

F.N.45/2/FICC/2012-Admin.  
Government of India  
Ministry of Chemicals & Fertilizers  
Department of Fertilizers  
Office of Fertilizer Industry Coordination Committee  
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8<sup>th</sup> Floor, Sewa Bhawan,  
R.K.Puram, New Delhi.

Dated 25<sup>th</sup> September 2013

Sub:- Quotation for hiring of a Taxi.

This office proposes to hire one taxi for official use on monthly basis initially for a period of six months. The requirement of the taxi is from middle segment like Maruti SX-4 with AC with CNG Kit.

2 The vehicle will normally be required by this office for 6 days a week from 900 hrs to 1800 hrs. The vehicle should not be more than 03 (three) years old. The daily meter reading will start and end at Sewa Bhawan, R.K.Puram.

3 The interested parties are requested to quote their rates (inclusive of service tax etc.) in the enclosed proforma.

4 The duly signed quotations may be furnished to this office latest by closing hours of 11<sup>th</sup> October, 2013.

Yours faithfully,

(H.C.Bhanot)  
Joint Director (A&I)

NIC for Upload of Dept. website.

PROFORMA FOR HIRIING OF ONE VEHICLE  
ON MONTHLY BASIS BY THE OFFICE OF ED, FICC

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1. Name & address of the Firm/Company :  
[with telephone number(s)]
2. Model of the Vehicle :
3. Year of Registration of the vehicle :
4. Quotation for hiring of vehicle :
  
- (a) Monthly charges for 60 Km and 9 hours per day  
for 25 days (including either Sunday or Saturday  
as per need) : Rs.....
- (b) Charges per extra Km : Rs.....
- (c) Charges per extra hour : Rs.....

Signature of the owner