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Speed Post

**CENTRAL BOARD OF SECONDARY EDUCATION
REGIONAL OFFICE, DELHI**

An Autonomous Organization under the Union Ministry of Human Resource Development
(Govt. of India)

PS, 1-2, Institutional Area, I.P.Extn. Patparganj, Delhi-110092

No. CBSE/ADMN./ROD/2014

Date: 14.10.2014

Sub: Hiring of tempo's (Tata 407) – regarding.

Sir,

The Central Board of Secondary Education requires the services of about 5-6 Tempos (Tata 407) per day during the year 2015 on hire basis for supply of confidential material at various places situated in Delhi/ New Delhi as per requirement.

In view of this, you are requested to quote your rates including taxes as applicable & other incidental charges etc. through the enclosed format (Proforma A) and send the quotation by Registered Post/By Hand to be submitted in the tender box available on ground floor at Reception Counter of Central Board Of Secondary Education, Regional Office ,Delhi, PS, 1-2, Institutional Area, I.P. Extn. Patparganj, Delhi-110092 latest by 30/10/2014 up to 2.30 P.M. The quotation will be opened on the same day at 3:00 p.m. in the presence of the tenders who may like to be present. The authority reserves the right to accept or reject any or all tenders without assigning any reasons thereof.

Yours sincerely,

(S.S.Rawat)
JOINT SECRETARY (ROD)

Encl: -

1. Proforma 'A'
2. Terms & Conditions

PROFORMA 'A'

S.No	Description	Amount (Rs.)
1.	Rate per day/per tempo for 8 hours upto 80 km. (including all taxes etc. (The loading capacity of tempo (tonnage) should be approx, 2500 K.G	
2.	Rate per day / per Km./per tempo beyond 80 Km.	
3.	Rate per day / per hour / per tempo beyond 8 hours	
4.	Service Tex, if any	
5.	G.R Charges, if any	

Rates once quoted will not be changed/increased in any case for a period of a one year from the date of issue of work order.

Signature of the Quotationer(s)

Address_____

PAN No. _____

Office Ph. No. _____

Residence Ph. No. _____

Mobile No. _____

DATE:_____

CENTRAL BOARD OF SECONDARY EDUCATION
REGIONAL OFFICE, DELHI
TERMS & CONDITIONS

1. The material will be lifted from the Board's office, I.P.Extn., Patparganj, Delhi-110092 and Raj Niwas Marg Delhi or from the point decided by office to deliver the same to schools/centre situated in Delhi/New Delhi from 8:00 A.M. to 6:30 P.M. Time may be extended as per requirement.
2. Letter for entry permission in the area of 'No Entry' wherever required, will be obtained by the office from concerned D.C.P Office **but responsibility of the vehicle and challan etc will be at Agency's own risk.**
3. The payment will be made after completion of the satisfactory work on receipt of the bill in duplicate and TDS/WCT will be deducted as per rules of Govt. of India.
4. One cleaner and tripal should be provided by you with each Tempo for which no extra charges will be paid by the Board.
5. The rates will be applicable for a period of Two years from the date of issue of work order.
6. T.D.S. will be deducted as per rules.
7. No advance payment will be made. The payment shall be made on production of bill on monthly basis only after the satisfactory completion of the job through A/c Payee Cheque on receipt of bill in duplicate.
8. In the event of any dispute, the decision of the Chairman of the Board shall be final and binding upon the tenderer.
9. The period of tender can be extended for a further period of one year with the consent of both the parties.
10. The Jurisdiction will be in Delhi in case of any dispute.
11. The successful bidder will have to deposit Rs. 20,000/-as Performance Security which will be forfeited in case Agency fails to provide tempos as per schedule. This will be refunded only after satisfactory completion of work.
12. The vehicle must be of good conditions and be well maintained and the driver be also well behaved.

I, M/s _____ have quoted my/our lowest rates including all kind of taxes and the above terms & conditions are also acceptable to me/us.

Signature of the Quotationer(s)

Name _____

Address _____

Mobile & Phone No. _____