

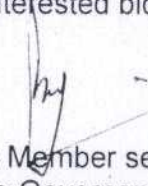
Quotation Notice

Quotation are invited from interested Travel Agency based at Daman with appropriate documents as prescribed below for air conditioned vehicle such as Indigo or Swift Desire only to be used on hire basis by the office of the Director (IT)/ Member Secretary, Daman & Diu e- Governance Society, Daman for a period of one year from the date of issue of work order. The vehicle shall be road worthy. The Department shall on an average run the vehicle for approx 2000 kms. per month.

Any eligible Travel Dealer/ Agency/ Owner who accept the terms and condition can apply in plain paper with all prescribed documents to the office of the undersigned. The last date of submission of the quotation is up to 13th/November 2015. The quotation shall be opened on the same day at 12.00 hrs. The following shall be the terms and conditions:-

1. The vehicle shall have a valid R. C Book, Fitness permit, PUC and up to date tax clearance from RTO, Daman.
2. The vehicle Owner/ Travel agency shall not have right to withdraw the vehicle without intimation to the undersigned.
3. The vehicle Owner/ Travel agency should abide by the rules of UT Administration from the time to time.
4. The Vehicle shall remain present before the office of the Information Technology, Fort Area, Moti Daman, Daman and shall be used as and when required.
5. The vehicle can also be used for the purpose of Govt. Emergency duty.
6. The driver shall report to duty and as when required by the authority.
7. Any minor or major repair will be borne by the vehicle Owner/ Travel agency at his own cost.
8. The vehicle Owner/ Travel agency are required to submit printed receipt in support of receiving claim at the end of the month. No advance shall be paid to the agency/ Owner for the vehicle.

9. The undersigned has right to cancel any quotations without assigning any reason thereof.
10. The vehicle Owner/ travel agency shall submit the following documents.
 - I. Valid RC Book
 - II. Insurance pages with validity.
 - III. Pollution under control (PUC) certificate duly valid.
 - IV. Fitness certificate issued by the RTO, Daman.
11. The interested Travel agency/ Car owner shall give consolidated price per month with shall give consolidated price per month with shall include the cost of a fuel and payment to the driver.
12. The travel agency/owner of vehicle shall appointed a well mannered driver who should be having a valid licence and shall not have any case registered against him in any police station. The same can be verified by the department as well.
13. Conditional quotation shall not be accepted.
14. All bidders are required to quote their price in the enclosed format at annexure -1 only.
15. All the rates etc. Shall be paid in actual by the Department, the bills in actual shall be submitted at the time of monthly claim by the interested bidder.


Director (IT) Member secretary,
Daman & Diu e-Governance Society,
Daman.

Enclose: Annexure – 1 format for price bid.

Annexure-1

Financial Bid

The Bidder shall quote consolidate rate for vehicle on hire basis

| Sr.No | Description | Type of Vehicle | Rate per month per vehicle | Rate per Km. |
|-------|---|-----------------|----------------------------|---------------------------------|
| 01 | Providing air conditions vehicles such as Indigo or shift Desire on hire basis for the office of the Director (IT)/ Member Secretary, Daman & Diu e- Governance Society, Daman for a period of one year including fuel and driver salary etc. | | | (Exceeding the prescribe limit) |

The quoted amount shall be inclusive of all costs (including all taxes, fuel, Salary to driver, maintenance etc.)

Daman.

Date:

Signature per the Authorized Signatory
With Name & Designation