

Cochin Port Authority

**Office of the
Chief Mechi. Engineer
Willingdon Island, Cochin-9
Dt. 10.07.2026**

No. CoPA/CME/ICE/CISF-Bus/25-26/M

BUDGETARY OFFER

Sub : Budgetary offers are invited for the following vehicles on hire basis (wet lease with fuel and driver) at Cochin Port Authority, 24 hours, 365 days for a period of Three years. Average monthly usage of the bus is 1200 Kms and for the Pickup Jeep is 2500 Kms.

Sl. No,	Description of Vehicle	Required Nos.	Monthly Rate in Rs.	Total Amount in Rs. for 3 Years	TOTAL
1	50 seater bus for 1200 Kms per month	1 No.			
2	4 + 1 seater Pickup Jeep for 2500 Kms. Per month	1 No.			
GST					
Grand Total					

Terms & Conditions

1. The bidders should be registered travel agencies.
2. The cost of fuel and driver shall be included in the offer.
3. The vehicle should be non A/c, commercial type with Kerala registration of model 2021 and above.
4. Police verification of the driver is mandatory on yearly basis.
5. Deployment of Driver, Supply of Fuel and all maintenance/repair including breakdown repair, Driver's/supervisor's salary, Road tax, permit, insurance for vehicle & driver, RTO expenses, driver contribution for ESI, PF, and documentary expenses like RFID card, FAST TAG if any etc: (excluding EPF & ESI contribution of employer) are scope of contractor. Applicable GST, EPF, ESI contribution of employer & Fastag if any shall be reimbursed by Port up on submission of supporting documents
6. All kinds of repair & maintenance including accidental repair shall be responsibility of the Contractor at his cost.
7. The vehicle is required everyday including Sundays, all holidays and as per the requirement.

8. Payment towards escalation in fuel prices and additional Kms covered if any will be paid additionally on actual as per the terms and conditions of CoPA.
9. In the event of any breakdown/repair of the operating vehicles, an alternate vehicle shall be provided within 2 hours. If the same is not arranged, the contractor is liable for penalty of Rs.500/- per day along with pro-rata deduction for that day.
10. The bidders are requested to furnish their budgetary offers in their company letter head in the above format duly signed and sealed and may be sent to the Chief Mechanical Engineer, Cochin Port Authority, Willingdon Island, Cochin-682009 by e-mail technicalcell.se@cochinport.gov.in / Mathew.varghese@cochinport.gov.in on or before 16.07.2026 by 15:00 Hrs.

s/d

Asst. Engineer (M)