KERALA STATE COUNCIL FOR SCIENCE, TECHNOLOGY AND ENVIRONMENT,
Sasthrabhavan, Pattom, Thiruvananthapuram

NOTICE

The Controller of Administration, KSCSTE, Sasthra Bhavan, Pattom, Thiruvananthapuram, invites sealed quotations for hiring of **one A/c car either Hatch back or Sedan type** from registered owners.

Terms and conditions

- The quotation should be addressed to the Controller of Administration, KSCSTE, Pattom, Thiruvananthapuram.
- Quotation should be reached to the Controller of Administration, KSCSTE, Thiruvananthapuram on or before 21.05.2018 at 2.00 PM. Quotations will be opened on the same day at 3.00 PM.
- The tenderers or his representatives can attend at the time of opening tender.
- In case of acceptance of your quotation you have to execute an agreement on a stamp paper worth Rs. 200/-.
- The Controller of Administration, KSCSTE reserves the right to accept or reject all or any of the quotation without assigning any reason thereof.
- The vehicle should be in excellent condition and made available on a full-time basis to KSCSTE.
- The vehicle should not be more than 5 years old and should be well-maintained and in excellent condition.
- All documents and records related to the vehicle should be kept valid and current throughout the period of the contract.
- The vehicle should be made available at the office of the KSCSTE at Sasthra Bhavan, Pattom or to any other authorised officer of this Council during office hours. The vehicle should also be made available outside office hours as and when required.
- Driver's bata for outstation halt beyond Trivandrum District will be paid at the rate quoted /agreed upon
- The Controller of Administration, KSCSTE also reserves the right to enter into parallel contracts with any other parties for similar services.
- The driver should have a valid driving license when he is on duty at the Council. A copy of his driving license should be made available to the Council.

- If any loss is caused to the Council due to the negligence or lapse on the part of the owner/driver, the owner of the vehicle alone shall be held liable for all the damages caused to the Council.
- The maintenance including cost of fuel and upkeep of the vehicle should be done without causing any inconvenience to the Council and the owner shall make alternative arrangements to send another vehicle without any delay.
- In case of accidents, the Council shall not be liable to pay any damages or cost of repairs including legal charges to defend the case.
- The vehicle should have necessary tourist permit to ply all over Kerala or outside State as required by the Council.
- Payment will be made on monthly basis against the trip sheets duly verified and certified by the authorised officer of the Council. No advance payment will be made.
- Payment will be made only by Account payee Cheque in favour of the owner of the vehicle.
- The vehicle and the driver should be in a condition to undertake long trips both inside and outside Kerala State as and when required by the Council. The Driver should not drive vehicle under the influence of alcohol or intoxicating drinks.
- The Council shall not be responsible for any damage if any, caused to the vehicle during the contract period on account of the negligence of the Driver.
- If any terms and conditions which are not stipulated in this contract, then the rules issued by the Transport Department, Government of Kerala shall be followed in all such cases and it is binding also.
- The meter indicating the kilometre run should be accurate and in working condition as per the regulations of the RTO. The mileage will start and terminate at the Council campus at Pattom.
- The trip sheet will be kept for each day for the vehicle and should be got countersigned by the officers using in the vehicle.
- This contract will be valid for a period of one year from the date of execution of the agreement, which may be extended on mutual consent
- No hike on rates will be allowed during the contract period under any circumstances.
- Statutory deductions such as TDS and duties will be deducted from the hire charges.

Sd/-
Controller of Administration

KERALA STATE COUNCIL FOR SCIENCE, TECHNOLOY AND ENVIRONMENT
Sasthrabhavan, Pattom, Thiruvananthapuram

HIRING OF VEHICLE ON CONTRACT BASIS

1.	Name and address of the owner with Telephone number.	
2.	Type of vehicle (Hatch back or Sedan type)	
3.	Registration number and Permit number of the vehicle	
4.	Date and Year of Registration	
5.	Details of Insurance of vehicle, Name and Address of the Insurance Company and Validity of Insurance	
6.	Whether the vehicle has been involved in any accidents or cases, if so furnish full details	
7.	Minimum rate per Km upto 50 Kms per day	
8.	Rate per Kilometer for additional Kilometer i.e, beyond 50 Kms per day	
9.	Driver's bata if any to be paid for out station duty per day in case the vehicle is used for duty outside Trivandrum District only	
10.	Any other details to be furnished by the owner (Whether you can provide vehicle in any other district other than Trivandrum, if so give details)	

DECLARATION

1. The above facts are true to the best of my knowledge and I shall be held fully responsible for any wrong statement.
2. I have read the notice and understood the terms and conditions stipulated in hiring my tourist taxi for the use of the Kerala State Council for Science Technology and Environment and I agree to abide by the terms and conditions of the contract and also agree to arrange the vehicle as and when required if my quotation is accepted.

Place: Signature of Applicant
Date: Name & Address