

Government of Tripura
DEPARTMENT OF HIGHER EDUCATION
Tripura Board of Joint Entrance Examination, (T.B.J.E.E)
(A Constituent Organization under Directorate of Higher Education),

No.F.1(1)-DHE/TBJEE/2017-18 (Vol-1)(1-3)/196

Dated, 20th June, 2025

TENDER/ QUOTATION FOR HIRING OF VEHICLE

A Sealed Tender / Quotation in Plain Paper is invited from the reputed traders/ individual lawful owner having Commercial permit with valid registration for hiring of one no. Maruti EECO (Petrol) / Wagon R (Petrol) for Tripura Board of Joint Entrance Examination, Shiksha Bhavan, Ground floor, Agartala under Education (Higher) Department initially for 12 (Twelve) months which may be extended further, if required. The details requirement is given below: -

Sl No.	Category	Type of vehicle (Preferably white colour)	No of vehicle requirement
1.	To be used at Tripura Board of Joint Entrance Examination Office under Higher Education Department, Agartala, 799001.	Maruti EECO (Petrol) / Wagon R (Petrol)	01 (One)

- 1) The sealed Tender / Quotation superscripted with **“Hiring of 1 (one) no. Maruti EECO (Petrol) / Wagon R (Petrol), Reference Number of Tender / Quotation Notice, contact details of participating agency, due date of dropping etc”** should be addressed to the Tendering / Quotation Authority to the office of the Chairman, Tripura Board of Joint Entrance Examination, Shiksha Bhavan, Ground floor, (West wing), Agartala.
- 2) The last date of submission of Tender / Quotation along with all relevant documents on 30/06/2025 at 03:00 PM and it will be opened on the same day at 03:30 PM in the presence of the bidder or their authorized representative (having valid authorization letter) who may like to be present. In case the day happens to be a holiday, the Tender /Quotation will be received and opened on the next working day within the specified time.
- 3) The undersigned reserves the right to accept / reject any or the Tender / Quotation Notice (s) or part thereof without assigning any reason.
- 4) The quoted rates must not exceed ‘the monthly expenditure ceiling’ and ‘rate per Km’ as given under the notification of Finance Dept. vide No.F.9(5) FIN(EXPENDITURE-I)-2019, Dated, Agartala 29th November, 2019.
- 5) Eligibility Criteria: -
 - a. Vehicles with Commercial permit and Registration will only be allowed to participate in the tender / quotation, failure to provide Permit and registration details will result in the rejection of tender / quotation.
 - b. If, any bidders offer for only Private vehicle, it will not be considered and the tender / quotation will be rejected.


6) Terms & Conditions:-

- a. The Maruti EECO (Petrol) / Wagon R (Petrol) should be preferably of white and good running conditions which has been purchased in the year 2023 or later.
- b. Photocopy of commercial permit and Registration Document/ Smart Card, GST TIN registration of owner, Tax token, Insurance, Pollution under Control Certificate of the vehicle along with PAN Card of the Owner, etc. are to be submitted along with the Tender/ Quotation.
- c. Kilometre reading meter should have been fitted in the vehicle in good working condition.
- d. A driver having valid driving licence should be placed with the vehicle and all expenditures of the driver should be borne by the owner.
- e. Basic accessories, fuel, lubricants dusters and the proper maintenance of the vehicle should be the responsibility of the owner.
- f. The vehicle should be normally used from 9:30 AM to 7:00 PM during working days, but in case of requirement, the vehicle may be used beyond normal duty hours even during holidays for which no extra payment except the normal detention & running charges will be given.
- g. The vehicles would be used for journey to any place within the State of Tripura and no night halt/ extra charges can be claimed for that, except normal detention & running charges.
- h. No additional claim except, the detention & running charges will be accepted for day to day journey, outstation journey and halt(s).
- i. Any breakdown, accident, defects etc. will have to be attended and to be repaired by the owner at his own cost and risk. Alternative arrangement of similar quality vehicle is to be made by the owner within one hour in case the vehicle becomes unfit for journey, failing which; similar category of vehicle will be hired by the officials whose payment will be realized from the bill of the owner.
- j. In case of absent of the regular driver, an alternative driver must be arranged by the car owner.
- k. Log book in prescribed format is to be maintained by the owner and day to day journeys etc. are to be entered with the signature of the controlling officer.
- l. Bill in triplicate in favour of the Chairman, TBJEE, Agartala, Under Education (Higher) Department, Agartala along with the logbook is to be submitted to the undersigned for release of payment on monthly basis.
- m. Taxes etc. as admissible will be deducted from the bill at sources. TDS certificate will be issued on submission of requisition.
- n. If the condition of the vehicle and service of the driver are not found satisfactory, the vehicle will be discontinued at any time.
- o. In normal case, the vehicle may be discontinued by giving 1 (one) month notice from the office of the undersigned.
- p. The rate scheduled has been prescribed at Clause No.8. The bidder may quote rate for Running Charge per KM as Petrol.
- q. **The vehicles provided under this contract must strictly operate on the fuel type (Petrol/Diesel) as approved and declared in the rate quotation submitted by the service provider. Usage of alternative or cheaper fuels such as CNG/LPG while charging at petrol/diesel-approved rates is strictly prohibited.**
- r. In case it is found, at any stage during the contract period, that the vehicle is being operated using CNG/LPG or any other fuel different from that declared, the service provider shall be liable for the following penalties:

1. **Immediate termination** of the contract without any notice.
2. **Recovery of overcharged amount** calculated as the difference between petrol/diesel rates and actual CNG/LPG usage, with retrospective effect from the start of the contract or from the date of misuse.

8. Rate Schedule: -The rate should be quoted in the following schedule and this Tender document should be signed & stamped by the Bidder: -

Name of the Owner & full address along with Contact details	Type of vehicle (Preferably white colour)	Registration Number of vehicles	Detention Charge per day (in Rs.)	Running charge per Km (in Rs.)
Name: - Address: - Mobile No: -	MARUTI ECO (Petrol) /WAGON-R (Petrol)		Rs.	1 Mode: -


 (Dr. Suvadip Paul)
 Chairman

Tripura Board of Joint Entrance Examination
 Tripura

Copy to: -

1. Notice Board, TBJEE, Tripura, Agartala.
2. Web Portal of Higher Education Directorate (highereducation.tripura.gov.in), to be uploaded accordingly.
3. Web Portal of TBJEE (tbjee.nic.in)
4. Notice Board, Higher Education Department.