



समग्र शिक्षा
Samagra Shiksha
Govt. of Goa

1st Floor, Old SCERT Building,
Alto Porvorim – Goa
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To

Sub: Quotation for hiring of vehicle for office.

Sealed quotations super scribed as “Quotation for hiring of vehicle on monthly basis” are invited by Goa Samagra Shiksha. The rates are to be quoted in the following format.

Sr. No.	Particulars	Rate (In Rs.)
1	Rate chargeable for 28/30/31 days for minimum 2000 kms per month for 08 hrs. per day from 09:30 a.m. to 5:45 p.m.	
2	Rate per km after 2000 kms in a month	
3	Rate per hr. after 08 hrs. in 28/30/31 days (05:45 p.m. to 09:30 a.m.)	
4	Rate per km for outstation duties	
5	Rate of night halt/ night charges for drivers if any for outstation duty.	

The last date for submitting sealed quotation/s is 12th November 2024 and should reach this office before 3:00 p.m. only by hand delivery or by Registered Post/ Speed Post. This office is not responsible for any postal delays.

The quotations will be opened on the same day at 4:00 p.m.

Terms & Conditions:

- Service provider should obtain necessary permits/approvals from Department of Transport, Govt. of Goa, in case he/she is selected through this process.
- Service provider must be able to provide minimum one car and must be in a position to attend the emergency situation by arranging alternative car, in case of breakdown etc.

- iii) Service provider must have Permanent Account Number (PAN) of Income Tax and AADHAAR card.
- iv) Service provider must provide details of Address for communication along with Phone No. / Mobile No.
- v) Service provider should not have been blacklisted or debarred in the past by any other Government organization or Public Sector Undertaking (PSU) from taking part in Government tenders, in India.
- vi) Service provider will be given assured business of minimum of 2000 kms to be covered in a month.
- vii) The service provider shall always keep in the car necessary tool kit, first-aid kit and valid "pollution-under-control certificate" apart from attested copies of Registration Certificate, Insurance Certificate, Road Tax Receipt and Taxi Permit.
- viii) The driver should be conversant with all traffic rules and should be familiar with roads and routes in Goa; he shall strictly obey the traffic rules.
- ix) Payment of bill shall be made through bank transfer. Service provider has to submit bills along with copy of log book or duty slip filled in all aspect along with receipt in duplicate.
- x) Service Tax, Toll Tax and Parking Charges shall be payable (over and above the Hire Rate) by this office against production of valid documentary proof of payment of such taxes/charges by the service provider; such document should be verified and certified by the concerned official.
- xi) A daily account of particulars such as time of departure/arrival for each trip, odometer readings at departure/arrival for each trip etc. shall be maintained as per the format given.
- xii) Service provider shall be solely responsible for payment of wages/salaries, other benefits and allowances including extra hour duty & night halts allowance to his personnel.
- xiii) The hiring authority reserves the right to accept or reject any bid without assigning any reason.



(Dr. S. S. Ghadi)
State Project Director
Goa Samagra Shiksha
Porvorim-Goa