



KERALA AGRICULTURAL UNIVERSITY
AGRICULTURAL RESEARCH STATION, ANAKKAYAM,
Malappuram Dist. Pin: 676 509 – KERALA
Phone: 0483- 2848050, Email: arsanakkayam@kau.in



No. 2561/2023

Date: 21 .09.2023

QUOTATION NOTICE FOR HIRING OF BUS

Sealed quotations are invited from reputed bus operators/agencies within Malappuram district for providing a bus (with 42-54 seats) with drivers on daily hire-basis for official use of Agricultural Research Station, Anakkayam. Interested bus operators/agencies who are willing to comply with the terms and conditions furnished below, may submit their bids.

The bidder have to quote the minimum rates for running the bus for 40 km in a day and also the rate for each Km exceeding 40 Km in a day. Minimum rates will be paid for trips even if the distance travelled is less than 40 Km in a day. Charges will be paid only for the days on which the vehicle is hired.

The service provider should be a proprietor/partner/registered firm/company and the vehicle should be registered in Kerala.

The contract for providing the bus will be given to the lowest bidder who fulfils all the terms and conditions furnished in the quotation document.

The quotationer should ensure that after availing the contract, the vehicle deployed by him is in good running condition (not older than 10 years) and shall have clean seat covers/towels. Vehicle should be comprehensively insured and should carry necessary permits/clearance from the Transport Authority or any other competent authority. The vehicle should also carry necessary pollution control certificates issued by the competent authority. Undertaking in this regard could be submitted by the quotationer along with bid.

The vehicle should not be used by the service provider for any other purpose during our trips.

The vehicle shall be made available on all days including Saturday, Sunday & Holidays, if required.

The calculation of mileage shall be from the reporting point to the reporting point and will not be calculated on garage basis. For this purpose, the service provider shall ensure that the odometer of the supplied vehicle is properly seated. In case of any doubt the authorized officer of this office may get odometer of the vehicle checked from any authorized workshop at the cost of the service provider.

LPG cylinders should not be used for running the vehicle in any case.

In case of any breakdown of vehicle on duty, the service provider shall make arrangement for providing another vehicle. In such case, mileage from garage to point of breakdown will not be paid.'

The service provider shall provide name and address(es) of the drivers employed by him.

The quotation should ensure that after getting the contract the drivers deputed for service to this office do not have any police records/criminal cases (previous or pending) against him. Undertaking in this regard would be required to be submitted by the quotationer alongwith bid.

The driver(s) deputed on duty should carry valid driving licence and should have minimum three years of experience. They must carry a mobile phone in working conditions for which no separate payment shall be made by this office.

This office shall not be responsible for any loss, damage or any accident of the vehicle or to any other vehicles or for the injury to the driver or to any other third party. The loss or damage or legal expenses on this account shall be borne by the service provider. Undertaking in this regard would be submitted by the quotationer along with bid.

If the vehicle does not report for duty on any day(s) or the driver reports late or there is violation of any other provision of the quotation, then an amount of Rs. 1000/- shall be deducted from the monthly bill of the vehicle for every such incident and the contract will be terminated.

The service provider should provide a single contact person/supervisor for the vehicle deployed to this office for communication.

A daily record indicating time and mileage for each vehicle shall be maintained in a log-book which should be submitted to the concerned officer of this office for scrutiny & payment of the bills.

This office will reimburse toll tax and parking charges against production of documentary evidence.

All expenses relating to salary and allowances of the driver shall be borne by the service provider. Like wise all expenditure related to the vehicle including insurance, maintenance and fuel charges etc. will also be borne by the service provider.

The service provider shall provide the vehicle of the make/model as per the terms of the contract during the entire period of contract and should not change the vehicle without information and approval from this office. In emergency and rare circumstances, this condition can be waived off by this office temporarily.

The service provider will comply with labour laws in force and all liabilities in this connection will be his responsibilities.

If required the service provider has to arrange one more bus at the same rate and with the same facilities, by agreeing the conditions in the quotation notice.

The contract will be initially for a period of twelve months which may be further extended on satisfactory services on the same terms and conditions.

In case quality of service by the service provider is found unsatisfactory, this office may terminate the contract after giving 15 days notice. Contract can be terminated by either party prematurely by giving advance notice of one month. This office reserves the right to require fulfillment of other conditions, not expressly mentioned which are consistent with the use of vehicles on hire by this office.

Income Tax @ 2% will be deducted from payments and the service provider has to submit copy of PAN card for this purpose.

The service provider should have GST registration and proof of payment of appropriate GST will be required to be submitted to this office.

The Professor & Head, Agricultural Research Station, Anakkayam has the right to accept or reject any or all of the offers without assigning any reason. The decision of the under signed in finalizing the quotation will be final and binding.

The bidder of the accepted quotation should enter into an agreement with the Professor & Head, Agricultural Research Station, Anakkayam on Kerala Stamp paper worth Rs. 200/-

Sealed quotations should reach this office on or before **11 AM, 05.10.2023** The envelope containing the quotation should be superscribed as “Quotation for hiring bus” and should be addressed to the Professor & Head, Agricultural Research Station, Anakkayam, Anakkayam (PO), Malappuram (Dt). The quotations will be opened at 11.30 AM on the same day in the presence of those bidders or authorized representatives who are present at that time.

If the date of opening the quotation happens to be a holiday due to unexpected circumstances like harthal, strike, etc. quotations will be opened on the next working day at the same time

.
For further information if any, contact 0483- 2848050 on working hours.

Sd/-

Dr. Musthafa Kunnathadi
Professor & Head

To:
Notice Board
KAU website.

