

कार्यालय अधीक्षण भूजल वैज्ञानिक

भू जल विभाग, 72 बी., झालाना डूंगरी, जयपुर

क्रमांक: एफ./स्टोर/अभूवै/भूजवि/जय/काआ/2021-22/

दिनांक / / 2021

आम-सूचना

सर्वसाधारण को सूचित किया जाता है कि इस कार्यालय में राजकीय कार्यों के लिए वित्तीय वर्ष 2022-23 हेतु वित्त विभाग के आदेश क्रमांक F2(4)FD/SPFC/2017 Dated 31-03-2021 व श्रीमान मुख्य अभियंता, भू जल विभाग, जोधपुर के पत्रांक 2575 दिनांक 11.03.2020 के अनुसार किराये के वाहन मय वाहन चालक की आवश्यकता है, जिसकी निविदायें इस कार्यालय में दिनांक 29 मार्च 2022, सायं 02:00 बजे तक आमंत्रित कर निविदाओं को उसी दिन सायं 3:00 बजे कार्यालय समिति द्वारा खोला जायेगा। इच्छुक व्यक्ति निविदा का प्रारूप एवं शर्तें इस कार्यालय में कार्यरत श्री राजेश कुमार यादव, कनिष्ठ सहायक से प्राप्त कर इस कार्यालय में जमा करवा सकते हैं।

(जी० पी० शर्मा)

अधीक्षण भूजल वैज्ञानिक

क्रमांक: 216A-67

दिनांक: 16-3-22

प्रतिलिपि:

1. वरिष्ठ भूजल वैज्ञानिक(डीएसपीसी), भू जल विभाग, जोधपुर को विभागीय वेबसाईट पर अपलोड करने बाबत।
2. श्री विक्रम शर्मा, कनिष्ठ सहायक को देकर निर्देशित किया जाता है कि उक्त सूचना को इस कार्यालय की एसपीपीपी आईडी पर अपलोड करे।
3. नोटिस बोर्ड।
4. टैक्सी स्टैण्ड, सिन्धीकैंप बस स्टैण्ड/रेलवे स्टेशन/एसएमएस अस्पताल।

(जी० पी० शर्मा)

अधीक्षण भूजल वैज्ञानिक

INVITATION OF QUOTATION FOR
HIRING OF TAXI VEHICLE

March, 2022

Office of the Superintending Hydrogeologist
Ground Water Department
72 –B, JhalanaDongari, Jaipur
Tel. no. 0141-2710280
E-mail – shggwd-jpr-rj@nic.in



OFFICE OF THE SUPERINTENDING HYDROGEOLOGIST (S & R)

GROUND WATER DEPARTMENT

72 -B, JHALANADONGARI, JAIPUR

No. F. () /SHG/GWD/JPR/2021-22/2168

Date: 16-03-2022

To,

Dear Sir,

Sub: Invitation of Quotation for Hiring of Taxi Vehicle.

1. The Superintending Hydrogeologist, Ground Water Department, Jaipur (Purchaser) invites you to submit your most competitive quotation for the following services for FY 2022-23:

Sr. No.	Description of services	Qty.	Units in Kms
1.	Hiring of Taxi Vehicle for officers having Jaipur circle as their jurisdiction. (Jaipur, Tonk, SawaiMadhopur, Sikar, Jhunjhunu, Alwar, Bharatpur, Dholpur, Kota, Baran & Jhalawar)	1	2,200
2.	For Additional running of vehicle (above 2,200 Kms)	-	Ls

2. The conditions of Finance Department circular No. F. 9 (1) FD.1 (1) Budget/2015 dated 15.07.2015 and F2(4)FD/SPFC/2017 dated 28.02.2019 and Dated 31-03-2021 appended to will deemed to be taken as part of this Invitation of Quotation.
3. The office do hereby agree that the contractor shall duly provide the vehicles on hiring basis in the manner aforesaid observe and keep the said terms and conditions, the office will through monthly pay or cause to be paid the contractor at the time and the manner set forth in the said conditions.

4. **Terms and Conditions**

- 4.1 Generally, the vehicle will run from Monday to Friday and if required, on Government holidays also i.e., on Saturday, Sunday and other holidays for the office work. The contractor has to provide the vehicle as per demand of the officers.
- 4.2 The vehicle shall be insured and registered under taxi quota with RTO/registering authority and it shall be of the model of the year 2017 (Not more than 6 years old) onwards and the vehicle shall be completely fit and be in good condition.

- 4.3 The contractor is responsible for all taxes, permit, insurance, service tax, fitness, timely obtaining of pollution control certificate, legal, claims, challan, for violation of rules/Laws and all legal matters pertaining to vehicle and driver.
- 4.4 The expenditure on toll tax and parking charges, if any, will be reimbursed by the office.
- 4.5 The vehicle, as far as possible, shall be parked in the office premises, but at the risk of contractor.
- 4.6 The contractor would be required to provide a plate on each vehicle stating that the vehicle is "ON GOVERNMENT DUTY". The plate will be such type that it can be removed by pulling it out of its frame. When the vehicle is going off duty, this plate shall be removed and kept in the custody of officer-in-charge.
- 4.7 The driver shall submit his own ID proof, an Affidavit for not entangled in the police station, required to be neatly dressed during duty time, keep the vehicle neat and clean and behave properly with the officers using the vehicle.
- 4.8 Generally, duty time of the vehicle will be as desired by the user officer.
- 4.9 Distance and time shall be calculated from the duty point i.e., Office premises.
- 4.10 Hired vehicle can be used anywhere in the state. In case of night halt at the place other than that of headquarter, a sum of Rs. 300/- per night shall be paid for the driver.
- 4.11 The Prices shall be quoted in Indian Rupees only.
- 4.12 Vehicle shall be provided by the contractor as per demand of the office. The department will inform the approved contract for providing vehicle in advance.
- 4.13 If the vehicle is not provided by the contractor in time, a penalty of Rs. 500/- per day per vehicle shall be imposed on the contractor and the Government may hire other vehicle. The payment of additional charges, if paid, will be recovered from the contractor.
- 4.14 The contractor shall arrange for another vehicle immediately of any condition during breakdown and roadside assistance of the vehicle while on duty at his own cost.
- 4.15 During the course of journey, original legal papers of the vehicle, eg. Registration certificate, fitness certificate, permit of jurisdiction and other relevant papers must be in the vehicle in the custody of the driver.
- 4.16 Maintenance charges of the vehicle, POL etc. will be borne by the contractor.
- 4.17 GST is applicable as per Govt. Rules.

5. **EACH CONTRACTOR SHALL SUBMIT ONLY ONE QUOTATION AND ALL PAGES OF DOCUMENT SHOULD BE PROPERLY SIGNED.**

6. **VALIDITY OF QUOTATION**

Rate quoted by the contractor shall be fixed for the duration of the contract i.e., (from the date of signing of contract up to 31.03.2023) and shall not be subject to adjustment on any account.

7. EVALUATION OF QUOTATIONS

The purchaser will evaluate and compare the quotations determined to be substantially responsive i.e. which are properly signed; and conform to the terms and conditions, and specifications would be evaluate separately.

8. AWARD OF CONTRACT

The purchaser will award the contract to the contractor whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price.

8.1 Notwithstanding the above, the purchaser reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of contract.

8.2 The contractor whose bid is accepted will be notified of the award of contract by the purchaser prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the purchase order.

9. PAYMENT TERMS

The contractor shall submit the bill in duplicate along with log sheet Annexed-1 duly verified by the officer-in-charge.

10. All type of liabilities including accidental claims, if any, shall be borne by the contractor.

11. You are requested to provide your offer latest by **29/03/2022 at 2.00 PM.**

12. Quotations will be opened on same day at **3.00 PM** in presence of contractor or their representatives; in the office of Superintending Hydrogeologist, Ground Water Department, Jaipur - 302004

13. We look forward to receiving your quotations; and thank you for your interest.

(G.P. Sharma)

**Superintending Hydrogeologist
GWD, Jaipur**

Format of Quotation

(In Letterhead of the supplier with seal)

Date: __, August, 2021

To,
Superintending Hydrogeologist,
Ground Water Department;
72 -B, JhalanaDongari,
Jaipur-302004

Sl. No.	Description of services	Qty	Units in Kms	Unit rate in Rs.	Total Quoted Rate (in Rs. Per month)
1.	Hiring of Taxi Vehicle for officers having Jaipur circle as their jurisdiction. (Jaipur, Tonk, SawaiMadhopur, Sikar, Jhunjhunu, Alwar and Bharatpur)	1	2,200		
2.	For Additional running of vehicle (above 2,200 Kms)	-	Ls		
	GST charges if any; as applicable				
	Total				

Gross Total in Rs. _____ per month

We agree with the purchaser to provide above services for a total contract price of Rs. _____ (In Words _____) fixed for the duration of the contract i.e., (from date of signing of contract up to 31.03.2022) specified in the Invitation for Quotations.

We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in corrupt and fraudulent practices.

Signature of Contractor

Name: _____

Contact No.: _____

DAILY LOG SHEET FOR HIRED TAXI VEHICLE
(to be filled and signed in duplicate)

Vehicle no.	Date	Duty Start Time	Reporting Place	Opening Kms reading	Details of Journeys undertaken	Closing Kms reading	Total Kms travelled (figures and Words)	Closing Time
1.	2.	3.	4.	5.	6.	7.	8.	9.

10. Vehicle required next
Place:
Date:
Time:

11. (Signature of OIC)

Name:
Date:
