



QUOTATION NOTICE

Sealed competitive quotations are invited from the experienced parties for supplying One Category I Vehicle (Innova or equivalent) on hire basis for monthly contract or daily on KM rate basis, for the use of Executive Director of State Health Systems Resource Centre, Thycaud, Thiruvananthapuram. The interested parties with experience of at least two years and presently holding similar nature of work and also willing to comply with the condition annexed to this notice may submit their proposal specifically mentioning the rate to be charged on the monthly as well as daily basis for the services stated above in a sealed cover to the undersigned personally on or before **11-10-2017 by 2:00 PM**. The envelope should be marked as "**Quotation for hiring of vehicles**" on the top of sealed cover. The same shall be opened on the same day at **3:00 PM** in the presence of interested parties present.

01 (One) No of Air conditioned vehicle (White colour) of Category I (Innova or equivalent) : (2016 or 2017 make preferred) type used upto 30/31 days subject to maximum 2500k.m. in a month.

GENERAL INSTRUCTIONS

1. The period of contract will be initially for 3 months from the date of awarding the contract. However, the contract can be further extended with some addition/deletion/modification of rates on completion of satisfactory services at the discretion of the Executive Director with the mutual consent of both the parties
2. The party shall not be allowed to transfer, assign, pledge or sub-contract its services under any circumstances without written permission of the Executive Director..

Terms and conditions

1. The vehicle will be kept neat & clean and in perfect running condition & should be provided with air conditioner, heaters neat & clean seat covers & curtains.
2. The driver should have valid driving license & the vehicle should be registered with concerned authorities of State Govt. A certificate to this effect should be provided. The drivers of the vehicle provided must follow traffic rules and other regulations prescribed by the Government from time to time.
3. The Executive Director reserves the right to reject all or any of the offers or accept more than one offer.
4. The Executive Director shall not be responsible for any damage to the vehicle in case of an accident or otherwise, theft of vehicle/parts and accessories therein. Similarly, SHSRC shall not be responsible for any

- third party claims. This office also not responsible for any challan disobeying of Traffic Rules caused by the driver.
5. If the vehicle is out of order, the contractor shall provide a substitute vehicle immediately. In case vehicle does not report on time/does not report at all, the department would have right to hire a vehicle from the market & the additional cost incurred by the department will be borne by the contractor.
 6. Payment of monthly bill shall be made within one month on presentation of the pre-receipt bill along with log book.
 7. Contact charges include monthly charges of driver, repair and maintenance of vehicle petrol/diesel oil and also any other incidental charges etc.
 8. CNG fitted vehicle does not permitted, if the same is found the contract will be terminated without any notice
 9. A daily record indicating time and mileage for the vehicle shall be maintained in a log book.
 10. In case of any accident, all the claims arising out of it shall be met by the contractor.
 11. The party shall ensure that the odometer of car supplied is properly sealed and so that no tempering is done with a view to inflate distance traveled.
 12. The driver shall observe all etiquette and protocol while performing the duty. He shall be neatly dressed, should wear white color uniform & shall carry a mobile phone in working condition, for which, no separate payment shall be made by the Department.
 13. The party shall provide the name & address of the driver along with the copy of driving license while submitting acceptance of offer.
 14. The party and driver shall be bound to carry out the instructions of the Department as well as of the Officers assigned to the vehicle.
 15. Once a particular driver has been attached with a particular vehicle normally service provider should not change the driver in causal manner unless and until directed to do so by this office.
 16. The service contract shall valid for three months from the date of execution of contract. However, the Competent Authority may terminate the contract after giving fifteen (15 days)days' notice without assigning any reason thereof to the service provider.
 17. In case during the contract period it comes to know that the vehicle was changed without any valid reason or what so ever and any vehicle replaced other than petrol/diesel vehicle the contract shall be terminated without any notice.
 18. The contract between SHSRC-K and the party can be cancelled with a notice of 30 days by party or SHSRC-K.
 19. The party should keep necessary tools kit always with the vehicle and updated "Pollution under Control Certificate" with the vehicles.
 20. In case of any dispute of any kind and in any respect whatsoever, the decision of Executive Director shall be final and binding.
 21. Additional Kilometer if any will be paid at the rate as per kilometer calculated on a six month block basis.
 22. The Executive Director, SHSRC reserves the right to accept or reject any or all quotation without assigning any reasons thereof.


Executive Director.

STATE HEALTH SYSTEMS RESOURCE CENTRE-KERALA
HIRING OF VEHICLE ON CONTRACT BASIS

1.	Name and address of the owner with Telephone Number	
2.	Type of Vehicle (Hatch back or Sedan)	
3.	Registration number and permit number of the vehicle	
4.	Date and Year of Registration	
5.	Details of Insurance of vehicle, Name and address of the Insurance Company and Validity of Insurance	
6.	Whether the vehicle has been involved in any accidents or cases, if so furnish full details.	
7.	Minimum rate per 2000 Km (monthly)	
8.	Minimum rate per 2500 Km (monthly)	
9.	Rate per Km for additional kilometre beyond Km	
10.	Driver's bata if any to be paid for outstation duty per day in case the vehicle is used for duty outside Trivandrum District only	
11.	Any other details furnished by the owner(whether you can provide vehicle in any other district other than Trivandrum , if so give details)	

DECLARATION

1. The above facts are true to the best of my knowledge and I shall be held fully responsible for any wrong statement.

I have read the notice and understood the terms and conditions stipulated in hiring my Vehicle for the use of the State Health Systems Resource Centre and I agree to abide by the terms and conditions of the contract and also agree to arrange the vehicle as and when required if my quotation is accepted.

Place:
Date:

Signature of the applicant
Name & Address: