



# भारतीय राजमार्ग अभियन्ता अकादमी

(सड़क परिवहन एवं राजमार्ग मंत्रालय, भारत सरकार)

## Indian Academy of Highway Engineers

(Ministry of Road Transport and Highways, Govt. of India)

A-5, Sector-62, Institutional Area, NH-24 Bypass, Noida-201301, UP, India

Tel 0120-2400085-86, 2405006-9, Fax 2400087

Email: [iahe.training@gmail.com](mailto:iahe.training@gmail.com), Website: [iahe.org.in](http://iahe.org.in)

All communications to this office should be addressed to the Director by designation and not by name

IAHE/F&A/20/Empanelment of Taxi/2014-15

20<sup>th</sup> Nov., 2014

### Notice Inviting Quotations (NIQ)

To,  
As per list identified  
through Internet/ local enquiry  
& web site of IAHE

**Sub: Empanelment for supply of AC Bus for Indian Academy of Highway Engineers (IAHE), Noida.**

Sir,

Your quotation may be submitted to Director in sealed envelope **so as to reach by 28.11.2014, 01:00 PM** in the format as given at **Annexure-I** ( in the **letter head of agency**) as per the following terms and conditions for **Empanelment for supply of AC Bus** to IAHE. In the quotation, the letter number and date of this NIQ may be mentioned.

#### Terms & conditions

1. The Agency/ Firm submitting quotation should have valid PAN Card & Service Tax Registrations (if applicable). Agencies/ Firms are required to submit proposals in 2 covers. The **first cover** shall contain PAN Card and Service Tax Registration Certificate (if applicable). The **second cover** shall contain the Financial Quote/ Quotation as given at Annex-1. The first cover shall be opened at first and agencies who have submitted **PAN Card and Service tax registration certificate** (if applicable), shall be eligible for opening of the second cover i.e. the cover containing the Financial Quote. Both the covers should be enclosed in a third cover with "Quotation for Empanelment for supply of AC Bus to IAHE's NIQ bearing no. **IAHE/F&A/20/Empanelment of Taxi/2014-15 dated 20<sup>th</sup> Nov., 2014**".
2. The bus shall be hired by IAHE from the empanelled agency from time to time as per the requirements during the period of empanelment as per agreed terms & conditions including rates.
3. The empanelment of the Firm shall be initially for One Year.
4. The Bus shall be in Excellent Condition.
5. The Vehicles supplied should be commercial vehicles registered with Transport Authority in Delhi/ NCR.
6. Bus supplied shall have valid Permit to ply in the jurisdiction for which it may be hired.
7. The mileage for use of vehicles starts from assigned place. (IAHE campus or address given for reporting.

*Handwritten signature in blue ink.*

8. Driver of Bus should be experienced and should have valid driving license and should be acquainted with travel routes, properly dressed and well behaved. Driver should not leave vehicle without the permission of the IAHE representative. Driver shall always maintain a Mobile Phone in working condition at the cost of the firm during entire period of service and should maintain proper etiquette/ Protocol.
9. Driver should keep Registration Certificate, Pollution Certificate comprehensive Insurance Certificate and other such documents required as per Government rules in force with him always for checking by authorities.
10. Proper record of time/mileage in respect of usage of vehicle shall be maintained.
11. The firm should give two or more Mobile Telephone numbers for requisitioning service and should always be responsive.
12. IAHE shall not be responsible for damages of any kind for any mishap /accident etc., caused to Car, Driver/Third Party or for challans for traffic rule violations while on IAHE Duty. All liabilities legal/ monetary shall be borne by the firm.
13. IAHE Reserves the right to cancel the empanelment at any time without assigning any reasons. The Firm shall not be entitled to any compensation on account of such cancellations. Decision of IAHE shall be final in this regard.
14. IAHE reserves the right to obtain supply from other sources.
15. **IAHE may hire vehicles at L-I rates from more than one bidder** to suit the requirements/ convenience of official use.
16. All charges towards maintenance/servicing /salary and other expenses of Driver/ fuel or other incidental expenses shall be borne by the firm. In case of breakdown of vehicle the firm will provide replacement immediately.
17. IAHE reserves the right to cancel the NIQ even after receipt of quotations without assigning any reason.
18. Quotation shall be submitted to Director in sealed envelope superscribing **“Quotation for Empanelment for supply of AC Bus to IAHE’s NIQ bearing no. IAHE/F&A/20/Empanelment of Taxi/2014-15 dated 20<sup>th</sup> Nov, 2014” so as to reach by 28.11.2014 , 01:00 PM.**

Yours faithfully,

  
(M. Riten Kumar Singh)  
Joint Director, IAHE



Format (should be on the letter head of the agency submitting the quotation )

Letter no

Dated

To  
The Director  
Indian Academy of Highway Engineers  
A-5, Institutional Area,  
Sector-62, Noida

Sir,

Please find our quotation with respect to to your NIQ bearing no IAHE/F&A/20/  
Empanelment of Taxi/2014-15 and dated 20<sup>th</sup> Nov., 2014.

(a) For Visit to Delhi/ Noida/ Ghaziabad

| S.No. | Category of Bus | Seating Capacity | Daily rate for 100 Km including of State Tax, if any, (excluding Service tax) | Rate for Extra Km. excluding Service tax | Total |
|-------|-----------------|------------------|---|--|-------|
| 1     | 2 x 2 A.C. Bus  | 20 Seater        |   |  |       |
| 2     |                 | 27 Seater        |   |  |       |
| 3     |                 | 35 Seater        |   |  |       |
| 4     |                 | 42-45 Seater     |   |  |       |
|       |                 |                  | Total (a)   |  |       |

(b) For Visit to Gurgaon/Faridabad

| S.No. | Category of Bus | Seating Capacity | Daily rate for 100 Km including of State Tax, if any, (excluding Service tax) | Rate for Extra Km. excluding Service tax | Total |
|-------|-----------------|------------------|---|--|-------|
| 1     | 2 x 2 A.C. Bus  | 20 Seater        |   |  |       |
| 2     |                 | 27 Seater        |   |  |       |
| 3     |                 | 35 Seater        |   |  |       |
| 4     |                 | 42-45 Seater     |   |  |       |
|       |                 |                  | Total (b)   |  |       |

(c) For visit to Outside NCR

| S.No. | Category of Bus | Seating Capacity | Daily rate for 250 Km (excluding State tax & Service tax) | Rate for Extra Km. excluding Service tax | Night Charges for Driver | Total |
|-------|-----------------|------------------|---|--|--------------------------|-------|
| 1     | 2 x 2 A.C. Bus  | 20 Seater        |   |  |                          |       |
| 2     |                 | 27 Seater        |   |  |                          |       |
| 3     |                 | 35 Seater        |   |  |                          |       |
| 4     |                 | 42-45 Seater     |   |  |                          |       |
|       |                 |                  | Total ©   |  |                          |       |

Total (a + b + c) =

Ravi M

**Note:**

1. **Parking Charges, if any, shall be reimbursed on receiving of original receipt from Parking Authority/Agency.**
2. **Toll tax, if any, shall be reimbursed on receiving of original receipt from Toll Tax Authority/Agency.**
3. **State tax, if any, for visit outside NCR only shall be reimbursed on receiving of original receipt from Govt. Authority of State.**
4. **Service tax, if any shall be reimbursed on receipt of Challan from respective Service Tax Department.**

**Total amount of Rs...../- (in words .....  
.....Only)**

I accept all the terms and conditions stated in the NIQ issued bearing no. **IAHE/F&A/20/Empanelment of Taxi/2014-15** dated 20<sup>th</sup> Nov., 2014

**Signature of Authorised Signatory**

**Name of the firm with stamp and date**

*PK Singh*