

KERALA STATE FARMERS' DEBT RELIEF COMMISSION
World Market Compound, Venpalavattom, Anayara P.O, Thiruvananthapuram – 29

**SHORT QUOTATION NOTICE FOR HIRING A TOYOTA INNOVA
CAR**

No.A -20172/19/KSFDRC.

Date: 25.01.2024

Kerala State Farmers' Debt Relief Commission invites Quotations from interested Firms/Individuals in Sealed Cover for providing a Toyota Innova Car without Driver on hire on contract basis for the official use of the Hon'ble Chairman of Kerala State Farmers' Debt Relief Commission.

Hiring period will initially be for a period of One year, further extendable for another one or two years based on overall performance of the contractor and conditions of the car.

Last date of receiving quotations in this office shall be at 3 PM on 31.01.2024.

Any Quotations received after the time fixed on the last date is liable to be rejected.

Acceptance of the Quotation shall be subject to the following conditions:-

1. The vehicle should be in excellent condition and shall not be older than 2022.
2. The rates quoted shall be inclusive of GST.
3. Maximum admissible kilo meter per month will be 2000 KM.
4. Additional charges will be paid for additional kilo meters run over and above the maximum admissible kilometer per month.
5. Expenses towards cost of lubricants, road taxes, insurance premium, fuel charges, repairs and maintenance etc. shall be borne by the contractor.
6. Enhancement of hiring charges once accepted shall not be entertained under any circumstances during the period of the contract including the extended period, if any.
7. The successful quotationer shall execute an agreement in Stamp Paper at his own cost within seven days from the date of receipt of selection notice for satisfactory fulfillment of the contract.
8. Withdrawal after the quotation is accepted or failure to execute agreement within the prescribed time frame shall attract procedures of black listing.
9. The contract period will be for 1 year, extendable for a further period of three months.
10. During the period of contract, including extended period, if any, the rates quoted will remain unchanged.

11. Liability under relevant sections of Motor Vehicle Act, 1968 or IPC or any other law for the time being in force for causing accident or death or partial disability or permanent disability to any person including driver or for any damages to the vehicle during the period of the contract whatsoever shall vest with the contractor .
12. The liability of the Commission is limited solely to the hire charges as agreed upon in the contract.
13. Quotation shall submit in the prescribed format appended herewith.
14. The Quotation shall be accompanied with self attested copies of RC book, Tax receipt, Insurance policy certificate, latest Pollution and fitness certificates.

SPECIAL CONDITIONS OF THE CONTRACT

1. Any attempt on the part of the quotationer or their agents to influence the officers concerned in their favour by personal canvassing will disqualify the quotation.
2. Monthly bills shall be submitted in duplicate to the Secretary, KSFDR, Tvm. along with the trip sheet duly countersigned by the authority concerned.
3. Toll / Parking fee etc. paid during official use will be reimbursed on production of parking / toll slip .
4. In case of breakdown , the vehicle has to be immediately replaced with another one at any rate, not later than an hour.
5. The contractor / owner / firm shall ensure that the vehicle is periodically serviced at their own cost.
6. Kerala State Farmers' Debt Relief Commission will not pay for kilometers run for servicing, repairs and maintenance etc..
7. The vehicle on hire will display the board with the inscription “**Chairman, Kerala State Farmers’ Debt Relief Commission**”.
8. IT TDS as per the Income Tax Act 1961 will be deducted from the payment of hire charges every month.
9. The Quotationer shall produce originals of RC book, Road Tax receipt, Insurance policy certificate, Pollution certificate and fitness certificate from the concerned authority for scrutiny.
10. The vehicle will be used in the whole state of Kerala.
11. The Vehicle shall be kept at the official residence of the Honorable Chairman, Kerala State Farmers’ Debt Relief Commission at Ernakulam.
12. Agencies/Firms/Individuals blacklisted by Government or Autonomous bodies/ PSUs under Government of Kerala/Government of India will not be considered.
13. Kerala State Farmers' Debt Relief Commission reserves the right to cancel the contract at any time without prior notice if found breach of contract.
14. Taxi type vehicles will not be considered.

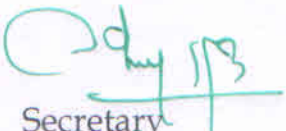
Prescribed Format for Quotations for hiring a Toyota Innova Car on Contract

I	Details of Agency	
	Name & Address of the Travel Agency/Firm/Individual	
	Name of Owner of the Agency/Firm/Individual	
	Email Address	
	Mobile No	
	PAN No.	
	GST Registration No.	

II	Details of Vehicles offered	
	Make of the Vehicle	
	Model of the Vehicle	
	Manufacturing Details of Vehicle	
	Ownership Details of Vehicle	
	Registration No:	
	Whether enclosed copies of Registration Certificate, Road Tax Receipt, Insurance Premium Certificate, latest Pollution and Fitness Certificates.	
III	Details of Rate on Contract basis	
	Minimum charges for 2000 KM per month	

	Additional charges for additional kilometer above 2000 km	
IV	Details of Experience if any(Provide details of Government Departments / PSU / Organisation, Where cab service on contract basis is provided)	
Sl. No.	Government Departments / PSU / Private Organisation	Period

*Copy of supporting documents with respect to details furnished above (I to IV) shall be submitted along with the Quotation.


Secretary