

**QUOTATION NOTICE FOR HIRING OF A/C CAR FOR
OFFICIAL USE ON CONTRACT BASIS**

Sealed super scribed, competitive quotations are invited from the vehicle Owners for the supply of for providing one 7-seater **Toyota Innova Crysta** vehicle having an engine capacity of not less than **2300 cc**, for the official use of the **Kerala Road Fund Board**, T.C. 27/284, Sports Complex, Chandrasekharan Nair Stadium, Palayam, Thiruvananthapuram – 695033, on a contract basis, subject to the following terms and conditions:

The rates for various services may be quoted as shown below.

1. Monthly charges for normal run upto 1500KMs to be covered in a calendar month which will cover 325 Driver hours (all inclusive). This payment alone will be admissible every month.
2. Rate for excess KMs, run, (which is to be calculated and eligible for payment on 6 months' block period only i.e.. rate per KM run in excess of 9000 KMS for 6 months block period.
3. The charges for additional KMs, if any, will be paid at the rate of 20/- per Kms, calculated on a 6 month's block period.
4. Additional charges for Driver's extra hours of work beyond 325 hours per month (rate per hour) as per the prevailing order.

Conditions:

1. First registration of the vehicle offered should not be more than 60 months from the date of issue of Quotation Notice (Copy of RC to be attached).
2. The vehicle provider should provide all the latest accessories as required.
3. The vehicle provided shall be at the disposal of **Kerala Road Fund Board** for the entire tenure of the agreement (including Sundays and holidays).
4. The Owner shall provide and keep the vehicles in good running condition and supplies of all oils, fuels, road taxes, insurance etc. shall be paid and borne by him. The vehicle will be kept exclusively at the disposal of **Kerala Road Fund Board**.
5. The rates quoted include wages to the Driver, cost of fuel, maintenance charges or any other charges, and for providing vehicle in a good running conditions. In the case of an accident while the car is being driven by the Owner or Owner's driver, all claims and repairs shall be made by the Owner without any liability to **Kerala Road Fund Board** or its employees. In case, due to some breakdown, the vehicle is not available, the Owner shall make arrangements to provide alternate vehicle at his own cost, within a reasonable time.
6. In case of non-availability of vehicles on demand at any time, penalty per day is

liable to be imposed and it will ***be the total amount fixed for the month divided by 25 and multiplied by a factor of 1.25.***

7. In case of non availability of vehicle continuously for a period of more than one week, it shall be treated as breach of contract, and the Security Deposit shall be forfeited.
8. Rates, terms and conditions of contract, once accepted by KRFB shall not be altered during the currency of the contract (normally for one year) for any reason and shall be valid till the expiry of contract, for one year from the date of award. However, the Owner has the option to quote increase/decrease in rate as a percentage of cost of diesel (fuel) when shall be considered by ***Kerala Road Fund Board*** in exceptional circumstances, or totally rejected by ***Kerala Road Fund Board***. Contract can be terminated by giving a notice of one month on either side.
9. The log book shall be kept in the safe custody of the Driver, who shall get the same filled up for journeys undertaken by the officials of ***Kerala Road Fund Board*** daily. The log book shall be made over to the authority passing the bill. The log book shall be submitted along with the bill to the Controlling Officer. It is the responsibility of the successful bidder that completed log book is made over to the Controlling Officer before the contract is terminated. The contract will be normally for one year from the date on which the vehicle starts plying and the bidder should execute an agreement with ***CEO Kerala Road Fund Board*** to that effect in a stamped paper.
10. The driver shall be well dressed and well behaved. Any laxity of the behavior of the deliver shall be treated as breach of contract resulting in cancellation of contract and forfeiture of Security Deposit.
11. The tender should be sent in sealed cover only, duly superscribed "Quotation for hiring of Vehicles" and should be addressed to the ***Kerala Road Fund Board, T.C 27/284, Sports complex Chandrasekharan Nair Stadium Palayam Thiruvananthapuram, 695033***, so as to reach him not later than ***30.06.2026***. **The tender will be opened on 30.06.2026 at 3.00, in the presence of those tenderers who are present.**
12. Normally, the contract will be awarded to the lowest tenderer, but ***CEO KRFB*** reserve the right to reject any or all the quotations without assigning any reason and to increase or decrease the number of vehicles to be engaged. If any dispute arises out of this contract, the same shall be referred to the Chief Executive Officer, ***Kerala Road Fund Board, T.C 27/284, Sports complex Chandrasekharan Nair Stadium Palayam Thiruvananthapuram, 695033***, or any other officer nominated by him for the purpose, and his decision shall be final and binding and provision for law relating to arbitration for the time being shall apply to such arbitration.

13. Any other information required can be sourced from the Office of the **Kerala Road Fund Board** on all working days between 10 am to 5 pm.
14. The successful bidder shall furnish Security Deposit of Rs. 5,000/- by way of DD drawn in favour of the Chief Executive Officer KRFB, payable at any Scheduled Bank in Thiruvananthapuram.
15. Owner blacklisted by **Kerala Road Fund Board** will not be entertained.

The quotes should contain the following details in the format given below:

- a. Make, Model, Vehicle No., and manufacturing year of the vehicle, Copy of RC Book to be submitted.
- b. The charges for 1500 km per month shall be quoted.
- c. Details of Insurance policy and period covered. Copy of insurance policy to be submitted along with quote.
- d. Copy of Pollution Under Control Certificate (PUC Certificate) to be produced.
- e. The price quoted shall be firm and final for the entire period of contract.
- f. PAN No. along with copies should be submitted.

Place: *Thiruvananthapuram*
22-06-2026

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CEO KRFB

Kerala Road Fund Board
T.C 27/284,
Sports complex,
Chandrasekharan Nair Stadium,
Palayam-695033

To

1. KRFB Website
2. Notice Board