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Government of India : Ministry of Railways  
Research Designs & Standards Organization  
First floor, New Annexe Building, Western  
Railway, Churchgate Mumbai - 400 020

No.I&L/BB/G-30

Dtd : 27.08.2019

To

**Sub: Hiring of AC taxis on call basis at Mumbai.**

**Ref :**Joint Director/Estt/RDSO/LKO Letter No.T/MTR/Hiring of  
Taxi/Call basis/BB/2018-19, dtd 22.08.2019.

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It is proposed to hire of AC Taxis on call basis for a period of one year for this office use. Details are given below:

- (i) Quotations should be sent in the attached format in a sealed cover to **Joint Director/I&L, RDSO, New Annexe Building, Western Railway, Churchgate, Mumbai – 400 020** and the contractor or his authorised representative should sign on the sealed envelope along with their seal. The rates are to be offered as per the format given in the attached work schedule duly signed and stamped with remarks that all the terms and conditions are acceptable.
- iii) The other terms & conditions of the work are as per the attached format.

You are requested to send your quotation as per above so as to reach this office latest by 05.09.2019(**17.00 hrs.**).

DA: as above

  
(Shailendra Kumar Sharma)  
Joint Director/I&L  
RDSO/Mumbai

Copy to :

- (i) **Director/Telecom, RDSO/LKO** – The above may kindly be uploaded on the website of RDSO on 27.08.2019.All the documents is e-mailed to you on rdsoexchange@gmail.com
- (ii) **Joint Director/Estt, RDSO, Manak Nagar, LKO** – for information please.

**WORK SCHEDULE**

Sub :- **HIRING OF AC TAXI FOR HAG/SAG OFFICERS OF RDSO/LKO ON CALL BASIS AT MUMBAI**  
 Approximate cost of the work - Rs. 42,664/-  
 Time period - One year (from date of operation)

S.No	Particulars	Tata Indigo CS (AC)		Swift Dezire /AC	
		i	ii	i	ii
		In Words	In Fig.	In Words	In Fig.
1	Rate of 8 hrs/80 Km.				
2	Rate of extra hrs. after 8 hrs.				
3	Rate of extra Km. After 80 Km.				
4	Night Charges after 10:00 PM & before 6:00 AM				

**TERMS AND CONDITIONS**

- The rates quoted by the firms for hire of the vehicle with driver & fuel shall be all-inclusive.
  - In case of default, no amount will be payable to the firm.
  - The upholstery shall not be merely a cover over the seats and it should not be in torn condition or having patches.
  - The vehicle should be free from abnormal vibration and noise.
  - The driver must attend the duty on time and in proper and clean uniform. The driver must also wear the name badge with valid driving license.
  - The kilometrage and time for the purpose of vehicle –run shall be reckoned from the office of the firm/garage whichever is nearer to the office of RDSO./Mumbai. That distances shall not exceed 10km for each side.
  - No mileage will be allowed for the drivers to take lunch, break-fast, run of the vehicle on this account, if any will be deducted from the recorded kilometrage.
  - Mention the applicability of relevant taxes viz. Service Tax, CST (with D-Form), Toll Tax, EC, SHEC, etc. as admissible under rules Clearly.
  - Only MUMBAI No. Maruti Esteem(AC), Tata Indigo/AC, Swift Desire/AC, LOGAN/AC, cars of 2014 model or onwards are to be supplied.
  - Night charges will be paid after 10:00 PM & before 6:00 AM and parking charges will be also charged on bills.
  - 30 minutes time will be allowed both ways for reporting and off duty for the purpose of charge.
  - Bills for hiring of Taxi for any month shall be preferred in the first week of the following month to Asst. Personnel Officer(Admn.)/RDSO/LKO.
  - In case of unsatisfactory of service, kilometrage or in any respect whatsoever, the decision of the Director /QA,(Mech.) Inspection Cell, Mumbai shall be final
  - Director /QA,(Mech.) Inspection Cell, Mumbai shall reserve the right to terminate the contract at any time Without assigning any reason.
  - In case of any dispute of any kind, the decision of the Director /QA, (Mech.) Inspection Cell, Mumbai shall Be final and binding on you.
- PENALTY CLAUSES**
- The vehicle being sent by you, will be regularly inspected by the nominated officer in case of non- Compliance of any of the condition, a minimum penalty of Rs. 300/- (Rs. three hundred only) per occasion shall be imposed on the defaulty firm, which will be deducted from your bills.
  - The firm will be responsible to ensure punctuality of the timing in the supply of the vehicle, default, if any, shall be at risk and cost of the supplier.
  - The vehicle being sent by the supplier, will be inspected by the users & in case of non-compliance of any of the conditions regarding condition of the vehicle and the performance of the Driver, a penalty of Rs. 300/- (Rs. Three hundred only) can be imposed on defaulting firm.
  - If the vehicle goes out of order for whatsoever reason, the supplier shall provide an alternate arrangement within one hour, failing to which a minimum of penalty of Rs.300/- (RsThree hundred only) shall be imposed; the amount will recover from their bills.
  - The supplier shall provide 24 hrs. manned telephone/Mobile for booking of vehicles, even during odd hrs.

21. In case of non-functioning of AC systems a penalty of Rs. 200/- ((Rs. Two hundred only) per vehicle per day will be imposed.
  22. You will be required to supply vehicle within 20 minutes from receipt of the order. In case of non-compliance, a penalty of Rs. 25/- per 15 minutes for delay shall be imposed on you.
  23. All the drivers shall be having mobile phones so that officers can contact them whenever required.
  24. No change of vehicle will be allowed without the prior permission of user.
  25. **Hiring contract:** - for one year from date of operation
  26. No any extra charges will be admissible at the time of fuel hike. The accepted hiring rates will be constant during contract period and extention also.
  27. The firm will be responsible to ensure complaints – free services & good behavior of the driver.
  28. In case the hired vehicle run below 20 KMs and released within 2 hrs. than only 50% shall be paid, as per accepted rates quoted by firm for full day i.e. 80 kms or 8 hrs. only.
  29. In extra hrs, 30 minutes & above will be rounded off 01 hr & below 30 minutes will be ignored
- We accept terms and conditions laid down in Para 1 to 29 and bind ourselves to abide by them.

Signature

Name of the Proprietor  
Address and stamp of the firm  
with telephone no. & date