

# REGIONAL SERICULTURAL RESEARCH STATION

क्षेत्रीय रेशम-उत्पाद अनुसंधान केंद्र  
(UNIT OF CSR & TI, MYSORE/ सीएसआरटीआई, मैसूर का एकक)



Central Silk Board  
Kodathi, / Carmelram, P.O  
Sarjapura Road  
BANGALORE – 560 035  
Email: [rsrskoda@gmail.com](mailto:rsrskoda@gmail.com)

केंद्रीय रेशम बोर्ड  
कोडथि / कार्मेलराम  
शार्जपुरा रोड  
बंगलूरु - 5600035

No.CSB/RSRS/KDT/PPP/Vehicle hiring/2024-2025

Date:18.05.2024

“By Speed post / CSB  
portal (Tender)”

To,

The Vehicle Owners / Vehicle Providers

Sir,

Sub:- Inviting quotations for hiring car /vehicle under Cluster Promotion  
programme. reg

Ref: No.CSB/RTI/SEEM/MMC/H.O.V/2023-24/25-03-2024

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Inviting the rate quotations to hire car vehicles/AC car with driver  
for field visits /sericulture crop supervision in the villages of the  
Bangalore Rural , Ramanagara, Tumkur & Sira Mega clusters, as per the  
details given below on monthly basis.

Mega cluster	Clusters attached	Kilometers	Vehicle required
Bangalore Rural Mega cluster	Gowribidanur & Tubugere	3750	1
	Andarlahalli & Channarayapatna Harohalli (Hoskote area)		
Ramanagara Mega cluster	Bannikuppe & Harohalli (K)	3000	1
	Kanakapura & Doddahalalli		
Tumkur & Sira Mega cluster	Tumkur & Sira	3500	1
	Y.N.Hoskote (Pavagada)	2000	1

The vehicles are required for a for the financial year 2024-2025 as per  
the following & terms and conditions; (w.e.f July 2024 to March 2025)

## Terms & Conditions for Hiring of Vehicle


1. Hiring of Vehicle is on Kilo Meter basis only.
2. Total No. Of days of the vehicle required in a month - 20 days.
3. The monthly usage will be kms. or hours of duty However, the number of Km may vary and payment will be based on the number of Km used in that month.
4. If usage extends as specified above, will be charged on km basis and if the usage exceeds .hours, the excess duration shall be paid on hourly basis.
5. The rate quoted shall be all inclusive of driver bata, Toll Fee, taxes etc.,
6. The hired vehicle shall not be older than 5-8 years, should have yellow board and also in good running condition.
7. In case of break down, the vehicle provider shall replace the vehicle within 24 hours at the cost of the service provider or will be adjusted on monthly rental of the vehicle.
8. The authority reserves the right to terminate the contract if the services are not satisfactory and hampers the official work.
9. The vehicle shall run from the cluster Head Quarter and movement of the vehicle restricted to only cluster area.
10. The vehicle and the driver should have valid documents such as Aadhaar Card/PAN, Valid Driving License, RC Book, Emission Test Certificate, Veh. Insurance etc.,
11. The Competent Authority will finalize on hiring of vehicle.
12. Quotation should be sent by Registered Post/Speed Post only.
13. The vehicle provider should have PAN number registered under CGST & SGST, TDS [Tax Deduction at Source] will be effected at the time of payment under the rule 194-c of TDS rate chart.
14. After issuing the vehicle approval for hiring, agreement to be made from July 2024 to Mar 2025 with vehicle provider to provide the vehicle for the agreement period only. If discontinued to provide the vehicle, the penal charges to be framed against the vehicle provider @10%.
15. The undersigned reserves the right to reject in part or in full any quotation which will not comply with the terms and conditions.
16. The quotations should be valid at least for 90days from the date of issue.
17. Same vehicle should not be quoted for more than one area.

The interested Parties / Candidates / Travels agencies may submit the separate quotations for each Cluster in a sealed cover super scribing as "Quotation for hiring of Vehicle----- Cluster".

The last date for receipt of quotations by post is 10.06.2024. The quotations received after the due date will be rejected without assigning any reason. The quotations should be sent to the address given below by Registered post or Speed Post only. Address: Scientist-D & Head

Regional Sericultural Research Station, Central  
Silk Board, Kodathi village, Carmelram Post,  
Bangalore-560035

18. The quotations will be opened on 11.06.2024; 3.00 P.M. by duly constituted committee. Further it is to inform that, the undersigned has the right to accept or reject any or all quotations without assigning reason whatsoever.

  
Signature of the Head

डॉ. वी. लक्ष्मणन / Dr. V. Lakshmanan  
वैज्ञानिक-डी एवं प्रधान / Scientist-D & Head  
शे रे ज के, कोडथि / R.S.R.S. Kodathi  
बेंगलूरु / Bengaluru - 560 035

**PROFORMA FOR DETAILS TO BE FILLED AND DOCUMENTS TO BE ATTACHED**

#	Particulars required	Details to be filled	Documents to be attached
<b>A</b>	<b>Details of Owner</b>		
	Quotation in printed form mentioning Rate/km, and places to be covered (cluster).	Rate/km- -----	Neatly Typed or printed letter with name of the firm or Individual agency
	Name of the owner/Travel agency & address with Phone No.		
	a).PAN number enclosed		Attach PAN copy
	b) Bank a/c. no and IFSC . Xerox copy		Attach Bank pass book copy
	c.) Aadhar card		Attach adhar copy
	If any IT returns filed document,		Enclose latest Xerox copy of IT return if available
	Whether GST number available a)if yes enclose document. b) If not enclose separate certificate attached		
<b>B</b>	<b>Vehicle Details write details</b>		
	Vehicle No.		
	Date of purchase		
	Whether vehicle with yellow board-	Yes/No	
	RC Book	Yes/No	Attach RC book
	Emission Test Certificate,	Yes/No	Attach emission certificate
	Vehicle insurance period	Date	Attach insurance certificate
	RTO permission		Attach RTO Permit letter
<b>C</b>	<b>Driver details</b>		
	Name of the Driver operating the Vehicle	Name	
	Aadhar card of the Driver	Number	Attach Adhar card
	Driving license	Enclosed	Attach Licence card
	Any other relevant documents		

Note: Fill the proforma and attach necessary documents.

Signature of the owner/Vehicle provider