



Himachal Pradesh Technical University

(A State Government University)

VPO Daruhi, Tehsil & Distt. Hamirpur (H.P.) – 177001

Phone : (01972) 226905, Fax: (01972) 226901,

No. HPTU-8(Pool)/B-2/2011 - 11764

Dated 02.11.2020

NOTICE FOR INVITING QUOTATIONS FOR HIRING VEHICLE

Sealed quotations for hiring of a transport vehicle, taxi (5seater) sedan car (on hire basis) with taxi number for the use of the HPTU on monthly basis are hereby invited duly filled in quotations on prescribed format in a sealed cover super scribed "Quotation for hiring of vehicle" should reach in the office of the undersigned latest by 16.11.2020 upto 5.00pm. The quotations will be opened on the 17.11.2020 at 11.00 am in the office of Controller of Vehicles, H.P. Technical University, VPO Daruhi Distt. Hamirpur-177001 in the presence of the bidders, if they desire to be present. Quotation forms may be obtained from the office of the undersigned on cash payment of Rs. 1000/- (Rupees one thousand only) during office hours on any working day upto 16.11.2020 on 5.00 pm. The quotation forms can also be downloaded [www. Himtu.ac.in](http://www.Himtu.ac.in) and submitted along with DD worth Rs. 1000/- (Rupees one thousand only) of Finance Officer, H.P. Technical University, Hamirpur (H.P.)-177001. Incomplete quotations without fee shall not be entertained and rejected. The undersigned, however, reserve the right to accept or reject or cancel any or all quotations without assigning and reason.

**Purchase Officer,
HP Technical University,
Hamirpur- 177001**

Quotation for Hiring of Vehicle for Himachal Pradesh Technical University

Sr. No.	Particulars	
1	Name of the Owner	
2	Permanent address and Telephone Number	
3	Name of five seated vehicle	
4	Detail of vehicle: Model No., Year of manufacture	
5	Odometer reading as on date.	
6	Hire charges of one vehicle for a distance of 1500 kms per month including all costs-fuel, repair , driver's salary service Tax etc.	
7	Additional minimum Rate per km beyond 1500 kms per month	
8	Night halt charges per night	
9	Registration No.	
10	PAN/TAN	
11	Driving License No. of the Driver	

Signature

Name
Address

Mobile No.



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Terms and Conditions

1. The contractor or Agency shall ensure that the provisions of the Motor Vehicle Act, 1988 are strictly followed in respect of the driver and vehicle provided to the Himachal Pradesh Technical University. Any violation of the Motor Vehicle Act and consequences thereof shall be the sole responsibility of the Contractor or Agency.
2. The vehicle shall be engaged initially for one year which can be extended further, depending upon the requirement, vehicle performance and behaviour of the Contractor or Agency.
3. The vehicle provided should not be three month old and total mileage covered not exceeding 5,000 Kms.
4. The vehicle must be registered in Himachal Pradesh as taxi, if vehicle is newly purchased, than within in one month vehicle should register as taxi.
5. The Contractor or Agency shall engage driver of the category who is medically fit. The driver must possess a valid driving licence issued by the competent authority. He must have knowledge of traffic rules and other regulations.
6. The vehicle should be kept neat and clean and in perfect running condition with adequate quantity of fuel and there should be sufficient boot space. The contractor of Agency shall ensure the placement of a plate indication "On Govt. Duty/ On HPTU DUTY" at a suitable place in front and back of the vehicle.
7. The vehicle should be kept neat and clean and in perfect running condition with adequate quantity of fuel and there should be sufficient boot space. The contractor of Agency shall ensure the placement of a plate indicating "On Govt. Duty/ On Himachal Pradesh Technical University Duty "at a suitable place in front and back of the vehicle.
8. The Contractor or Agency shall bear all costs on account of fuel, oil, spares, comprehensive insurance, repair, maintenances, registration fee, payment of route permits renewal of route permits, payment of all taxes-levy of toll tax, entry taxes in Himachal Pradesh at barriers, services tax etc. However toll taxes and other states taxes will be borne by the University whenever the vehicle will ply outside the state. Parking charges, if any, shall be borne by the contractor (within and outside the state). Salary and other costs of the driver shall also be borne by the Contractor Agency.
9. The Contractor of Agency shall provide statutory benefits to the driver at their own cost, as may be applicable.

10. The vehicle should be duly insured and should have all necessary permits from the Transport Authority.
11. The Contractor or Agency shall provide the name and address of the driver. The Contractor or Agency shall also verify licence of the driver and shall submit copy therefore of the Himachal Pradesh Technical University.
12. The Contractor or Agency shall ensure presence or availability of vehicle at all times in the University. The vehicle may need too ply on all kind of roads, within and outside Himachal Pradesh including rough and kachha roads.
13. The driver should be in proper uniform provided by the Contractor or Agency while on duty. The driver shall obey the orders of the Controller of Vehicle, Himachal Pradesh Technical University. The drivers are expected to be polite and courteous in his behaviour.
14. The driver shall observe all etiquettes and protocol while performing his duty. He must carry a mobile phone in working condition for which no separate payment will be made by the Himachal Pradesh Technical University.
15. The Himachal Pradesh Technical University will not be responsible for any challan, loss, damage or accident to the vehicle or to any other vehicle or injury or accident to the driver or to any other third party. In such a case, the loss or damage or any legal expenses connected therewith will be borne by the Contractor or Agency.
16. The driver and vehicle provided shall not be changed frequently. Any change should be with the concurrence of the Controller of Vehicle. In case the vehicle or driver is not found suitable by the Controller of Vehicle, the vehicle or driver shall be changed immediately by the Controller of Agency.
17. The journey performed by the driver or owner on account of filling of fuel, repairs, services, journey from place of residences to place of duty or place of parking shall not be paid by the Himachal Pradesh Technical University.
18. The payment will be made on monthly basis on submission of pre-receipted bill which must be supported by Log book duly signed by the concerned Officers and finally signed by the controller of vehicle.
19. The driver/contractor/ agency shall keep and maintain a log book, which should be updated on daily basis indicating the time and mileage. In case of incomplete log book, it shall be presumed that vehicle has not been used by the Himachal Pradesh Technical University.
20. If the vehicle is out of order, a suitable replacement shall be provided by the Contractor or Agency immediately to Himachal Pradesh Technical University. In case, vehicle does not report on time or does not report at all, the Himachal Pradesh Technical University would have right to hire a vehicle from the market and the additional cost incurred by the university will be borne by the Contractor or Agency.
21. The Driver or Contractor or Agency shall be bound to carry out the instructions of the Controller of Vehicle from time to time.

22. In the event of award of the tender prior to execution of the contract, the Contractor or agency shall be required to submit the copy of the Registration Certificate and Comprehensive, Insurance policy of the vehicle and the particulars of the driver along with photographs attached to the vehicle. The Contractor of Agency shall also be required to physically produce the vehicle in H.P. Technical University, Gandhi Chowk, and Hamirpur.
23. The Himachal Pradesh Technical University, Hamirpur can terminate the agreement by giving one month's notice to the Contractor or agency.
24. A penalty of Rs. 300/- per day shall be lived if the vehicle fails to meet the above terms and conditions on any day.
25. An agreement will be executed on Rs. 100/- Non-Judicial stamp paper.
26. In case of any dispute, the Hon'ble Vice-Chancellor, H.P. Technical University, Hamirpur will be sole arbitrator and his decision shall be final and binding on both the parties. Court matter, if any, shall be within the jurisdiction of District Court, Hamirpur only.
27. The successful bidder shall be required to deposit Rs. 20,000/- (twenty thousand only) refundable as Security which shall be forfeited in case breach of the contract.
28. The successful bidder shall have to give the undertaking that he has gone through the terms and conditions mentioned above and also undertake to provide vehicle to the Himachal Pradesh Technical University, accordingly, if shortlisted for the purpose.
29. The undersigned reserves the right to reject any or all quotations without assigning and reason.



Purchase Officer
HP Technical University