

NATIONAL ACADEMY OF AUDIT & ACCOUNTS, SHIMLA-171004 (H.P)

No NAAA/Admn./ Hiring of Taxi / 2019-20/

Dated:- 13.02.2020

To

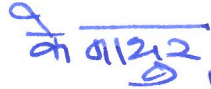
M/s. _____

Subject :- Hiring of Innova Crysta, Swift Dzire and Toyota Etios taxi's for use in office on monthly rent basis

The National Academy of Audit and Accounts, Shimla invites quotations to hire the services of Innova Crysta, Swift Dzire and Toyota Etios taxi for use in office on monthly rent basis for the period of one year w.e.f 01.04.2020 to 31.03.2021 on the following terms and conditions:-

1. The vehicles should be new and in good condition.
2. Vehicle should be provided with driver; who should be well-mannered and well dressed.
3. All expenditure on repairs /taxes /fees/ insurance etc. will be borne by the owners of the vehicles.
4. The expenditure on fuel & driver's pay should be at the cost of the owner of the vehicle.
5. The rates should be quoted for 1800 Kms. per month for Innova Crysta and 1500 Kms for Swift Dzire and Toyota Etios taxis.
6. The timing of making availability of vehicles daily to this office is 7.00a.m.to 7.00 p.m.
7. If the vehicle is used for more than 1800 Kms. per month for Innova Crysta and 1500 Kms for Swift Dzire and Toyota Etios taxis. in a month, or beyond daily timing specified above, additional charges per km. or per hour, as the case might be, may be specified.
8. The vehicle should have permit for local travel up to Kalka & Chandigarh (including Mohali Airport & other areas requiring permit in Chandigarh). The parking, toll tax charges and state taxes will be borne by the Academy during the vehicle sent to the Kalka /Chandigarh/ Chandigarh Airport/Delhi.
9. The vehicle would be required in the Academy for 6 days in a week. In emergent circumstances, it may be called on Sunday with prior notice, payment of the same will be made extra on the hourly/per Km rate quoted.
10. The contract will be initially for a period of one year, and may be extendable annually up to three years, on the same terms and conditions, if performance is found to be satisfactory.
11. The selected service provider would be given a period of one month from the date of communication of successful bid to provide the vehicle to the Academy along with driver.
12. If the vehicle is withdrawn for repair and any other purpose from the Academy, the owner will provide alternate vehicle of same make or alike before withdrawing the vehicle from the Academy.
13. Bids not in the prescribed proforma are liable to be rejected.
14. Decision of Director General, National Academy of Audit & Accounts, Shimla would be final in this regard.

The rates for the vehicle on aforesaid terms and conditions may be sent in the enclosed proforma Annexure-A in a sealed cover to the Director (Admn.), National Academy of Audit & Accounts, near Chaura Maidan, Shimla -171004 by 08.03.2020 (3.00 pm.)


12/2/20
Director (Admn)

Annexure-A

Details of Firm	Name of Firm	
	Address	
	Contact Number	
Details of Vehicle (Specification for each vehicle may be shown separately)	Type Make & Model of Vehicle	
	Year of manufacture of Vehicle	
Vehicle charges	Per Month rate for Innova Crysta vehicle (up to 1800 Kms) inclusive of all taxes (Amount in Rs.)	
	Per Month rate for Swift Dzire and Toyota Etios taxi (up to 1500 Kms) inclusive of all taxes (Amount in Rs.)	
Additional charges (whichever is higher as per usage) inclusive of all taxes for Innova Crysta	Per hour charges (Amount in Rs.)	
	Per km charges (Amount in Rs.)	
Additional charges (whichever is higher as per usage) inclusive of all taxes for Swift Dzire and Toyota Etios taxis (Both may be shown separately)	Per hour charges (Amount in Rs.)	
	Per km charges (Amount in Rs.)	

The firm agrees to the terms & conditions quoted in the Notice Inviting Quotations bearing No NAAA/Admn./Hiring of Taxi/2019-20/_____ Dated_____

Signatures of Authorized Representative

