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**DISTRICT POLICE HEADQUARTERS  
KISHTWAR**

No:- Acctt/Tender/2018/1003-65  
Dated: -15-10-2018


The Inspector General of Police  
Jammu Zone, Jammu

**Subject: - Tender for hiring of vehicles in connection with Panchayat elections-2018.**

Sir,

On the subject cited above, kindly find enclosed herewith copy of short term tender notice for hiring of vehicles in connection with forthcoming Panchayat elections-2018 in District Kishtwar with the request that the same kindly be got uploaded on the J&K Police Website and published in leading news papers for wide publicity and information of the concerned bidders.

Yours faithfully,

  
(Rajinder K. Gupta)JKPS  
Sr. Superintendent of Police,  
District Kishtwar

Encls:-04 lvs.

Copy to:-

1. The Dy. Inspector General of Police, DKR Range, Hqrs. Batote for favour of kind information please.
2. The Sr. Superintendent of Police, Anantnag alongwith copy of above quoted tender for similar necessary action.

  
Sr. Superintendent of Police,  
District Kishtwar

9083  
15/10/18

## DISTRICT POLICE KISHTWAR

### SHORT TERM TENDER FOR HIRING OF VEHICLES FOR PANCHAYAT ELECTIONS-2018

Unit	District Police Kishtwar for Panchayat election
Subject	Hiring of Vehicles
Tender Number	KTR/02
Date of Issuance of Tender	12/10/2016
Last Date of Tender Submission	18/10/2016 upto 1400 hrs
Date of Opening of Tender Bid	18/10/2016 upto 1600 hrs

Last date for submission of tender: 18-10-2018

Subject: Tender for hiring of Vehicles

- a) Taxi Maxi Cabs (Medium Segment Tourist Taxi/Maxi Cab) like Tavera, Scorpio, Qualis, Xylo etc.
- b) Taxi Maxi Cabs (Premium Class Tourist Taxi/Maxi Cab) like Innova, Fortuner etc.

#### **WORK REQUIREMENT**

1. Kishtwar Police has requirement for engaging different types of vehicles for transportation purpose. Vehicles shall be required for daily use basis for transportation of officers/officials during Panchayat elections.
2. The vehicles shall remain at the disposal of District Police Kishtwar for assignments of duties as per requirement. The payment will be made based on the actual days of the vehicles used.
3. Drivers availability on 24 hours basis.
4. The parking of vehicles at the premises shall be as desired by District Police Kishtwar.

#### **CONDITIONS:**

1. Preference will be given to newly purchased vehicles viz 2015/2016 model. But vehicles not older than 5 year/used for not more than 70,000 kms with drivers availability round the clock.
2. Only registered firms/agencies which are registered with Department of transport.
3. The tenderer must have experience in handling transport service at multiple location.
4. The bidder shall have to submit photocopy of 'existence certificate' of his firm.
5. The tenderer must submit photocopy of PAN number and service tax registration number of his firm.
6. Any other relevant document related to the provisions of transport services may be submitted.
7. No changes will be entertained once tenders is submitted.
8. Rates prescribed shall be either equal to or less than the rates already approved by Transport Commissioner, Chairman State Transport SAuthority (STA) J&K including service Tax.

## **Terms and Conditions**

### **I. SERVICE PROVIDER'S RESPONSIBILITY**

1. Prompt, Punctual, Efficient, Safe, Courteous and Quality are the essence of this short term tender.
2. The service provided by the service provider should have valid registration certificate, full comprehensive insurance to cover third party and the occupants, vehicle fitness certificate, P.U.C, road tax, permit and any other relevant permits/licenses essentially required by RTO and other statutory bodies for operations of the SUV/load carriers and must be revalidated before the expiry of the due date during the tenure of the contract period.
3. In the event of any delay or breakdown of vehicles, en-route, the service provider at his own cost shall make alternate arrangements for on-time pick-up of the officials.
4. Logbook will be maintained for each car and it is the responsibility of the service provider or his representative to get the signature of the user promptly/daily.
5. The service provider shall be personally responsible for any theft, dishonesty and disobedience by the drivers.
6. During the contract period, if the vehicle is seized or detained by Police/Motor vehicle authority or any other authorities for any reason whatsoever: it will be at the contractor's risk.
7. The service provider shall be solely responsible in respect of any claim, damages or other liabilities arising out of any incident/accident involving the vehicles deployed with him.
8. The nature of duty to be assigned to each of the driver/vehicle shall be at the sole discretion of District Police Kishtwar.
9. The service provider has to ensure the safety of officials by avoiding negligent driving by their drivers such as over speed, rash driving and driving vehicle with defective breaks or without brakes.

### **II. SCOPE OF WORK AND CONDITIONS OF PERFORMANCE.**

- a. If any vehicle is drawn out of service by the service provider for maintenance, repair etc, suitable alternate vehicle shall be required to be provided immediately by the Service Provider.
- b. The service provider will give full Bio-data of the drivers who shall be deployed at District Police Kishtwar for service, which would contain their address, photograph, license copy, contact No. etc for record purpose.

### **III. DRIVERS RESPONSIBILITIES.**

1. The Drivers should be well versed with the local transport rules, areas, directions and conditions.
2. The drivers should be able to at-least speak Urdu/Vernacular.

**IV. SAFETY AND SECURITY.**

1. Safety and security of the officers and officials of District Police Kishtwar are of great importance. It would be in the interest of service providers to maintain required security and safety measures in proper conditions. Some of them are front and rear safety belts, safety guards, first-aid kit, fire extinguisher proper tool kits etc.

**V. PAYMENT OF BILLS.**

1. Service tax, if applicable will be paid against proof of remittance of the same by the service provider.

**VI. PENALTIES.**

1. Prompt, Punctual, efficient, safe and courteous service by the service provider is the essence of this service. Any lapse in the service will be viewed seriously and penalties will be imposed on the service provider.
2. In case of failure to commence the service on the stipulated time/date, no payment shall be made.
3. In case of failure to carry out the service to the satisfaction, District Police Kishtwar will be free to get service done by any other agency at the cost and risk of the service provider.

**VII. JURISDICTION.**

1. Any dispute arising out the contract shall ne subjected to the jurisdiction of Courts at Kishtwar only.