

EKLAVYA MODEL RESIDENTIAL SCHOOL, _____, DISTT. _____

TENDER INVITATION FORM

REF NO: EMRSG/F-Tender Vehicle/2025-26

DATED.....

To

Mr./Ms.....

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SUBJECT: - TENDER FOR HIRING OF VEHICLE

Sealed tenders are invited for hiring of one vehicle to this Vidyalaya by the undersigned on the following terms and conditions: -

Terms and conditions for hiring of vehicle

01. Vehicle is to be hired along with Driver from the owner of the company.
02. The rates quoted should include all forms of taxes/charges.
03. EMRS's will bear only the cost of Diesel/Petrol for the distance actually plied for official use for which a logbook will be maintained by the Driver and Principal will certify the same. All other liabilities including wages of driver, oil and lubricants, maintenance, repair, replace of parts and servicing obligations on account of Motor Vehicle Act and other related Acts like Labour Laws, Road Tax, Insurance Laws (Like insurance of vehicle in accident, theft, fire etc.) shall be the sole responsibility of the Owner.
04. The vehicle shall be hired on 24 hours' basis for a maximum period of 12 months in a year (including vacation period of the EMRS).
05. Vehicle to be hired should be of latest model, preferably not more than 02 year old.
06. The contract will be for a period of minimum two years, extendable upto 05 years. The EMRS hire the vehicle for 12 months in a year.
07. The vehicle should have capacity to carry upto 4 persons having a comfortable seat for carrying a sick child.
08. Payment will be made out of contingency grant of School on a monthly basis subject to applicable TDS.
09. Vehicle will be parked in the School premises only at the risk of the owner of the company.
10. The driver of the vehicle can be provided accommodation in the EMRS wherever possible subject to availability of accommodation otherwise the arrangements will be made by the owner of the company within approachable distance from the School.
11. Maximum one day per month i.e. 10 days in year shall be permitted for maintenance/servicing. The vehicle shall not be sent for repairs for more than four days at a stretch. Alternate vehicle shall be provided by the Owner in case the non-availability is for the period exceeding the specified period mentioned above. Failure to provide alternate vehicle shall lead to recovery of actual hiring charges per day paid by EMRS



12. One month's hiring cost is to be deposited by the Agency as "performance guarantee" which will be refunded after satisfactory completion of the contract. However, the performance guarantee may be forfeited in the event any breach or negligence or non observance of any terms and conditions.
13. The rates so revised would be the maximum but the lowest rate as per tender or as decided by the PAC of the EMRS depending upon the condition of the vehicle would prevail but in no case the hiring charges should be more than the ceiling.
14. One month's hiring cost is to be kept as Security deposit from the successful bidder, which will be refunded after satisfactory completion of the contract.

B. New terms added to the above conditions:

- i. The vehicle hired shall have valid taxi permit for entire period of hiring.
- ii. The vehicle hired shall have valid insurance for entire period of hiring.
- iii. The fuel consumption average of the vehicle hired shall be got certified from the Company/authorized dealer of the vehicle. Charges for fuel will be borne by EMRS strictly as per the certified average. However, average of (Diesel Vehicle) at least (not less than) 12 kilometer per liter in EMRS of normal terrain and at least 10 KM/Liter in hilly terrain otherwise will not be accepted & average of (Petrol Vehicle) at least (not less than) 16 kilometer per liter in EMRSs of normal terrain and at least 14 KM/Liter in hilly terrain otherwise will not be accepted.
- iv. Log book of vehicle shall be maintained by driver of the vehicle and each individual entry shall be certified by the user of vehicle and both co-signatories of financial power.
- v. Valid driving license of the driver and character verification by police shall be made available to school.
- vi. The Agency will have to submit valid proof of bank Account Number, PAN card, GST certificate and undertaking that firm have not been blacklisted.

Note. A contract to be signed for hiring of vehicle by the owner after approving the rate of Purchase Advisory Committee.

I _____ R/O _____ hereby fulfill/accept all the above mentioned terms and conditions.

PRINCIPAL

Signature of tenderer

With full name.....

complete address.....

Mobile NO.



ANNEXURE-1

EKLAVYA MODEL RESIDENTIAL SCHOOL, _____, Distt _____

Tender form for hiring of Vehicle for the period from _____ to _____

Earnest money in the shape of demand draft/Banker Cheque/ONLINE Mode in favour of Principal EMRS, _____ @ 35000/-

Maximum monthly ceiling fixed for hiring of Vehicle along with driver is Rs. 35000/-, however lowest rates as per tender or as decided by the PAC depending upon the condition of the vehicle will stands final.

Sr. No.	Kind of Vehicle required	Name of the Owner as per Registration	Rates to be quoted Monthly basis for two years contact (except summer vacations)
1	Diesel/Petrol vehicle along with driver having valid taxi permit for the entire period of tender having capacity to carry up to 4 persons with a comfortable seat for carrying a sick child is required. The average of the Deasel vehicle, which should not be less than 12 kilometers per liters in EMRS's of normal terrain and less than 10 KM/Litre in hilly terrain. The average of the Petrol vehicle, which should not be less than 16 kilometers per liters on EMRSs of normal terrain and less than 14 KM/Liter in hilly terrain. Only Tenderers fulfill & accept the terms and conditions from 1 to 14 & B(I to 6) as per the enclosed list are eligible to apply		

To

PRINCIPAL

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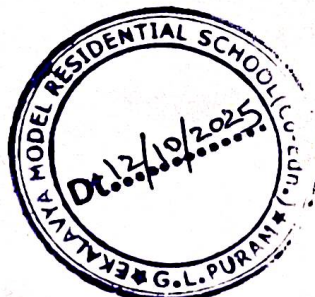
Demand Draft NO.....date..... Amount

Signature of tenderer

With full name.....

complete address.....

Mobile No.



ANNEXURE-2

Sr. No.	Kind of Vehicle required	Vehicle No.	Manufac turing Date	Make	Class	Fuel Used	Seating Capacity
1	Diesel vehicle along with driver having valid taxi permit for the entire period of tender having capacity to carry up to 4 persons with a comfortable seat for carrying a sick child is required. The firm should also acknowledge a certificate from company/authorized dealer of the vehicle duly certifying the average of the vehicle, which should not be less than 14 kilometers per litre in EMRS of normal terrain and less than 10 KM/Litre in hilly terrain. The average of the Petrol vehicle, which should not be less than 16 kilometers per liter in EMRSs of normal terrain and less than 14 KM/Litre in hilly terrain. Only Tenderers fulfill & accept the terms and conditions from 1 to 14 & B (i to vi) as per the enclosed list are eligible to						
Monthly rental in Rs.							

To
PRINCIPAL

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Demand Draft NO.....date.....Amount

Signature of the tenderer

