



TRIPURA PUBLIC SERVICE COMMISSION AGARTALA

No.F.3(1-43)-ADMN/TPSC/2023/ 1009

Dated, Agartala, the 26th September, 2025

NOTICE INVITING QUOTATION

Sealed Rate Quotations are hereby invited from local commercial vehicle owner(s) from **07.10.2025** to **18.10.2025** (12.00 Noon) on working days (time will be reckoned as per office clock of Tendering Authority) and are to be dropped in sealed cover in the Tender Box kept at the chamber of Tendering Authority (Under Secretary & Head of Office) for **04 (Four) Nos. Commercial Maruti EECO vehicles**, along with a **non-refundable non-judicial stamp of Rs.100/-**, which will be used for official purpose in the Tripura Public Service Commission.

The rates for hiring of vehicles should be quoted in the format below, **both in figures and words**, duly signed by the tenderer. Overwriting or erasing will not be accepted.

Type of vehicle	Year of Manufacture	Quoted Rate		Owner's Name, Address, Mobile No.
		Haltage Rate (per Day)	Running Mileage (per KM)	
Maruti (EECO)		Rs...../- (Rupees.....)	Rs...../- (Rupees.....)	

Terms & Conditions:

1. All valid documents as per the latest amended Motor Vehicle Act should be in possession of the owner.
2. The vehicle shall be placed at the Commission's office within a specified date, to be mentioned in the order issued after finalization of the tender process.
3. Supply of fuel, lubricants, dusters, and maintenance costs of the vehicle shall be the sole responsibility of the owner.
4. Minimum basic accessories for the vehicle must be provided by the owner.
5. The driver must possess a valid driving license, to be renewed periodically at his own initiative, and must be free from any litigation or complaints.
6. In case of any issue, the driver must be replaced within 24 hours of being informed.
7. If the vehicle requires repairs, a similar replacement vehicle must be provided to avoid disruption of official duties.
8. The vehicle shall be parked in the Commission's Secretariat premises for security reasons.
9. Payment will be made on a monthly (vehicle-wise) basis against bills raised by the owner, duly authenticated by the user. Payment is subject to availability and release of government funds.
10. The quoted rate shall remain valid for one (1) year from the date of acceptance. No request for rate enhancement will be entertained during this period.
11. Any violation of the above terms by the successful tenderer or their staff will result in immediate termination of the vehicle hire without further correspondence.
12. The owner must submit updated copies of: (a) Commercial Vehicle Registration Certificate, (b) Income Tax Return, (c) Professional Tax Clearance, (d) GST Certificate & (e) Insurance Certificate.
13. The hired vehicle(s) may be used throughout the State of Tripura for official duties as and when required.
14. In case of dissimilar haltage and mileage rates, the evaluation shall consider a calculated average based on 23 days of haltage and 50 KM of daily running for uniform assessment.
15. After evaluation, the rate quoted by the lowest bidder (L1) shall be treated as the final approved rate, and the same rate shall be applicable for hiring all 04(four) vehicles.
16. The merit list of bidders shall be prepared strictly on the basis of rates quoted. Starting from the second lowest bidder (L2) onwards, each bidder in order of ranking will be given the opportunity to match the L1 rate. If any bidder declines, the opportunity shall pass to the next lower bidder in sequence. Only those bidders who agree to match the L1 rate shall be considered for award of work.
17. In case, a tie occur between two or more bidders and both/all bidders willing to match the L1 rate for the 4th place position, the latest manufacturing date of the vehicle shall be considered.
18. The tender will be opened at **12:30 PM** on **18.10.2025**, in the presence of the bidders, if possible.

The undersigned reserves the right to accept or reject any tender, including the lowest one, without assigning any reason thereof.

(A. BHATTACHARJEE)
Under Secretary, H.O.
Tripura Public Service Commission