

**Ministry of Small Scale Industries &  
Ministry of Agro & Rural Industries  
No.27011/05/2007-Protocol**

**Notice Inviting Tender (NIT)**

The Ministry of SSI & ARI invites sealed quotations from reputed transporters from New Delhi for supply of 2 DLY Non-AC cars for official use. The detailed terms and conditions can be obtained from Shri M.L. Sharma, Under Secretary, Room No. 462-A, Udyog Bhawan, New Delhi-110011. His phone No. is 23062210. The terms and conditions are also enclosed at [Annexure](#).

Quotations in a sealed envelope may be sent to Shri M.L. Sharma, Under Secretary, Ministry of (SSI & ARI), Room No.462-A, Udyog Bhawan, New Delhi-110011. Quotations will be opened on 1.6.2007 at 4:00 PM in the presence of bidders. The successful contractor will be issued the contract immediately.

## Annexure

### Terms and conditions for hiring two Non-AC cars for use in the Ministry of SSI & ARI for a period of 01 (one) year

1. Quotations should be submitted in a sealed cover.
2. This Ministry needs two (2) Non-AC cars (Indica/Ambassador) for official use on monthly hiring basis. The contract will be valid for a period of one year from the date of awarding the contract.
3. Rate may be quoted for 8 hours per day and 2400 KMs per month for the full month. Charges for using the cars beyond 8 hours per day/2400 KMs per month may also be quoted (for extra hour and extra KM).
4. The rates once quoted will not be changed. No upward revision of the rates will be permissible during the contract period, for reasons whatsoever may be.
5. The cars should be of latest model, registered on or after January 2004 and should be in good running condition.
6. The cars and drivers should not be changed in between. Frequent change of cars and drivers will make the contract liable for cancellation.
7. The driver should be provided with a mobile phone for easy contact. He should also have adequate experience in driving and should be well behaved and courteous.
8. The cars are required for 7 days a week.
9. If vehicle is not provided on any day, due to absence of driver, breakdown or any other reason, agency will provide alternate vehicle. In the event of not providing alternate vehicle, Ministry shall deduct payment at the settled monthly rate on pro rata basis or cost of hiring another vehicle by Ministry, whichever is higher.
10. The Ministry will not be responsible for any loss of car/accident/traffic rules violations etc. while on duty. The safety and security of the car and driver will be the sole responsibility of the contractor.
11. The cars should be maintained properly. The contractor is not eligible for any claims and /or compensation whatsoever from the Ministry other than the approved rates for the use of car.
12. No advance payments shall be made. Bills will be settled as soon as possible on receipt of pre-receipted bills in triplicate. The bills should be accompanied by signed daily duty vouchers. Bills without signed duty vouchers will not be accepted.
13. Preference will be given to transporters providing cars to other Ministries. A copy of contract with other Ministries, if any, may be attached with the quotations.
14. The Ministry reserves the right to terminate the contract any time without assigning any reasons there of.
15. Comprehensive insurance of the vehicle.