

Ref. No. NSD/RC/

/2016-17

Nov, 2016

**SUB: -Quotation for supply of one/Canter Vehicle (19 feet length) on hire basis for transportation of Stage equipments and drama materials from New Delhi-Kolkata- Tezpur- Devgaon- Tinshukia- Dibrugarh- Guwahati- New Delhi.**

Dear Sir,

The National School of Drama, an autonomous organization established and fully financed by the Ministry of Culture, Govt. of India is sending its drama goods to above mentioned station and back to New Delhi as per details:-

New Delhi to Kolkata	13 <sup>th</sup> December, 2016
Tezpur, Devgaon, Tinshukia, Dibrugarh, Guwahati to New Delhi	24 <sup>th</sup> January, 2017

The Trucks shall be carrying fragile and bulky stage equipments, costumes and makeup, lighting & Sound materials etc. The Vehicles shall leave from Delhi on 13<sup>th</sup> December, 2016 for the destinations and further dates for return journey are mention as above.

You are requested to quote the hire charges with term & conditions for the above work by **28<sup>th</sup> November, 2016 before 3.00 pm** in sealed cover addressed to the Chief of Repertory Company, National School of Drama, New Delhi. The exact location where the goods/equipment's are to be loaded will be intimated at the time of departure of the vehicle.

Director, National School of Drama reserves the right to accept or reject any or all quotations without assigning any reason.

**Please Note:-**

The vehicles should be in very good condition.

The contractor shall provide waterproof tarpaulin of good quality to completely protect the equipment's being carried from dust and rains. It shall be the responsibility of the contractor to arrange for the necessary Inter State Transport permit and road taxes, if any.

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The National School of Drama shall be responsible for payment of Octroi, if any, on the goods to be carried.

The contractor shall warrant that the equipments entrusted for carriage are transported safely and without breakage and reaches at the destinations strictly as per schedule.

Since it would not be possible for the School to alter the schedule of work for which equipment's are being sent. In eventuality of the equipment's being broken or damaged due to the negligence of the carrier. The contractor shall be responsible for the expenditure on hire, purchase or replacement of such equipment/articles by the National School of Drama.

After completion of the assignment, the contractor shall submit bill in duplicate for payment to the National School of Drama in Delhi. The payment shall be made by crossed cheque.

The boarding and lodging of vehicles staff will be responsibility of vehicle contractor. Please see that vehicle carries adequate fuel/oil to reach the destinations in time.

One staff member of National School of Drama, will accompany with in to and fro journey in the vehicle.

Thanking you,

Yours faithfully,

**(Pradeep Kumar Mohanty)**  
**Registrar**