

TRIPURA JUDICIAL ACADEMY
NARSINGARH, AGARTALA

F. 1(30)-TJA/Veh/2019-23/5736

Dated, Agartala
The 30th November, 2023

NOTICE INVITING TENDER

Tripura Judicial Academy, Narsingarh, Agartala, invites sealed Tenders for hiring of **01(one) 30 Seater Traveler Bus** for use by the participants and for other purpose in the Office of the Director, Tripura Judicial Academy, Narsingarh, Agartala on temporary basis till 31.03.2024, which may be extended for a further period, as per discretion of Tripura Judicial Academy based on satisfactory performance.

Interested owners of above-specified vehicles may submit their tender to the office of the undersigned **within 03:00 PM of 18.12.2023** and the tenders will be **opened at 11:00 AM on 19.12.2023**.

Terms & Conditions for hiring of 01(one) 30 Seater Traveler Bus:

1. The vehicle should have a valid & proper commercial registration.
2. The detention charge & per K.M. Run charge should be within the ceiling / limit as per Notification mentioned in Annexure – I of the Delegation of Financial Power Rules, 2019 (DFPRT, 2019).
3. The vehicle shall be maintained properly and it will be kept in up to date condition for long journey at owner's expense.
4. The vehicle should have up to date Insurance Policy, Tax token, Pollution Control certificate and authorized Driver having valid Commercial Driving Licence and the salary of the Driver should be paid by the owner himself /herself.
5. Hiring vehicle will be terminated at any point of time by the Tripura Judicial Academy, if service provided by the owner is not satisfactory. The decision taken by the Tripura Judicial Academy in this regard shall be final and conclusive.
6. Incomplete tender will be rejected summarily.
7. The undersigned is not bound to accept the lowest rate and may reject all or any of the tenders without assigning any reason.

8. The service should be provided 24 X 7 as per request of the concerned authority.
9. The successful bidder should make alternative arrangement in case of providing vehicle is out of order. The alternative vehicle should have valid documents as indicated in item Nos. 1 & 4 above.
10. Required tax will be deducted as per prescribed rate from the bill.
11. Both the Technical Bid (ANNEXURE – I) & Financial Bid (ANNEXURE – II) should be submitted along with the tender.
12. The interested bidders should deposit Earnest Money of Rs.5000/- (Rupees five thousand) only through Demand Draft in favour of “*The Joint Registrar (DDO), High Court of Tripura, Agartala.*”

(Hrishikesh Chakrabarti)
Director
Tripura Judicial Academy

PROFORMA FOR TECHNICAL BID

Sl. No.	Particular	To be filled by the tenderer
1.	Name of the Owner/Agency	
2.	Details of EMD	
	(i) Amount	
	(ii) Draft No.	
	(iii) Date	
	(iv) Issuing Bank	
3.	Details of Owner/Agency	
4.	Details official address of the Owner/Agency (if any)	
5.	Vehicle Registration No. (Copy of Registration Certificate should be enclosed)	
6.	In case of Agency, submit the Agency Registration No. (Copy of Registration should be enclosed)	
7.	GST Registration Number (Copy to be enclosed)	
8.	Whether the Owner/ Agency is/ was blacklisted by any Government Department or any criminal case is registered against the firm or its owner / partner anywhere in India	
9.	Length of experience in the field	
10.	Experience in dealing with Govt. Department (Indicate the names of the Department and attach copies of contracts order placed on the agency).	
11.	Whether a copy of the terms and conditions, duly signed, in token of acceptance or the same is attached.	
12.	List of documents submitted with the tender	

ANNEXURE-II

PROFORMA FOR FINANCIAL BID

Name of the vehicle with model No.	Nature of energy consumed (Petrol/Diesel/CNG)	Detention charge per day (in Rs.)	Rate per kilometre run (in Rs.)
(1)	(2)	(3)	(4)

Note: All figures should be written in words also