

# Alipurduar University



P.O. Alipurduar Court  
Dist Alipurduar  
Pin 736122

## Notice Inviting e-Tender- 001/APDU/REG/R / 2024-25 , dated 03/07/2024

e-Tenders are invited from reputed Agencies for Hiring of vehicle in the Alipurduar University.

Sl. No.	Item	Earnest Money	Completion Time
1.	As Per Annexure-I	20,000/-	Immediately from the date of issuance of supply order.

### **TERMS AND CONDITIONS:**

- 1) The bidder should quote basic rates only.
- 2) Copy of current year PT challan, Trade License, PAN card, GST registration certificate along with the last challan shall be accompanied with the technical bid documents. [Non Statutory Documents]
- 3) The Resourceful Bonafide agency having experience to execute of similar nature of work of 5 years in Government / Semi Government organization with satisfactory performance certificate of competent authority are eligible to participate. Copy of credential with payment certificate shall be submitted along with technical bid [Non Statutory Documents].
- 4) The Bidder shall fill up Annexure-I.
- 5) The vehicles used for such delivery should be covered for protection from climatic hazards, for protection from pilferage and also from transportation loss.
- 6) All responsibilities of transportation, damage and loss shall be vested on the vendors.
- 7) Taxes will be deducted at source as per prevailing Acts & Rules of Central and State Government.
- 8) The tenure of the contract shall be for three years term which may be extended for another term on satisfactory performances at the discretion of the University Authority.
- 9) The bidders shall deposit Rs. 20,000/- to the under noted account of the University through RTGS as earnest money and the copy of receipt challan of RTGS with UTR number shall be accompanied with the technical bid document (Statutory Documents) failing which the tender paper will be treated as cancelled. The earnest money of the unsuccessful quotationer(s) will be refunded without interest after one month of the opening of tender paper and the same of the successful candidate will be refunded without interest after signing of agreement and deposit the security money subject to redressal of complaint, if any.  
**(Bank Account no-39902163065, IFSC Code-SBIN0000005, Bank Name-State Bank of India, Branch-Alipurduar),**
- 10) The selected vendor(s) shall have to sign a deed of agreement for compliance of the condition as mentioned.
- 11) No advance payment will be made for the job. The vendor will raise bills monthly and payment will be made within 15 days if the same are found in order.

- 12) The University authority reserves the right to accept or reject any / all quotations.
- 13) The rates should be valid for 03 (three) years.
- 14) Selection of the Agency will be made on the basis of both technical and financial bids. Technical bids and financial bids shall be submitted by online only. Offline submission of tender paper will not be accepted.
- 15) The last date of submission of tender form is on 11.07.2024 upto 3.00 P.M. and to be opened on 15.07.2024 at 3.00 P.M.
- 16) The bidders may remain present at the opening of tender.
- 17) For any clarification regarding tender please contact with Dr. S.N. Saha, Finance Officer, APDU email id – foapdu@gmail.com. (Tel. 9064848017)
- 18) All cases of dispute not covered by this contract shall be referred to the Vice-Chancellor for decision which shall be final and binding on both the parties.
- 19) Date & Time Schedule

SI NO	Particulars	Date & Time
1	Publishing of Tender	<b>05.07.2024</b>
2	Documents download/sell start date (Online)	<b>05.07.2024 FROM 10.00 A.M.</b>
3	Bid submission Start Date	<b>05.07.2024 FROM 10.00 A.M.</b>
4	Bid Submission End Date	<b>11.07.2024 UP TO 11.00 A.M.</b>
5	Technical Bid Opening	<b>15.07.2024 AT 11.00 A.M.</b>
6	Offline Submission	<b>NO OFFLINE SUBMISSION WILL BE ACCEPTED</b>
7	Financial Bid Opening	<b>To be notified</b>

*Sd/-*  
*Registrar (Additional Charge)*  
*Alipurduar University*

**Annexure-I:**

<b>Sl.no</b>	<b>PARTICULARS</b>	<b>Rates (Rs.)</b>
<b>1</b>	<b>Hiring of TOYOTA INNOVA / XYLO / ERTIGA (with AC)</b>	
1.1	Charge Per day (including fuel and others ) upto 100 k.m.	
1.2	Charge Per day (including fuel and others ) upto 150 k.m.	
1.3	Charge Per K.M. (including fuel and others ) upto 150 k.m.	
1.4	Charge Per day (excluding fuel and others )	
1.5	Charge Per month (excluding fuel ,driver and others )	
1.6	Charge Per month (including driver and excluding fuel and others )	
1.7	Fuel Efficiency	
<b>2</b>	<b>BOLERO / SCORPIO (with AC)</b>	
2.1	Charge Per day (including fuel and others ) upto 100 k.m.	
2.2	Charge Per day (including fuel and others ) upto 150 k.m.	
2.3	Charge Per K.M. (including fuel and others ) upto 150 k.m.	
2.4	Charge Per day (excluding fuel and others )	
2.5	Charge Per month (excluding fuel ,driver and others )	
2.6	Charge Per month (including driver and excluding fuel and others )	
2.7	Fuel Efficiency	
<b>3</b>	<b>WAGNOR / SWIFT / Bolt / Zest (with AC)</b>	
3.1	Charge Per day (including fuel and others ) upto 100 k.m.	
3.2	Charge Per day (including fuel and others ) upto 150 k.m.	
3.3	Charge Per K.M. (including fuel and others ) upto 150 k.m.	
3.4	Charge Per day (excluding fuel and others )	
3.5	Charge Per month (excluding fuel ,driver and others )	
3.6	Charge Per month (including driver and excluding fuel and others )	
3.7	Fuel Efficiency	
<b>4</b>	<b>BUS with 40 seat capacity</b>	
4.1	Charge Per day (excluding Fuel and others )	
4.2	Charge Per K.M. (including fuel and others )	
4.3	Fuel Efficiency	
4.4	Night Halt Charge	

**BIDDERS DETAILS****(To be provided on company letter head)**

NIT NO.:

TENDER ID:

1	NAME OF THE BIDDER	
2.	ADDRESS	
3.	CONTACT NUMBER	
4.	CONTACT PERSON	
4.	EMAIL ID	
5.	BANK DETAILS A/c Name A/c Number Name of the Bank Name of the Branch IFSC	

Authorized Signatory(with seal &amp; Stamps)