

GOVERNMENT OF INDIA
OFFICE OF THE COMMISSIONER OF CENTRAL EXCISE,
KOL-V COMMISSIONERATE, BAMBOOVILLA [4TH FLOOR],
169, A.J.C BOSE ROAD, KOLKATA- 700 014.

TENDER NOTICE NO :02/2008

Sealed Quotations are invited from the reputed concerns on the following Terms and Conditions for supplying of Vehicle on Hire.

1.The vehicle should be Ambassador(Non-AC car) /Indica /Indigo/ etc.(Non-AC car)

2.One(1) vehicle is required for 20-25 days and a maximum of 2000 kms in a month.

3.The rates should be quoted days / kilometres on monthly basis.

4.The vehicle should be in proper running condition and well furnished.

5.The vehicle should be provided with fuel and driver.

6.The driver should have valid licence and the vehicle should be registered with the Competent Authorities of Central Govt. and State Govt. Any violation would be attended by prorata deduction of charges.

7.Traffic Rules and other regulations as prescribed by the Govt. Authorities should be followed by the driver strictly.

8.The Department is not responsible for any repair and maintenance of the Vehicles. No other charge will be borne by the Department.

9.The vehicle should be maintained properly and proper cleaning should be done everyday.

10.The driver must observe discipline, etiquette and protocol while performing the duty. They should put on proper uniform and must carry a Mobile Phone in working condition .For this no separate charge shall be made by the Department.

11.The vendor and driver should carry out the instructions of the Department as well as the Officers assigned to the vehicle.

12.All Tax liabilities i.e. Road Tax, Service Tax etc. will be borne by the Firm.

13.In case of accident, all claims arising out of such accident shall be made by the vendor. He would also indemnify the Department for any loss, damage of property or life arising out of negligence of driver for poor maintenance of vehicles.

14. Alternative suitable vehicle should be provided in case of breakdown of the car so provided. In case of failure to provide alternative suitable vehicle, hire charges on pro-rata basis should be deducted from the monthly hire charges.

15.A daily record indicating time and mileage for the vehicle should be maintained in a log book in the prescribed form and entries therein must be certified by the officer using the vehicle.

16.The designated vehicle and driver must be provided and changes will be allowed only in exceptional circumstances. The vehicle must be available at any time of any day as desired by the officer concerned.

17.The number of hired vehicle may increase or decrease in future depending upon the requirement and that will be intimated to the vendor as and when the situation demands.

18.The bill for hiring of car alongwith the log book complete in all respect for every month, must be submitted of this office by 15th of the subsequent month positively, after getting the bill verified by the respective officers using the vehicle.

19.The Commissioner, Central Excise, Kolkata - V Commissionerate, Kolkata, reserves the right to reject any application / quotation without assigning any reason whatsoever.

Sealed quotations must be sent to the office latest by 08.08.2008 within 3.00 p.m.

Place:Kolkata.
Date:31.07.2008.

Sd/-
(SNEHASISH CHATTERJEE)
Additional Commissioner (P&V)
Central Excise
Kolkata - V Commissionerate
For Commissioner.

C.No:I(7)9/M.V./Kol-V/2003/