

Notice inviting Quotation

Subject:- Hiring of taxi (staff car) for CCA, Ministry of Agriculture

The competent Authority is pleased to invite quotations for the hiring of taxi/ staff car for official use of CCA Ministry of Agriculture. The quotation should be given for the car / taxi under following conditions:

1. The taxi must be three boxes.
2. The taxi must be not older than January 2011 model.
3. Taxi may be petrol/diesel/CNG driven.
4. The taxi must be an authorized driving license holder, experienced chauffer (Driver) drive. It is requiring attaching the certificate.
5. The firm should be ISO certified and must have experience of providing taxi/staff car in other Government of Indian offices. It is required to attach certificate with proposal.
6. **Rates may be quoted for –**
 - i) 8 hrs/ 80 kms per day basis and rates for the additional hrs and kms.
 - ii) Rates for taxi hired on full time on monthly basis with maximum 2400 kms on monthly running and rates for additional per kms.
7. The rates for the taxies may be Maruti Suzuki SX 4, Maruti Suzuki swift Dezire, Tata Indigo ECS and for ambassador. (The rates for all the taxies should be quoted separately) .
8. Preference should be given to new model of Ambassador Car.
9. The taxi should be hired on regular basis for initial period of one year extendable next one year if services are found on regular satisfactory.
10. Preference will be given to the latest model of taxies and quotes shall be finalized accordingly.
11. A draft of Rs. 10,000 is required to be deposited as earnest money with the proposal in the favor of "Pay & Accounts Officer, PAO(Sectt-II), Pr.AO, M/o Agriculture, New Delhi-110011 .

@) Schedule of the quotation is as under:

- a) Last date and time for receipt of quotations : 20-03-2014 at 3:00 pm
 - b) Date & time for opening Bids : 20.03.2014 at 3:30pm
 - c) Place of opening the quotation: Room No. : 135, Pr.AO { Admn.}
16- A, Akbar Road , New Delhi.
12. Interested agency may put the quotation document complete in all respect by 20-03-2014 up to 3:00 pm in the tender box kept in principal accounts office, Ministry of Agriculture, 16- A, Akbar Road, New Delhi-110011. The quotation Shall not be entertained after the deadline under any circumstance, Whatsoever.

13. **CCA** of this office reserves the right to amend or withdraw any of the terms and conditions contained in the quotation document or to reject any or all quotation without giving any notice or assigning any reason. The decision of the head of department of this office in this regard shall be final and binding on all.

Terms and conditions

1. The tax deduction at source (TDS) and education cess as application shall be deducted as per the provisions of income tax department.
2. There is no provision for advance payment.
3. The agency shall raise the bill, in triplicate, duly pre-receipted on revenue stamp of Re-1/-.
4. Settlement of disputes will be as per Indian arbitration and conciliation Act-1966 and venue will be the Principal Accounts Office , M/o Agriculture , 16-A, Akbar Road, New Delhi.
5. The Head of Department reserves the right to withdraw/relax any of the terms and conditions mentioned above so as to overcome the problems encountered by contracting parties.

Pay and Accounts Officer(Admn.)