

**LAW & PARLIAMENTARY AFFAIRS DEPARTMENT  
GOVERNMENT OF TRIPURA  
SECRETARIAT, AGARTALA**

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Dated, Agartala, the 13<sup>th</sup> August, 2025

**TERMS & CONDITIONS FOR HIRING A VEHICLE FOR P.P., HIGH COURT OF  
TRIPURA**

1. The vehicle, Maruti Suzuki D'zire (Petrol) (White), should be of 2022 model and onwards.
2. The owner of the vehicle has to submit Commercial Registration along with all the updated documents of the vehicle at the time of tender submission and the Driver engaged must have valid driving license.
3. The maximum monthly ceiling per month is fixed at **Rs. 39,560/-**, maximum detention charge per day is fixed at **Rs. 1000/-** and maximum rate per KM is **Rs. 9/km**. For duties, beyond 08 hours, overtime @ **Rs. 10/-** per hour may be allowed subject to maximum of **Rs. 40/-** per day.
4. The maximum monthly ceiling on distance (KM) covered by a vehicle per month is fixed at **1840 KM** & the maximum no. of working days per month is fixed at **23 days**.
5. The owner of the said vehicle shall maintain upholstery of the vehicle.
6. At the time of tender opening, if any bid is found missing a required document(s), The same shall be rejected. Law Department will not be responsible for any loss/misplace of any document(s).
7. The engagement memo may be cancelled at any time if the Owner fails to provide satisfactory service.
8. The owner shall be liable to provide alternative vehicle of similar class in case of break down or unavailability of the hired vehicle.
9. In case of car accident, all liabilities would be with the Owner of the vehicle.
10. Sealed tenders quoting separate rates & mentioning NIT number, should reach this Department **on or before 29/08/2025**, for :-  
(a) Detention charge per day.  
(b) Rate per KM.

**Address to be sent to :-** Law Department, 1<sup>st</sup> Floor, Room No – 1105, State Secretariat Building, New Capital Complex, Agartala, 799010.

11. Sealed tenders will be opened on **30/08/2025 at 12 PM** in the Chamber of DLR & Deputy Secretary, Law, Government of Tripura.

Yours sincerely,

**Signed by Shaurav Saha  
Date: 13-08-2025 13:30:50**

(Shaurav Saha)  
DLR & Deputy Secretary, Law  
Government of Tripura