

TRAVANCORE DEVASWOM BOARD

No. 3/ BS/TDB/2023

Office of the Executive Engineer (Estate Div.)
Addl. Charge of Administrative Officer, Bus Sec.
Travancore Devaswom Board Head Office,
Nanthancode, Thiruvananthapuram, 695 003
Dated 06-Oct-2023.

QUOTATION NOTICE

Sealed Quotations are invited for hiring of vehicle for official purposes on monthly basis from prospective Service Providers/Individual owners having vehicle with original registration on or after 31.12.2021.

The bidder should own or have on lease, a fleet of 2 vehicles including those quoted by the bidder, registered as taxis i.e Cars with permit from RTOs as taxis. The bidder should submit the full details of the vehicles and a clear declaration that he/she will be able to supply commercial vehicles with original registration on or after 31.01.2021 and shall be provided along with proof of RCs and Lease Deeds.

Quotations are invited for the hiring of the following vehicle and their respective requirements are as follows:

Sl. No.	Segment	Vehicle Brands preferred	Minimum Kms / Month	No. of Vehicles required	Period of Contract*
1	Car	Maruthi Suzuki Desire/ Toyota Etios or equivalent	1500	1**	Three months*

**Which may be extendable to further period of three months without change in conditions*

The Bidder is required to provide commercial vehicles fully conforming to RTO/KMVD regulation along with fuel, Driver with proper uniform etc and carryout periodical maintenance and execute the work through their Supervision.

Duty hours of vehicles are normally for Nine hours (9Hrs) per day, i.e. Morning 9.00AM to Evening 6.00 PM). However, the vehicle shall be made available on request at any time, without charging any extra cost.

The working days shall be 7 days in a week from Monday - Sunday. However, based on the requirements, the bidder shall provide vehicle/vehicles on holidays also. No extra charges will be paid for holidays.

Reporting and Parking Place for vehicle is at the Office compound of The Executive Engineer (Estate Division) Addl. Charge of Administrative Officer (Bus Operations), Travancore Devaswom Board Head Office, Devaswom Board Junction, Nanthancode, Thiruvananthapuram 695 003. However actual place of reporting and actual duty hours shall be specified by actual user of vehicle.

Counting of Distance will be from the starting point and closing point of the user which is normally Office of The Executive Engineer (Estate Division) Addl. Charge of Administrative Officer (Bus Operations), Travancore Devaswom Board Head Office, Devaswom Board Junction, Nanthancode, Thiruvananthapuram 695 003.

The service provider should assign driving to only qualified, experienced, licensed and well disciplined drivers and also assume full responsibility for the safety and security of the officers/officials and store items during the vehicle usage.

Trip sheet in duplicate copy to be printed and serially numbered by the bidder as per prescribed format of **Log Book for Government Vehicles** and should be handed over the same to Office of The Executive Engineer (Estate Division) Addl. Charge of Administrative Officer (Bus Operations), Travancore Devaswom Board Head Office, Devaswom Board Junction, Nanthancode, Thiruvananthapuram 695 003 along with the bills . The trip sheets are completed and signed by the authorized users from Travancore Devaswom Board. Trip sheets without proper signature shall not be considered for monthly payment.

The additional kilometer charges (on three months basis) for the category will be reimbursed at the following rates;

Sl. No.	Category	Brands Preferred	Km Limit / Month (Km)	Amount Fixed for every additional KM
1	Car	Maruthi Suzuki Dzire / Toyota Etios or equivalent	1500	Rs. 14

The envelopes containing the quotations should bear the super scription "**Quotation for HIRING OF VEHICLES ON MONTHLY BASIS**" and should be addressed to **The Executive Engineer (Estate Division) in Addl. Charge of Administrative Officer (Bus Operations), Travancore Devaswom Board Head Office, Devaswom Board Junction, Nanthancode, Thiruvananthapuram 695 003.** The bidders may submit the quotation on their own papers. Last date of receipt of the quotation is 16.10.2023 at 3 P.M. Late quotations will not be accepted. The quotation will be opened at 4 P.M 16.10.2023 in the presence of such of the bidders or their authorized representatives who may be present at that time. The vehicle shall be provided with in 48 hours from the date of receipt of order. The mode of payment for the hire charges should be mentioned. The payment will be made to the suppliers against production of monthly invoice in triplicate after proper verification of log book and other relevant records.

The undersigned reserves the right to reject or cancel the quotation without assigning any reason whatever it may be and his decision will be final. Further details if any can be had from this office on all working days during office hours.



Executive Engineer (Estate Division)
in Addl. Charge of Administrative Officer
(Bus Operations)

To

- 1.The Notice Board.
2. Prospective Suppliers
3. Prominent places

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