

TENDER NOTICE .

Punjab Small Industries & Export Corporation Limited, Udyog Bhawan, Sector 17-A, Chandigarh invites sealed offers quoting rates for hiring Indigo, Swift Dzire, Etios, Honda City, Ertiga, Ciaz, Innova vehicles for office use. The rates of vehicles will be valid for one year. Tender form can be obtained on payment of Rs.500/- from the office of General Manager (Provisioning) on any working day. Last date for submission of tenders is 15 days from the publication of the advertisement. The tender must accompany security deposit of Rs.50,000/- in the shape of Demand Draft in the name of the Corporation. Terms & Conditions for the tender can be seen on the website of the Corporation. The tender will be opened in the presence of the tenderers giving them prior intimation.



Managing Director
Punjab Small Industries & Export Corporation Limited
(A State Government Undertaking)
(Udyog Bhawan, Sector 17-A, Chandigarh,
Phone No. 0172-2706407 Website: www.psiec.in,
E-mail: psiec_chd@ychoo.co.in)

Budhi Singh

TERMS AND CONDITIONS FOR HIRING VEHICLES

1. The vehicles will have to be provided within one hour of demand. The vehicles provided should be in good condition and in case of any fault the same has to be replaced immediately.
2. If there is breakdown of the vehicle during outstation journey, the responsibility to provide the alternative vehicle will be on the tour contractor. If the same is not provided, the corporation will hire the vehicle from the market and the expenditure will be charged from the contractor.
3. Meter reading of the vehicle will start from the Udyog Bhawan and close at the same venue. If the vehicle is requisitioned at any other place then the contractor will have to inform the corporation about the start of meter reading and get the same verified from the officer using the car.
4. To get the time, meter reading noted will be the responsibility of the contractor and the concerned officer will verify the same.
5. Night charges will start from 10 p.m. and will be applicable upto 5 a.m.
6. Payment of Toll Tax, Bridge Tax, State Entry Tax (Entry per day) etc. and the parking charges will be paid only on the production of the original receipts.
7. In case the vehicle is not provided in time then the corporation will arrange the vehicle from the market and the expenditure incurred will be recovered from the contractor.
8. The Earnest Money amounting to Rs.50,000/- (Rs. Fifty thousand only) deposited with the tender will be kept as security and shall be refunded after the expiry of the contract. No interest will be payable on this amount.
9. Drivers should have valid Driving Licence and will have to wear proper uniform.
10. As per provisions of Motor Vehicle Act, the contractor should have required documents i.e. Registration Certificate, Tax Deposit Receipt, Pollution Certificate, Insurance Cover etc.
11. The vehicles to be provided should not be more than 3 years old.
12. The initial period of contract will be one year and on the satisfactory service the same can be further extended on year to year basis with mutual consent. However, the total period of contract will not exceed more than 3 years.
13. The driver should have mobile with him.
14. All disputes/fees/levies/cares what-so-ever payable in consideration of the trade or otherwise or relating thereto shall be at the cost of the vendor.
15. If the behaviour of the driver is found objectionable, the vendor shall replace him with a new driver within 24 hours. If the vendor is unable to do the same he will be penalised for Rs.1000/- per day which will be deducted from the bill.
16. If the service of the contractor will not be satisfactory, the contract will be terminated after giving 15 days prior notice.
17. The offers to be submitted should be in the sealed cover. The cost of tender form will be Rs.500/- which can be had from the office of the corporation on

any working day between 10 a.m. to 5 p.m. In financial bid proforma, monthly consolidated charges for 2000 kilometres, rate for extra kilometres, night charges, overtime per hour and other particulars, of cost if any should be clearly mentioned.

18. The Corporation shall pay consolidated monthly charges upto 2000 kilometres on monthly average basis. If the total kilometres for which the vehicle has run exceeds 24000 kilometres at the end of the 12th month the excess over 24000 kilometres shall be reimbursed at the end of the 12th month at the agreed rate. If the total uses of the vehicle at the end of 12th month is less than 24000 kilometres then the balance will be carried forward to the next year. Tax Deduction at Source on the higher charges paid/payable shall be made as per law.
19. The driver should be available whenever required. One day break in a week will be given at the discretion of corporation.
20. The official duty hours of the driver shall be from 8.30 a.m. till 7.30 p.m.