

**Department of Administration Reforms & Public Grievances**  
**(Ministry of Personnel, Public Grievances and Pensions)**  
**5<sup>th</sup> Floor, Sardar Patel Bhawan,**  
**Sansad Marg, New Delhi-110001**

**NOTICE INVITING TENDER FOR HIRING OF VEHICLES**

Sealed quotations are invited from reputed transporters/fleet owners having the capacity to supply 90 (Ninety) AC commercial vehicles (cars) such as Swift Dzire / Aura / Amaze / Ertiga / Innova / XL6 etc. on daily hire basis for official use in the Department of Administrative Reforms & Public Grievances, 5th Floor, Sardar Patel Bhawan, Sansad Marg, New Delhi – 110001 for the period from 15.04.2026 to 21.04.2026 on contract/outsourcing basis through offline (quotation basis) tendering.

2. The tender notice is also available on the Department's website:  
<https://darpg.gov.in>

S.No.	Name of tender	Estimated value of the tender	Date of release of tender	Last date & time for submission of online tender	Earnest money deposit required
1.	(i) 50(fifty) No.Sedan (Desire/Aura/Amaze) (ii) 40(fifty) No.Multi-Purpose Vehicle (MPV) (Ertiga/Innova/XL6 etc.)	3,00,000	08.04.2026 05:00 PM	12.04.2026 05:00 PM	Rs.50,000 (Rs. Fifty Thousand only)

  
13/04/26  
08/04/26

(D.D. Nimje)

Under Secretary to the Govt. of India

Tele:23440354

## TERMS AND CONDITIONS

Tender on quotation basis is invited from reputed transporters/fleet owners having the capacity to supply the required number of vehicles on contract/outsource basis for the official use of the Department of Administrative Reforms & Public Grievances, 5th Floor, Sardar Patel Bhawan, Sansad Marg, New Delhi from 15.04.2026 to 21.04.2026.

1. The total number of vehicles required will be 90 (Ninety) during the above period. The bidder shall quote the rates in Indian Rupees in the prescribed tender document for hiring of vehicles for the Department of Administrative Reforms & Public Grievances.
2. The vehicles provided should be in good running condition and should not be older than three years.
3. In case of breakdown of any vehicle, the contractor shall replace the vehicle within one hour, failing which the Department reserves the right to hire a vehicle from any other source at the risk and cost of the contractor.
4. The contractor shall provide names, addresses, mobile numbers of drivers along with copies of their driving licences within one week of award of the contract.
5. Duty Slips / Movement Slips will be signed by the officer with whom the vehicles are attached on day-to-day basis. No duty slip shall be entertained unless it is certified/verified by the concerned officer.
6. The Department reserves the right to increase or decrease the number of vehicles as per the actual requirement.
7. No advance payment will be made.
8. The drivers provided by the contractor should possess valid commercial driving licenses, should be well experienced, and should have proper knowledge of Delhi and NCR routes. The drivers should be well behaved, disciplined, and properly dressed.
9. The vehicles should be clean, well maintained, and hygienic. The contractor shall ensure that the vehicles are regularly cleaned and sanitized.

  
13/04/26  
08/04/26