

QUOTATION FORMAT FOR HIRE CAR

1. Name of the agency/Company :
2. Name of Owner/Proprietor/Partner/Director :
3. Address of agency/company :
4. Contact telephone/mobile :
5. E-mail address :
6. Small/Luxury car details :


1	2	3	4	5	6	7
Category	Monthly hire charges with fuel & km. per month (26 days)	Monthly hire charges without fuel	Duty hours per day for monthly hire car, Overtime after duty hours	Daily hire charges per hr./per km	Off-day rate for monthly car	Any other

7. Registration/Trade licence/PAN Service Tax etc. of Agency/Company (supported by documents/orders) :
8. Details of current engagement (supported by documents/orders) :

Conditions

- a. Car should not be more than one year old and should be in tiptop condition.
- b. All cars should bear up to-date registration, insurance etc.
- c. Quotation to be submitted in the above format through letterhead of the concerned company.
- d. Incomplete form will be rejected. Department reserves the right to reject any or total applications without assigning any reason

Please submit your quotation seven (7) days from the date of display of this notification to Directorate of Training, KSHB Building, 4th Floor, Santhinagar, Thiruvananthapuram. The quotation will be opened at 11 A.M on 18.02.2017 on the presence of the bidden or their representatives. Quotation should be in sealed cover properly superscribed. "Quotation for Hiring of Vehicles".


for Director of Training