

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

Dated, Agartala, the 16th May, 2025

Notice Inviting Quotation

Sealed Quotations are hereby invited from genuine and reputed owners/Agencies of vehicle in plain paper for hiring of 1(One) Maruti Wagon-R/ Maruti Eeco (White Colour, CNG) for the Official purpose of the Directorate of Audit, P.N. Complex, Gurkhabasti, Agartala, Tripura. The rate for hiring of vehicles should be quoted within the rate prescribed in DFPRT, 2019 in the following proforma both in figure and words duly signed by the Quotationer. 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. The vehicle must be fitted with kilometer reading meter in good condition.
4. The vehicle will be normally engaged in Government working days but if required, office may engage the vehicle on holidays also.
5. The vehicle will have to run in all weather and on all kinds of roads in plain and hill areas.
6. 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.
7. Rate should be quoted inclusive of all taxes.
8. 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/Agency at his own cost and risk.
9. The Successful Quotationer shall provide a driver for vehicle. The wages/monthly salary of the driver shall bear by the Quotationer. 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.
10. If the vehicle needs repair, a similar vehicle shall have to be provided by the Owner/Agency as replacement during the period of repairing to avoid any difficulty towards Government works.
11. 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.
12. Payment of hiring charges will be made on the monthly basis against the bill raised by the Owner/Agency supported by appropriate certificate from the user of the vehicle. The bill is to be raised in favour of Director, Directorate of Audit, Gurkhabasthi, Agartala. The payment will be made on availability of fund.

13. The quoted rates shall remain valid for 1(One) year from the date of acceptance of the Quotation. No claim for enhancement of rate on any ground during the period shall be entertained.
 14. The Owner /Agency should furnish updated copy (Self attested photo copy) of Commercial Registration of vehicle, 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 Certificate, PAN Card, GST Registration Certificate, Aadhaar Card along with the Quotation.
 15. The Quotation 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.
 16. Overtime would be paid as per the DFPRT, 2019.
 17. The vehicle should report every day as directed by the undersigned.
 18. An amount of Rs.10,000/- (Rupees Ten Thousand) only as Earnest Money Deposit (EMD) is to be submitted in favour of, "Director, Audit, Govt. of Tripura, Agartala in the shape of Demand Draft (DD) from any nationalized Bank along with the Quotation, otherwise the quotation will be rejected. If the successful Quotationer fails to provide the vehicle within the stipulated period, the earnest money deposited along with the quotation will be forfeited. In the event of withdrawal of the vehicle by the successful bidder within the contractual period, the earnest money will also be forfeited. However, the amount of earnest money of the successful bidder will be released on successful completion of contract period. The earnest money of unsuccessful Quotationers will be released after 1(one) month from the date of finalization of quotation.
 19. Any instance regarding violation of any of the above conditions (1 to 18) by the successful bidder or any of his staff shall lead to cancellation of the agreement.
 20. The undersigned reserves the right to terminate the contract at any time given to the successful Quotationer by giving 15 days' notice.
- The undersigned reserved the right to accept or reject any Quotation fully or partly including the lowest one without assigning any reason thereof.

The Quotation will be received in all working days from 17th May, 2025 (Saturday) to 28th May, 2025 (Wednesday) up to 4 pm in the "Quotation Box" kept in the chamber of the Director, Directorate of Audit, Gurkhabasthi, Agartala, Tripura. No Quotation will be received after the schedule time. The "Quotation Box" will be opened in presence of Quotationers or representatives on the date of closing i.e. on 28th May, 2025 (Wednesday) at 4.30 pm if possible or next working day .

Signed by Sankar Debnath
Date: 16-05-2025 15:29:36
(S. Debnath, IAS)
Director, Audit

Copy to:

1. The Director, Information & Cultural Affairs Department, Govt. of Tripura, Agartala for kind information.
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.