

KERALA FINANCIAL CORPORATION
VELLAYAMBALAM, THIRUVANANTHAPURAM -695033
Kerala, India; Phone: 0471-2737537, 2737566, 2737567
Web: www.kfc.org, Email: hoadmin@kfc.org

Tender

KFC/Admin/Taxi/Tender/2023-24 dated 01.03.2024

Sub: Vehicle Hiring Quotation

KFC invites Quotations for providing AC Maruthi Ertiga or similar vehicle preferably white colour, preferably registered within 48 months on hire on Contract basis

2. Terms and Conditions:

- a) Individual/ Agency shall provide vehicle (including driver and fuel) in excellent condition.
- b) The vehicle will be kept at the disposal of KFC and KFC name board shall be fixed on the vehicle.
- c) Insurance, Taxes and any other statutory requirements, fuel, lubricants and maintenance of the vehicle in good condition and any other charges shall be the responsibility of the Individual/ Agency. In case of any accident, all repairs shall be done by the Individual/ Agency without any liability to KFC or its employees, with no delay.
- d) In case the vehicle cannot be utilized due to maintenance/ repairs, or non availability of Driver, a suitable replacement vehicle of same type with driver shall be provided without any loss of time. A daily log book indicating the kilometer usage and driver hours for the vehicle shall be maintained with the counter signature of a nominated officer of the company. Any delay in arranging alternative vehicle will be penalized @ 20% of monthly fee if such delay per month exceeds three hours.
- e) Generally, the vehicles will be used in the concerned District but if required it may be used for outstation duty also.
- f) Vehicle should be available on all days of the week including holidays, if required.
- g) The driver shall be well dressed with decent behaviour and must be provided with a mobile phone by the Individual/service provider.
- h) The normal daily working hours will be 9.30 am to 7.30 pm.

- i) The contract of agreement is terminable by the agency by giving 15 days notice.
- j) The driver should hold the badge for public service vehicles issued by the transport authority.
- k) The vehicle allotted to KFC shall not be utilized for any other purpose.
- l) The Individual/ Agency should have a valid PAN and GST Registration.
- m) KFC will have right to terminate the contract without assigning any reason thereof.
- n) KFC will have the right to modify the tender condition on the make and model, if required.

3. Sealed Quotations shall be received at "Assistant General Manager (Admin), Head Office, Kerala Financial Corporation, Vellayambalam, Thiruvananthapuram - 695033, Kerala" before 5 pm on

4. The quotations for the districts can also be submitted to address of respective Branch Offices

5. The quotes should contain following details in the format given below:
(See Annexure A)

- a) Make, model, vehicle No. and manufacturing year of the vehicle. If ownership registration is not with the Individual, then agreement with the owner needs to be submitted.
- b) Minimum charges for 1500km per month (without GST).
- c) Additional charges for additional kilometer above 1500Km.
- d) Outstation allowance.
- e) Overtime charges payable to the driver after exceeding normal daily working hours specifies at para 2 (h)
- f) The price quoted shall be firm and final for the entire period of contract.
- g) PAN. and GST Registration No. should be included.
- h) Experience certificate from Govt. Department/Agency.

6. Finalization of quotes

The Contract will be awarded to eligible bidders, who has complied with the above conditions and also fulfilment of excellent condition and fitness of the vehicle by the Corporation preference will also given to the lesser age of the vehicle.

For clarifications please contact: 9447004006

01.03.2024

Thiruvananthapuram

Sd/-

Assistant General Manager (Admin &IA)

Annexure A

KFC/Admin/Taxi/Tender/2023-24 dated 01.03.2024

Quotation

Rate Contract

AC Maruthi Ertiga Vehicle(or similar vehicle) preferably white colour.

I	Details of Individual/ Agency	
	Name & Address of the Individual Agency	
	Owner of the Agency	
	Email Address	
	Mobile No	
	PAN	
	GST Registration of (If any)	
II	Details of Vehicles offered	
	Make of the Vehicle	
	Model of Vehicle	
	Manufacturing year of Vehicle	
	Ownership Details of Vehicle	
	Date of registration	
	Details of Insurance valid up to	
III	Details of rate	
	Minimum charges for 1500 km per month (without GST)	
	Additional charges for additional kilometer above 1500km (without GST)	
	Out station allowance /Bata (without GST)	
	Overtime charges payable to the driver after total working hours without GST)	
IV	Details of Experience (Provide details of Government Departments/PSU/ Organization, where cab service on contract basis is provided)	
Sl.No	Government Department/PUS/Private Organization	Period

- ❖ Copy of supporting documents with respect to details furnished shall be submitted along with the application

Date

Signature