



कृषि वैज्ञानिक चयन मंडल  
AGRICULTURAL SCIENTISTS RECRUITMENT BOARD  
भारतीय कृषि अनुसंधान परिषद्  
(INDIAN COUNCIL OF AGRICULTURAL RESEARCH)  
कृषि अनुसंधान भवन-1, पूसा, नई दिल्ली-110 012  
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F.No. 17-2/2014-GA

Dated the 11 June, 2015

To

Subject: **Quotation for rate contract for hiring of different kind of vehicle on need basis/monthly basis/half day basis from time to time in ASRB- regarding**

Sir,

Sealed quotations are invited to enter into rate contract for hiring of different kind of vehicles (Annexure-I) from time to time in ASRB on the following terms & conditions:-

1. The vehicles are required to be provided in good running condition for duty as and when required.
2. The vehicle must be registered in Delhi/NCR for commercial use. The vehicle provided should have necessary permit for local/outstation travel as per requirement.
3. Toll tax/parking charges shall be paid extra on production of receipts.
4. The driver should have mobile phone connectivity.
5. Driver should have a valid driving license as per the law.
6. The dead mileage from garage will not be counted for daily mileage.
7. The period of contract shall be initially valid for a period of one year from the date of issue of letter of awarding the contract. The contract may be terminated at any time without assigning any reason, if the work of the firm is not found satisfactory, the decision of the office shall be final and binding on the firm.
8. The vehicle shall be properly insured and should carry necessary fitness certificate from concerned authority including pollution certificate.
9. ASRB shall not be responsible for any challan, loss, damage or any accident of the vehicle or to any other vehicles or for the injury to the driver or to any other third party. The loss or damage or legal expenses on this account shall be borne by the agency.
10. The agency shall bear all costs on account of fuel, oil, spares, comprehensive insurance, repair and maintenance etc. of the vehicles. The salary and other costs of drivers shall also be borne by the agency.
11. The agency should abide by rules laid down by any authority relevant to the deployment of vehicles.
12. Duty point shall be KAB-I, New Delhi or any other place intimated by ASRB for the purpose of vehicle run and hours of duty.

13. The Kilometer/Mileage shall be counted from ASRB or any other pick-up/drop of location specified by the office only and for this purpose, the driver deputed shall get the meter reading checked from the officer-in-charge or any other person deputed by him for this purpose. Similarly, at the time of departure meter reading may be got verified by the officer using the vehicle.
14. Firms detail like Address, Telephone number, PAN/TIN number, Certificate of registration etc. (as required) of the agency should be attached with the quotation.
15. In case of any breakdown of vehicle on duty, the agency shall make arrangement for providing another vehicle immediately. In such a case, mileage from garage to the point to breakdown would not be paid.
16. Vehicle shall be made available on all days including Saturdays, Sundays, holidays and late night also as may be required.
17. The agency shall provide names and address of the drivers and police verification report alongwith driving license number of the driver and copies thereof while submitting acceptance of offer.
18. In case the agency failed to provide required vehicle after receiving the message for the same, the vehicle so required will be arranged at the cost of agency.
19. In case of any dispute, the decision of Secretary, ASRB will be binding. The jurisdiction shall be Delhi Court.
20. The agency shall provide statutory benefits to the drivers as provided under relevant law. ASRB shall not be responsible for any challan, loss, damage or any accident of the vehicle or to any other vehicle or the driver or to any other third party. The loss of damage or legal expenses on the account shall be borne by the agency.
21. The bill may be submitted in triplicate to the Secretary, ASRB, Room No. 207, KAB-I, Pusa, New Delhi.
22. Vehicles have to be provided as and when required. Hence rates be quoted for all these accordingly.
23. 5% Security Money of the total contract value will be deposited in favour of Secretary, ASRB by the successful bidder.
24. An amount of Rs.3,000/- towards earnest money in the form of DD drawn in favour of Secretary, ASRB may be sent alongwith the bid. No interest on earnest money shall be paid to the renderer.
25. The process of evaluation of bids will be decided by the Board. However the contract shall be awarded to the firm whose rates are lowest for each kind mode of vehicles separately.
26. The Board reserves the right to reject any or all quotations without assigning any reason.
27. Sealed quotation should be sent to Secretary, ASRB, Room No. 207, ASRB, KAB-I, Pusa, New Delhi latest by **05.07.2015** upto **3.00 p.m.** which will be opened on **05.07.2015** at **3.30 p.m** in Room No. 101, KAB-I, Pusa, New Delhi. The quotations may be dropped in the tender box lying outside Room No. 109, KAB-I, Pusa, New Delhi.

*Daulat Ram*  
(Daulat Ram)  
Section Officer

