

**ICAR-DIRECTORATE OF MEDICINAL AND AROMATIC PLANTS RESEARCH**  
**(Indian Council of Agricultural Research)**  
BORIAVI-387 310, ANAND, GUJARAT

F.No. 41-44/2018-19/S&P/

Date: .10.2018

To,

**Subject: Rate contract for hiring of vehicle - reg.**

Sir,

This Institute is interested in entering into rate contract for hiring of vehicles. If you are interested into entering into rate contract please furnish your rate for following type of vehicles in the attached format:

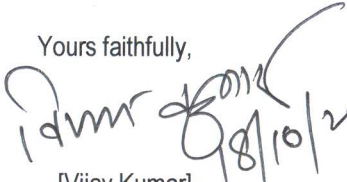
1. SWIFT DZIRE
2. ETIOS
3. TAVERA
4. TATA-INDIGO
5. INNOVA
6. ERTIGA
7. TEMPO TRAVELLER [17 SEATER]
8. MINI BUS [21 SEATER]
9. BUS [55-56 SEATS]
10. TEMPO-TRAX

**TERMS AND CONDITIONS:**

1. The quotation in the sealed envelope addressed to the Director, ICAR-Directorate of Medicinal and Aromatic Plants Research, Boriavi - 387310 should reach on or before 14/11/2018 in a sealed cover super scribing **Quotation for "Hiring of Vehicle"**. The quotation will be ***opened on 15.11.2018 at 11:00 A.M.*** at this Directorate.
2. The period of the contract shall be a period of one year which can be extended for a further period by mutual agreement.
3. The Institute shall not pay any other charges except the toll tax, bridge tax, passenger tax, Octroi and parking charges. However, these charges will be paid subject to production of proper receipts along with bill.

4. In case of accident Mechanical fault etc. during the hiring period, this Institute shall not be liable to pay any charges / compensation for such occurrence and the sole responsibility will be of the Traveling Agency/Contractor.
5. **An earnest money of ₹.1,000/-(Rupees one thousand only) must be deposited in the form of demand draft/pay order payable to "ICAR Unit – DMAPR, Anand"**
6. The contractor/agency shall provide the vehicle of latest model and in tidy condition and **shall provide only taxi passing vehicle to the Directorate.**
7. Before deputing/sending the vehicle under the contract the completion of all sort of formalities viz. proper registration of vehicle, payment of Govt. dues, insurance etc. shall be the responsibility of the Traveling Agency/Contractor.
8. No advance payment will be made. The Traveling Agency/Contractor shall submit the bill after completion of each journey. The payment will be made within a period of 15 days.
9. The Director of the Institute reserves the full right to reject any or all the quotations in full or in part without assigning any reason whatsoever.
10. In case of any dispute, the decision of the Director, ICAR-D.M.A.P.R. shall be final.
11. Price would be firm in the R/C period and hence firm may quote accordingly keeping in view the volatility in rates. No request for revision in prices would be entertained during the tenure of the rate contract.
12. Firm which would found suitable for award of rate contract would have to furnish a performance security of ₹ 2,000/- which would be refundable after satisfactory completion of the contract .
13. The firm should provide their GST certificate along with the quotation.
14. The firm should provide the following bank information/ cancelled cheque.
  - 1) Details of beneficiary's name:
  - 2) Name of the bank :
  - 3) Branch address:
  - 4) Bank account number IFSC [Indian Financial System Code]:
  - 5) MICR code etc.

Yours faithfully,

  
98/10/2018

[Vijay Kumar]  
Administrative Officer

