



महात्मा गांधी अंतरराष्ट्रीय हिंदी विश्वविद्यालय

Mahatma Gandhi Antarrashtriya Hindi Vishwavidyalaya
(संसद द्वारा पारित अधिनियम 1997, क्रमांक 3 के अंतर्गत स्थापित केंद्रीय विश्वविद्यालय)
(A Central University Established by Parliament by Act No 3 of 1997)

सुशील बी. पखीड़े
कार्यकारी कुलसचिव
Sushil B. Pakhide
Acting Registrar

दूरभाष / Phone: +91-7152-230902
फैक्स / Fax : + 91-7152-247602

क्रमांक : 008/2017-18/HVTF-6/42
दिनांक : 04.07.2017

प्रति,

विषय :- वाहन किराए पर लिए जाने हेतु निविदा आमंत्रण।

महोदय,

विश्वविद्यालय को निम्नानुसार 'वाहन किराए पर लिए जाने' की आवश्यकता है:-

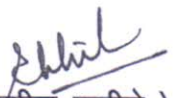
| Sr. | Description |
|-----|--|
| 01 | Car-Tata (Sumo), Bolero, Scorpio, Tavera, Zylor (AC and Non AC, 08/09 Seater) |

उक्त संबंध में आपसे सीलबंद निविदा आमंत्रित की जाती है। इच्छुक होने तथा नीचे दी गई शर्तों से सहमत होने पर कृपया इसे दिनांक : 25.07.2017 (मंगलवार) शाम 05:00 बजे तक भिजवाना सुनिश्चित करें।

शर्त :-

1. अंतिम तिथि के पश्चात प्राप्त निविदा स्वीकार नहीं की जाएगी।
2. निविदा को स्वीकार/अस्वीकार करने का अधिकार विश्वविद्यालय अपने पास सुरक्षित रखता है।
3. निविदा की वैधता तीन माह तक रहेगी तथा वाहनी की सेवा हेतु एक वर्ष के लिए अनुबंध किया जाएगा।
4. लिफाफा सीलबंद होना अनिवार्य होगा। यह लिफाफा स्टेपल किया हुआ न हो।
5. निविदा स्वयं अथवा डाक किसी भी माध्यम से दी जा सकती है किंतु इसे विश्वविद्यालय के केंद्रीकृत डाक विभाग में ही अंतिम तिथि तक प्राप्त किया जाएगा।
6. वाहन से संबंधित Particulars व Terms and Conditions संलग्न है। जिसे भर कर निविदा के साथ प्रस्तुत करना अनिवार्य होगा।

भवदीय


(सुशील पखीड़े)

प्रतिलिपि सूचनार्थ (ई-मेल द्वारा):

1. कुलपति कार्यालय
2. कुलसचिव कार्यालय
3. वित्त विभाग
- ✓ 4. प्रभारी लीला को वेबसाइट पर अपलोड करने हेतु।
5. डाक विभाग



MAHATMA GANDHI ANTARRASHTRIYA HINDI VISHWAVIDYALAYA

Post Hindi Vishwavidyalaya, Gandhi Hills, Wardha-442 001.

(Phone 07152-255686 Fax No 07152-247602)

[Website : www.hindivishwa.org]

Date : 04.07.2017

File No. : 008/2017-18/HVTF-6

DOCUMENT FOR HIRING OF VEHICLES

[Car-Tata (Sumo), Bolero, Scorpio, Tavera, Zylo (AC and Non AC, 08/09 Seater)]

FOR OFFICIAL PURPOSES

(NAGPUR AND WARDHA CITY)

1.0 PARTICULARS

- | | | | |
|-----|---|---|--|
| (a) | Designation and address of inviting enquiry | : | Registrar Mahatma Gandhi Antarrashtriya Hindi Vishwavidyalaya, Post Hindi Vishwavidyalaya, Gandhi Hills, Wardha-442 001 (Maharashtra), INDIA. |
| (b) | Type of vehicles required | : | Car-Tata (Sumo), Bolero, Scorpio, Tavera, Zylo (AC and Non AC, 08/09 Seater) |
| (c) | Year of Manufacture | : | Vehicles not earlier than June 2016. |
| (d) | Condition of the vehicle | : | Vehicles offered for hire should be in very good condition particularly in respect of:- (a) Engine (b) Body/Paint (c) Tyres (d) Seats It should have all the essential accessories |
| (f) | Providing of Diesel, oil & lubricants | : | By the owner of the Vehicles |

- (g) Availability of vehicle : On all working days and also during holidays if required. Timing will be as per requirement of the University and will be intimated in advance as per the need.
- (h) Area of Operation : Wardha city, Nagpur city, University Campus etc. (as per requirement)

TERMS AND CONDITIONS

- (i) The enquiry should be submitted in the format as per enclosed Annexure in a Sealed envelope duly marked as “**Car-Tata (Sumo), Bolero, Scorpio, Tavera, Zylo (AC and Non AC, 08/09 Seater)**”.
- (ii) enquiry duly signed by enquirer must be addressed to *The Registrar, Mahatma Gandhi Antarrashtriya Hindi Vishwavidyalaya, Wardha-442001*. Duly completed tender documents along with DD of **Rs. 10,000/-** as EMD in favour of **Finance Officer, Mahatma Gandhi Antarrashtriya Hindi Vishwavidyalaya, Wardha** payable at Wardha should be dropped in the box kept at Stores and Purchase Department, Mahatma Gandhi Antarrashtriya Hindi Vishwavidyalaya, Wardha. Tender submitted by any other mode will not accepted.
- (iii) Cost of the enquiry document is **Rs. 500/-**. In case the enquiry document is down loaded by the intending enquirers from University website ***www.hindivishwa.org***, then they are required to pay enquiry document cost of **Rs. 500/-**, along with enquiry documents, in the form of D.D. in favour of **Finance Officer, Mahatma Gandhi Antarrashtriya Hindi Vishwavidyalaya, Wardha** payable at **Wardha** failing which the enquiry will not be considered. The enquirer should sign each page of enquiry documents. Rates must be quoted in figures & words. In case of cutting/over writing/illegibility, rates quoted in words shall be considered as correct. Each cutting/over writing must be initialled/attested by the enquirer.
- (iv) The successful bidders are required to submit Performance Guarantee @5% of value of work in the form of Bank Guarantee from a Nationalised Bank in favour of **Finance Officer, Mahatma Gandhi Antarrashtriya Hindi Vishwavidyalaya, Wardha** payable at **Wardha**
- (v) It will be the responsibility of the enquirer to place the vehicle for inspection when called by the University authorities.
- (vi) Details of vehicle e.g. Registration No., Year of Manufacture etc. along with monthly charges should be mentioned clearly in the enquiry form along with documents wherever necessary.

- (vii) Vehicles must have necessary R.T.O. clearance and University will not be responsible for any R.T.O. regulatory matters relating to registration of vehicles etc.
- (viii) The owner of the vehicle shall be responsible for the application/liabilities of the labour laws, or any other law being implemented by the State/Central Government.
- (ix) The University shall not be responsible for any claims arising out of accidents/incidents/damages/injuries.
- (x) Vehicle must have valid registration certificate and the driver of the vehicle must have valid driving license. Driver shall be replaced, if required, in consultation with the University authorities.
- (xi) Vehicle must have valid comprehensive insurance cover policy. The enquirer shall be responsible for the renewal of comprehensive insurance policy before/on due date.
- (xii) The enquirer must submit a **declaration** about non-involvement of vehicle being offered for hire in any accident/court case etc.
- (xiii) Repairs of the vehicle are to be carried out by the enquirer immediately whenever required during the period of hire at his own cost. The owner shall provide a suitable replacement of the vehicle during period of repairs of vehicle.
- (xiv) In case of major break down of the vehicle, the replacement of the same must be provided by the Contractor immediately within a short notice. The University shall have the right to hire any other vehicle during break down at the expense of the enquirer and such amount shall be recovered from the enquirer.
- (xv) Earnest money of all unsuccessful enquirer will be returned within 30 days of the award of Contract of hiring of Vehicle.
- (xvi) The successful enquirer should furnish a **certificate** that all the terms and conditions of the enquiry document are understood by the enquirer and the enquirer is ready to abide by the same without any variation.
- (xvii) Copies of Income Tax return for the last 03 years duly attested should be submitted along with enquiry.
- (xviii) Service Tax/GST No. with a duly signed copy of certificate of registration issued by competent authority should be submitted along with enquiry.
- (xix) enquirer will have to submit PAN no. alongwith photo copy of the PAN Card duly signed, in the name of the firm.
- (xx) University reserves the right to accept/reject all or any enquiry without giving any reason.

ANNEXURE - I

VEHICLES Car-Tata (Sumo), Bolero, Scorpio, Tavera, Zylo (AC and Non AC, 08/09 Seater) FOR OFFICIAL PURPOSES

Rates inclusive of Diesel/salary of Driver/Permit/Insurance/and all other incidental expenses for vehicles **VEHICLES Car-Tata (Sumo), Bolero, Scorpio, Tavera, Zylo (AC and Non AC, 08/09 Seater)** hired on monthly/daily basis for University duties in areas as per enquiry

Financial Bid (Format)

A) Monthly Basis

| TYPE OF VEHICLES | MAKE AND MODEL | REGISTRATION NO. OF VEHICLE AND AUTHORIZED CAPACITY (INCLUDING DRIVER) | YEAR OF MANUFACTURE | FIXED MONTHLY CHARGES UP TO 2500 K.M.S. FOR LOCAL & NAGPUR | EXTRA K.M.S. (Rate per km.) |
|---------------------|----------------|--|---------------------|--|-----------------------------|
| a) 09 Seater AC | | | | | |
| b) 09 Seater Non AC | | | | | |
| c) 08 Seater AC | | | | | |
| d) 08 Seater Non AC | | | | | |
| e) Halting Charges | | | | | |

B) Day Basis (Half day/ Full day)

| TYPE OF VEHICLES | MAKE AND MODEL | REGISTRATION NO. OF VEHICLE AND AUTHORIZED CAPACITY (INCLUDING DRIVER) | FIXED DAILY CHARGES UP TO 40 K.M.S./4 HRS. FOR LOCAL | FIXED DAILY CHARGES UP TO 80 K.M.S./8 HRS. FOR LOCAL | FIXED DAILY CHARGES UP TO 200 K.M.S. FOR OUT OF WARDHA | EXTRA K.M.S. (Rate per km.) |
|---------------------|----------------|--|--|--|--|-----------------------------|
| a) 09 Seater AC | | | | | | |
| b) 09 Seater Non AC | | | | | | |
| c) 08 Seater AC | | | | | | |
| d) 08 Seater Non AC | | | | | | |
| e) Halting Charges | | | | | | |

It is certified that all the terms and conditions of enquiry have been understood by me/us and ready to accept the same without any variation.

(Signature of enquirer with Seal)

Name : -

Address : -

Contact No. :-