

**OFFICE OF THE ACCOUNTANT GENERAL (A&E) UTTARAKHAND,  
MAHALEKHAKAR BHAWAN, KAULAGARH, DEHRADUN**

No. 129/GD/Insp. Vehicle/2022-23/109

Dated: 21-07-2022

**Tender notice for Hiring of Inspection Vehicle make Honda Amaze.**

Sealed Tenders are invited from Dehradun based registered and reputed agencies/service providers for providing one vehicle of the make Honda Amaze, along with a driver to this office on contract basis at Dehradun. (Only Dehradun based firm).

Interested firms /agencies having experience for providing above mentioned services can download the tender documents, with terms and conditions from this office website "agua.cag.gov.in" or from General Administration section of this office. The duly completed tender documents should be submitted in the drop box kept at Sr. Dy. Accountant General (Admn.) Section at Uttarakhand, Dehradun Office or by registered post by or before 5.30 P.M of 01.08.2022. The tenders will be opened in presence of all the interested bidders who wish to be present at 4:30 P.M on 02.08.2022 in this Office conference hall at third floor.

The Accountant General (A&E), reserves the right to accept or reject any or all tenders without assigning any reasons thereof.

  
Sr. Dy Accountant General (Admn.)

### Terms and Conditions of the Tender:

While quoting, every person tendering should specifically note that:

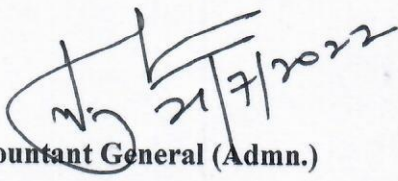
1. Rate quoted is for a registered vehicle that should not be older from January-2022 and mileage less than 10000 km and without any accident history, in excellent and neat exterior, interior and running condition which they shall also maintain during period of hire.
2. The duration of service will be counted full month up to 300 hours normally but for the purpose of billing the extra hours will be counted on monthly basis. Driver's over time charges above 300 hours in a month will be paid Rs. 80/- per hours. However, in case of urgency, the service of Inspection Vehicle could be availed during odd hours also (i.e. late night etc.).
3. Vehicle should have valid registration/permit for Uttarakhand and outside Uttarakhand State and perspective bidder shall furnish the following documents along with their technical bid:
  - a) Self attested copy of PAN Card under I.T. Act.
  - b) Self attested copy of GST.
  - c) Self attested copy of Valid License card Number under Contract Labour Act or any other Act/Rules.
4. Driver should possess valid commercial driving license and fit to drive the vehicle in the city with experience of running vehicle in mountain areas (bio-data of the driver along with a photograph and photocopy of the license should be enclosed). There shall be a single driver deputed for regular duties. However, suitable substitute shall be arranged in his absence during unavoidable/exceptional circumstances under prior intimation of at least 3 days to the office. Similarly, an alternate vehicle of the same class shall be arranged during the servicing/repairs to the regular vehicle to provide uninterrupted service.
5. Payment will be made on monthly rental basis at the agreed rates after the due processing of the bills within reasonable time. The billing will be done on monthly basis and bills to be submitted in duplicate by the 5th of the succeeding month and no advance payment will be made.
6. Any dispute arises in this contract is subject to the courts within the jurisdiction of Dehradun only.
7. The contract period is 03 years from award of contract which will be reviewed after every year. However, this office reserves the right to Terminate the contract with a prior notice of one month in which case, the payment will be made proportionately to the extent of number of days hired. In case, the agency is not willing to continue, the same may have to be intimated to this office one month in advance to make alternate arrangements. Dues, if any will be settled at the end of notice period.

8. There should be at least two set of white covers, towels and napkins. It should be changed every week.
9. There should be a fire extinguisher in car.
10. There should be an air spray in car.
11. The vehicle should be GPS enabled and music system must be installed.
12. The service provider must arrange the luggage carrier of the car if required.
13. Gas kits are not allowed as a fuel in any car.
14. The vehicle shall be provided on any day including Saturday, Sunday and Holidays, if required by the hirer.
15. Due to Covid Pandemic situation the vehicle should be at exclusive use by this office and must be parked in the office premises. The vehicle should not be used for any purpose by the vendor in any circumstances.
16. There must be arrangements for establishing contact round the clock. The drivers shall be equipped with functional mobile phone at their cost, for contact purposes.
17. The vehicle may be run by the authorized person of this office in case of urgency or driver are not available for any reason like use of Sunday and Holiday or illness of the regular driver.
18. A minimum amount of Rs. 10,000/- as imprest will be maintained by service provider for refuel of vehicle. It is responsibility of service provider for timely recoupment of imprest.
19. The office of the Accountant General (A&E) Uttarakhand, Dehradun shall be liable to pay the hiring charge and reimbursement of petrol/diesel expenses on actual basis. Hiring charges include monthly charges of driver, maintenance of vehicle, including consumables except fuel. **However, extra mileage charges Rs. 1/- per k.m. beyond 2500 k.m. in a month, night stay charges Rs. 250/- per night, toll charges, parking charges & other state taxes etc. will be paid by the office** along with the payment of monthly charges subject to production of toll receipt /parking receipt/tax receipt etc. fuel charges will be paid by the office to service provider on actual basis along with the monthly bill.
20. The vehicle provided should comply with the laws in force in India.

21. The driver shall have a valid driving license to drive commercial vehicle and act to comply with the laws in force and they are adequately experienced, and maintain decency, politeness, neat dress good habits. The residence of the drivers must be in the respective cities only. Driver must be in the proper uniform.
22. The driver shall be well versed with routes and location in Uttarakhand. The driver / service provider shall maintain log book with vehicle indicating the day to day running mileage.
23. Once hired, the vehicle shall be deployed exclusively under the overall supervision of the office. Insurance of the vehicle should be renewed every year and copy of the same has to be submitted to the office. Pollution under control check for the vehicle should be carried out as per the government order and the copy of the certificate has to be submitted to the office.
24. The vehicles will be required to run anywhere within the state of Uttarakhand and outside the state if required.
25. Vehicle should be kept with sufficient stock of fuel.
26. In order to ensure day to day functionality of hirer, once hired, service provider shall not keep changing or rotating vehicles and drivers, except if the hirer so indicates in the case of eventuality or unsuitability.
27. They will comply with Motor vehicle act, labour laws in force and all liabilities in this connection will be of the service provider.
28. If the contract is awarded, they are to provide the department the complete details of the vehicles, certified copies of the RC books, comprehensive insurance policies as well as full details of deployed drivers, their addresses and copies of their driving licenses.
29. The department will not be under any obligation, legal or otherwise, to provide employment to any of the personnel of the service provider during or after the expiry of the hired period. The department recognizes no employer- employee relationship between the department and the personnel deployed by the service provider. The department shall not be responsible financially or otherwise for any injury / loss to the vehicle or driver or person deployed by the service provider during the course of hire.
30. In case of any accident, all the claims and damages arising there from shall be met by the service provider.

31. The service provider shall undertake to indemnify the department against all damages / charges arising on account of or connected with the negligence of the service provider or his staff or any person under his control whether in respect of accident / injury to the person or damages to the property of any member of the public or any person or in executing the work or otherwise and against all claims and demand thereof.
32. In the event of the hired vehicle developing snags or in case the condition of the car are not found to be satisfactory, the service provider will ensure that a replacement vehicle is provided on priority and in case of failure to make alternative arrangement, the department will be at liberty to hire other vehicle and the cost incurred on account of such hiring shall be at the expense of the service provider.
33. The department reserves the right to charge penalty of Rs.500/- per hour of delay for non-provision of vehicle in reasonable time, and Rs.500/- per instance of misbehavior of driver.
34. The driver shall maintain record of journeys undertaken in log book and can be verified by the officer in-charge from the department any time.
35. In case of two equal bids, preference will be given to the vendor who is providing service to the Government department.
36. In case of dispute, the decision of the Sr. Dy. Accountant General (Admn.) O/o the Accountant General (A&E) Uttarakhand, Dehradun shall be final and binding.
37. Rates must be given in Annexure-A.

All the bidders, who are fulfilled the above terms and conditions may submitted their bids in the drop box in this office well in advance to the last date of bidding, so that there is no cause of any complaints on the last date of Bidding. Please take note that the L1 will be decided on the basis of eligibility criteria mentioned above and bid received.

  
Sr. Dy. Accountant General (Admn.)

**OFFICE OF THE ACCOUNTANT GENERAL (A&E) UTTARAKHAND,  
MAHALEKHAKAR BHAWAN, KAULAGARH, DEHRADUN**

**Annexure - 'A'**

**Details of vehicle and rate of monthly charges for Honda Amaze**

<b>Type of Vehicle/Mode of fuel (Petrol/Diesel)</b>	<b>Colour</b>	<b>Model/Year of Registration</b>	<b>Fixed monthly charges (including Driver for 6 days a week for 300 hrs. monthly basis)</b>
	White		

**Signature of Bidder**