



# **NATIONAL COUNCIL OF SCIENCE MUSEUMS**

**(MINISTRY OF CULTURE, GOVT OF INDIA)**

**33, BLOCK GN, SECTOR V**

**BIDHAN NAGAR**

**KOLKATA – 700091**

**e-TENDER (RFP) DOCUMENT**

**FOR**

**HIRING OF VEHICLE VIZ. BOLERO/TATA  
ZEST/TRAX CRUISER/SWIFT DZIRE/HYUNDAI  
ACCENT ON MONTHLY RATE CONTRACT  
BASIS IN INDIAN MUSEUM, KOLKATA**

**NATIONAL COUNCIL OF SCIENCE MUSEUMS**  
SECTOR-V, BLOCK-GN, BIDHANNAGAR,  
KOLKATA – 700 091.

**TENDER No. IM(T)/E-TENDER/ VEHICLE/147**

**Notice Inviting E-Tender**

**On-line digitally signed open e-Tenders are invited for hiring of registered commercial vehicles on monthly rate basis not older than 2018 model at Indian Museum, Ministry of Culture, Govt. of India, 7, Jawaharlal Nehru Road, Kolkata – 700 016 as per the following schedule of Tender and attached Terms & Conditions.**

Schedule of Tender	
Bid Document Publishing Date & Time	24.09.2020. The tender document is available only in the E Procurement portal <a href="https://eprocure.gov.in/eprocure/app">https://eprocure.gov.in/eprocure/app</a> which may be downloaded by using bidder login credentials.
Bid Document Download Start Date & Time	24.09.2020 at 6.15 p.m.
Bid Document Download End Date & Time	12.10.2020 at 1 p.m.
Bid Submission Start Date & Time	25.09.2020 at 1 p.m.
Bid Submission End Date & Time	12.10.2020 at 1 p.m.
Bid Opening (Technical) Date & Time	13.10.2020 at 1 p.m.
Bid Opening (Financial) Date & Time	14.10.2020
Amount of EMD to be deposited	Rs. 29,000/-

1. Tender document can be downloaded from Central Public Procurement Portal (CPPP) website "http://eprocure.gov.in".
2. Submission of the Bid: This Tender is an e-Tender and bids are to be submitted through CPP Portal (<http://eprocure.gov.in>) only. Bids submitted in physical forms will be summarily rejected.
3. Details of EMD, submission of tender, etc. are indicated in the tender document.
4. The online bid both Technical (Techno-Commercial) Bid and Financial bid duly furnished in Cover –I and Cover-II respectively should be uploaded by the due date and time as per the above schedule. The responsibility to ensure the same lies with the bidders.
5. National Council of Science Museum (NCSM) / Indian Museum (IM) reserve the right to amend / withdraw any of the terms and conditions in the NIT Documents or to reject any or all tenders without giving any notice or assigning any reason. NCSM also reserves the right to accept or reject any or all tenders in full or part without assigning any reason whatsoever.

## General Information and Instructions

1. The instructions given herein will be strictly binding on the bidders and deviation, if any will make the tender or tenders liable to be considered invalid. Tenders incorporating additional conditions by the bidder are liable for rejection.
2. Bids shall be submitted online only at CPPP website: <https://eprocure.gov.in/eprocure/app> Manual bids shall not be accepted.
3. The instructions given in “**Instruction for Online Bid Submission**” should be strictly followed during submission of the Bid.
4. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
5. **Rejection of Bids:** Canvassing by the Bidder(s) in any form, unsolicited letter and post- tender correction may invoke summarily rejection of their bid(s). Conditional tenders will also be rejected. Non-compliance of applicable General Information and Instructions will disqualify the Bid.
6. The Bidders should have Digital Signature Certificate (DSC) for filling up the Bids. The person signing the tender documents should be authorized for submitting the on line e-tender.
7. The Bidders shall fill up the Prescribed Format for submission of **Technical (Techno-commercial) Bid as per “Annexure-B”** format duly signed by the authorized signatory. The person signing the tender document should be authorised for submitting the online e-tender.
8. The Financial Bid shall be filled in and signed by the authorized signatory online as per format “**Annexure-C**” available at **Central Public Procurement Portal** e-tender system website <http://eprocure.gov.in/eprocure/app>. **Off line Financial Bid shall not be accepted.**
9. Tender must be uploaded in two separate covers marked **Cover-1** (Technical Bid) and **Cover-2** (Financial Bid/BOQ). The contents of Cover-1 and Cover-2 shall be as follows:-

### Cover-1

- i) “Technical (Techno-Commercial) Bid” (as per **Annexure-B** format) duly filled in and digitally signed with official stamp.
- ii) Copies of GST/PAN Cards duly certified
- iii) The scanned copy of the Demand Draft for Rs.29,000.00 (Rupees twenty nine thousand only) as Earnest Money Deposit. In case of online transfer of money, the UTR No. of the transaction shall be prepared in the letter head of the bidder/consortium and uploaded.
- iv) The scanned copy of “General Terms and Conditions etc. mentioned in **Annexure-A** duly signed by the Authorized Signatory with official stamp as a token of acceptance of the same by the bidders.

## **Cover-2**

- i) The “Financial Bid (BOQ)” i.e. Schedule of Price Bid in the item wise tabular format duly filled in and digitally signed.
- ii) “Financial Bid Rate Quotations” as per Annexure C shall also be filled up and uploaded as part of Cover 2.

The Cover-1, i.e. Technical (Techno-commercial) Bid shall be opened by NCSM at the first instance and evaluated by the competent authority. At the second stage, the Cover-2 containing Financial Bid of only techno-commercially acceptable offers shall be opened for further evaluation and ranking before awarding the contract.

## Instructions for Online Bid Submission

1. The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.
2. More information useful for submitting online bids on the CPP Portal may be obtained at <https://eprocure.gov.in/eprocure/app>

### **A. REGISTRATION**

1. Bidders are required to enrol on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app> ) by clicking on the link “**Online Bidders Enrolment**” on the CPP Portal which is free of charge.
2. As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
3. Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
4. Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / nCode / eMudhra etc.) with their profile.
5. Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC’s to others which may lead to misuse.
6. Bidders may then log-in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

### **B. SEARCHING FOR TENDER DOCUMENTS**

1. There are various search options built in the CPP Portal to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
2. Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective ‘My Tenders’ folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
3. The bidders should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

### C. PREPARATION OF BIDS

1. Bidders should take into account the original e-NIT/RFP and any subsequent corrigendum published on the tender document before submitting their bids.
2. Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
3. Bidders, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
4. To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "My Space" or "Other Important Documents" area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

### D. SUBMISSION OF BIDS

1. Bidders should log-into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidders will be responsible for any delay due to other issues.
2. The bidders have to digitally sign and upload the required bid documents one by one as indicated in the tender document.
3. Bidders have to select the payment option as "online or offline" to pay the requisite Earnest Money Deposit (EMD) and enter detail of the instrument.
4. **Bidders should submit the EMD as per the instructions specified in the tender document. The original EMD instrument should be posted/couriered/given in person to NCSM, latest by the last date of bid submission. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.**
5. A standard Price Schedule format (BOQ) has been provided with the tender document to be filled by all the bidders. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BOQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BOQ file (ratequotesheet for hiring of vehicle, open it and complete the

bluecoloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidders). No other cells should be changed. **In case no rate value is required to be quoted in any particular cell , that cell may be kept blank , figure '0' (zero) shall not be entered in such cell(s)** .Once the details have been completed, the bidders should save it and submit it online, without changing the filename. If the BOQ file is found to be modified by the bidders, the bid will be rejected.

In addition to the above the **Cost Break-up** shall be submitted in tabular format duly digitally signed with official stamp.

6. The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
7. All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid opener's public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
8. The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
9. Upon the successful and timely submission of bids (i.e. after Clicking "Freeze Bid Submission" in the portal), the portal will give a successful bid submission message and a bid summary will be displayed with the bid number and the date & time of submission of the bid with all other relevant details.
10. The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

#### **E. ASSISTANCE TO BIDDERS**

1. Any enquiries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority.
2. Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal helpdesk. The contact number for the helpdesk is 1800 233 7315.

## General Terms &amp; Conditions

Requirement of Vehicles:

1. **One(1) No. Bolero /Trax Cruiser**
2. **Two (2) Nos. TATA Zest /Swift Dzire / Hyundai Accent**

**The rate shall be quoted separately itemwise as per the BoQ and order shall be placed with respective L1 bidders for each item as per requirement from time to time. National Council of Science Museums/Indian Museum reserves the right to place order for AC or Non-AC vehicles at their discretion as per requirement and the decision in this regard shall be final and binding on the successful bidder.**

The interested travel agencies/persons/contractors must be capable of providing vehicles on their own on the following terms and conditions:-

- (i) The make and model of the vehicles(Commercial only) should be specified separately and the model of the car should not be earlier than 2018.All the cars must have valid permit to run in the territory of Kolkata.
- (ii) The successful bidder shall have to provide the desired number of vehicles.
- (iii) The bidders must have past experience of providing vehicles on hire to at least one Govt. organisation/PSU/A prominent private sector company.
- (iv) The vehicle shall be at the disposal of the Indian Museum, Kolkata, for all the days of month.
- (v) Contracted hire charges shall include monthly charges of driver, repair and maintenance of vehicles, insurance, petrol or diesel, oil and also any other incidental expenses in running and maintenance of the vehicles.
- (vi) In the case of any accident or any other contingency, any claim arising out of it shall be borne by the travel agency/person/contractors only and no claim whatsoever shall be borne by the Indian Museum, Kolkata.
- (vii) The vehicle shall be kept neat and clean and in perfect running condition and should be provided with basic amenities, neat and clean seat cover and curtains as these are to be used by the senior officers of the Indian Museum.
- (viii) If the vehicle is out of order, the travel agency/person/contractor shall provide a substitute vehicle immediately. In case, vehicle does not report on time/does not report at all, the Indian Museum will have a right to hire any other vehicles from the market and the additional cost incurred by the Indian Museum department will be borne by the travel agency/persons/contractors.



(ix) Payment shall be made by the Indian Museum, Kolkata after the end of every month on the presentation of the bill within a reasonable time. However, no interest is payable on delayed payment.

(x) The driver running the cars should have valid driving licence and the vehicles should be registered with the concerned authorities of central/state govt. A certificate to this effect should be provided. The drivers of the vehicles provided must follow the traffic rules and other regulations prescribed by the govt from time to time.

(xi) The contract between the Indian Museum and the transport operator can be cancelled with the notice period of one month by the either side.

(xii) A penalty of Rs. 500/- per day per vehicle may be levied, if any, vehicle fails to meet the terms and conditions prescribed herein on any day of operation. However, in case of frequent violations of the terms and conditions, the contract can be cancelled forthwith at the risk any cost of travel agency/persons/contractors.

(xiii) The driver must observe all the etiquette and protocol while performing the duty. He must be neatly dressed should wear proper uniform and must carry a mobile phone in working condition, for which no separate payment shall be made by the Indian Museum.

(iv) The travel agency / persons/contractors and driver shall be bound to carry out the instruction of the authorised officer of Indian Museum as well as the officer assigned to the vehicle.

(xv) The responsibility for the safety and security of the vehicle provided solely lies with contractor. It is also contractor's absolute responsibility to take care of any damages, repair cost to the vehicle during the operation of the contract.

(xvi) A daily record indicating time and mileage for each vehicle shall be maintained separately in a log book. The following details are required in the log book.

- a) Reporting time and place
- b) Opening kilometre
- c) Closing Kilometre
- d) Time closing
- e) Place of closing
- f) Signature of user

(xvii) Dedicated vehicles and drivers must be provided and changes will be allowed only in exceptional circumstances. The vehicle must be made available at any time of any day as desired by the Indian Museum.

(xviii) Bid should be submitted along with the **Earnest Money Deposit (EMD) of Rs.29,000.00 (Rupees twenty nine thousand only)** by way of crossed Demand Draft/Pay Order/drawn on any nationalized bank of India payable in favour of "INDIAN MUSEUM, KOLKATA". The EMD can also be submitted by ONLINE TRANSFER to the Bank Account of Indian Museum as per details below (Bank charges shall be borne by the Bidder) :

## **Bank Details of Indian Museum Trust**

Name of Bank: State Bank of India  
Branch Address: Park Street, Kolkata  
SB A/c No. 10959187290  
IFSC Code: SBIN0000150

After fund transfer, the details such as UTR Number, date etc. shall be typed in the letter head of the Bidder and uploaded separately in Cover-I.

Earnest Money deposit in the form of Bank Guarantee bond or any other bond shall not be accepted and shall be rejected straightway. Earnest Money deposits in respect of such offers which are not accepted will be returned to the bidders within 30 working days from the date on which the final decision is taken about the source from which the items under tender are to be procured or within 2 (two) months from the date of the opening of the financial bids, whichever is earlier. No interest will be paid on the Earnest Money deposited with Indian Museum. Earnest Money deposit in respect of the successful bidders will be retained with Indian Museum entire execution of the order as per terms of the tender. If the successful bidder fails to execute the order strictly as per the terms and conditions the Earnest Money Deposit retained with the Indian Museum shall be forfeited forthwith after cancellation of the concerned order. Bids without the earnest money deposit shall be treated as void and will not be considered for opening. Successful bidders who will be selected, will have to deposit security money @ 5% (Refundable) of the yearly Tender value subject to minimum of Rs.75,000/-.

(xix) Tenders once submitted shall not be allowed to be withdrawn and any default after acceptance of tender shall be deemed to be non-compliance of terms of contract and would be liable to forfeiture of Security Deposit and penalty levied as the case may be. The successful tenderer shall provide details of all vehicles within 7 days of tender opening date and also present himself for signing the agreement as and when called for.

(xx) In the event of the award of the tender & prior to execution of the contract, the contractor shall be required to submit copies of the Registration Certificate and comprehensive Insurance Policies of the vehicles including passengers of the vehicles being offered for hire & particulars with photograph and copy of license of the drivers dedicated to vehicle. He shall also be required to produce the vehicle in the Indian Museum, Kolkata for the physical verification/ inspection.

(xxi) This contract will be effective for duration of one year from the date of signing the contract unless terminated earlier. The contract may be renewed for a further period of two year or year to year basis on same terms & conditions, subject to satisfactory performance of the travel agency/ persons/ contractors.

(xxii) No request for escalation of rates will be entertained for whatsoever reason during the currency of contract.

## **FINANCIAL BID**

The rate per car should be specified (exclusive of GST) for 1200 kms. & 250 hrs on monthly basis (reckoned from time of reporting to the time of release). Charges for additional hours after 250 hours and additional distance beyond 1200 kms per month should also be specified. The hourly rates should also be specified in case vehicle is required on Sunday/ holidays (Kilometres on Sunday/ holiday will be included in monthly scheme of 1200 kms.)

Payment of minimum charges agreed upon shall be made every month on per car basis provided that the contract does not commence/ end in the beginning / end of a month of payment of minimum monthly charges will be made on proportionate basis.

Payment shall also be made on monthly basis on the actual usage of the vehicles by the Indian Museum over and above the minimum charges agreed upon.

The unused kilometres of a month shall be carried forward to the subsequent months. The unused kilometre would mean the difference between agreed kilometre i.e. 1200 kms run in a month and actual kilometre run by one or more car of the operator if the actual kilometre run by a car is individually less than agreed kilometre.

**National Council of Science Museums / Indian Museum reserves the right to accept or reject any or all tenders or accept the bids in part or split the order without assigning any reason whatsoever and the decision in this regard shall be binding on all the bidders.**

### SECTION- I

#### SERVICES TO BE PROVIDED

1	Service	Provision of commercial vehicle viz. BOLERO/TATA ZEST / TRAX CRUISER / SWIFT DZIRE / HYUNDAIACCENT with licensed drivers registered commercial vehicles of Hiring basis for running of the official use of Indian Museum, 27 Jawaharlal Nehru Road, Kolkata-700 016.
2	Period of Contract	Under normal circumstances the contract shall be valid for a period of one year from date of issue of work order. However contract may be extended for further two years on year to year basis, if agreed mutually by the contractor and Indian Museum on the same rate, terms and conditions. The contract can be terminated by any party by giving 30 days' notice.
3	Quantity	Estimated number of vehicles to be hired is three, however, it should be clearly noted that Indian Museum shall place the order only as per the actual requirement from time to time.
4	Duty hrs.	Ten hours per day on all days of month except Sundays and holidays. However actual duty hours shall be specified by Indian Museum Authority.
5	Notice period	I) For regular requirements one day in advance. II) Telephonic intimation shall be considered as notice.
6	Reporting Place	Actual place of reporting shall be specified by Indian Museum Authority.
7	Counting of distance	The mileage shall be reckoned from Indian Museum or the place

		from where of duty commences and shed mileage shall not be permitted. Similarly, the closing mileage shall be the place where the duty ends on a particular day and subsequent shed mileage shall not be considered.
8	Accuracy of meters	The meter reading should tally the actual distance run at any instant and authorized officer shall have full power to check up the meter for its correctness and to take action accordingly.
9	Penalties	<p>I) In case of break down, vehicles have to be replaced by other immediately or not more than one hour. In case of non-availability of suitable vehicle a penalty up to Rs. 100/- may be imposed in addition to deduction on pro-rata basis for the period. If the number of break down exceeds three times in a month, a penalty of Rs. 200/- per break down shall be imposed.</p> <p>II) In case of non-availability of vehicles penalty of Rs. 500/- per day shall be imposed in addition to deduction at pro-rata basis for that day.</p> <p>III) In case of non-availability of vehicles during extra hrs, penalty of Rs. 100/- per occasion shall be imposed.</p> <p>IV) The vehicles shall run in and around Kolkata metropolitan etc. All the taxes shall be borne by the contractor.</p>

#### SPECIAL REQUIREMENTS

1. Intending bidder must have a telephone / mobile phone where requisition of vehicles can be conveyed all the 24 hrs. Telephone no. / mobile no. must be specified in the bid.
2. No vehicle should be supplied having registration in the name or employee of the Museum or close relative and certificate to this effect be given on the body or bill while submitting claim.
3. Payment of any Govt. tax or duty for playing the vehicles will be liability of contractor.
4. Parking and toll charges, if any may be claimed by producing the parking / toll slips.

**BID FORM**  
**(In the letterhead only)**

(Name & address of the travel agency / persons / contractors)

To  
The Director  
Indian Museum,  
27, Jawaharlal Nehru Road  
Kolkata- 700016

Sir,

1. We have read, understood and duly acknowledge acceptance of all the terms and conditions stipulated in the Notice Inviting Tender, we the undersigned also offer to provide commercial vehicles in conformity with the condition of the contract and specifications for the sum shown in the schedule of prices attached herewith and made part of the is tender.
2. We undertake, to enter into agreement within one week of being called upon to do so and bear all expenses including charges for stamps etc. and agreement will be binding on us.
3. If our tender is accepted, we will obtain the guarantees of a scheduled bank for a sum not exceeding 10% of the contract sum for the due performance of the contract.
4. We agree to abide by this tender for a period of 90 days from the date fixed for tender opening and it shall remain binding upon us and may be accepted of any time before the expiration of that period.
5. Until an agreement is signed and executed, this tender together with your written acceptance thereof in the notice of award shall constitute a binding contract between us.
6. The tender submitted by us is properly sealed and prepared so as to prevent any subsequent replacement.
7. We understand that you are not bound to accepted the lowest or any or all tenders you may receive.

Dated this ..... Day of ..... 2020

\_\_\_\_\_  
**Signature of authorised signatory**

**Witness** .....

**Address** .....

**TECHNICAL BID DOCUMENT**

1.	Name of the Proprietor or Registered firm or Company	
2.	Address of the concern(with mobile no.)	
3.	Tel no., Fax & Email	
4.	Name & address of the Partners / Directors (with mobile no.) ( In case of firm/ Company)	
5.	Contact person(s)with mobile no.	
6.	No. of years of experience in providing vehicle	
7.	List of clientele (i) Name & Address of the parties with Contact no. to whom vehicle were given on hire. (ii) Period of which the vehicle were hired out. (iii) No. of vehicle given on hire.	
8.	Permanent Account No.	
9.	GST Registration No.	
10.	Turn over during past 3 years	

**DECLARATION**

I hereby certify that the information furnish above is full and correct to the best of my/our knowledge. I understand that in case any deviation is found in the above statement at any stage, the company will be black listed and will not have any dealing with the Indian Museum in future.

(Signature of the authorised signatory with date & stamp/seal)

**(FINANCIAL BIDS)**  
**HIRING OF VEHICLES IN INDIAN MUSEUM KOLKATA**  
**RATE QUOTATIONS**

1.	Name, Postal address & telephone no.	
2.	Permanent Account Number	
3.	GST Registration Number	
4.	Name & Address of the Proprietor/Partners/Director & their PAN	
5.	Details of Demand Draft/Banker's Cheque/ Cash Receipt of Rs. 29,000/- towards the EMD	
6.	Rate Chart per vehicles (Inclusive of GST)	

Sl. No.	Description of works	Rate for Bolero/ Trax Cruiser (inclusive of diesel or petrol and the taxes if any)		Rate for TATA Zest / Swift Dzire / Hyundai Accent (inclusive of diesel or petrol and the taxes if any)	
		A/C	Non A/C	A/C	Non A/C
1.	For 1200 kms & 250 hrs per month	Rs.	Rs.	Rs.	Rs.
2.	For every extra kilometres beyond 1200 kms per month	Rs.	Rs.	Rs.	Rs.
3.	For every extra hour beyond 250 hrs per month	Rs.	Rs.	Rs.	Rs.
4.	Extra charges Sundays on hourly basis (Kilometer will be included in monthly scheme of 1200 kms).	Rs.	Rs.	Rs.	Rs.
5.	Lumpsum amount for pick up / drop (Maximum 40 kms irrespective of days & hours)	Rs.	Rs.	Rs.	Rs.

		<b>A/C</b>	<b>Non A/C</b>	<b>A/C</b>	<b>Non A/C</b>
6.1	Per day charges for hiring vehicles : for 8 hours & 80 kms	Rs.	Rs.	Rs.	Rs.
6.2	Per day charges for hiring vehicles : for 4 hours & 40 kms	Rs.	Rs.	Rs.	Rs.
6.3	Rate for additional kilometre beyond 80 kms/40 kms (rate per km may be quoted)	Rs.	Rs.	Rs.	Rs.
6.4	Rate for additional hour beyond 8 hrs/4hrs (rate per km may be quoted)	Rs.	Rs.	Rs.	Rs.
7.	Per month charges for hiring vehicles for 24 hrs including holidays and inclusive of driver, fuel and all maintenance charges.	Rs.	Rs.	Rs.	Rs.

(For each kind of vehicle, rate quotation may be shown in the respective column as per the prescribed form)

Name & Signature of the  
Authorised Signatory with stamp/ seal