



INSTITUTE OF ECONOMIC GROWTH

University Enclave, University of Delhi (North Campus), Delhi-110 007, INDIA

F. No. – IEG/Admin/CO/Estab. – 1/235/115

02-06-2023

To,

Sub: Invitation of Quotations for hiring of Fourteen (14) No. Vehicles (13 Vehicle – 7 Seater and 01 Small Vehicle) for NFHS – 6 (Himachal Pradesh) Project - regarding

Dear Sir,

The Institute of Economic Growth is an autonomous, multi-disciplinary centre for advanced research and training in economics, demography and sociology and is recognized by the University of Delhi. As a premier national institution, it pursues empirical and theoretical research that has a bearing on policy, in relation to problems of economic development, planning and social change.

The Institute invites sealed quotation for hiring of Fourteen (14) Vehicles (13 Vehicle – 7 Seater and 01 Small Vehicle) for NFHS – 6 (Himachal Pradesh) Project in Himachal Pradesh for approximately of 5 to 6 months as per the details given below:

Nature of Duty	Types of Vehicle (7 Seater)				Type of Vehicle – Small Car	
	Maruti EECO / Indica / Ertiga etc		Innova / Tavera/ Scorpio / Bolero / Sumo etc.		Maruti / Hyundai / Tata etc.	
Local Duty in Himachal Pradesh (24 X 7)	AC	Non – AC	AC	Non - AC	AC	Non - AC
Min. 300 KM Per day						
Min. 8500 KM Per Month						

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Terms and Conditions to be governed by the vehicle hiring agency while providing vehicles to the Institute from time to time:

1. Registration of Vehicle should be in Himachal Pradesh.
2. Vehicle will be required 24X7 hours.
3. Vehicle should not be older than Three (03) years (*i.e.* Year 2020) with good physical condition with a carrier at top.
4. The vehicle should be kept clean and maintained in running and trouble free condition. It must be washed and be provided with proper seat.
5. The driver should be in clean uniform / cloth and must report for duty at the specified time. He should maintain a proper record of mileage on a daily basis and get the same authenticated by the user/Officer/staff.
6. The driver should have a valid driving license which should be produced by him as and when demanded by the traffic personnel/IEG. Renewal of his license from time to time will be sole responsibility of the tour agency.
7. The vehicle hiring agency should convey without fail the vehicle details such as Registration No., Drivers Name, Xerox of his Driving License and Aadhar Card and his mobile number to the car desk, the administrative office and to the user of the vehicle in hard copy / soft copy.
8. The driver must always be available at the place where the vehicle is parked.
9. The driver will carry out orders given by the authorized officers of the Institute and will observe the rules and regulation of the appropriate authority/IEG regarding safety and security.
10. The Agency should be registered under the Govt. Rules/Acts and have necessary certificate to run tours and travels services *i.e.* Service Tax Code No. should be clearly indicated in the bills/invoices etc.
11. The Agency will have to furnish details of their bank account such as Type of Account, Account No. , IFSC Code of Bank branch, as the payment of the bills will be made under electronic mode.
12. The Agency will be responsible for issuance, road tax etc. The Institute is not way will be held liable for any loss/penalties related thereto.
13. Only Two (2) holidays will be given in a month.
14. In case of breakdown of vehicle, the Travel Agency should commit to replace the vehicle within an hour's time period. Otherwise, the team's expenses for that day would be borne by the Agency or deducted from the EMD.
15. No accommodation / food will be provided for the driver during the entire period.
16. In case any natural/man-made calamity such as COVID/ Earthquake / Rain / Toofan (storm) etc, the payment will only be made on per day basis based on use of vehicle.
17. The EMD amount will be **Rs. 1.5 Lakh** rupees for the entire duration. The EMD cheque / DD / pay order should be in the name of **DIRECTOR, INSTITUTE OF ECONOMIC GROWTH, DELHI – 110 007.**
18. **The last date for submission of tender quotation is 09th June, 2023 (Friday) till 3:00 pm in the "Tender Box" at the IEG Reception Counter.**


2/6/2023

(Siba Sankar Sahoo)
Administrative Officer