

Admn./2-29/2022-23/
Sangeet Natak Akademi
Rabindra Bhawan
Ferozeshah Road
New Delhi - 110001

February 2023

INVITING SEALED QUOTATION FOR HIRING OF BUSES

Sangeet Natak Akademi - an autonomous body under the Ministry of Culture, Government of India New Delhi invite sealed quotations for hiring of BUSES on daily rental basis from the reputed firms having business in Delhi NCR in this field for last three years for providing buses to Govt. undertaking/PSU's/Private sectors. The buses are required exclusively for Sangeet Natak Akademi Fellows & Awardees who will be presented with Akademi Awards & fellowship by Hon'ble President of India.

Interested firms shall submit their sealed quotation super scribed as "Hiring of Buses" should reach the office of SNA on or before from 11.2.2023 till 12:00 PM. at the Administration Section, SNA, New Delhi. Interested firms are advised to visit CPP portal for notification and for scope of work and other related information please visit at www.sangeetnatak.gov.in/tenders.

The firm/agency having its office in Delhi would be preferred as the buses are to be mostly used locally in the different area of Delhi/NCR.

Secretary, SNA reserves the right to accept or reject any quotation in full or part without assigning any reasons thereof. The decision of the Secretary, SNA in this regard shall be final and binding on the firm.

(P. Joseph D.Raj)
Deputy Secretary (Admn.)
011-23387246/47

SCOPE OF WORK

S. no.	Name of Vehicle	Particulars of Vehicle	Rate (Rs.)		
			32 seater	40 seater	50 seater
1.	AC deluxe Bus	120 kms & 12 hrs (Local)			
		80 kms & 08 hrs. (Local)			
		40kms & 04 hrs. (Local)			
		Extra kms. Charges			
		Extra hours charges			
		Night charges			
2.	AC Volvo	120 kms & 12 hrs (Local)			
		80 kms & 08 hrs. (Local)			
		40kms & 04 hrs. (Local)			
		Extra kms. Charges			
		Extra hours charges			
		Night charges			

Terms & condition of rate contract for providing the vehicles on hiring basis are as under:

1. The hiring charges shall be on Zero based mileage i.e mileage starting from /ending to / at the office or place of use/reporting station.
2. The rates should be mentioned with inclusive of taxes.
3. The Akademi shall not be responsible for any challan, loss, damages due to any accident of the vehicle or to any other vehicle or for the injury to the driver or to any other third party while on Akademi's duty.
4. The SNA shall be liable to pay the hiring charges only. Other liabilities i.e drivers' salary, repair and maintenance of vehicles, insurance, petrol/diesel, oil and any other incidental expenses usage of mobile phones etc., by the driver shall be borne by your company/firm.
5. The Akademi can use the vehicles for travelling across the Delhi/NCR state. During outside destination, accommodation of driver, food, parking of vehicles will be arranged by the firm.
6. It will be the responsibility of the firm to submit hiring of vehicle bills to the Sangeet Natak Akademi within 15 days of completion of journey. The payment for which will be made within 7 working days, subject to availability of funds.
7. In case of any breakdown of vehicle on duty, the agency shall make arrangement for providing another compatible/same type/ class of vehicle without any extra charge within 30 minute at the break down point.
8. In case vehicle does not report within the reasonable time or does not report at all, the SNA would have a right to hire a vehicle from the market and the additional cost incurred by the Akademi will be borne by the Agency.
9. In case services are found unsatisfactory, the contract/agreement will be terminated after giving 7 days notice at any time during the contract period.
10. Payment of toll, parking etc is subject to submission of receipt only along with bills.
11. Duty slip duly filled up and verified by SNA officer should be submitted with bill.
12. The driver should be well versed with route of Delhi/NCR region and should be polite in communicating with guests/officials.
13. Each vehicle should be good in condition and provided the fire extinguishers.
14. GST / PAN / Bank detail / 3 years ITR / Govt. clientage.