



**ICAR-AGRICULTURAL TECHNOLOGY APPLICATION  
RESEARCH INSTITUTE (ATARI), ZONE – IX  
(DIVISION OF AGRICULTURAL EXTENSION)**

INDIAN COUNCIL OF AGRICULTURAL RESEARCH  
JNKVV, P.O. Adhartal, Jabalpur – 482 004 (MP)

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F.No. : ATARI/IX/Veh-Hir/2018-19/

Date : 15-10-2018

**Sub.: Hiring of Vehicle for office use on rate contract basis.**

Dear Sir

On behalf of the Director, ICAR-ATARI, Zone-IX, Jabalpur, I am to invite your lowest tender in the sealed envelope through Registered Post/Speed Post/Courier for the hiring of various vehicles/cars :-

- 1 Micro : Alto, Eon, Kwid
- 2 Mini : Indica, Wagon-R, i-10, Swift
- 3 Sedan : Dezire, i-20, Baleno, Indigo
- 4 SUVs : Innova, Safari, XUV-500, Tavera
- 5 Bus 32 Seater, Bus 52 Seater

The Format for sending the quoted rates is given below, no other format will be accepted for sending the quoted rate :-

SN	Name of the Vehicle	Rent (12 hrs.)	Free KM (100 KM)	Rate for Additional KM	Rate for Night Halt	Remarks

1. The EMD amount of Rs. 5000=00 will have to be submitted along with the tender through account payee demand draft / Pay Order in favour of “ICAR UNIT, ZPD, Zone-VII” Payabale at Jabalpur. Tender/Rate sent without the EMD deposit will not be accepted.
2. The tender form in sealed envelope & completed in all respect should reach this Institute by **05-Nov-2018, 3.00 PM**. The tender/Rate list should not have any over writing / cuttings, etc. otherwise the tender will not be accepted.
3. The tender will be opened on **05-Nov-2018, 4.00 PM**. At the time of opening of tender the tenderer or his representative may be present.

P.T.O.

4. The rate quoted should include all type of taxes and no additional payment will be made on the rates quoted buy the firm.
5. The rates quoted should be valid for 90 days from the date of opening of tender.
6. The Tendering Firm/Company should be owner of at least 05 vehicles.
7. The vehicles should have All India Permit.
8. The Vehicles provided should be fit as per RTO rules/regulations. The vehicle provided should not be more than 3 years old and vehicle driver should be polite & well behaved and should have valid driving licence.
9. In case of sudden breakdown or repair required of the provided vehicle than a replacement vehicle should be provided within one hour by the firm/company.
10. In all matters of disputes, the decision of the Director, ICAR-ATARI, Zone-IX shall be final and binding in all respect and on the tender .
11. Tender should be sent in a sealed cover **(BY REGD. POST/SPEED POST/BY HAND)** and the covering containing. **TENDER FOR HIRING OF VEHICLE** . Tender received in an unsealed cover or received after the due date & time will not be entertained.
12. The following documents are to be enclosed along with the Tender or rate list :-
  - a. Valid registration of the firm/company.
  - b. Income Tax Return of the last financial year.
  - c. Copy of the PAN Card of the firm/company.
  - d. Experience certificates of working in State/Central Govt.
  - e. GST registration if available.
13. This Director, ICAR-ATARI, Zone-IX, Jabalpur reserves the right to reject any or all the tender(s) received without assigning any reason thereof.
14. All disputes subject to Jabalpur Jurisdiction only.
15. All communication must be addressed to the undersigned by DESIGNATION ONLY and not by name

Yours faithfully,

**(Assistant Administrative Officer)**