



**INDIAN INSTITUTE OF ENTREPRENEURSHIP,  
Lalmati, Basistha Chariali, 37 N.H. Bypass, Guwahati-29.**

**Under the Ministry of Skill Development and Entrepreneurship, Govt. of India**

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IIE intends to give Annual Contract for Providing of hired vehicle . Interested reputed and registered travel agency with requisite experience and expertise in such job may collect Tender papers containing the terms and conditions on payment of Rs. 1,000/- (non refundable) from the Administrative Section, from 25.11.2016 to 05.12.2016 ( working days) and are to submit the same on or before 06.12.2016 up to 2.30 P.M. The Tenders will be opened on the same day at 03.00 P.M. The same can also be downloaded from [www.iie.govt.in](http://www.iie.govt.in). Downloaded application should be accompanied by a Demand Draft of Rs. 1,000/- ( non refundable) in favor of Director ,IIE, Guwahati.

Sd/-  
Administrative Officer,(i/c)



Indian Institute of Entrepreneurship,(IIE)  
Basistha Chariali, Lalmati ,37 National Highway By pass Guwahati-781029 .(Assam).  
( An Autonomous Organisation under the Ministry of Skill Development and  
Entrepreneurship, Govt. of India

F. No (155)/11-12/

Date:.....

**TENDER FORM FOR HIRED VEHICLES**

**(A) Rate for local duty ( within greater Guwahati)**

Sl No	Type of Vehicle	Rent per day (Rs)	POL Charges Per KM (Rs)	Over Time (Beyond 12 hrs (Rs)
1	Maruti Van			
2	Tata Indica (Non AC)			
3	Tata Indica ( AC)			
4	Tata Sumo (Non AC)			
5	Tata Sumo ( AC)			
6	Sumo Victa (AC)			
7	Tata Indigo			
8	Scorpio			
9	Bolero			
10	Travera			
11	Innova			
12	Ikon or any other C-segment Car			
13	Winger AC/Non AC			
14	Traveler			
15	Swift desire			
16	Honda City			

**Signature with Seal**

**(B) Rate for outside duty ( beyond greater Guwahati ):**

Sl No	Type of Vehicle	Rent per day (Rs)	POL Charges Per KM (Rs)	Over Time (Beyond 12 hrs (Rs)
1	Maruti Van			
2	Tata Indica (Non AC)			
3	Tata Indica ( AC)			
4	Tata Sumo (Non AC)			
5	Tata Sumo ( AC)			
6	Sumo Victa (AC)			
7	Tata Indigo			
8	Scorpio			
9	Bolero			
10	Travera			
11	Innova			
12	Ikon or any other C-segment Car			
13	Winger AC/Non AC			
14	Traveler			
15	Swift desire			
16	Honda City			

**Signature with Seal**

**(C) Only Airport duty ( Lump sum ):**

Sl No	Type of Vehicle	Rent per day (Rs)	POL Charges Per KM (Rs)	Over Time (Beyond 12 hrs (Rs)
1	Maruti Van			
2	Tata Indica (Non AC)			
3	Tata Indica ( AC)			
4	Tata Sumo (Non AC)			
5	Tata Sumo ( AC)			
6	Sumo Victa (AC)			
7	Tata Indigo			
8	Scorpio			
9	Bolero			
10	Travera			
11	Innova			
12	Ikon or any other C-segment Car			
13	Winger AC/Non AC			
14	Traveler			
15	Swift desire			
16	Honda City			

**Note**

1. The terms and Conditions duly signed by the party with seal should be enclosed with the form.
2. Rate should be exclusive of VAT etc.

Signature

Name of the Firm :-----

Address :-----  
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Phone No(s) :-----

**Signature with Seal**

## **TERMS AND CONDITIONS OF TENDER HIRED VEHICLE**

1. Only registered travel Agency should submit the tender.
2. The sealed tender should be submitted along with Earnest Money deposit of Rs.5,000/-(Rupees five thousand only. The EMD may be paid either in cash/demand draft / bankers Cheque in favour of Director, IIE
3. The rates quoted should be valid for 01 ( one) year from the date award of contract and should be exclusive of statutory taxes.
4. The party submitting the tender should sign with seal acknowledging the acceptance of the terms and conditions of the tender.
5. The party who gets the offer for supply of vehicles must bind itself to maintain the following:-
  - a) When required for outstation duty , the party should be in a position to provide required vehicle in short notice of 12 hours .
  - b) The vehicles should report at the place and time indicated by the office, failure to report at the specified place and at the stipulated time will invite penalty up to Rs. 300/-( Rupees three hundred ) only per hour for all kinds of vehicles .
  - c) Vehicles ( preferably not more than 5 years old) in good condition in terms of both mechanical aspect as well as structural look should only be provided .
  - d) Vehicles supplied should be commercial vehicles only.
  - e) Sufficient POL or the cost of the same should be provided with the vehicles or with the Driver .
  - f) Mileage charges will not be claimed for the distance between the office of the party and IIE or the place of reporting.

- g) In case there is breakdown of the vehicle while on duty ,the party has to provide substitute or repair the same within reasonable time. Failure to do so will allow the user free to leave the vehicle on the spot and the party will not claim for payment for the purpose.
  - h) The party will be responsible for any damage occurring in the vehicle while in use .
  - i) vehicle supplied should comply with all govt. regulations like insurance, pollution , Registration/Permit etc.
  - j) The drivers , while at night halt , should not claim any facility like accommodation and food.
6. The Director ,IIE dose not bind himself to accept the lowest tender and reserve the right to reject or partially accept any or all the tenders received without assigning any reasons.
7. Conditional tender will not be accepted .
8. Sealed tender in the prescribed format along with details of work experience in the relevant subject should reach the office of the undersigned on or before 06.12.2016 ( before 02:30 P.M)

Administrative officer  
Indian Institute of Entrepreneurship,  
Lalmati , Guwahati-29

Signature of Acceptance by Party with Seal

Documents to be enclosed with bid document :

- (I) Company profile including experience details
- (II) Income tax return of last 3 (three ) Financial year years.
- (III) Registration Certificate

**Signature of bidder**