of Delegation of Financial Power Rule Tripura-2019, fixing new ceiling for hiring of vehicles.
18. Overtime would be paid as per the DFPRT, 2019.
19. The vehicle should report at 9.00 am every day or as directed by the undersigned.
20. Any instance regarding violation of any of the above conditions (1 to 19) by the successful bidder or any of his staff shall lead to cancellation of the agreement.
21. The undersigned reserves the right to terminate the contract at any time given to the successful bidder by giving 15 days' notice.

The undersigned reserved the right to accept or reject any Tender fully or partly including the lowest one without assigning any reason thereof.

The Tender will be received in all working days from 20<sup>th</sup> August, 2024 (Tuesday) to 30<sup>th</sup> August, 2024 (Friday) up to 4 pm in the "Tender Box" kept in the chamber of the Director, Directorate of Audit, Gurkhabasti, Agartala, Tripura. No Tender after the schedule time will be received. The "Tender Box" will be opened in presence of all the bidders on the date of closing i.e. on 30<sup>th</sup> August, 2024 (Friday) at 4.30 pm if possible or next working day .

**Signed by Sankar Debnath**

**Date: 17-08-2024 12:35:33**

(S. Debnath, IAS)

Director, Audit

**Copy to:**

1. The Director, Information & Cultural Affairs Department, Govt. of Tripura, Agartala for kind information and requested to kindly arrange for publication of the above tender in the 3 (three) leading Daily local newspapers.
2. The In-Charge, Account Section of this Directorate for information.
3. The Notice Board/www.audit.tripura.gov.in, Directorate of Audit, Gurkhabasti, Agartala.