

TENDER SPECIFICATIONS FOR HIRING OF VEHICLES ON CONTRACT BASIS

This Tender Specification contains three parts – Part I, II & III

Part I contains Instructions to the Tenderers

Part II contains General Conditions of Contract (SECTION – A)

Part III contains Schedule A & B and Form of Agreement.

PART – I

Instructions to the Tenderers

1. Tenders should be submitted in triplicate in sealed cover superscribed “Tender for Hiring of Vehicles”, no. of the tender and name of the firm and should be addressed to the Registrar, University of Kerala, Thiruvananthapuram. Tenders sent by Registered Post / Speed Post / Courier Services only shall be accepted.
2. The tender in triplicate containing tender specification, covering letter etc., should be enclosed in one cover and sealed. The sealed cover should be enclosed in a second cover and superscribed as stipulated in Clause-1 above and sealed.
3. Last date for receipt of tender will be 19.07.2016 upto 3 p.m. Late offers will not be accepted. Tender received after the stipulated time will not be accepted/opened. University will not be responsible for any Postal delay in this regard.
4. Rates should be quoted in the prescribed form (Part III Schedules) attached to the Tender Specification. Tender Specification can be obtained from the Office of the Registrar, University of Kerala, Thiruvananthapuram on any working day between 10.30 am and 5 pm. Quoted rates should include remuneration to the Driver also. Alteration should not be made in the Tender Form or Schedule or Tender Conditions except to the extent of filling in the Tender Forms and Schedules.
5. Tender will be opened at 3.30 pm on 19.07.2016 by the Registrar, University of Kerala, Trivandrum or by his representative/designated officer in the presence of those bidders or their representatives who are present at that time. The bidders or their representatives who are present at the time of opening of the bid should sign in a register.