

ELECTION DEPARTMENT : TRIPURA
GOVERNMENT OF TRIPURA

Old Secretariat Building, A.K. Road, Agartala, West Tripura-799001

No.F.7(1)-CEO/STORE/VEHICLE/2016/ 469-71

Dated, the 17th January, 2017.

MEMORANDUM

The Election Department, Tripura plans to hire 3 (three) vehicles (Maruti Omni) for the period of 1(one) year. Interested vehicle owners are requested to submit their willingness in plain paper for providing their vehicle to this Department on hiring basis subject to the observance of following terms and conditions:-

1. The hiring charges shall not exceed monthly ceiling of **Rs.16,000/-**(Rupees sixteen thousand) only, detention charge @Rs.330/- per day, Rs.3.40/- per KM run and for duties beyond 8 hours overtime @Rs.9/- per hour subject to maximum of Rs.36/- per day as per Finance Department Memorandum No.F.9(2)-Fin(G)/07 dated 9th January, 2013. The annual ceiling under any circumstances shall not exceed **Rs.2,00,000/-**. (Rupees two lakhs) only.
2. The interested party shall submit self attested photocopies of up to date vehicle Registration Certificate, Tax Clearance Certificate, Insurance papers, Pollution Certificate and Driving License of the driver.
3. If the vehicle needs repair, a similar vehicle shall have to be provided by the owner as replacement during the period of repairing to avoid any difficulty towards Government duties.
4. If any complaint received against the driver, the owner of the vehicle shall replace the driver immediately by providing another Driver.
5. The quoted rates shall remain valid for 1 (one) year from the date of acceptance of the quotation (subject to revision of rate by the Finance Department, Government of Tripura).
6. The application shall be addressed to the Addl. Chief Electoral Officer, Election Department, Govt. of Tripura, Agartala. Any application after the specified time and date will not be entertained.
7. The hiring of vehicle can be discontinued at any time without citing any reason.
8. Log-book shall be maintained by the driver properly obtaining signature of user.
9. The quotation shall be submitted on or before **24.01.2017** by **3.00 P.M.**

(D. Modak)^{17/1/17}

Addl. Chief Electoral Officer,
Tripura

To

1. The Jt. Director, DIT with a request to upload the Memorandum in State Portal.
2. The Asstt. Chief Electoral Officer, Election Department to upload the Memorandum in the official website of CEO Tripura.
3. A copy of the said Memo may be fixed in the Office Notice Board.

