

## COCHIN PORT TRUST

Chief Mechanical Engineer's Office,  
Cochin Port Trust,  
W/Island, Cochin – 682009, KERALA  
Tele: 91-0484-2666639/0484-258-2300  
website: [www.cochinport.gov.in](http://www.cochinport.gov.in)



No. D/T-23/Hiring –Diesel Cars/2020-M

Dated: 02-01-2021

### **NOTICE INVITING BUDGETARY OFFER FOR HIRING OF CARS ON WET LEASE BASIS (WITH DRIVER AND FUEL) FOR THREE YEARS**

Budgetary offers are invited for hiring of Cars for a period of three years to Cochin Port Trust for official use.

1. 12 Nos. A/C Diesel – Sedan Type Cars including driver and fuel for 12 Hrs/day with an assured usage of 1300km/month.
2. 2 Nos. A/C Diesel – Sedan Type Cars including driver and fuel for 24 hrs / day with an assured usage of 2000 km/month.

The bidders are requested to furnish the budgetary offer as per the format attached as ANNEXURE-I.

The budgetary offer shall be sent by e-mail/post so as to reach the Chief Mechanical Engineer, 1<sup>st</sup> floor, New Administrative building, Cochin Port Trust, Willingdon Island, Kochi-682009 on or before 11-01-2021.

The bidders may note that the offers are invited only for budgetary purpose. Cochin Port is not bound to hire the Diesel Cars from the bidders based on the budgetary offer submitted.

Encl.: ANNEXURE-I (Price Schedule)

Sd/-  
**CHIEF MECHANICAL ENGINEER**  
TELE: 0484-2582300  
FAX:91 0484 2666639  
E-mail: [cme@cochinport.gov.in](mailto:cme@cochinport.gov.in)  
[dcmecpt@gmail.com](mailto:dcmecpt@gmail.com)

## **1. Scope of Work & Technical Specification**

Sl. No.	Specification	Value
1	Vehicle Type	Passenger Car of Sedan Type.
2	Age of vehicle	New Cars registered on or after 01-01-2019
3	Kilo meters Travelled	Not more than 50,000 kms.
4	Usage variant	a) 12 hours (8 A M to 8 P M);
		b) 24 hours (round the clock)
5	No. of vehicles required in each usage variant	a) 12 hours Category:12 vehicles
		b) 24 hours Category: 2 vehicles
6	Anticipated kilometre usage per month	a) 12 hours Category : 1300 kms. per month
		b) 24 hours Category : 2000 kms. per month
7	Air Conditioning Requirement	A/C.
8	Mode of operation	Wet- leasing (with Driver and fuel)
9	Period of Contract	3 years from the date of commencement extendable by one at the same rates and terms & conditions at the discretion of CoPT.
10	Delivery period	Within 15 days from the date of issue of Letter of Acceptance by CoPT

### **Terms & Conditions :-**

- 1) **Maintenance and operation of vehicle :** The contractor shall maintain the vehicles in efficient operating conditions and in accordance with good commercial maintenance practice. The contractor/contractors shall carry out all repairs or replacement of any damaged , worn or lost parts or equipment in such manner(both as regards workmanship and quality of materials) as not to diminish the value and efficiency of the vehicle.
- 2) **Availability of vehicle for CoPT's use:** The vehicle shall be available as per the requirement indicated in each usage variant given above including Sundays and Government holidays.

- 3) Substitution of vehicle: In case on unavailability of offered vehicle, a substitute vehicle with same/better specification shall be provided within 1 hour of such unavailability.
- 4) Right to vary Quantity: Cochin Port reserves that right to increase/decrease the number of vehicles required at the time of order/during the contract period at the same rates and terms and conditions of contract.
- 5) Payment Terms: On monthly basis.
- 6) Extra Payments: Will be made for the following as per the terms of contract:-
  - (a) Excess Kilometres over and above the prescribed anticipated kilometres per month of each variant;
  - (b) Additional hours over and above the prescribed 12 hours usage;
  - (c) Payment on account of escalation of diesel price both upward and downward provided the variation is beyond 10%.
- 7) The cost of Insurance, Tax, Permit & Fitness certificate of vehicle should be borne by the contractor.
- 8) Penalty:- In case the offered vehicle is unavailable and the contractor fails to provide substitute vehicle, Cochin Port Trust will make its own arrangement and recover the cost or charges per day/hour on pro-rata basis from the tenderer. In addition, a fixed amount for the unavailable hours of vehicle towards the loss to CoPT on account of non availability of vehicle will be imposed.
- 9) The contractor shall keep the Insurance and permit of the vehicles valid throughout the period of contract. All expenses for the vehicle, including fuel cost, consumable, repair charges, road tax, insurance, salary to the driver, etc., come under the purview and responsibility of the contractor.
- 10) Toll charges, parking charges, etc, will be paid by Cochin Port Trust on production of original receipts along with the bills duly certified by the officer travelling in the vehicle.
- 11) The driver of the vehicle should be provided with clean and white uniform.
- 12) The contractor shall be registered with ESI and EPF and produce copies of ESI and EPF registration nos.

ANNEXURE-I

PRICE SCHEDULE /BOQ			
Name and address of the firm			
Sl No	Description of Work	Basic Hire charge for supply/hiring Diesel cars (Sedan) per day (Excluding GST) (in Rupees)	Total Hire charges for supply/hiring Diesel cars (Sedan) for three years (1095 days) (Excluding GST) (in Rupees)
(1)	(2)	(3)	(4)
1	12 Nos. Diesel Cars (Sedan) A/C with driver and fuel for 12 Hrs/day with an assured usage of 1300km/month.		
2	2 Nos. Diesel Cars (Sedan) A/C with driver and fuel for 24 hrs with an assured usage of 2000 km/month.		
3	GST in %		

Seal and Signature