



TATA INSTITUTE OF SOCIAL SCIENCES

(Declared as an Institution Deemed to be University under section 3 of the UGC Act, 1956)
A Grant – in – Aid Institute under Ministry of Education, Govt. of India.

Apsinga Road, Post – Tuljapur, District – Dharashiv, Pincode – 413 601.

Landline: +91 9270105222/23-26. website: www.tiss.ac.in

NOTICE INVITING TENDER (NIT) for Vehicle Hiring

To: (Put here rubber stamp or seal of the organization)	ENQUIRY NO.: TISS/TC/P&S/ NIT/Vehicle Hiring /2026 /
	Our Email ID: purchase.tuljapur@tiss.ac.in
	Mobile No: 9270105222 Ext. 406, 9890542410
	DATE: 12 th Jan 2026
	DUE DATE: 14 th Jan 2026

Sir/Madam,

Kindly submit your sealed quotation for “Vehicle Hiring services Contract” as per the attached Tender Document, duly filled in with the (Per km rate, full day engage etc. with detail specifications) signed, stamped and sealed by you on or before 14th January 2026 Till 05:30 pm to the Section Officer, Purchase & Stores Section, Tata Institute of Social Sciences, Apsinga road, Tuljapur -413601.

- Operational with Non Air Conditioned and Air Conditioned vehicles like Sedan, SUV, 18 Seater, 32 Seater, 40 Seater Bus, Ambulance etc (swift desire, Etios, Honda city, Innova, Ertiga, Tata sumo, Cruze, Tempo Traveler, Star Bus, Ambulance) etc are required on hiring/rent basis to be used for the TISS Tuljapur campus.

TERMS AND CONDITIONS

- Quotation should be submitted in Company letter head only, duly signed and stamped by authorized representative.
- Please super scribe “Vehicle Hiring services Contract” on the sealed envelope.
- Institute reserves the right to accept or reject anyone or more quotations for the same item without assigning any reason whatsoever and the decision of the institute in this regard shall be final and binding on all participants. Institute also reserves the right to not to accept the lowest quotation, as may be deemed necessary in the larger interest of the institute
- For queries relevant to the tender document and submission of quotation, please contact Mr. Devidas Kadam at purchase.tuljapur@tiss.ac.in or call 9270105222 Ext. 406.


Prepared by


Authorized by

Section I

Technical eligibility criteria

The agency must fulfil the following specifications in order to be eligible for the participation.

1. Certified copy of the Bank Account/cheque, GST certificate, PAN card in the name of agency shall be attached with a document.
2. The registered office of the agency can be anywhere in Maharashtra. But the point of service or branch office should be located in and around Dharashiv/Latur/ Solapur district.
3. The date of manufacturing of vehicle provided should not be earlier than July 2019.
4. The vehicle should be insured with full cover. Insurance policy document is mandatory for validation of the quotation.
5. A list of vehicles with registration details should be attached with the quotation, the institute may ask the agency to produce the original RC during evaluation of the quotations.
6. Only such vehicle operators can apply whose vehicle have been duly authorized by the concerned RTO for use as public transport that is tourist vehicles. The agency must also ensure that all the necessary documents (Registration certificate, Insurance papers, PUC certificate, etc.) are available with the driver deployed for duty for the institute
7. Self-certificate that the firm has not been blacklisted by any Central Govt. department / Ministries / PSU / banks etc. should be enclosed.
8. Security deposit at the rate of Rs. 10000/- lump sum will have to be deposited by a reputed bank through online bank transfer modes only. In case the contract is further extended beyond the initial period. The security deposit will have to be accordingly renewed by the successful standard during extension. Interest will not be paid on the security deposit.

Bank details for payment of EMD through NEFT / RTGS

Account name : Tata Institute of social sciences
Account number : 3184969132
IFSC code : CBIN 0281725
Bank name : Central Bank of India
Address : VN Purav Marg, Deonar branch, Sion Trombay Road, Deonar, Mumbai 400088

[Signature]
12/10/2026

[Signature]
12/10/2026

[Signature]
12/10/2026

Section II

Terms and condition of the contract

General terms and conditions

1. Vehicle to be provided by the contractor should be in perfectly good and sound condition mechanically and suitable for short/long duration travel.
2. The vehicle shall have clean seat covers, Quality radio music system, Reading lamp, torch, Tissue paper box, Car perfume, Seatbelt front and rear, Umbrella and necessary additional accessories. Inspection of vehicle / drivers shall be carried out from time to time by institute officials.
3. Declaration from the agency on their letterhead, stating that the driver provided are of good character, has police verification, has valid driving license, well trained and are aware of the roads of Maharashtra and outside are required.
4. The driver provided by the agency should not smoke, chew pan/ pan masala / tobacco etc. during the duty hours.
5. The agency should provide accurate contact numbers, addresses and other contact information.
6. Rates once finalized will be fixed for the contract period and used as base rate in case of Upward / Downward changes in rates in fuel prices.
7. Any complaint from the users regarding poor upkeep, maintenance, non-availability of above accessories or any of the conditions prescribed for drivers, not being met, would attract a cut from the bill for that day on basis at the rate of 25% in the first instance, 50% in the second instance and removal of driver or vehicle from the fleet on the third instance. Either from per day rate on pro rata basis.
8. The time and mileage shall be taken into account from the reporting time at the appointed place (both at the time of reporting and closing) there will be no dead mileage. In other words, two and fro journey from the garage to the reporting place and releasing place to garage will not be counted for computing the mileage or time.
9. Alternative vehicle will be provided immediately in case of breakdown, accident etc. Failing which the vehicle will be hired from the open market and the expenses incurred thereon shall be deducted from the bill of the agency. Any overtime arriving due to breakdown of vehicle supplied by agency shall be on his account and shall not be charged to the institute.
10. The liability of the Institute will be limited to the hiring charges agreed in the contract only.
11. **Please quote kilometer wise rates including toll charges and parking charges for all the travels.**
12. While the Institute has a regular requirement for vehicles on rent, it shall have the right not to utilize the services at all at any time for any period without giving any notice. The Institute will also reserve the right to hire vehicles from any other provider of such services even during the period of contract.
13. In case of breach of any of the terms and conditions mentioned above, the Competent Authority will have the right to cancel the work order without assigning any reason thereof, and nothing will be payable by the Institute in that event and the Security Deposit shall be forfeited.
14. It is presumed that the concern person have read and fully understood all the terms and conditions and instructions contained in the tender documents and parts / annexure thereof.

[Handwritten signature]

BE
12/01/2026

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12/01/2026

Shumath
12/11/2026

15. Even though bidders may satisfy the above requirements, they may be disqualified: If misleading or false representation of facts are made or deliberately suppressed in the information provided in the forms, statements and enclosures of this document.

Terms of Payment:

1. No payment shall be made in advance nor any loan from any bank or financial institution recommended on the basis of the order of award of work.
2. All payments shall be made against the bill duly supported by duty slips to be signed by user(s) or concerned authorized officer of this office.
3. The Institute shall be at liberty to withhold any of the payments in full or in part subject to recovery of penalties mentioned in preceding para.
4. Institute reserves the right to cancel the contract without giving statutory one month's notice and Security Deposit of the concerned agency will be forfeited.
5. No advance will be paid to driver for filling of petrol, diesel, CNG, Fast Tag or any other purpose by guest or Institute. Contractor has to manage all the expenses well in advance.
6. Institute will not be responsible for the charges to be paid for any traffic fine raised by the any Government on the vehicle.
7. Any type of inconvenience to the guest and inappropriate behavior with the guest by driver or the contractor will be taken seriously and it may lead termination of contract without intimation to the contractor.
8. Contract will be awarded to the eligible agency after verification of papers of all the vehicles, conditions, drivers licence, fast tag details, insurance detail by the committee.

M. Humalkar
12/11/2026
Section Officer
Purchase and store TISS Tuljapur.

P. S.

P. S.
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12/10/2026

ANNEXURE – I
DETAILS OF CHARGES

With reference to the above, we hereby submit the quotation for hire/rent of vehicles.

Name of the Firm:

Name of the owner:

Office Address:

Contact Details :

Email ID:

Sr. No.	Vehicle name (Please write Type of Vehicle, Sumo, Bus, Ertiga, Swift Dezire Car, Tata Car etc)	Year of manufacturing of vehicle.	Year of registration of vehicle at RTO	Rate per KM			Rate for a day engage		
				With AC	Without AC	Rate for extra kilometer	With AC	Without AC	Rate extra hours
1									
2									
3									
4									
5									
		Fixed Trip Charges for Solapur, Osmanabad and Latur Visit including Toll, Parking, Breakfast, Lunch, Dinner Charges							
1									
2									
3									
4									
5									

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12/10/2026

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12/10/2026

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12/11/2026

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Outstation Duty minimum Kilometers to be mentioned: 300 kms.

Authorized signatory:

Name and contact no.

Place:

Seal of the firm



Mumukshu
12/1/2026


12/1/2026

PR
12/01/2026

TATA INSTITUTE OF SOCIAL SCIENCE

V. N. Purav Marg, Deonar
Mumbai-400 088

1. PARTICULARS OF THE PARTY :-

- i) Phone No. : 91(022)25525000
Fax No. : 25525050
ii) Income Tax PAN No. : AAATT4224B
iii) Income Tax TAN No. : MUMT00027G
iv) Email ID : tiss@edu.in

2. PARTICULARS OF THE BANK ACCOUNT :- (for RTGS/EFT/NEFT/E-payment)

- i) Beneficiary Name : TATA INSTITUTE OF SOCIAL SCIENCES SRTT
Account No. : 3184969132
ii) City : Mumbai
iii) Bank Name : Central Bank of India
iv) Branch : Deonar Branch
v) Bank Address : V. N. Purav Marg, Sion-Trombay Road, Deonar, Mumbai 400 088
vi) Bank Telephone No. : 022 25519437
vii) Bank MICR Code : 400016066
viii) Bank IFSC Code : CBIN0281725
ix) Account Type : Savings

3. Certified that the particulars furnished with reference to bank accounts are correct and the bank guarantees honor EFT/NEFT advice as per RBI regulations.

Bank Seal

Signature of the authorized official of the bank Seal.

Without Responsibility on the part of the

दिना किसी उत्तरदायित्वके हस्ताक्षर को हमारे नमूना
हस्ताक्षर से मिलान किया जाता है।

