

HOUSING AND URBAN DEVELOPMENT CORPORATION LTD
REGIONAL OFFICE, DIMAPUR

No. HUDCO/RO-DMP/Vehicle Hiring/2017/

Date: 22/05/2023

Subject: Quotation for hiring of Vehicle for official purpose on rate Contract basis.

Sir,

1. Housing and Urban Development Corporation Limited (HUDCO) is fully owned Government of India Enterprise under the Administrative control of Ministry of Housing and Urban Poverty Alleviation engaged in Housing & Urban Infrastructure Development.
2. Sealed quotations are invited for hiring of vehicle for office use. If you are in a position to provide vehicles to the office for official use, please arrange to send your quotation to this office on or before 3:00 PM on **15/06/2023**. You may also please note the following general terms and conditions applicable in regard to submission of quotation/offer for award of contract by HUDCO on need basis.
 - (i) Quotation can be sent by post or deposited in the Reception of HUDCO Office, Dimapur.
 - (ii) Quotation should be sent in a sealed envelope superscripting on top as "Quotation for Hiring of Vehicle for Official purpose" and also with the name and full address of your organization with GST No.
 - (iii) A draft of Rs. 2000/- in favour of HUDCO Ltd. Be put in separate envelope as Earnest money. In case of MSME register EM will be exempted.
 - (iv) Please quote your rate with service tax for various types of vehicles (AC & Non AC) in regard to hiring on daily basis/mileage per k.m./station outstation/vehicle halting charge/halting charge for driver for outstation duty etc.
 - (v) The quotation should be kept valid for one year.
 - (vi) As per the existing orders, no advance payment will be made.
 - (vii) Unless specifically indicate by you, it will be presumed that the quotation confirms to the conditions specified above.
 - (viii) The right to accept or reject any or all of the quotations in full or part thereof is reserved with the Regional Chief, HUDCO Ltd, Dimapur, Regional Office.
 - (ix) The last date of receipt of quotation is on **15/06/2023** by 3:00 PM.
 - (x) Any modification in offer after the opening date will not be considered.
 - (xi) Bidder, before submitting quotations, should clearly understand HUDCO's requirement and in case, any information/clarification is required, he/she may visit HUDCO Office in working days (Monday to Friday) between 9:00 AM to 5:00 PM. It may be noted that no clarification/information after closure of the last date of receipt of quotation would be provided.
 - (xii) Quotation received late will not be considered. HUDCO will not be responsible for any postal delay.
 - (xiii) Quotation will be opened on **16/06/2023** at HUDCO Office at 3:00 PM.
 - (xiv) The representative of bidders can participate in Tender Opening, if so desired.
 - (xv) HUDCO reserves the right to accept or reject any or all quotations without assigning any reason.

Dr. SANATON DEKA
REGIONAL CHIEF

TECHNICAL BID

(For hiring vehicle for Official use)

1	Name of the Firm/Agency Name of Authorised Official with detail address, Phone & Fax No. etc.	
2	Authorised Dealer/Seller/Agency (Authorised Certificate to be enclosed)	
3	MSME details (Copy of Certificate to be enclosed)	
4	TIN/PAN/GST Numbers (Enclose copy of details)	
5	Details of major clients for whom vendor has Provided similar items during the last year	
6	Perion of delivery of the items (No. of days)	

I/We hereby undertake that the above information is true and for any discrepancy, we will be held responsible.

Date:

Signature & Name of Authorised Person

FINANCIAL BID

(For hiring vehicle for Official use)

Sl. No	Description	Model	Details Rate per Day/hour/(including GST)
1	For hiring of Official use	Different available type of Vehicle car/jeep	

I/We hereby undertake that the above information is true and for any discrepancy, we will be held responsible.

Date:

Signature & Name of Authorised Person

DETAILS REQUIRED FOR E-PAYMENT

(Information to be filled in Capital Letter)

Sl. No	Description	
1	Account Name	
2	Bank Account No. (Full Digit)	
3	Account Type (Saving/Current)	
4	Bank Address	
5	Telephone No.	
6	Fax No.	
7	E-mail ID	
8	Bank MICR No. (Supported by crossed blank cheque)	
9	Bank IFS Code	

I/We hereby undertake that the above information is true and for any discrepancy, we will be held responsible.

Date:

Signature & Name of Authorised Person