

No. 24/2/2011-Genl. Admn.  
**Government of India**  
**Ministry of Finance**  
**Department of Disinvestment**

Block No. 11, CGO Complex  
Lodhi Road, New Delhi-110003.

Dated the 3<sup>rd</sup> February, 2012

**NOTICE INVITING TENDER FOR HIRING OF THREE WHEELER**

**Subject: Quotation for hiring of commercial Vehicle (Three Wheeler)-reg.**

Sir,

Sealed quotation are invited for hiring of commercial vehicle (Three Wheeler), along with a driver for delivery of official dak and other important papers, from authorized Auto Rickshaw Drivers on the following terms and conditions:-

- i) The vehicle should be CNG based and in excellent working condition.
  - ii) The vehicle is to report at 9.30 AM sharp to SO(Misc.)/R&I In-charge, Department of Disinvestment, Room No. 214, Block No. 11, CGO Complex, Lodi Road, New Delhi-110003 from Monday to Saturday and holidays, if required.
  - iii) The driver should be well behaved, neatly dressed and should be able to read, write in English and Hindi.
  - iv) The Driver should hold valid Badge/driving license and other valid vehicle documents including proper insurance. It will be responsibility of service provider to ensure that all the document/permit etc., are complete in every respect.
  - v) The driver should be fully conversant with the routes of Delhi/New Delhi. The owner/driver should be available on mobile phone.
  - vi) The vehicle should be in good condition and not more then two years old.
  - vii) All expenses are to be borne by service provider in case of breakdown/maintenance of vehicle supplied.
  - viii) In case of break down/under repair of the vehicle beyond reasonable time it shall be responsibility of service provider to provide an alternate vehicle immediately, failing which the Department shall be within its rights to make alternate arrangement by hiring Scooter and the amount so spent will be fully recovered from the firm/contractor. All expenses are to be borne by service provider in case of breakdown of Vehicle supplied.
- 2) This Department will not be responsible for any violation of traffic rules or other laws of the land, by the driver.
  - 3) The quotation may be sent in a 'Sealed Cover' clearly indicating on the envelope "**Quotation for hiring of Three Wheeler**" at the following address:-

**Shri D. Chattopadhyay**  
**Under Secretary (Admn.)**  
**Department of Disinvestment**  
**Room No. 213, Block No. 11,**  
**CGO Complex, Lodi Road, New Delhi-110003**

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4) A demand draft for Rs. 2,000/- (Rs. Two thousand only) in favour of “DDO, Department of Disinvestment” payable at New Delhi has also to be submitted as earnest money along with quotation failing which quotation will not be considered. The earnest money will be returned in respect of unsuccessful bidders. No interest will be paid on this money. The earnest money of the successful bidder shall be converted into Security Deposit and shall be refunded after the contract period is over.

5) The quotation should reach this office latest by 3.00 PM on the 21<sup>st</sup> February, 2012. The quotations will be opened at 4.00 PM on the same day in Room No. 213, Block No. 11, CGO Complex, Lodi Road, New Delhi-110003 in the presence of tenderers or their representatives who may like to be present.

6) The Department of Disinvestment reserves the right of rejecting the lowest quotation or any other quotation and also to terminate the contract without assigning any reason thereof at any time.

7) The contract will remain in force for one year from the date of award of contract and no change in rate will be effected during the period.

8) The contract can be terminated summarily, if the services provided are not found satisfactory without assigning any reason. The decision of the Government on account of unsatisfactory performance or otherwise shall be final and binding on the Service Provider.

9) In case of more than one bidder quoting the same rate resulting in a tie, the lowest bidder will be decided by the Competent Authority.

10) Quotation should be in the following format, Quotations which are not in the prescribed format and not submitted in a sealed cover shall not be entertained and those shall be rejected:

- a) **Monthly Charges (Minimum) for 1800 Kms. and 200 Hrs. Rs.\_\_\_\_\_ per month.**
- b) **Rate for extra (per) Kilometer Rs.\_\_\_\_\_.**
- c) **Rate for extra (per) Hour Rs. \_\_\_\_\_.**

Yours faithfully,

**(D. Chattopadhyay)**  
**Under Secretary to the Government of India**  
**Tel: 24368785**

Copy to:

- i) All Ministries/Department to the Govt. of India
- ii) NIC, with the request to upload NIT on this Department’s website and also upload in CPP Portal.

