

UT Administration of  
Dadra & Nagar Haveli  
Department of Women and Child Development  
(ICDS Department / CDPO)  
Lekha Bhavan, 3<sup>rd</sup> Floor  
Silvassa – 396230.

No. ICDS/Vehicle/2018/

Date: 28/08/2018

## **TENDER NOTICE**

Child Development Project Officer (CDPO), Dadra and Nagar Haveli, Silvassa on behalf of Deputy Secretary (Social Welfare) invites sealed tenders from Travel Agencies / Tours & Transport Agencies/Firms/Operators for providing/ Hiring of Vehicle for ICDS Department, DNH, Silvassa **On Hire Basis** for 12 months.

Sr. No.	Description	Quantity	Rate Per Month Per Vehicle	Fuel Charges Per Month Per Vehicle	Rate Per Km. (Exceeding the prescribed limit)
1.	Providing air conditioned vehicle such as <b>Tavera</b> top model on <b>Hire basis</b> including maintenance, fuel and driver salary etc.	01			

The Tender Form and Terms & Conditions can be downloaded from the official website of UT Administration of Dadra and Nagar Haveli - [www.dnh.nic.in](http://www.dnh.nic.in) or it can be obtained from the Office of the undersigned during working hours against the payment of non-refundable fees of **Rs. 500/-** (Rupees Five Hundred Only). The Tender Fee of Rs.500/- in form of Demand Draft to be drawn in favour of Child Development Project Officer, Silvassa.

Tender Form duly filled in all respects should be accompanied with a Fixed Deposit Receipt or Demand Draft of Nationalized/Scheduled Bank of Rs. 10,000/- (Rupees Ten Thousand Only) as Earnest Money Deposit in favour of Child Development Project Officer, Silvassa. The Tender which is not accompanied by EMD shall be summarily rejected.

Tender Form should reach to the Office of the undersigned in a sealed cover super scribed “Hiring of Four Wheeler Vehicle - Tavera A/c with Driver & Fuel’ on or before **14/09/2018 by 15:00 Hrs.** by Courier/RPAD/HD and the same will be opened on the same day at 17:00 Hrs. if possible. The department will not be responsible for any postal delay.

The Tender Inviting Authority reserves the right to accept or reject any or all the tenders without assigning any reason.

[Namrata Singh Parmar]  
Child Development Project Officer  
Dadra and Nagar Haveli  
Silvassa

Copy to: -

- 1) The Director (IT), DNH, Silvassa with a request to upload the Tender Notice on the official website of Dadra and Nagar Haveli.
- 2) Guard File.

**U.T ADMINISTRATION OF DADRA & NAGAR HAVELI, SILVASSA  
INTEGRATED CHILD DEVELOPMENT SERVICES (ICDS DEPARTMENT)**

**Terms and Conditions for “Hiring of Four Wheeler Vehicle (Tavera A/C) Top Model with Driver & Fuel for Office of Child Development Project Officer, Dadra & Nagar Haveli, Silvassa .**

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- 1) The rate should be quoted in the prescribed form inclusive of all taxes.
- 2) The vehicle must have registered on or before 1<sup>st</sup> January, 2015.
- 3) The contract period is for 12 months which may be extended for further 12 months if needed on satisfactory service on the same rate.
- 4) The rates may be quoted on monthly basis up to 2500 km and beyond 2500 km/basis.
- 5) The vehicle should be in a good condition. The vehicle must have all the legal documents like valid Registration Certificate, P.U.C. Certificate, Insurance and must have paid all Government dues like Road Tax etc.
- 6) The vehicle will be used by ICDS Department, DNH, Silvassa and as and when required, vehicle will be utilized for office purpose outside Dadra and Nagar Haveli. The vehicle will be in possession of the authorized officer of ICDS Department, DNH, Silvassa.
- 7) The vehicle will be utilized on any day (including holidays) and it must be available with a designated office/officer. The concerned officer / in-charge of the vehicle under whom the vehicle is being utilized, is fully empowered to give holiday or not to give holiday on any day without assigning any reason for which no charges will be paid for that day/days. No extra charges will be paid for outstation trips over and above the prefixed quoted price in tender.

- 8) All the liabilities of the vehicle as well as Driver, Persons, Goods etc. will be at bidders risk and .If Government increases any tax, the same will be borne by the bidder and TDS will be deducted as per the rules as and when applicable.
- 9) Any dispute subject to Dadra and Nagar Haveli jurisdiction only.
- 10) No advance payment will be made in any circumstances.
- 11) A bill for hiring of vehicle should be submitted in triplicate.
- 12) Vehicle will be used for 12 hours and also more when required by the Department.
- 13) Alternative suitable vehicle should be provided in case of breakdown of the vehicle so provided. In case of faller to provide alternative suitable vehicle, the proportionate amount will be deducted from the bill.
- 14) In case of any doubt or need of any enquiry, the bidder may contact the undersigned on any of the working days.
- 15) The daily record indicating time and mileage of each vehicle shall be maintained in a log book and log book shall be submitted to the concerned officer regularly for scrutiny.
- 16) The calculation of mileage shall be from the reporting point to the reliving point and will not be calculated on garage to garage basis.
- 17) The Tenderer should send EMD of Rs. 10,000/- in form of Demand Draft of any Nationalized or Scheduled Bank of India payable at Silvassa along with Tender Fee of Rs. 500/-. The EMD / Tender Fee should not be forward by forward by Cash. Tender received without Earnest Money Deposit / Tender Fee will be summarily rejected.

- 18) In case the vehicle owner does not implement work order placed with him, the contract for the hiring of vehicle shall stand terminated and the EMD will be forfeited by the Tender Inviting Authority.
- 19) The tender should be properly superscripted “Tender for Hiring of Four Wheeler Vehicle for ICDS Department” Dadra & Nagar Haveli, Silvassa.
- 20) No separate agreement will be required to be signed by successful tenders for hiring of vehicles. Bill of Quantity (BOQ) and Terms & Conditions duly signed with stamp by the tenderer will be liable.
- 21) Right to accept the quotation in whole or in part or to reject any or all quotation without assigning any reason is reserved by the Department.

THE ABOVE TERMS AND CONDITIONS ARE ACCEPTED AND ARE BINDING TO ME/US.

Signature of the Supplier  
with Date and Rubber Stamp.