## Subject: - Service required - Monthly Car Rental at Mumbai (Honda Amaze white)

We are looking to hire a Honda Amaze (white) on monthly rental basis for our CEO and Senior Management in Mumbai and outside Mumbai.

Our office address:

**SMERA Ratings Limited** 

Unit No. 102, Sumer Plaza, Marol Maroshi Road, Andheri (East), Mumbai – 400 059

- Monthly Fixed Charges would be upto INR 50000/- based on 12 hrs. in a day, 6days in a week, 2000km in a month
  - This Amount would be Inclusive Of Driver Salary, Fuel and other Maintenance Expenses Of The Vehicle.
- An Amount of Rs. 120/- Per hr will be paid for Every Additional Hour when the Vehicle is Utilized Beyond The Period Of 12 Hours Per Day.
- An Amount of Rs.10/- per km will be paid after crossing 2000 KM In a Month. The Kilometer reading Will Be recorded At The Time Of Office Reporting.
- Normal Reporting Time will be 9.00am to 9.00pm but reporting time remains flexible based on our requirement. For outstation duty extra driver's charge will be Rs. 500/- per day.
- Normal Reporting place would be Bhandup West (L.B.S) but reporting place remains flexible based on our requirement
- Chauffeur on a daily basis will maintain separate logbook. User can verify and sign it on a daily Basis.
- In case the allocated car goes for servicing / repairs, the taxi agency will provide same car model (Honda Amaze, white).
- The car will have insurance for car itself, driver and the passengers.
- The vehicle hire will begin immediately after finalizing the terms and conditions.
- Either party can terminate the service with 1 day notice.

## **PAYMENT TERMS & CONDITION**

- Toll, Parking & other road taxes Will Be Paid By Company with the bill on monthly basis.
- Bill will be raised on monthly basis And payment Will Be paid in 15 Days.