

IAHE/Project/Supervision/RO-Shimla(PIU-Shimla)/Cablestay/2026-27 date 07.08.2026

NOTICE INVITING QUOTATION FOR HIRING OF INSPECTION VEHICLE AT UNA, HIMACHAL PRADESH

1. Quotation Notice

The Indian Academy of Highway Engineers (IAHE) invites sealed quotations from all interested and eligible agencies for the provision of vehicle services as per the details below:

Field	Description
Name of Work	Consultancy services for AE for Supervision of Construction of missing link from Birhu to Lathiani into 4-lane from km 35.550 (Design Chainage 0.000) to km 42.800 (Design Chainage 8.153) on NH-503A, including Cable Stayed Bridge (0.860 km) in Himachal Pradesh on EPC Mode.
Bid Security	Rs. 10,000/- (Rupees Ten Thousand only)
Cost of Bid Documents	Rs. 500/- (Rupees Five Hundred only)
Time Period	Three Months (initially), extendable up to 6 months.

Sealed quotations are invited from established and experienced agencies specializing in commercial vehicle rentals. The Bill of Quantities (BOQ) and detailed terms and conditions are available for collection at the Indian Academy of Highway Engineers (IAHE), A-5, Institutional Area, Sector-62, Noida, or via the official website (iahe.morth.gov.in).

Submission Instructions

The duly filled quotation must be submitted in a sealed envelope to the **Deputy Director (PR), IAHE, Noida**.

- **Submission Deadline:** 21/08/2026 at 13:00 Hrs.
- **Opening Time:** 21/08/2026 at 13:00 Hrs.

Quotations shall be opened by the duly **Deputy Director (PR)** in the presence of intending bidders or their authorized representatives.

2. Invitation and Submission Process

INDIAN ACADEMY OF HIGHWAY ENGINEERS (IAHE) (Ministry of Road Transport and Highways, Govt. of India) A-5, Institutional Area, Sector-62, Noida (UP) - 201 301 (India) Telephone: 0120-2975331/2 | Email: director-iahe@gov.in | Website: iahe.morth.gov.in

Subject: Hiring of Inspection Vehicle on Monthly Basis for IAHE at Una, Himachal Pradesh.

Sir/Madam,

On behalf of the Director, IAHE, quotations are invited from eligible agencies to provide a dedicated inspection vehicle at Una, Himachal Pradesh. This service is required to facilitate site inspections and operational oversight for the Academy's ongoing projects in the region. Bidders are required to submit their proposals following a **Two-Cover System**:

Two-Cover System

Proposals must be submitted in two separate, sealed internal covers:

- 1. First Cover (Technical/Eligibility):** Must contain the following:
 - Valid PAN Card and GST Registration Certificate (if applicable).
 - Evidence of Bid Security (Demand Draft for Rs. 10,000/- in favor of IAHE, payable at Noida).
 - Evidence of Bid Document Cost (Rs. 500/-).

- 2. Second Cover (Financial):** Must contain the Financial Quote strictly as per the BOQ format provided in Section 3.

Agencies must qualify in the first cover to be eligible for the opening of the financial quote.

Labeling Instructions

Both internal covers must be enclosed in a third (outer) envelope, sealed and clearly superscribed: **"Quotation for Hiring of Inspection Vehicle on Monthly Basis for IAHE at Una, Himachal Pradesh - Ref No: IAHE/Project/Supervision/RO-Shimla(PIU-Shimla)/Cablestay/2026-27"**

3. Bill of Quantity (BOQ)

Bidders shall submit their financial quotes in the following format:

Sl. No.	Description of Item	Unit	Qty	Monthly Rate (Figures)	Monthly Rate (Words)	Total Amount for 3 Months (Figures)
1	Providing, running & maintenance of one (01) Inspection vehicle (Bolero/Ertiga or Equivalent not more than 3 years old) for travel up to 3000 Km per month, including driver, fuel, and maintenance.	Vehicle Month	3 Months			

Notes on Financial Bid:

- Taxation:** The quoted rates are **exclusive of GST**. GST shall be reimbursed by IAHE upon production of proof of payment (Challan).
- Extra Mileage:** The rate for extra kilometers beyond 3000 Km shall be paid on a pro-rata basis.
 - Formula: Pro-rata rate per extra KM = (Quoted Monthly Rate / 3000).*
- Evaluation:** The Total Amount (for 3 months) quoted in words shall be the sole guiding factor for financial evaluation and award.

4. Bid Security and Financial Terms

Bid Security Requirements

- Amount:** Rs. 10,000/-.
- Form:** Demand Draft in favor of the **Indian Academy of Highway Engineers**, payable at Noida.
- Validity:** The bid remains valid for 30 days from the date of opening.

Forfeiture and Performance Security

The Bid Security shall be forfeited if the bidder withdraws the bid after submission, fails to accept arithmetic corrections, or fails to sign the Agreement if successful. For the successful bidder, this security will be converted into **Performance Security**, refundable one month after the successful completion of the contract. Unsuccessful bidders' security will be returned within 28 days of bid opening.

Payment Schedule

Payments will be processed via NEFT/RTGS within 7 days of the submission of the bill and verified logbook. Bills must be submitted in duplicate by the first week of every month for the preceding month's service.

5. Annexure-I: Detailed Terms and Conditions

5.1. Vehicle Specifications: The vehicle must be an Bolero/Ertiga or Equivalent not more than 3 years old with an engine capacity of at least 1500 CC. The vehicle must be less than three years old (driven not more than 25,000 km) and in excellent running condition. The vehicle must be having a NHAI/RAJMARG YATRA Annual Pass with sufficient balance all the time.

5.2. Operational Availability: The vehicle shall be available 24/7 for site inspections in Una, Himachal Pradesh. The vehicle shall be stationed at **IAHE Site Office at Una, HP** and mileage for use of the vehicle shall start from the **IAHE Site Office at Una, HP**.

5.3. Agency Responsibilities: The agency bears all costs related to fuel, lubricants, servicing, maintenance, repairs, night charges, toll tax, state tax (in case vehicle registered outside Himachal Pradesh) NHAI/RAJMARG YATRA Annual Pass, outstation charges, and the driver's salary. The agency must ensure sufficient fuel is always available for immediate travel.

5.4. Driver & Communication:

- Drivers must possess a valid driving license, be well-experienced with regional routes, and adhere to professional dress and etiquette.
- The driver shall not leave the vehicle without permission from the IAHE representative.
- The agency must provide **two or more mobile telephone numbers** for service requests and ensure the driver maintains a working mobile phone at the agency's cost.
- The agency is responsible for maintaining a proper record of time/mileage in a **logbook**, to be verified daily by the IAHE representative.

5.5. Breakdown & Penalties: In case of breakdown, a substitute vehicle must be provided immediately. Failure to provide a substitute will attract a penalty of **Rs. 3500/- per day**.

5.6. Legal Compliance: The agency is responsible for all permits, Comprehensive Insurance, RC, and Pollution Certificates. All legal/monetary liabilities arising from accidents, mishaps, or traffic violations rest solely with the agency.

5.7. Withdrawal & Duration: The contract is for three months, extendable upto six months. However, the vehicle can be withdrawn from usage within **15 (fifteen) days of advance notice** by either party.

6. Submission Format (Annexure-II)

(To be submitted on the Bidder's Letterhead)

Letter No: _____ **Date:** DD/MM/YYYY

To,

**The Director,
Indian Academy of Highway Engineers (IAHE),
A-5, Institutional Area, Sector-62, Noida.**

Subject: Submission of Quotation for Hiring of Inspection Vehicle at Una, Himachal Pradesh.

Sir,

With reference to the RFP for hiring an inspection vehicle at Una, Himachal Pradesh, we hereby submit our financial and technical proposal.

I/We have read and understood the entire RFP document, including the terms and conditions in Annexure-I. I/We hereby formally accept all conditions regarding vehicle specifications, reporting protocols, 15-day withdrawal notice, and penalties.

The quoted rates are **exclusive of GST**, which we understand will be reimbursed upon submission of the relevant payment challan.

Signature of Authorized Signatory: _____

Name of the Firm (with Stamp): _____

Date: DD/MM/YYYY