

QUOTATION/EXPRESSION OF INTEREST

Assam Legislative Assembly Secretariat

No.LAN.30/2017.

Sealed quotation/Expression of Interest affixing non refundable Court Fee stamp of Rs.8.25 (Rupees eight and paise twenty five) only are invited from the interested Firm/Parties etc. to ascertain rates for Car Hiring in the Assam Legislative Assembly Secretariat. The Quotation/Expression of interest will be received up to 1.00 P.M. on 15/06/2017 in the Office of the Principal Secretary, Assam Legislative Assembly Secretariat. The Quotation/Expression of Interest will be opened on the same day.

The rates quoted should be both in figure and word exclusive of taxes as applicable. Income tax will be deducted as applicable. Details as regards Terms & Conditions etc. may be obtained from Office Website www.assamassembly.gov.in


Principal Secretary,
Assam Legislative Assembly.

Terms and conditions for submission of Quotation/Expression of Interest for Car Hiring in the Assam Legislative Assembly Secretariat

Quotation/Expression of Interest should submit with following documents :-

1. Copy of latest Trade Licence certificate.
2. PAN card.
3. Up to date annual income tax return statement.
4. Financial viability certificate to be issued by the Public Sector Bank..
5. Firm registration Number (VAT/ST).
6. Up to date Sales tax and Income tax clearance certificate.
7. Experience certificate of Car Hiring indicating annual turn over to any Govt. Office with details.
8. Saving Bank A/C No.....with name of Public Sector Bank and Branch.
9. Earnest money of Rs.10,000.00 only in the form FD/NSC/IPO etc. to be pledged in favour of Principal Secretary, Assam Legislative Assembly.
10. Firm should furnish a declaration to the effect that he/she is willing and capable of rendering services at the rate offered by the Assam Legislative Assembly Secretariat after comparative study, as per quotations/Expression of Interest. Whether the firm is capable to produce vehicles as per requirement of Assam Legislative Assembly Secretariat even on short notice.
11. Firm/parties selected for rendering service shall have to entered in to an agreement with the Assam Legislative Assembly Secretariat authority for a period of 1(one) year and shall have to deposit security money amounting to Rs.25,000.00 only in form of FD/NSC/IPO etc. to be pledged in favour of Principal Secretary, Assam Legislative Assembly Secretariat.
12. Rate should be submitted as per prescribed format.
13. Parties submitted Quotations/Expression of Interest are required to be present at the time of opening day of the Quotation/Expression of Interest.