



राष्ट्रीय अंतर्देशीय नौवहन संस्थान
(पत्तन, पोत परिवहन और जलमार्ग मंत्रालय, भारत सरकार)
गायघाट, गुलजारबाग, पटना – 800 007 (बिहार)
National Inland Navigation Institute
(Ministry of Ports, Shipping and Waterways Govt. of India)
Gai Ghat, Gulzarbagh, Patna – 800 007 (BIHAR)



Tele: 0612 – 2311200,01,02 Website: www.niniedu.in

Ref: NINI/SSSPL/Hiring of Vehicle/2023-24/452

Dated:-29.01.2024

To,

NOTICE INVITE QUOTATIONS (NIQ)

Sub: Notice Inviting Quotation for Hiring of Monthly Vehicle for (24X7) hrs at NINI- reg.

INTRODUCTION:-

National Inland Navigation Institute (NINI) was set up in the year 2004 by Inland Waterways Authority of India (IWAI) Ministry of Ports, Shipping and Waterways, Government of India to develop Human Resource for India Water Transport Sector.

The Institute Provides Induction, Up gradation and professional development training to the manpower for manning, operating Inland Vessels and to IWAI Staff for development of waterways and repair & Maintenance of Inland Vessels.

Sealed Notice Inviting Quotations are invited from registered firms for Hiring of Air condition Sedan/Jeep model Vehicle (Maruti Suzuki, TATA, Hyundai, Toyota, Ford etc or equivalent segment vehicle) should not be more than four years old, having valid permit with driver for official use at National Inland Navigation Institute, Gaighat, patna – 07 within/outside Patna. You are requested to submit your offer in sealed cover as per following conditions:-

1. Maximum running per month would be 2000 Kms.
2. All consumables i.e. Petrol/diesel, lubricant etc. shall be borne by the vendor.
3. Night halt charge when the vehicle is taken outside from the Patna will be paid extra by NINI @ Rs._____ per night.
4. Extra Charges for above mentioned running more than 2000 Kms will be paid @ Rs _____/per km.
5. The normal duty hours for the vehicle along with driver will be 24hrs. (24X7)



INSTRUCTIONS TO BIDDERS:-

1. The Tender/bidders should quote monthly hire charges in prescribed BOQ and submit it before 14.02.2024 at 15:00 hrs.
2. In case of any breakdown of vehicle the owner will provide another vehicle as substitute immediately.
3. NINI shall have the right to deduct taxes/TDS/bank charges etc. at source as applicable as per rules in force from time to time
4. The contractor whose NIQ is accepted has to enter into an agreement with NINI/SSSPL on 2 nos. non judicial stamp of Rs. 1000 each within 7 days after the receipt of the work order.
5. The contractor/vendor will be required to deposit Performance Security Deposit @3% of the contract value for the due fulfillment of the contract before entering into an agreement.
6. The Security deposit @ 5% will be deducted from monthly bill.
7. The bidders have to submit copy of their PAN Card, Firm Registration, copy of vehicle Registration certificate, Driver license, GST Registration Certificate, Vehicle Insurance certificate and Bank details with cancelled cheque.

TERMS AND CONDITIONS:-

1. The rate should be inclusive of all taxes (GST) as applicable and terms of price shall be in Indian Rupees (INR)
2. The firm shall submit PAN Number, Firm Registration, Copy of vehicle Registration certificate, driver license, GST registration Certificate, Vehicle Insurance Certificate and Bank details with Cancelled cheque.
3. The payment will be made after deduction of applicable taxes etc. If any. The payment against the bill will be made only after satisfactory completion of work/job and certification of bill by the authorized person.
4. The quotation must have validity of at least Two months. Work shall be carried out on month from February 2024 to March 2024 and as Directed by Project Director/Project Manager.
5. The contract would be for a period of Two (02) months from the date of award. However, the contract can be extended subsequently on mutual consent and on the same terms and conditions for a further one year on review of the performance and satisfactory work.
6. Price bid shall be submitted in the format attached at Annexure-1 which should be duly signed and stamped by the firms, and without any deviation/conditions.
7. The owner of the vehicle should maintain proper insurance and shall comply with all the statutory requirements for driving the vehicle on road as per the rules of Central/Bihar Govt.
8. The registration fee, payment for the route permits, renewal of route permits, payment of all taxes and levies and passing of vehicle will be the responsibility of the supplier/owner.



9. The supplier will only deploy provide driver having valid driving license and at least two years experience of driving on all kind of roads.
10. All the vehicles must be of 2020 or latest model/registration with specific make.
11. The Vehicles should be in excellent condition with necessary tools, documents and well-dress driver.
12. All petty/major repairs of the vehicle will be carried out by supplier/owner are his own cost including replacement of tires etc.
13. The driver/owner shall maintain a log book of the vehicle at all time. The NINI officials/Non-executives using the vehicle will verify the journeys in the log book.
14. During the contract period, if the vehicles is seized / detained by Police / Motor Vehicle Authority for any reason whatsoever it will be at the contractor's risk.
15. The owner of the vehicle shall be responsible for compensation payable arising out of accident/payment to third party, if involved. No compensation in case of accident/damage to vehicle or for death/injury to the driver will be made by the NINI/SSSPL.
16. The contract for hiring of vehicle can be terminated by serving 24 Hrs. (Twenty four Hours) notice without assigning any reason.
17. NINI will make the monthly payment by E-mode/RTGS to the service provider within 10 days after the submission of the bill dully verified by the Project Director/Project Manager, NINI/SSSPL or any authorized person.
18. The vehicle for monthly basis should be kept/parked at specified parking area provided by the office/officer during the office time and the after office time also.
19. The Vehicle should not be used by the driver of his personnel works etc at any time.
20. The driver should not be a drinker/smoker and should not having any other bad habits.
21. The driver should be medically fit. If any health problem occurs, he should be replaced with a medically fit driver good driver with intimation to the office.
22. If emergency work has to be attended at any time as informed by the officer on any holiday or leave.
23. The vehicle should have Fastag facility.
24. NINI/SSSPL reserves the right to accept or cancel any of the quotation without assigning any reason or prior notice.
25. The sealed tender/quotation shall be submitted in two cover system before 15:00 Hrs on 14.02.2024 (A) **Technical Bid Cover-I:** Consists of documents mentioned in the above NIQ. (B) **Price Bid Cover-II:** Consists of as Annexure -A (BOQ)
26. The quotations shall be opened on 15.02.2024 at 15:30 hrs.

Sd/-
Capt. (Dr.) I.V. Solanki
Project Director, NINI

Encl. as above



BILL OF QUANTITY

Sub:- Notice Inviting Quotation for Monthly Hiring of Vehicle for (24X7) hrs at NINI

S.N	Specification	Rates Offered	Remarks, if any
1.	Monthly hiring of vehicle for 24 hours and all the days of week at NINI premises with maximum running 2000 KMS per month.		
2.	Night halt charges for outstation duty		
3.	Extra charges beyond 2000 KMS		

Seal & Signature of the Contractor

