



1, क्वीन्स वे, कोलकाता - 700 071
1, Queen's Way, Kolkata - 700 071

विक्टोरिया मेमोरियल हाल VICTORIA MEMORIAL HALL

(भारत सरकार के संस्कृति मन्त्रालय के प्रशासनिक नियन्त्रण
के तहत एक स्वायत्त संगठन)
(An autonomous organisation under the administrative
control of the Ministry of Culture, Govt. of India)

V.M. No. 42/IXB-78/2017

04 January 2018

Tender Notice for Hiring of Vehicles

Sealed quotations are invited from the registered and reputed Agencies/Firms having trade license for supply of bus, pick-up van & cars on monthly rental basis. The vehicles are required for the use by the CISF.

Interested Agencies/Firms are requested to apply to the Administrative Officer, VMH, 1 Queen's Way, Kolkata 700071. in a sealed cover super scribed with "Quotation for hiring of car "as per terms and conditions mentioned below:

The last date of submission of quotation is 9 January,2018 (up to 3:00 pm). The quotation will be opened on the same day at 3:30 pm. The quotationer /their representative may remain present at the time of opening the tenders. The quotations are to be dropped in the "Tender Box" kept at the new Administrative Building, VMH within the schedule date and time.

Requirement on monthly rental basis:

- (a) One 36(approx) seated bus with driver for 24 X 7 days initially for six month, may be continue thereafter, if requires.
- (b) One Bolero / Tata Sumo with driver for 24 X 7 days.
- (c) One Tata Indigo / Swift Dzire with driver for 24 X 7 days
- (d) One Pick up Van with driver - for 24X7 days.

VMH will supply fuel through Petrol pump.

The rates should be quoted on the letter head of the Agency/Firm.

Terms & Conditions:

- i) The quotationers should have at least three years experience of providing vehicle on hire basis to Govt. offices/ Govt. undertaking/ Autonomous bodies etc. to the satisfaction of the hirers.



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- ii) The Agency/Firms should be registered/ have income tax clearance certificate.
- iii) Driver provided should be disciplined, expert and obedient and should have valid driving licenses.
- iv) The Agencies/Firms Possessing sufficient numbers of cars/vehicles with registration for commercial purpose in their names may only apply.
- v) Maximum 10 Km or 1 hour weightage, both way inclusive will be allowed for hiring of cars between garage of the vehicle and the place of reporting.
- vi) The vehicles to be supplied should be in excellent condition.
- vii) In case of dislocation/ break down of the vehicles, replacement is to be provided immediately.
- viii) The rates quoted for hiring of vehicle should be inclusive of all taxes (GST) and valid for one year.
- ix) Payment will be made on submission of bill in duplicate along with log book duly signed by the authority of the CISF in each month.
- x) All necessary papers may be submitted with the quotations including photocopies PAN card, GST certificate if applicable etc.

Application without necessary credentials/ papers will be summarily rejected. The authority has the right to accept / reject any or all the quotations without assigning any reason there of

Administrative officer