



राष्ट्रीय प्रौद्योगिकी संस्थान मिजोरम
NATIONAL INSTITUTE OF TECHNOLOGY MIZORAM
(An Institution of National Importance under the Ministry of HRD, Govt. of India)
CHALTLANG, AIZAWL, MIZORAM – 796012

Phone/Fax: 0389-2391236 / 0389-2391774 / 0389-2391699 Email: nit_mizoram@nitmz.ac.in

File No.: NITMZ/C-177/BUS/2018/847

Dated: 20th September, 2018

SHORT QUOTATION FOR BUS SERVICE

Last Date and Time of Submission
12th October, 2018 till 1:00 P.M

Date and Time of Opening
12th October, 2018 at 2:00 P.M



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NOTICE INVITING QUOTATION

Sealed Quotations are invited from eligible Firm(s)/Owner(s) for providing Bus Service at the National Institute of Technology Mizoram.

Quotation Form along with other Terms and Conditions can be obtained from Administrative Office, NIT Mizoram, situated at Chaltlang, Aizawl-796012 on payment of non-refundable Fees of ₹. 200/- (Rupees Two Hundred only) by Cash/Demand Draft in favor of **Director, NIT Mizoram**. The Quotation Form along with other Terms and Conditions can also be downloaded from the Institute Website **www.nitmz.ac.in**.

Sealed Quotations should to be dropped in Tender Box No. 02 of Administrative Office, NIT Mizoram latest by **12th October, 2018** before **1:00 P.M.**

Quotations received through Registered Post/Speed Post/Courier before the above referred Date and Timing only will be considered.

(Dr. LALTHANCHAMI SAILO)
Registrar

National Institute of Technology Mizoram

INVITATION TO QUOTATION (Non-Transferable)
To be submitted in Original only.

To, _____

M/s. _____

(Name & Address of the Party who has purchased the tender document for ₹. 200/- as per following details. Please note that the completed tender will be accepted in the same name only.)

Name of the Bank: _____ Branch: _____

DD No: _____ Date: _____ Amount: _____

Sub: "Quotation for Providing Bus Service" at National Institute of Technology, Mizoram.

Ref. No.: NITMZ/C-177/BUS/2018/847

Dated: 20th September, 2018

- (1) Sealed quotations are invited for Providing Bus Service at the Institute.
- (2) The original copy of the Quotation should be submitted in the sealed envelope along with EMD of ₹. 1000/- (Rupees One Thousand only) and photocopy of necessary documents.
- (3) The sealed envelope containing original quotation form, together with necessary documents and EMD Demand Draft in favor of NIT Mizoram (super-scribed as Quotation for Bus Service) shall be dropped in Tender Box No. 2 of the Administrative Office, National Institute of Technology, Mizoram at Chaltlang (Dawrkawn), Aizawl on or before **1:00 pm of 12th October, 2018**. Quotations will be opened on **12th October, 2018 at 2:00 P.M** in the Registrar's Office in the presence of such bidders who are willing to present. However, in the event of any unforeseen circumstances, the tenders may be opened on a later date and the same would be notified in the Institute's website.
- (4) EMD of unsuccessful bidders will be returned within 30 days of award of the contract.
- (5) Quotations which are not in original and/or without necessary EMD or incomplete in any respect shall summarily be rejected.
- (6) List of the documents to be attached in respect of vehicle(s) to be provided is as under:
 - (a) Registration Certificate (b) Insurance Policy (c) Road Tax Receipt (d) Registration with Municipal Council or appropriate department of State Govt., if any. Registered supplier of vehicles shall be given preference.
- (7) The rates should be quoted in the format provided.
- (8) The NIT Mizoram reserves the right to accept or reject any or all the offers or apportion the work amongst the different tenderers in any manner as it may choose, without assigning any reason whatsoever and the decision of NIT Mizoram shall be final and binding on all concerned.


(Dr. LALTHANCHAMI SAILO)

Registrar

National Institute of Technology Mizoram

TERMS AND CONDITIONS

1. The BUS shall normally be utilized during all working days i.e from Monday to Friday. The Contractor shall also be required to provide the BUS on Saturday and other Holidays. The NIT Mizoram may engage buses even beyond office hours during working days, if necessity arises. However, NIT Mizoram should not engage bus service on Sunday except on emergency case(s).
2. NIT Mizoram shall pay the fixed consolidated hiring charges on monthly basis within 15 days of submission of Bills. The terms and conditions of payment shall remain unchanged during the entire period of contract.
3. The Contractor shall, at his own expense, employ experienced and qualified drivers & conductors who are holding valid license and registered to ACBOA / State Government Authority and the Contractor will be fined Rs. 2,000.00, if reported / found running his Bus by drivers/ conductors without valid license.
4. The Contractor shall be fined Rs. 500.00, if reported/ found running his bus without conductors.
5. The cost of fuel, other oils and lubricants, expenditure for vehicle maintenance and repair and any other incidental expenditure shall be borne by the Contractor.
6. The Contractor shall be responsible for any damage or casualty of his bus, driver, conductor and passengers.
7. In the event of breakdown of vehicle or any other circumstances where vehicle will not be serviceable for a particular period, its shall be obligatory on the Contractor to inform the NIT Mizoram well in advance and arrange suitable alternate vehicle, without delay. Failure to do so will invite deduction of Rs. 3000.00 from the monthly hiring bill, as a penalty.
8. Warning shall be given to the contractor for failure to perform his turn of duties on Saturdays and other holidays and if the warning is not heeded to, a fine up to Rs. 2000.00 shall be imposed on the Contractor.
9. The contractor shall solely be responsible for violation of traffic rules or any other breach of law in force. However, if the NIT Mizoram instructs the Contractor to ply on the particulars road which is not permitted by the traffic authority, it will be the responsibility the NIT Mizoram to bear the responsibility.
10. The bus shall not be utilized by the NIT Mizoram for any purpose other than NIT Mizoram service except with the prior consent of the contractor and the NIT Mizoram during the contract period.
11. The driver and conductor shall not indulge in any kind of intoxicants, drugs, alcoholic beverages etc while rendering services. Smoking inside the bus is prohibited too. Violation of this section shall invite a fine up to Rs. 4000.00 to the Contractor.
12. The Contractor shall follow orders and instructions of NIT Mizoram and abide by security instructions/ procedure in vogue during in-transit periods and during the entire contract period.
13. The contract shall be initially for period of **2 Years** commencing from..... and shall automatically come to an end on..... The contract shall be extended and renewed by mutual consent, without resorting to public tender only, with the written consent of the Contractor. However, if contract is to be extended for more than six months continuously, the preset terms and conditions should be revised without fail.
14. NIT Mizoram reserves the right to increase or decrease numbers of hired buses at give time, at the sole discretion of the authority of NIT Mizoram.

15. The contract is liable for termination at anytime, by giving one month's notice from either side, failing which, hiring charges of the Contractor for the month shall be forfeited and likewise the NIT Mizoram will also compensate the one month's hiring charge to the Contractor, if NIT Mizoram terminates the service without giving one month's notice. However, both Parties shall mention clearly indicate the reason as to why the contract requires termination.



Registrar

National Institute of Technology Mizoram

QUOTATION FORM FOR PROVIDING BUS SERVICE

Name of the Bus Owner/Firm/Contractor: _____

Address: _____

Telephone No. (O) _____ (R) _____ (Mob.) _____

Details of demand draft towards EMD:

Name of the Bank: _____

Branch: _____

DD No: _____ Date: _____ Amount: _____

Details of Vehicle:

(a) Type of Vehicle: _____ (b) Make _____

(c) Year of Manufacturing _____ (d) Registration No. _____

(e) Registration Certificate No. _____ (Enclose Photo Copy)

(f) Insurance Policy No. _____ Valid up to _____ (Enclose Photo Copy)

(g) Road Tax Receipt No. _____ Valid up to _____ (Enclose Photo Copy)

(h) Fitness Certificate No. _____ Valid up to _____ (Enclose Photo Copy)

(i) Whether District Transport Office clearance obtained : Yes / No.

(j) Capacity of vehicle _____ seater.

Quoted mount:

₹. _____ per month in consolidated amount.

(Rupees _____ only)

(The amount is inclusive of all expenses like fuel, lubricant, maintenance, driver's & conductor's salary, service tax and any other tax applicable.)

Date:

Signature

UNDERTAKING

I have read the terms and conditions of the terms of reference mentioned in this document and agree to abide by all the terms and conditions.

Date:

Signature

Name _____