

Vehicle Hiring Quotation

Kerala Lifesciences Industries Parks Private Limited (KLIP), having its Park Office at Bio 360 Life Science Park, Thonnakkal, Thiruvananthapuram 695 317, invites tenders from reputed Travel Agencies, Tour Operators, or Private Individuals for providing **a Maruti Suzuki Ertiga, Ciaz or equivalent**, white colour, preferably top model and **a 5-Seater AC Sedan, white colour, (Swift Dzire/ Honda Amaze/ or equivalent)** including drivers for a period of two years. The vehicles shall be used for official purposes in the Life Sciences Parks Project on a monthly rental basis and must conform to the terms and conditions outlined below:

Terms and Conditions: -

1. Contractor/ Travel agencies/ service provider shall provide a Maruti Suzuki Ertiga, Ciaz or equivalent, white colour, preferably top model and a 5-Seater AC Sedan, white colour, (Swift Dzire/ Honda Amaze/ or equivalent) (including driver and fuel) in excellent condition.
2. The vehicles must not be older than the January 2024 model year and must be in good running condition during the contract period
3. The Contractor/ Travel agencies/ service provider should have a valid PAN and GST Registration.
4. Contractor/ Travel agencies/ service provider shall have **experience of not less than 5 years** of serving a reputed Organization preferably Govt. Department/Agency in Kerala by providing vehicle.
5. The salary of the driver shall be borne by the owner of the vehicle.
6. The monthly hire charges quoted shall be exclusive of GST applicable from time to time for the said vehicles.
7. The hired vehicles, during the contract period, must have all valid MV documents such as a valid registration certificate, insurance certificate, fitness certificate, valid contract carriage permit, proof of up-to-date tax payment, and the driver's driving license available at all times.
8. KLIP shall not be responsible for any damage/loss caused to the hired vehicles or any loss of life/injury to any person or damage to any property. The contractor/ agency/service provider shall be responsible for all such litigation.
9. The monthly hire charges are final and include the cost of fuel. The monthly hire charges quoted are for a maximum of 2500 km for the Ertiga, Ciaz category vehicle and 1500 km for the mid-category sedan vehicle, with a minimum of 10 hours per day.
10. All vehicle expenses towards repair, replacement of spare parts, lubricating oil of engine, gearbox, differential coolant, tires & tubes, battery, etc., will be borne by the contractor/ agency/ service provider.

11. The driver of the vehicle must have a valid driving license for Light Transport passenger Vehicles and should be sufficiently experienced in driving transport passenger vehicles.
12. The driver should be well-behaved, gentle, and obedient.
13. In case the vehicle cannot be utilized due to maintenance/repairs, a suitable replacement vehicle of the same type shall be provided without any delay. If the contractor/ agency/service provider cannot provide substitute vehicles as required by KLIP, KLIP will engage vehicles from the open market and debit the expenditure from the claims payable to the contractor/ agency/service provider. Any delay in arranging an alternative vehicle will be penalized @ 20% of the monthly fee if such delay exceeds 3 hours per month.
14. Fastag should be affixed on the vehicle.
15. The toll/FASTAG charges for long journeys shall be incurred by KLIP.
16. A daily logbook indicating the kilometre usage of the vehicles shall be maintained with the counter signature of a nominated officer of KLIP.
17. The contractor/ agency/service provider shall provide the vehicles on all days of the week, from 09.00 AM to 07.00 PM, including holidays if required. The vehicles shall be at the disposal of KLIP. If the vehicles are required before 09.00 AM, the time shall be deducted from 07.00 PM to calculate the normal duration of service for that day.
18. No request for a hike in the approved rate will be entertained during the contract period.
19. KLIP shall deduct TDS at the applicable rates from the monthly bill submitted by the contractor/ agency/service provider. The contract amount should be based on the kilometres covered per month. If the total running kilometres in a month are less than the fixed limit, the remaining kilometres will be carried over to the next month for utilization within the subsequent three months.
20. KLIP name-board should be fixed on the vehicle both in the front and at the rear.
21. The Ertiga, Ciaz category vehicle must be parked at the KSIDC office at Kowdiar and the mid-category sedan vehicle must be parked at the KLIP office at Thonnakkal.
22. KLIP reserves the right to terminate the contract at any time without assigning any reason. If the taxi provider wants to terminate the contract, they must give one month's notice to KLIP.
23. The vehicles allotted to KLIP should not be used for any other purpose.
24. In case of an accident, the service provider must repair the taxi and provide a substitute vehicle free of charge during breakdowns or maintenance.
25. The driver shall be competent, well-dressed, with decent behavior, and must be provided with a mobile phone by the contractor/service provider.
26. The driver should hold the badge for public service vehicles issued by the transport authority.
27. In case of a breach of any mutually agreed terms and conditions, KLIP will have the right to terminate the contract without assigning any reason, and the taxi provider shall compensate for the loss and be penalized @ 20% of the monthly rate
28. Agencies blacklisted by KSIDC/KLIP need not apply.

29. **Validity of the agreement will be for 2 years** from the date of signing the agreement
30. Sealed Quotation shall be received at the park office of the company **before 4 PM on 30.07.2024**. The quotations will be **opened in the presence of bidders at 5:00 PM on 30.07.2024** at **KLIP Head Office, Keston Road, Kowdiar, Thiruvananthapuram**

The quotes should contain following details in the format given below:

- a) Make, model, vehicle No. and manufacturing year of the vehicle. If ownership registration is not with the contractor, then agreement with the owner needs to be submitted.
- b) Minimum charges for 2500 km per month for the Ertiga, Ciaz category vehicle and 1500 km per month for the mid-category sedan vehicle (without GST)
- c) Additional charges for additional kilometre above 2500 KM/1500 KM.
- d) Outstation allowance
- e) Overtime charges payable to the driver after exceeding minimum total working hours.
- f) The price quoted shall be firm and final for the entire period of contract.
- g) PAN No. and GST Registration No. should be included. Copy of the relevant document should also be submitted
- h) Experience certificate from Govt. Department/Agency serviced by the Contractor

In case details sought and the relevant documents sought are not submitted, the quotations will be disqualified. In case of further clarifications please contact: 0471 -2991150

Quotation for Rate Contract for Hiring Vehicle

I	Details of Agency	
	Name & Address of the Travel Agency	
	Owner of the Agency	
	Email Address	
	Mobile No	
	PAN No.	
	GST Registration No	
II	Details of Vehicles offered	
	1	Make of the Ertiga, Ciaz category vehicle
		Model of the Vehicle
		Manufacturing year of Vehicle

		Ownership Details of Vehicle	
		Vehicle Registration No:	
	2	Make of the mid-category sedan vehicle	
		Model of the Vehicle	
		Manufacturing year of Vehicle	
		Ownership Details of Vehicle	
		Vehicle Registration No:	
		Details of Insurance: Policy Number and Period	
III	Details of Rate on Contract basis		
	1) Ertiga, Ciaz category vehicle		
	Minimum charges for 2500 km per month (without GST)		
	Additional charges for additional kilometer above 2500 km		
	Outstation allowance / Bata		

	Overtime charges payable to the driver after total working hours (9:00 am to 7:00 pm) / 10 hours	
	2) Mid-category sedan vehicle	
	Minimum charges for 1500 km per month (without GST)	
	Additional charges for additional kilometer above 1500 km	
	Outstation allowance / Bata	
	Overtime charges payable to the driver after total working hours (9:00 am to 7:00 pm) / 10 hours	
IV	Details of Experience (Provide details of Government Departments / PSU/ Organisation , where cab service on contract basis is provided)	
Sl. No	Government Departments / PSU/ Private Organisation	Period

***Copy of supporting documents with respect to details furnished above (I to IV) shall be submitted along with the application**

Date

Signature