



अखिल भारतीय आयुर्विज्ञान संस्थान, देवघर
ALL INDIA INSTITUTE OF MEDICAL SCIENCES, DEOGHAR
(स्वास्थ्य एवं परिवार कल्याण मंत्रालय, भारत सरकार के अधीन राष्ट्रीय महत्व का संस्थान)
(An Institution of National Importance under Ministry of Health & Family Welfare)
भारत सरकार / Government of India
Website-www.aiimsdeoghar.edu.in

Email: dda@aiimsdeoghar.edu.in

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Notice Inviting Quotation for vehicle hiring for 01st convocation of AIIMS Deoghar scheduled on 11th June, 2025.

Reference No.: AIIMS/Deoghar/Vehicle Hiring for Convocation/2025-26
Date of Issue: 01/06/2025
Last Date of Submission: 04/06/2025 at 04:00PM

All India Institute of Medical Sciences, Deoghar
Devipur, Deoghar, Jharkhand – 814152
Email: dda@aiimsdeoghar.edu.in

Notice Inviting Quotation for vehicle hiring for 01st convocation of AIIMS Deoghar scheduled on 11th June, 2025.

Sealed Quotations are invited on behalf of AIIMS, Deoghar for vehicle hiring for 01st convocation of AIIMS Deoghar (Annexure-I) required for the Institute as per terms & conditions mentioned below. The filled quotations along with the entire required document must reach in the office of the undersigned on or before 04.06.2025 till 04:00 PM.

The Envelope containing the quotation must be sealed and super scribed as under:-

“QUOTATION FOR VEHICLE HIRING FOR 01st CONVOCATION OF AIIMS DEOGHAR REF NO.: AIIMS/Deoghar/Vehicle Hiring for Convocation/2025-26 DUE ON 04.06.2025 till 04:00 PM”

The Quotation should be sent to the address: -

**O/o the Deputy Director (Admin.)
4th Floor, Academic Block, AIIMS Deoghar,
Devipur, Deoghar, Jharkhand -814152.**

1. Terms & Conditions:

- a) The quotations received after this deadline or unsealed shall not be entertained under any circumstances whatsoever. In case of postal delay this Institute will not be responsible. The offer submitted by Fax / email shall not be considered and no correspondence will be entertained in this matter.
- b) Quotations must be in the enclosed prescribed Performa (Annexure -1) on the letter head of the firm duly signed by the Proprietor/ Partner/ Director or their authorized representative. In case of signing of quotation by the authorized representative letter of authorization must be attached with the quotation.
- c) Rates must be quoted in Indian rupees.
- d) Rates quoted must be inclusive of GST.
- e) Rates must be inclusive of all charges (including Freight charges, Insurance, fuel, taxes etc.)
- f) No overwriting or cutting is permitted in the rate. If found, the quotation shall be summarily rejected.
- g) The rates quoted must be valid for 90 days minimum from the date of opening of the quotation and silence of any tendered on this issue shall be treated as agreed with this condition.
- h) Total cost/amount will be taken in consideration for L1. Becoming L1 will not be the criteria for awarding of purchase order unless the rates are reasonable & justified.
- i) The firm / agency should satisfy the following conditions and attach self-attested copy of the same with the quotation:

- The firm shall have valid GST in relevant field / other taxes compliance like IT PAN.
 - The firm should not be black listed by any Government agency/Department.
- j) Quotations qualified by such vague and indefinite expressions such as “subject to prior confirmation”, “subject to immediate acceptance” etc. will be treated as vague offers and it will be rejected accordingly. Any conditional quotation shall be rejected summarily.
- k) Delivery Period – Before 09:00 AM of 10th June, 2025.
- l) Liquidated Damage: - If the supplier fails to deliver the material on or before the stipulated date, then a penalty at the rate of 0.5 % per day of the total order value shall be levied subject to maximum of 10% of the total order value.
- m) Payment Terms: Payment will be done only after satisfactory delivery / completion of work and after verification by the authorized officer/committee, AIIMS Deoghar.
- n) Disputes: -In the event of any dispute or disagreement arising between the contractors and any other department of AIIMS Deoghar with regards to the interpretation of “Terms & Conditions” of this inquiry, the same shall be referred to arbitrator appointed by The Executive Director, AIIMS, Deoghar, whose decision will be final and binding upon the contractor.
- o) AIIMS, Deoghar reserves the right to increase or decrease quantity. Decision of number of vehicles by the AIIMS, Deoghar will be final in this regard.
- p) AIIMS, Deoghar reserves the right to reject any quotation or part or the whole of inviting quotation process without assigning any reason. Decision of The Executive Director, AIIMS, Deoghar, will be final in this regard.
- q) The envelope containing quotation should be sealed with WAX/TAPE on both sides. The quotation received after due date will not be accepted.
- r) The Selected Bidder will appoint one representative to remain physically present at AIIMS, Deoghar for co-ordination with AIIMS authorities regarding vehicle movement.
- s) L-1 will be decided on the basis of rate quoted for Vehicle Hiring/ Section A of price bid.
- t) **The vehicles are required for two (02) days i.e. 10th and 11th June, 2025 for twelve (12) hours per day.** However, the supplier may be asked to provide vehicles on 12th June, 2025 based on the requirements of the institute, which shall be communicated separately.
- u) **The tentative no of vehicle to be hired is as under: -**

Sl. No.	Type of vehicle	No. of vehicles
i.	Toyota Innova Crysta	15
ii.	Maruti Suzuki Ertiga	03
iii.	Maruti Suzuki Dzire	02

- v) **The rate quoted shall be inclusive of fuel and other expenses for One Hundred (100) KMs. For vehicle running beyond hundred KMs, 50% of the proportionate per KM charges (based on the quoted rate incl of fuel for 100 KM) shall be additionally paid.**

Formula for per KM rate beyond hundred (100) KM: {Rate quoted / 200}

- w) Parking charges and Toll tax shall be paid additionally on submission of valid and verified receipt.
- x) The number of vehicles may be increased or decreased at any time based on the requirement of the institute. The supplier must be ready to supply the additional vehicles at short notice.

SCOPE OF WORK

- a) All vehicles provided shall have all the necessary permits/licenses/clearances such as, but not limited to fitness certificate, PUC, full comprehensive insurance, road permit, registration certificate, as per the Motor Vehicles Act, RTO and other applicable laws and statutory bodies, for providing commercial vehicles for this service.
- b) All vehicles provided shall be air conditioned and shall be equipped with an emergency medical first aid kit and a fire extinguisher. All vehicles should be in excellent working condition (both internally and externally) at all times.
- c) All vehicles deployed shall arrive at designated location on time and with full or sufficient tank of fuel, as per the instructions of AIIMS authorities.
- d) The drivers of the vehicles must possess a valid driver license.
- e) Drivers of the vehicles deployed should maintain polite & courteous behaviour towards the guests/passengers.
- f) AIIMS shall not be liable for any challan, loss, accident or damages whatsoever to public property and /or any third person due to any accident arising out of and in the course of deployment of the supplied vehicles.
- g) A mandatory, detailed contingency plan in the event of mechanical breakdown of any vehicle must be prepared and adhered to by the supplier.
- h) The supplier should supply the vehicle with drivers, white towels, fuel, necessary permit / license etc.
- i) The vehicles must have First Aid Kit, Water Bottles, White Towels on seats, Air Conditioning etc.
- j) The interiors and exterior of the vehicle supplied must be clean. The boot must be clear of dust, rubbish, oil, bad odour and any personal belongings of the driver.
- k) Driver must be in proper uniform and should be well acquainted with the local routes and areas.
- l) The drivers must have a working smartphone with Map access. The contact number of drivers must be shared beforehand.

Encl.: Annexure 1 (Format of price bid)

-Sd-

Deputy Director (Admin.)

Reference no:

Date:

[Letter head of firm]

PRICE BID FORM

To,

The Deputy Director (Admin.),

AIIMS, Deoghar, Jharkhand-814152

Dear Sir,

I/We am/are submitting the quotation for reference
 "QUOTATION FOR VEHICLE HIRING FOR 01st CONVOCATION OF AIIMS
 DEOGHAR REF NO.: AIIMS/Deoghar/Vehicle Hiring for Convocation/2025-26
 DUE ON 04.06.2025 till 04:00 PM" at AIIMS Deoghar.

1. I/We have thoroughly examined, understood and accepted terms & conditions given in the enquiry document, failing which my quotation will be rejected out rightly.
2. I/We hereby offer to supply at the following rates:

A. Vehicle Hiring

Sl. No.	Type of vehicle	No. of vehicles	Rate per vehicle per day incl. of GST (For 100 KMs)	Total Rate (No. of vehicles x Rates Quoted)
i.	Toyota Innova Crysta	15		
ii.	Maruti Suzuki Ertiga	03		
iii.	Maruti Suzuki Dzire	02		
Total				

Note: -

- The bidder must quote their rates only in above said format on the letter of firm otherwise quotation will be REJECTED.

Date:

(Name):

Place:

Name of Firm/Company/Agency:

GSTIN No.:

Phone No:

Email:

(Signature of Authorized Person)

Seal: