

NO. A.33015/15/2024-DTE (LESDE)/228
GOVERNMENT OF MIZORAM
DIRECTORATE OF LABOUR, EMPLOYMENT,
SKILL DEVELOPMENT & ENTREPRENEURSHIP
MIZORAM, AIZAWL

Dated Aizawl, the 28th April, 2025

NOTICE INVITING TENDER

NO.A.33015/15/2024-DTE (LESDE)/228: Sealed tenders are invited on behalf of the Governor of Mizoram from interested parties and authorized dealers for supply of Used Vehicle (Light Motor Vehicle) as per Terms and Conditions annexed, during the period from **1st May, 2025 to 16th May, 2025**. The tender will be received by the Director, LESDE upto 11:00 AM of 16/05/2025 and will be opened by him on the same day at 1:00 PM.

The Tenders should be submitted in the prescribed format appended in Annexure- II. The tenders submitted by Non-Tribals shall be affixed with court fee stamp worth Rs.7.50 and General Service Tax Clearance Certificate should accompany the tender. Tenders submitted by Scheduled Tribe Tenderers residing in Mizoram should be accompanied by House Tax Payee Certificate.

Terms and Conditions and other details can be seen in the Office of the Director, Labour, Employment, Skill Development and Entrepreneurship Department, on all working days within office hours and in the Department website at <https://lesde.mizoram.gov.in/>

(JOHN TANPUA)

Director

Labour, Employment, Skill Development
and Entrepreneurship Department
Mizoram, Aizawl

Memo No.A.33015/15/2024-DTE(LESDE)/228 : Dated Aizawl, the 28th April, 2025

Copy to:

1. PS to Hon'ble Minister, LESDE Department, Govt. of Mizoram for information of Minister.
2. PS to Secretary, Department of LESDE, Govt. of Mizoram for information.
3. The Director, I&PR Department, Mizoram, Aizawl for publication of the above Short Tender Notice in two local newspapers for two consecutive days.
- ✓ 4. Web Manager, LESDE Department for uploading on Dept. website.
5. Office Notice Board.


Director

Labour, Employment, Skill Development
and Entrepreneurship Department
Mizoram, Aizawl

SHORT TENDER NOTICE

Sealed quotations are invited on behalf of the Governor of Mizoram from interested parties and authorized dealers for supply of Used Vehicles (LMV). Specifications and other details can be seen in the office of the Directorate of Labour, Employment, Skill Development and Entrepreneurship Department, Earth Day Road, MINECO, Khatla, Aizawl, Mizoram on all working days during office hours and in the Department website at <https://lesde.mizoram.gov.in/>

The Tenders will be received by the undersigned upto **11:00 AM 16th May, 2025** and will be **opened at 1:00 PM** on the same day in the Office Chamber of the Director, Labour, Employment, Skill Development and Entrepreneurship Department.

Director
Labour, Employment, Skill Development
and Entrepreneurship Department
Mizoram, Aizawl

Annexure I

TERMS AND CONDITIONS FOR SUPPLY OF USED VEHICLES

(NO.A.33015/15/2024-DTE (LESDE)/228 dated 28th April, 2025

Department of Labour Employment Skill Development

1. Earnest Money at the rate of 2% of the bid amount in the form of Deposit at call Receipt/Fixed Deposit Receipt from Scheduled Banks or fresh Post Office Saving Certificate, duly pledged in the name of the Director, Labour, Employment, Skill Development and Entrepreneurship Department should be enclosed with the quotation. Earnest Money in cash will not be accepted under any circumstances. Quotations received without Earnest Money will be summarily rejected. Local Scheduled Tribe Quotationers will have to deposit 50% (fifty percent) of amount fixed as Earnest Money in the enclosed Schedule. The Quotation submitted by Non-Tribal shall be affixed with court fee stamp worth Rs. 7.50 (Rupees seven and fifty paise) only. Earnest Money will be liable to forfeiture in case the successful Quotationer(s) fail to execute an agreement within a month from the date of issue of communication regarding acceptance of his/her/their tender. Withdrawal/amendment of Quotation(s) after closing of the tender box will not be allowed and will be liable to forfeiture of Earnest Money.
2. The cover of the Quotation should be prominently superscripted as '**QUOTATION FOR SUPPLY OF USED VEHICLE**' and should be addressed to the Director, Labour, Employment, Skill Development and Entrepreneurship Department, Aizawl. Tender Box marked "Tender Box for Supply of Office Used Vehicle" for dropping of quotation shall be placed at the office of the Director, Labour, Employment, Skill Development and Entrepreneurship Department from the date of issue of this Quotation Notice for receiving the Quotations. The Quotations can also be submitted by courier/registered post in sealed envelopes with acknowledgement due. Late tenders will be summarily rejected. No responsibility will be taken for postal delay or non-delivery/ non-receipt of Tender documents. Quotations sent by FAX or email will not be considered. The Director, Labour, Employment, Skill Development and Entrepreneurship Department will not be responsible for loss, delay or late receipt of the quotation documents.
3. Quotations as prescribed by the Labour, Employment, Skill Development and Entrepreneurship Department herewith appended at Annexure-III, shall have to be submitted to the Director on or **before _ April, 2025** and will be opened by him on the same day at 1:00 PM. Quotationer(s) or their authorized representatives are advised to be present at the time of opening of Quotations. Form of the Tender can be had from the office of the Director, Labour, Employment, Skill Development and Entrepreneurship Department; on any working day. Quotations submitted in a form other than the form supplied by the office will not be accepted.
4. Specification of vehicles required will be as stated on Annexure-II. Rate for supply of the item should be quoted both in figures and words.

5. All corrections/alterations in the Quotation should be attested by putting full signature by the Quotationer(s). The selected Supplier(s) will bear the cost of transportation to the destination.
6. Labour, Employment, Skill Development and Entrepreneurship Department, Government of Mizoram is in no way bound to accept the lowest or any of the Quotations and reserves the right to accept or reject any of the Quotations without assigning any reason thereof.
7. Rates quoted for any of the items should be inclusive of any Central or State Government taxes payable by the Supplier and no extra charges will be paid at the time of supply. No increase in price because of any statutory increase in or fresh imposition of custom duty, excise duty, General Service Tax (GST) or any other tax or duty levied in respect of the items will be accepted after the Quotation is submitted.
8. The place of delivery of the vehicles will be at the Office of the Director, Labour, Employment, Skill Development and Entrepreneurship Department, MINECO, Khatla, Aizawl, Mizoram, 796001.
9. The Quotationer(s) whose rates/rate is/are approved should be able to deliver the Vehicles at short notice and not later than 30 days from date of issue of delivery.
10. During the period of validity of the rates and selected Supplier, it shall not be open to the Supplier to ask for higher or other rate due to increase in their procurement prices or any other unforeseen eventuality. Government may entertain such applications if made on justifiable grounds and may either accept or reject the applications as it may deem fit. If Government rejects such an application, the Supplier will be bound to supply the items at the existing approved rate during the validity period.
11. Validity of rates and suppliers shall be for a period of one year, extendable by 6 (Six) months, from the date of approval of rates and Suppliers recommended by the Departmental Purchase Advisory Board, Labour, Employment, Skill Development & Entrepreneurship Department.
12. The Quotationer(s) should produce all relevant – documents, brochures etc. connected to the rates of items quoted.
13. The Director Labour, Employment, Skill Development & Entrepreneurship Department, shall have the power to terminate the selection of any Supplier or Supply Order for any reasons, at any time, without specifying any reasons whatsoever.
14. Vehicles having higher specifications but of the same price shall be preferred.
15. The successful Quotationer(s) should supply the vehicles conforming to the specifications quoted by him/her. Any items not conforming to the specifications or approved brand, shall have to be replaced by the Supplier at his/her own expenses.
16. The complete process of tendering, fixation of rates and procurement will be as per the Mizoram Procurement Rules 2020, as amended and from time to time, the General Financial Rules, 2017 as amended from time to time and any other relevant rules applicable in the State of Mizoram.

17. All disputes or differences arising out of or in connection with the contract shall be settled by bilateral discussions. Any dispute, disagreement or question arising out of or relating to the contract, which cannot be settled amicably, shall be referred to the Secretary, Labour, Employment, Skill Development & Entrepreneurship Department whose decision in the matter shall be final and binding on both the parties.
18. The bidder should have experience in supply of vehicles to Government (Department/Institution / PSU / Societies / Autonomous bodies) of a similar nature and size. (Copies of supply order and supporting documents should be attached).
19. Bidders should clearly indicate in their quotation specifications like the type, brand, make, model and the name of manufacturer etc., of the items quoted in the quotation in the proforma prescribed.
20. The undersigned reserves the right to increase or reduce the quantity to be supplied by the supplier even during the validity of the Supply Order according to the exact requirement of the Department.
21. The undersigned reserves the right to select any vehicle whose quoted rate may not necessarily be the lowest.
22. Payment:
 - 20.1: Payment shall be made only after delivery and acceptance of the materials which must be countersigned by the officer in charge of the Department.
 - 20.2: No advance payment will be made in any case.
23. Inspection:
 - 23.1: The Officer in-charge or the representative of the Department shall have the right to inspect or to test the vehicles to confirm their conformity to the ordered specifications.
 - 23.2: The supplier shall provide all reasonable facilities and assistance to the inspector at no charge to the purchaser.
 - 23.3. A list of all tenders received and confirming to specifications shall be prepared by the Department. The shortlisted vehicles shall have to be available within Aizawl Municipal Corporation (AMC) area for inspection.

ANNEXURE II

SPECIFICATIONS REQUIRED FOR USED VEHICLE (LMV) FOR LESDE DEPT.

Sl No.	Particulars	Qty
1	Used Vehicle (LMV)	2

VEHICLE DETAILS:

Sl. No	Vehicle Detail	Specifications
1	Make	All type of vehicles under a category of Light Motor Vehicle manufactured in India
2	Type	SUV/Sedans/CUV/Pick up truck/ Hatch back/Coupes/Muscle Cars//Convertibles/Sports Cars/Super Cars/Hyper Cars/Wagons/Minivans/Vans
3	Colour	Any Colour
4	Engine type	Petrol, Diesel, CNG, Electric, Hybrid.
5	Condition of vehicle	The vehicle should be roadworthy and in good running condition
6	Year of manufacture	The vehicle should not be older than 15 years
7	Registration of vehicle	The vehicle should have valid registration number
8	Vehicle history and maintenance report	Service book of the vehicle showing servicing and maintenance report should be submitted along with the Quotation
9	Vehicle Insurance	Copy of valid insurance certificate to be attached with Quotation.
10	Other essential specifications	All other details specified in the proforma for submission of Quotation prescribed in Annexure III shall be complied with.
Quotation not conforming to the above specifications shall be summarily rejected		

ANNEXURE III

QUOTATION FOR SUPPLY OF USED VEHICLES

Passport size
photo of
Quotationer

To,

The Director

***Labour, Employment, Skill Development and Entrepreneurship Department
Aizawl, Mizoram.***

Sir,

I/We have the honour to submit herewith Quotation for supply of Used Vehicle as per Quotation Notice issued under No.A.33015/15/2024-DTE (LESDE)/217-226 Dated 28th April, 2025 by the Director, *Labour, Employment, Skill Development and Entrepreneurship Department*.

I / we hereby agree to abide by the terms and conditions of the Tender Notice and bind myself/ourselves to honour the order of the Director, Labour, Employment, Skill Development and Entrepreneurship Department Government of Mizoram Aizawl or any Officer/Officers authorized by him on that behalf, to fulfil the contractual obligations during the full period of the currency of the contract.

The Following documents are enclosed:

(A) For Scheduled Tribe Tenderers

(Photocopy will not be accepted unless duly attested by a Gazetted Officer)

- 1) House Tax Payee Certificate
- 2) General Service Tax Registration Certificate
- 3) Sealed Tribe Certificate issued by the District Magistrate or his authorized officer.

(B) For non-Scheduled tribe Tenderers

- 1) Court Fee Stamp for Rs. 7.50
- 2) Income Tax Clearance Certificate (Original or attested copy)
- 3) GST Registration Certificate

(C) Earnest Money for Rs. _____ vide DCR No. _____

(This should be enclosed by Scheduled Tribe and Non-scheduled Tribe Quotationer)

- 1) Name of Quotationer :
- 2) Complete Postal address :
- 3) Telephone No. :
- 4) Email id. :

(D). **Bank Details**

- Name of Bank :
- Name of Account Holder :
- Account Number :
- Name of Branch :
- IFSC Code :

(E). **Vehicles Specification:**

Sl. No	Vehicle Detail	Specifications
1	Make	
2	Type	
3	Colour	
4	Engine type	
5	Year of manufacture	
6	Registration of vehicle	
7	Vehicle history and maintenance report	
8	Vehicle Insurance	
9	Other essential specifications	
10	Model No.	

11	Engine No.	
12	Registration No.	
13	Year of Purchase	
14	Name of Registered owner	
15	Distance travelled (in kms) (as per trip meter)	
16	Year of Manufacture	
17	Insurance Certificate (yes/no) copy to be attached	

(F). Quoted Rate – Rs. _____ (in figures and in words)

Date: _____

Place: _____

Name and Signature of Quotationer With seal