



OFFICE OF THE COMMISSIONER OF CENTRAL EXCISE, AHMEDABAD-II
CUSTOM HOUSE, NAVRANGPURA, AHMEDABAD-380 009
PHONE NO. (079) 2754 4599 **FAX NO. (079) 2754 4463**

NOTICE INVITING TENDER FOR HIRING OF VEHICLE

Sealed Tenders are invited from the vehicle providers for hiring vehicle as per the requirements mentioned below in the schedule for the office of the Central Excise Commissionerate, Ahmedabad-II.

SCHEDULE

Sr.No.	Category	No. of vehicles required
01	Non AC Taxi car(TATA INDIGO) to be used up-to 20-25 day subject to maximum of 2000 kms. in a month	1

The interested parties are requested to submit their bids (Technical bid and Financial bid separately) latest by 27.6.2008 upto 17.00 hrs.

- Tender Document.
- Terms & Conditions.

(P.ROYCHOWDHURY)
ADDITIONAL COMMISSIONER (P&V)

DATE:20/06/2008

TENDER DOCUMENT

Subject:- Hiring of vehicles by the Central Excise Commissionerate, Ahmedabad-II for HQ. Office.

Commissioner of Central Excise, Ahmedabad-II Commissionerate invites quotations in sealed covers from reputed parties latest by 5 PM on 27.06.2008 for hiring of one (1) non AC Taxi Car (TATA Indigo) for the use Hdqrs. office at Ahmedabad upto 20-25 days subject to maximum of 2000 kms. in a month for one year.

The bid shall consist of two parts – Technical bid and Price bid. Both the bids are to be placed in two separate sealed envelopes (clearly superscribing “Technical Bid” and “Financial Bid”) which in turn are to be placed in one sealed cover. The Bids of all the parties whose Financial bid is not in a separate sealed cover or the rates quoted by them find mention in their Technical Bid shall be rejected forthwith. The Price Bids of only those parties shall be opened whose Technical Bids are found to be eligible while the disqualified bidders’ price bid shall be returned unopened.

The Technical bids shall be opened at 12:00 hrs. on 30.06.2008 at 1st floor, Custom House, Navrangpura, Ahmedabad-380 009 in the presence of one representative of each of the bidders who wishes to be present.

TERMS AND CONDITIONS

The interested parties must be capable of providing vehicles on their own on the following terms and conditions:-

1. The Contract is for a period of one year from 1.7.2008.
2. The bidder should have a registered and well established Taxi Agency/ Firm having sufficient number of latest models of taxi cars (TATA Indigo) for hiring. List of vehicles owned by the bidders and the details of the vehicles to be provided to the Hdqrs. offices must be attached along with the Technical Bids.
3. The bidder should preferably have past experience of providing minimum 1 vehicle on hire to at least one government organization/PSU/ a prominent private sector entity.
4. The Taxi car will be kept neat and clean and in perfect running condition with shining body and clean interior with good upholstery.
5. In case condition of car is not found to be satisfactory, it shall be returned for immediate replacement. In case no replacement is provided on time, this office would have a right to hire a vehicle from the market and the additional cost incurred by this office will be borne by the Contractor.
6. The Firm would ensure that the drivers employed have valid driving license. The vehicle should be registered with the concerned authority of Central/State Govt. The Transport operator shall provide a certificate to this effect. The driver of the vehicle provided must follow Traffic Rules and other regulations prescribed by the Govt. from time to time.
7. The Firm should have an adequate number of telephones for contact round the clock. The driver shall observe all the etiquette and protocol while performing the duty & shall be neatly dressed, should wear proper uniform & must carry a mobile phone in working condition, for which, no separate payment shall be made by the customer.
8. The rates quoted should specifically mention the service tax component. No service tax will be paid if the operator fails to provide proof of valid Service Tax registration.

9. The Commissioner, Central Excise, Ahmedabad-II reserves the right to accept or reject the quotation without assigning any reasons thereof.
10. The billing will be done on monthly basis; bill preferably typed and in triplicate, in connection with the service shall be submitted to Hdqrs. office in the 1st week of each month. The payment will be made as per availability of fund.
11. A daily record indicating time and mileage for the vehicle shall be maintained in a log book and log book shall be submitted to PRO, Hdqrs. Office regularly for scrutiny.
12. Once the hiring of car commences from a particular operator, the driver should not be changed unless requested by the Hdqrs. Office. The vehicle must be available at any time on any day as desired by the officer concerned.
13. The Hdqrs. shall be liable to pay the hiring charges only. Hiring charges include monthly charges of driver, maintenance of vehicles, petrol/diesel oil and any others.
14. In case of breakdown of any vehicle during duty, it shall be the responsibility of the Firm to provide a substitute vehicle replacement immediately. In case vehicle does not report on time/does not report at all, the customer would have a right to hire vehicle from the market and the additional cost incurred by the customer will be borne by the Transport Operator.
15. In case of any accident, all the claims arising out of it shall be met by the Contractor.
16. In case of any dispute of any kind and in any respect whatsoever, the decision of Central Excise, Ahmedabad-II Commissionerate shall be final and binding.
17. The vehicle may be available/running in the Gujarat State as and when the Commissioner of Central Excise, Ahmedabad-II so desires.

18. As regard vehicle timings, the transport operator will not pass on the instructions directly to the driver concerned. All the instructions should be routed through Public Relation Officer, Hdqrs.
19. Vehicle should be kept with sufficient stock of fuel. However, in case of any emergency, if any officer refuels on payment from his packet, the same should be reimbursed by the Contractor on production of the bill.
20. A declaration regarding acceptance of the above mentioned terms and conditions is to be submitted along with the tender.
21. The contract may be renewed for a further period of one year as mutually agreed upon, subject to satisfactory performance.
22. If any of the terms & conditions (1) to (21) above is not found fulfilled during the work contract, the Central Excise Commissionerate, Ahmedabad-II reserves the right to discontinue the contract without assigning any reason thereof.

(P.ROYCHOWDHURY)
ADDITIONAL COMMISSIONER (P&V)

FORMAT OF TENDER DOCUMENT

- 1) Name, address and telephone No.
of the tenderer :

- 2) Service Tax No. :

- 3) Name & address of the Proprietor/
Partners/Directors :

- 4) Rate per vehicle per month :
(Exclusive of Service Tax)

Sr. No.	Description	Rate for TATA Indigo non A/C (Rs.)
1	Non A/C Taxi car(TATA Indigo) to be used upto 20-25 days subject to maximum of 2000 kms in a month.	

- 5) Name(s) of the existing customer(s),
if any :

Name and signature of
the Authorized signatory