

**NAGALAND UNIVERSITY**  
(A Central University established by the act of Parliament No. 35 of 1989)  
**School of Agricultural Sciences**  
**Medziphema Campus-797106 (Nagaland)**

**NOTICE INVITING EXPRESSION OF INTEREST**

The SAS, Nagaland University, Medziphema Campus intends to hire bus for staff duty between Dimapur to Medziphema from any private/government agencies. Interested parties may collect the detail terms and conditions from the office of the undersigned during office working hour or may download from the university website at [www.nagalanduniversity.ac.in](http://www.nagalanduniversity.ac.in).

The last date for receipt of the tender is 4<sup>th</sup> August, 2023

  
Pro Vice-Chancellor

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**Terms and conditions for hiring of staff bus**

1. The vehicle to be provided must be in tip-top condition with minimum 42 seating capacity.
2. The vehicle must be available for 5 days in a week ( Monday to Friday).
3. All repair and maintenance, running cost, fuel lubricants, salaries of staffs, taxes etc. shall be borne by the contractor/agency.
4. In the event of repair, an alternative arrangement should be made by the contractor/agency to give uninterrupted service.
5. In the event of any accident, it will be the responsibility of the contractor/agency to deal with all accident related issues and bear all compensation there upon.
6. Driver and conductor should be technically/medically fit and should possess the proof of the same.
7. Contractor/agency will be responsible for good conduct of driver/conductor employed and if at any point of time the driver/conductor is found working unsatisfactorily, the said driver/conductor shall be withdrawn and an alternate driver/conductor shall be provided.
8. All necessary documents should be available alongwith the vehicle during duty hours.
9. All staffs attached with the vehicle will be under the administrative control of University during duty hours.
10. The contract of hiring will be initially for a period of 2 years. The period may be further extended if found satisfactory. During holidays, hiring will be suspended and no charges shall be applicable.
11. The financial bid should be quoted on per day basis.
12. Monthly bills should be submitted in duplicate to the authority alongwith a photocopy of vehicle log book duly signed and certified by the controlling officer.
13. **Documents to be submitted for establishing bidders eligibility and qualifications**
  - (i) Proof of ownership of the vehicle.
  - (ii) Updated registration papers of the vehicle.
  - (iii) Updated vehicle insurance of the vehicle.
  - (iv) PUC (pollution under control) clearance, RTO clearance etc.
  - (v) Driver & conductor detail with medical fitness certificate.

Assistant Registrar (Admn.)

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**TENDER FORM FOR HIRING OF VEHICLE (BUS)**

Name of the Contractor/Agency : .....

Address : .....

: .....

: .....

Mobile No : .....

E. mail ID : .....

Vehicle Registration No. : .....

Year of purchase & registration : .....

Seating capacity : .....

Hiring charge per day usage : .....

Place:

Date:

Signature of the bidder with seal

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**DECLARATION**

I,.....hereby declare that I am authorised to sign this documents and that

1. All the statements made in this application are true, complete and correct to the best of my knowledge and belief. I understand that if at any stage, it is found that any information given in this application is false/ incorrect or that our agency does not satisfy the eligible criteria, our candidature/employment is liable to be cancelled/ terminated.
2. I understand that the decision taken by SAS, Nagaland University, Medziphema campus are final and binding in all matters.
3. I hereby agree to work as per the terms and conditions stipulated by Nagaland University, SAS, Medziphema Campus
4. I understand that the Nagaland University, SAS, Medziphema campus reserves the right to accept or reject the Expression of interest at any time prior to the award of the contract without detailing any specified reason what so ever.
5. Further, the university shall be at the liberty to terminate the contract at any point of time on account of unsatisfactory service.

Place:

Date:

**Signature of the bidder with seal**