

MAULANA ABUL KALAM AZAD INSTITUTE OF ASIAN STUDIES

(An Autonomous Body under the Ministry of Culture, Govt. of India)

IB Block, Plot No. 166 Sector III

Salt Lake, Kolkata - 700106

Notice Inviting Tender

Sealed tenders are invited from agencies having proven experience and credentials for providing following different types of AC commercial cars for different programmes, seminars, conferences, meetings etc. of the Institute as and when required basis.

1 Swift Dzire

2 Travera

3 Scorpio

4 Innova

5 Zylo

6 Maruti Ertiga

7 Tata Idigo

8 Tata Indica

Interested agencies may please download the pre-qualification form and submit the same duly filled and signed with relevant documents along with credentials in a sealed cover superscribed "Car Rental Service- Credentials" and offers in separate sealed cover superscribed "Car Rental Service- Rates" to the Salt Lake office of the Institute positively within 29.06.18.

Offers will be received upto 2.00 pm on 29.06.18 at the above address and will be opened at 3.00 pm on the same day at the same venue. Tenderers may be present.

The rates of the accepted tenderer should be valid for one year from the date of contract. Decision of the Institute, in this regard shall be final and binding.

PRE – QUALIFICATION FORM

Pre-qualification Form Car rental for providing different types of cars different programmes, seminars, conferences, meetings etc. of the Institute.

1) Name of the Agency :

2) Office Address :

3) Telephone Number:

Land Line:

Mobile:

4) Name of the Proprietor / Partner:

**Residential Address of Proprietor / Partner:
with Land Line Number**

5) Trade/Business License:

6) Number of commercial car owned by the Agency:

**7) Whether the Agency will be able to provide
car at any location within the city at short notice :**

8) PAN No.

9) Income Tax Return for the last two years.

**10) Name, Mobile no. of the contact person
(He shall be the coordinator on behalf of the agency)**

**I /We Proprietor(s) / Partner(s)/Director(s) of M/s-----
---- here by declare that neither I / We nor any member of my / our family is / are
any way related to any officer/employee of Maulana Abul Kalam Azad Institute of
Asian Studies.**

Date

Signature(s)