

**INDIAN INSTITUTE OF TROPICAL METEOROLOGY, PASHAN, PUNE-411008**

IITM/Trans/ Tender/ 02/2010

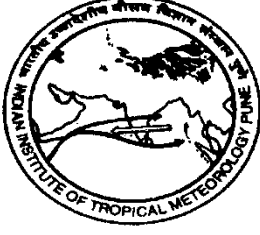
**TENDER NOTICE**

Director, Indian Institute of Tropical Metrology, Dr. Homi Bhabha Road, Pashan, Pune- 411008, An Autonomous Institute under Ministry of Earth Sciences invites sealed tender to have a contract with the reputed Firms / Companies for hiring vehicles on Rental Basis.

Those who are interested to Quote may obtain the Tender Documents with specification from Transport Cell of the Institute upto 4<sup>th</sup> March 2010. Tender shall be accepted up to 1400 hrs. By 8<sup>th</sup> March 2010 and opened on the 8th March 2010 at 1500 hrs. The Institute reserves the right to reject any or all tenders without assigning any reason thereof.

For further details please visit our website: <http://www.tropmet.res.in>

Administrative Officer  
For Director



**भारतीय उष्णदेशीय मौसम विज्ञान संस्थान**  
**INDIAN INSTITUTE OF TROPICAL METEOROLOGY**

( विज्ञान और प्रौद्योगिकी मंत्रालय का एक स्वायत्त संस्थान, भारत सरकार के अधीन )  
(An Autonomous Institute of the Ministry of Science and Technology, Govt. of India)

File No: A.O. / Transport

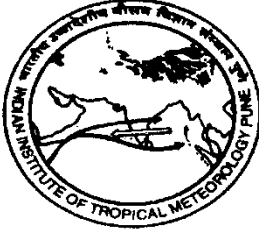
Date: 16/2/2010

**Sub:-Hiring of vehicle on rental basis regarding.**

Sir/Madam,

IITM is interested to enter into a contract for hiring of various vehicles on rental basis initially for one year with reputed travel agencies. For this purpose we will require the Passenger A/C & Non A/C, Indigo, SUV (Service utility vehicles) etc:-. The contract /Services will cover the followings:-

- 1 Contract will be fixed for vehicles is the range of :-  
40kms for 4hrs  
80kms for 8hrs  
Airport drop/pick up - Pune  
Airport drop/Pick up - Mumbai.
- 2 The vehicle should have Tourist permit for travel from Pune to important industrial cities and towns in Maharashtra such as Mumbai, Nasik, Ahemdnagar, Aurangabad etc, to name a few.
- 3 The vehicle should have comprehensive insurance to cover the risk of the driver as well as the passengers.
- 4 The vehicle should be in-perfect working condition and the manufacturing date should not be earlier than 2008.



**भारतीय उष्णदेशीय मौसम विज्ञान संस्थान**  
**INDIAN INSTITUTE OF TROPICAL METEOROLOGY**

( विज्ञान और प्रौद्योगिकी मंत्रालय का एक स्वायत्त संस्थान, भारत सरकार के अधीन )  
(An Autonomous Institute of the Ministry of Science and Technology, Govt. of India)

- 5 The vehicle should be available for round to clock service including on Saturdays, Sundays and Holidays.
- 6 The mileage will be accounted as opening and closing kms from IITM to IITM.
- 7 The contract includes for local as well as for outstation duties.
- 8 The contractor should have owning atleast five vehicles.
- 9 The contractor should be able to provide additional vehicles on as and when required basis. The party should also be able to provide other vehicles in case of requirements for VIP's, Guests etc. on demand.
- 10 Accordingly, you are requested to submit the quote as per the Proforma enclosed as an Annexure to this letter. Tentative starting of contract may be from April 2010.
- 11 Driver should have valid licence and well mannered and obey the instructions. A mobile may be provided by the contractor, so that communication can be done properly.
- 12 IITM would like have petrol / Diesel / CNG Driven Vehicle.

# INDIAN INSTITUTE OF TROPICAL METEOROLOGY

## PROFORMA FOR HIRING OF VEHICLES ON RENTAL BASIS IN IITM PUNE

Reference: - \_\_\_\_\_

Dated: - \_\_\_\_\_

- 1 Name of the Contractor :- \_\_\_\_\_
- 2 Address for correspondence:-  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ Pin code:- \_\_\_\_\_
- 3 Contact Telephone numbers:- \_\_\_\_\_
- 4 A) Registration No. of vehicle :- \_\_\_\_\_  
(Attach copy of RCTC book).  
B) Year of manufacturing: - \_\_\_\_\_  
C) Insurance particulars: - \_\_\_\_\_  
D) Average of vehicle (Kms/Ltr): - \_\_\_\_\_
- 5 Additional vehicles:- \_\_\_\_\_  
(Attach separate sheet if required).
- 6 Previous services provided to any  
Government / Institution / body etc:- \_\_\_\_\_  
(Attach separate sheet with their address).

7 Quotation particulars:-

A) Amount in Rupees:-

	40kms/4hrs	80kms/8hrs	Pune Airport	Mumbai Airport
Passenger A/C				
Passenger Non A/C				
Indigo				
SUV *				
Extra Km				
Extra Hrs				

\*SUV (Service Utility Vehicles) each vehicle must be quoted separately.

B) Any other charges if any: - \_\_\_\_\_

C) Whether the rates are negotiable: - \_\_\_\_\_

8 Other contact person and address as

referee (other than relatives):- \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ Pin code \_\_\_\_\_

Telephone \_\_\_\_\_

Date: - \_\_\_\_\_

Authorised signature of Contractor

Name: \_\_\_\_\_

Designation:- \_\_\_\_\_

## NOTE:-

- 1 The lowest quoted party will be preferred first and will be called for negotiation meeting, which will be intimated within week's time.
- 2 The services are to be given on round the clock basis as and when required.
- 3 The above rates will be valid for six months. Irrespective of hike in fuel, taxes, insurance, government levies etc.
- 4 After six months in case of petrol / Diesel rates (more or less than 10% minimum), the contract amount will be increased / decreased proportionately from the base rate (7), which will be calculated as; (excess / reduction in rate by 10% X Kilometers usage / Average of the vehicle).
- 5 The management reserves the right to reject any or all the quoted party against this limited tender advertisement.
- 6 Security deposit of Rs 10,000/-(Rupees Ten thousand only) is to be deposited along with the quotation. Security deposit is to be drawn in favour of Director, IITM Pune, payable at Pune issued by the Nationalised bank. The Security Deposit will be returned to the unsuccessfully Tenders.

The last date for submitting that tender document is \_\_\_\_\_2010 (By \_\_\_\_hrs) in a sealed envelope mentioning. "HIRING OF VEHICLES ON RENTAL BASIS".