



**INDIAN ASSOCIATION FOR THE CULTIVATION OF SCIENCE**  
**Jadavpur, Kolkata 700 032, India.**

Tender Notice No. IACS/Adm-Vehicle/3771 dated 05.06.2014.

Sealed quotations are invited from experienced transport agencies/service providers/commercial vehicle owners for supply of vehicles with commercial number plate on 'as and when required' basis for use on official purpose of this Institute. The details of the requirement are as follows :-

Category I : Light vehicles (Non AC) with sitting capacity of 4+1 like Ambassador/Tata Indica etc. required on 'as and when required basis'.

Category II : Light vehicles (AC) with sitting capacity of 4+1 like Tata Indigo Manza/Maruti Swift Dezire etc. required on 'as and when required basis'.

Category III : Utility vehicle (Non AC) with sitting capacity of 7 to 10 like Tata Sumo/Mahindra Scorpio etc. on 'as and when required basis'.

Category IV : Utility vehicle (AC) with sitting capacity of 7 to 10 like Toyota Innova/Mahindra Xylo/Maruti Ertiga etc. required on 'as and when required basis'.

1. The Tender Forms are available in the website <http://www.iacs.res.in/tender>. The same must be downloaded, duly filled up and all the pages must be signed. No tender forms will be sold from the Institute and all tender forms are to be downloaded from the website.

2. Tender form duly filled in must be submitted along with all the relevant documents as mentioned in the tender form.

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3. The rates quoted should be both on hourly basis and per kilometer basis.
4. The driver should possess valid driving license issued by the appropriate authority, should be well mannered/disciplined and adequately educated so as to maintain logbook, if required. He should be well conversant with all traffic signals, roads and routes.
5. In case of non-availability of a particular type of vehicle, it will be the responsibility of the supplier/transporter to make alternative arrangements for supplying similar type of vehicle.
6. Payment on monthly basis shall be made within one month of the presentation of the bill along with requisitions and duty slips.
7. No advance payment shall be made under any circumstances.
8. IACS shall not be responsible for any damage to the vehicle in case of accident or otherwise, theft of vehicle/parts or accessories therein. Similarly IACS shall not be responsible for any third party claims. The authorities shall not be responsible for any challan and disobeying of Traffic Rules caused by the driver.
9. Supplier will be solely responsible for any kind of repair and maintenance of the supplied vehicle.
10. The maintenance cost, charge of fuel and other consumables, road tax, permit fee, passenger tax, octroi charges, salary of the driver, the overtime of the driver etc. are the responsibility of the service provider and should be paid by the transporter/agency/service provider.
11. The supplied vehicle should always be fully and comprehensively insured covering risk to the driver and all the passengers also.
12. The driver should always remain with the vehicle during the entire period of duty. In case of any departure due to urgency, the driver may seek permission of the concerned officer/guest of IACS.

13. The tenders should be submitted at the Despatch Section of IACS sent by registered post to the following address : The Registrar, Indian Association for the Cultivation of Science, Jadavpur, Kolkata 700032. The envelopes containing the tenders should be superscribed 'Quotation for hiring of Transport Service/Vehicles'. The last date and time of receipt of tender in this Institute is 3.00 p.m. on 27.06.2014. The tenders received after the due date and time shall not be considered under any circumstances.

14. The tenders shall be opened on 27.06.2014 at 4.00 p.m.

15. The Director, IACS reserves the right to reject any or all the tenders in part or full, without assigning any reason thereof.

16. Tenders submitted in any form other than the official format shall be rejected outright.

17. Conditional tenders will not be entertained and the same will be rejected automatically.

Encl. : Format for Tender/Bid.

(Dr. Utpal Sadhu)  
Registrar

Format for Tender/Bid Form

To  
The Registrar  
Indian Association for the Cultivation of Science  
Jadavpur, Kolkata 700032.

Subject : Tender for supply of Transport Vehicles on 'as and when required'  
basis against your Tender Notice No. IACS/Adm-Vehilce/3771  
dated 05.06.2014.

Sir,

I/We intend to submit the quotation on the subject captioned above and  
hereby consent to agree/accept all the terms and conditions stipulated in  
Tender Notice No. IACS/Adm-Vehilce/3771 dated 05.06.2014.

Rates for vehicles on 'as and when required' basis		
Category of vehicle as per Tender Notice	Rate per Kilometer	Rate per hour
Category I	Rs.	Rs.
Category II	Rs.	Rs.
Category III	Rs.	Rs.
Category IV	Rs.	Rs.
Payment will be made on Kilometer basis or hourly basis, whichever is higher. Minimum payment will be for six hours.		

Place :

Date :

(Signature of the authorized signatory with seal/rubber stamp)

Details of the Agency

1.	Name and address of the Transport Agency/Vehicle Supplier	
2.	Contact Phone No.	
3.	Mobile No.	
4.	The details of PAN/TAN and other statutory registration (attach photocopy of the document)	
5.	Details of service (vehicles) provided to the Government or Private Sector , if any (enclose copy of order)	

I/We understand that documents submitted by me/us are genuine/authentic and nothing material has been concealed and that I/we are not debarred by any Government organization.

Place :

Date :

(Signature of the authorized signatory with seal/rubber stamp)