

Kerala Forest Research Institute, Peechi – 680653
Thrissur, Kerala

Ph: 0487 2690100, Fax: 0487-2690111

No: KFRI/KSC2017/Quotation/Transport/05

Dt. 22/12/2016

**Invitation of Quotations for hiring Tourist taxi car/Tempo Traveller/Tourist Bus
for 29th Kerala Science Congress,
28-30 January 2017, at Mar Thoma College Thiruvalla**

Sealed competitive Quotations are invited from individuals/firms/vehicle operators for supply of passenger vehicles preferably Innova/Tavera/Mahindra Xylo/Scorpio (on daily basis) and Tourist Buses for the purpose of arranging transport of delegates of 29th Kerala Science Congress to be held during 28-30 January 2017 at Mar Thoma College, Thiruvalla. Tempo Traveller and Tourist Buses are intended for transport of delegates staying in hotels in and around Thiruvalla and Changanassey to the Science Congress Venue at Mar Thoma College every morning and drop them back to the respective hotels in the evening. Starting and/or ending point of the vehicles will be Mar Thoma College, Kuttapuzha, Tiruvalla. The following vehicles are needed from 27 to 30th January 2017.

| | |
|---------------------------|---|
| 27.01.2017: | Cars : Type: Innova (10 nos.) Tempo Traveller Non-A/C (1 no-20 seater) |
| 28.01.2017 to 30.01.2017: | Cars: Type: Innova (10 nos) Tempo Traveller : Non-A/c (7 nos), (20/24 seater) Xylo/ Tavera/ Scorpio (6 nos- two each) |
| 30.01.2017: | Tourist Bus: Non-A/c: 6 nos (49 seater) |

The terms and conditions of the contract are attached separately. Interested parties may submit their proposals mentioning rental charges per day use and the rate per KM for additional use in the prescribed format to the undersigned on or before 10/01/2017.

| | |
|---|--------------------------------------|
| Last date & time of receipt of filled in quotation | : 10/01/2017 up to 12.00 noon |
| Date & time of opening of quotations | : 10/01/2017. at 3.00 pm. |

The quotations will be opened at **3 pm on 10/01/2017** on the same day on the presence of the bidders or their representatives who choose to attend. Quotations should be in sealed cover in the prescribed format properly superscribed “**Quotation for hiring Vehicles for 29th KSC 2017**” to the undersigned in the address, **The Chairman, Organising Committee, 29th Kerala Science Congress 2017, Kerala Forest Research Institute, Peechi 680653, Thrissur, Kerala.**

Details of the quotation and forms are available in the following website www.kfri.res.in; www.ksc.kerala.gov.in. The same can also be obtained from KFRI office on all working days.

Terms and Conditions

1. The quotation for the vehicles should be given as per Annexure I, II & III in sealed cover.
2. The quotation should be superscribed “**Quotation for hiring vehicles for 29th KSC 2017**”.
3. Quotation should be addressed to the **Chairman, Organising Committee, 29th Kerala Science Congress 2017, Kerala Forest Research Institute, Peechi 680653, Thrissur, Kerala.**
4. The quotation should reach the **Chairman, Organising Committee, 29th Kerala Science Congress 2017, Kerala Forest Research Institute, Peechi 680653, Thrissur, Kerala on or before 10/01/2017.**
5. Quotations will be opened on **10/01/2017 at 3 pm.** The quotationer or representatives thereof can attend the quotation opening session at the scheduled time.
6. Registrar/Director, Kerala Forest Research Institute (KFRI) reserves the right to accept or reject all or any of the quotations without assigning any reason thereof. KFRI shall be under no obligation to accept the lowest tender. The capability of the bidder, his performance, etc will also be taken into account along with the rate quoted before finalizing the award of contract.
7. In case of acceptance of quotation, the quotationer will have to execute an agreement with KFRI on a stamp paper worth Rs.200/-.
8. The number of vehicles to be hired may increase or decrease depending upon the requirement and the contractor is liable to supply additional vehicles on the same terms and conditions. KFRI also reserves the right to enter into parallel contracts with any other parties for similar service.
9. The vehicles should be in good running conditions, hygienically maintained, having good and decent upholstery. Vehicle should be maintained in perfect condition throughout the contract period and shall be made available as per the request from the authorised officer of the KFRI.
10. All documents and records related to the vehicles should be kept valid and current throughout the period of the contract. The vehicle should have necessary tourist permit to ply all over Kerala or outside State.
11. The contractor shall also provide qualified and experienced drivers with mobile phone. The Driver shall not use alcohol or intoxicating drinks/ items while driving/on duty. The supplier shall be responsible for the conduct of the drivers. KFRI have the right to discontinue hiring the vehicles if in the opinion of the officers by whatever designation such officer is called, the behaviour of the driver is found objectionable and his opinion in this regard shall be final and binding on the contractor.
12. It will be the responsibility of the contractor to see that the driver possesses the valid driving license and has got 3 years experience in driving the vehicle. The contractor will also be responsible for any penalty imposed on the driver due to violation of the traffic rules.
13. If any loss/damage caused to the KFRI due to the negligence or lapse on the part of the contractor/driver, the contractor of the vehicle alone shall be held liable for such losses/damages.
14. KFRI will not be held responsible for any loss/ damage to the vehicle, other properties, life or other unforeseen incident that may occur during the period of hiring of vehicle. In case of accidents, KFRI shall not be liable to pay any damages or cost of repairs including legal charges to defend any litigation.
15. The vehicle requested on the date mentioned above should be provided at any time from 27 to 30th January 2017.
16. The maintenance of vehicle, including cost of fuel, salary of driver, repair charge and upkeep of the vehicle should be done without causing any inconvenience to the KFRI. The contractor is liable to make available a substitute vehicle having same specification, if the

vehicle on contract is under repair/ in case any inconvenience experienced in the performance of trips/ due to other reasons. If the contractor fails to provide a vehicle on specified time and date, an amount of Rs.1000/- per day per vehicle will be deducted and the contract will be terminated.

17. The odometer of the hired vehicle should be accurate and in working condition as per the regulations of the RTO.
18. The trip sheet must be kept for each day for the vehicle and should be got countersigned by the officers travelling in the vehicle along with the bill for payment.
19. The odometer reading at the time of reporting for duty/release from duty will only be reckoned for calculation of total kms run or hours used. No advance payment on any account will be made.
20. Payment will be made only by Account payee Cheque in favour of the contractor/ Company of the vehicle.
21. During the period of contract toll/parking fee etc., paid during the official use will be reimbursed on production of the receipt.
22. In the absence of terms and conditions relevant to specific context related to this contract, the rules/norms issued by Transport Department, Government of Kerala shall be followed in all such cases which shall be binding on both the parties.
23. Contractor as well as the driver of the vehicle shall obey all the directions issued by the officers to which the contract vehicle is attached or other designated officers of KFRI.
24. Driver should NOT take the incumbent to any other destination other than designated route/destination. if incumbent demands for the same, drivers should take prior permission from concerned officials. Science Congress secretariat will not be responsible/pay fare for such un-authorised mileage.
25. All drivers must wear uniform especially for VIP/VVIP delegates.
26. No increase on rates will be allowed during the period of contract under any circumstances.
27. Statutory deductions such as Income Tax/Service Tax and duties leviable will be deducted from the hire charges.
28. The Chairman, Organizing Committee, 29th KSC reserves the right to reject or accept any quotation without assigning any reason whatsoever. The decision of the Chairman, Organizing Committee, 29th KSC is final in this regard. All court cases, if any, arise on account of dispute regarding the quotation is limited to courts having jurisdiction at Thrissur only.

For queries related to Science Congress Transport arrangements:

The Convener,
Transport Committee, 29th KSC,
Kerala Forest Research Institute Peechi- 680653, Thrissur, Kerala
Ph # 9447890856 (Dr. PK Thulasidas)
9447713718 (Dr. Sam P Mathew)
9447244803 (Dr. Kurian Mathew Abraham)

Chairman
Organising Committee
29th KSC, 2017

Details of Vehicles that can be given for hire & Rate quoted

ANNEXURE – I

Date: 27, 28, 29 & 30.01.2017 (4 days)

| Sl. No. | Vehicle Name/ Type and number of vehicle | Vehicle I | Vehicle II | Vehicle III | Vehicle IV | Vehicle V | Vehicle VI | Vehicle VII | Vehicle VIII | Vehicle IX | Vehicle X | Remarks, if any |
|---------|---|--------------|---------------|----------------|---------------|--------------|---------------|----------------|-----------------|---------------|--------------|--------------------|
| 1 | Car-Innova A/C (10 nos) | | | | | | | | | | | |
| 2 | Vehicle Registration No & Year | | | | | | | | | | | |
| 3 | Odometer reading as on date | | | | | | | | | | | |
| 4 | Hire charges of one vehicle for a distance of 100 kms per day covering all costs | | | | | | | | | | | |
| 5 | Additional Minimum Rate per km beyond 100 kms | | | | | | | | | | | |

Details of Vehicles that can be given for hire & Rate quoted

ANNEXURE – II

Date: 27-01-2017 (1 no. Tempo Traveller)

Date: 28, 29 & 30-01-2017 (3 days)

| Sl. No. | Vehicle Name/ Type and number of vehicle | Vehicle I | Vehicle II | Vehicle III | Vehicle IV | Vehicle V | Vehicle VI | Vehicle VII | Remarks, if any |
|---------|--|-----------|------------|-------------|------------|-----------|------------|-------------|-----------------|
| 1 | Tempo Traveller (Non-A/C – 1 no on 27.01.2017 (20 seater) 7 nos from 28 to 30.01.2017 (20/24 seater -Non-A/C) | | | | | | | | |
| 2 | Vehicle Registration No & Year | | | | | | | | |
| 3 | Odometer reading as on date | | | | | | | | |
| 4 | Hire charges of one vehicle for a distance of 100 kms per day covering all costs | | | | | | | | |
| 5 | Additional Minimum Rate per km beyond 100 kms | | | | | | | | |

Details of Vehicles that can be given for hire & Rate quoted

ANNEXURE – II contd...

Date: 28. 29 & 30.01.2017 (3 days)

| Sl. No. | Vehicle Name/ Type and number of vehicle | Xylo I | Xylo II | Tavera III | Tavera IV | Scorpio V | Scorpio VI | Remarks, if any |
|----------------|--|---------------|----------------|-------------------|------------------|------------------|-------------------|------------------------|
| 1 | Xylo/ Tavera/ Scorpio A/C (6 nos- two each) | | | | | | | |
| 2 | Vehicle Registration No & Year | | | | | | | |
| 3 | Odometer reading as on date | | | | | | | |
| 4 | Hire charges of one vehicle for a distance of 100 kms per day covering all costs | | | | | | | |
| 5 | Additional Minimum Rate per km beyond 100 kms | | | | | | | |

Details of Vehicles that can be given for hire & Rate quoted

ANNEXURE – III

Date: 30.01.2017 (1 day)

| Sl. No. | Vehicle Name/ Type and number of vehicle | Vehicle I | Vehicle II | Vehicle III | Vehicle IV | Vehicle V | Vehicle VI | Remarks, if any |
|----------------|--|------------------|-------------------|--------------------|-------------------|------------------|-------------------|------------------------|
| 1 | Tourist Bus Non-A/C (49 seater) -6 nos | | | | | | | |
| 2 | Vehicle Registration No & Year | | | | | | | |
| 3 | Odometer reading as on date | | | | | | | |
| 4 | Hire charges of one vehicle for a distance of 100 kms per day covering all costs | | | | | | | |
| 5 | Additional Minimum Rate per km beyond 100 kms | | | | | | | |

DECLARATION

I/we have read the quotations notice and understood the terms and conditions stipulated in hiring vehicles for the use of the 29th Kerala Science Congress 2017 and I/we hereby agree to provide the above vehicles at the rates quoted above and as per the terms and conditions specified in the quotation notice.

Place:

Signature with full name of the Proprietor/Firm

Date:

Full Address with Telephone No.