



भारतीय प्रौद्योगिकी संस्थान इन्दौर
खण्डवा रोड़, सिमरोल, इन्दौर - 453 552, भारत
Indian Institute of Technology Indore
Khandwa Road, Simrol, Indore - 453 552, India

www.iiti.ac.in

IIT Indore

SERVICE ORDER

S.O. No.: IITI(MM)/TR/1/1A/715/AKS/2019-2020/273

October 14, 2020

To,
M/s. Sai Tour & Travelling Services
Ground Floor, Gali no. 1, Tejaji Nagar,
Khandwa Road, Indore -452020
Mobile: +91- 9479583639, 9165168899
Email: saitourandtraveling@gmail.com

Subject: - Rate Contract for "Hiring of Vehicles"

Reference: Your quotation no. Nil dt. 15/06/2020

Dear Sir,

Please arrange/provide the vehicles to IIT- Indore as per the terms & conditions stated below and on the overleaf as an when vehicle is required:

Sr. No.	Category	Type of Vehicle	Rates in INR	Per Extra	
				Km	Hr.
1.	Airport Pickup/Drop Service	Etios/Dzire (AC)	850.00	NA	
2.		Etios/Dzire (Non-AC)	850.00		
3.		Toyota Innova/Toyota	1,400.00		
4.		Innova Crysta/Tavera (AC)	1,400.00		
5.		Toyoto Corolla Altis/Civic/Yaaris (AC)	2,000.00		
6.		Merc-E Class/BMW 5 Series/Audi (AC)	4,000.00		
1.	Day Wise	Etios/Dzire (AC)	1,469.00	7.48	90.00
2.		Tavera (AC)	1,900.00	11.50	90.00
3.		Toyoto Corolla Altis/Civic/Yaaris (AC)	2,500.00	15.50	90.00
4.		Bus 52 seating AC	8,500.00	55.00	150.00
5.		Bus 52 seating NON-AC	8,500.00	55.00	150.00
6.		Loading vehicles (Tata Ace, Mahindra etc.)	2,000.00	15.00	90.00
1.	Month Wise	Etios/Dzire (AC)	34,800.00	7.48	90.00
2.		Etios/Dzire (Non-AC)	34,800.00	7.48	90.00
3.		Toyota Innova/Toyota (AC)	58,100.00	11.90	90.00
4.		Toyota Innova/Toyota (NON-AC)	58,100.00	11.90	90.00



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Additional Conditions:

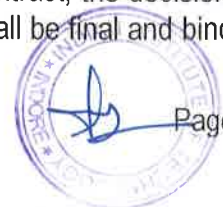
- 1) Rates inclusive of taxes, cost of petrol, driver, lubricants etc.
- 2) Toll, Parking extra.
- 3) Rates will fluctuate on increase of diesel, road tax, insurance.
- 4) Running of distance and time starts from Pick up and drop points.
- 5) Bills must be submitted by the service provider after each trip.
- 6) Service Provider must take the signature of the official guests.

SCOPE OF WORK:


1. The rates are inclusive of all taxes, i.e. cost of petrol/diesel, lubricants, driver's salary & allowances etc.
2. Toll, Tax, parking, octroi will be extra as per actual bill.
3. The Vehicles/Buses should have registration in Madhya Pradesh only.
4. The Vehicles/Buses should possess clear documents related to RTO Registration, License of the operator, Insurance paid and Valid PUC.
5. The vehicles/bus must be in good condition.
6. Driver must have valid Driving License for running the vehicle with minimum 03 years of driving experience.
7. Driver should be properly dressed (Uniform), well-mannered and should be able to communicate in Hindi and preferably in English.
8. IITI will issue letter to toll and roadway authorities for Exemption of Toll charges. In case Toll is collected the same can be claimed on submission of documentary proof in original.
9. In case of break down the service provider must make alternate arrangement of suitable vehicle immediately without causing difficulty to commuters.
10. The Service provider must deal accident situation at its own cost and risk.
11. The Service provider should cover insurance to commuters also for each vehicle.
12. A set of document of vehicle and Driver should be submitted to IITI for record.
13. For any delay in Service or damage to IITI property and/or persons the institute will impose penalty @0.5% per week upto 10% of the bill value.

Terms & Conditions:

1. **Period of Contract:** The contract will be valid for a period of **one year for various vehicles** and after certification of satisfactory performance the order may be extended further on the same rates, terms & conditions
2. **Fall Clause:** During the currency of the Contract, charges for supply of vehicles to any other Central/State Govt. Public Sector Undertaking, etc. should not be at rates lower than the price offered to the IIT Indore OR should there be any reduction in charges during this period, the prices charged to the Institute shall correspondingly be reduced for the IIT Indore, also.
3. The diesel rate should be as per declaration of government rates only.
4. **Payment:** Payment will be released through RTGS within 15 days of submission and certification of bill by the user department. Bill will be submitted by the service provider as per actual usage every month.
5. **Liabilities of the Contractor:** When this Institute engage vehicles all liabilities in respect of the vehicles and drivers including the accident to the vehicles injury to driver and the passengers traveling in vehicle or to pedestrians, theft and other passing vehicles shall rest with the Travel Agency. The Institute will not accept any liabilities in this regard.
6. **Parking & Toll charges:** Payment of any Govt. tax on duty for plying the vehicles for IITI will be the liability of the contractor. Parking and Toll charges, if any may be claimed by producing the Parking/Toll slips along with the bills.
7. **ARBITRATION CLAUSE:** In case of any dispute between the IITI and the contractor arising out of the contract with regard to the interpretation of the terms and conditions of the contract, the decision of the IITI or any other officer nominated by him to act as Arbitrator in this dispute shall be final and binding on the party to this contract.



8. **Termination of Contract:** The IIT Indore, reserves the right to terminate the contract simultaneously or at any time during the period of this contract with one or more Travel Agents.
9. **Force Majeure:** Neither the Contractor nor the Institute shall be liable to the other, for any delay in or failure of their respective obligations under this contract caused by occurrences beyond the control of either party because of fire, floods, acts of God, acts of public enemy, wars, insurrection, riots, strikes, lockouts, sabotage any law statute or ordinance order actions or regulations of the Government or any compliance there in similar to the above. Either party shall promptly notify the other of his commencement and cessation of such contingency and prove that such is beyond the controls and effects the implementation of this contract adversely.
10. The Institute shall have absolutely no responsibility to pay any compensation for any accident occurred to any person/representative of the Contractor during his/their to and fro journey and or while attending to the services of the Institute and no other charges whatsoever shall be payable by the Institute to the Contractor.
11. The Institute shall have the liberty to enter into similar contract with any other party(s) engaged in Travel Agencies parallelly without making any reference.
12. **Cancellation:** The institute reserves the right to cancel the order if party fails to meet the delivery deadline and if is recorded by the user department that the late delivery has adversely affected the R&D programme of the Institute.
13. IIT Indore reserves the right to accept or reject or cancel any or all enquiries or quotations or P.O. at any stage without assigning any reason thereof.
14. All Other T&C will be as per tender Document.


14/10/2020
Administrative Officer (MMS)



