



OFFICE OF THE ASSISTANT COMMISSIONER OF SERVICE TAX DIVISION
SILVER ARC BUILDING, PLOT NO. 9, 3rd FLOOR, WAGHAWADI ROAD,
BHAVNAGAR - 364 002.

*** NOTICE FOR SEALED QUOTATION FOR HIRING OF 01 VEHICLE FOR SERVICE TAX DIVISION, BHAVNAGAR**

S.L.Yam
This office requires following 01 Non A/c vehicles (preferably white colour) on monthly hiring as per the terms & conditions available at website www.cbec.gov.in and www.eprocure.gov.in also with the GSO/AO, Office of the Assistant Commissioner of Service Tax Division, Bhavnagar. The following vehicles are to be hired by this office.

Sr. No.	Model of the vehicle	Criteria for hiring of vehicles	Remarks / Conditions
1.	Tata Manza/Skoda Rapid /Verna/Vento / Swift Desire and similar kind of vehicle	For 25/26 days subject to maximum of 2000 km in a month	Preferably Not more than 5 years old

Interested parties while submitting quotations, must submit the proforma duly filled in and signed for having accepted the general terms and conditions as per Annexure-I and pre-qualification (Annexure-II) in one envelope and financial bid (Annexure-III) in another envelope. Both the sealed envelope should be placed in another sealed cover super scribing it "Quotation for Hiring of Vehicle" and addressed to the Assistant Commissioner, Service Tax Division, Bhavnagar by 15.07.2015 up to 17.00 hrs.

- New vehicle shall be allowed on the basis of quotations and undertaking to provide vehicle in 15 days and provision of similar vehicle during the period.
- Only those vehicles which have taxi passing or have applied for it shall be considered.

This issue with the approval of the Joint Commissioner, Central Excise, Bhavnagar.

Yours faithfully,


(Dr. RUNJHUN)

ASSISTANT COMMISSIONER

Date: .06.2015.

F. No. I/20-01/2010-11/Adm/2375

Copy to:

- ✓ The Superintendent (Systems), HQ, Bhavnagar, for displaying the said letter on the department's website and Central Public Procurement Portal.
2. GSO, Service Tax Division, Bhavnagar.
3. Notice Board

TERM & CONDITIONS:

Annexure-I

1. The vehicle should be of latest model and in good running condition with commercial registration and comprehensively insured with pollution control certificate or any other Certificate required as per law. New seat cover/towels and fan at the rear seat will have to be provided by the owner.
2. Each quotation should be accompanied with a bid security of Rs. 25,000/- as a cheque drawn in favour of Assistant Commissioner of Service Tax Division, Bhavnagar. The bid security in the form of cheque of the successful bidder will be retained till the specific time indicated for providing vehicles. If the party fails to provide vehicle within a stipulated time, cheque will be forfeited and contract awarded to next lowest bidder.
3. On approval of Tender/ quotation, the vehicle must be supplied within a 10 days period.
4. Drivers of the vehicle should be well conversant with Bhavnagar City to Ahmadabad City routes/Roads and also with any other route required by the department.
5. The service provider must have 24 hours working telephone system so that he can telephonically be contacted at short notice and at odd hours and on holidays in case of requirement of vehicle and should declare all this contact number in the quotation. It would also be essential for the driver to have a mobile phone so that he could be contacted for duty.
6. Each driver shall observe all the etiquette and protocol while performing the duty & shall be neatly dressed.
7. No dead mileage would be payable from contractor's premises to starting point and vice versa. A Log book for the car in the format prescribed by the Ministry, for each of the journey performed, duly signed by the officer (utilized the said vehicle), would be maintained and submitted by the contractor along with the bills and duty slips.
8. It will be solely the discretion of the Department to use the said hired vehicle for any official purpose including Saturday, Sunday and Holidays where & whenever necessary.
9. The vehicle to be hired will not used for any other commercial/ personal purpose or any other purpose by the service provider, the vehicle should remain in the office premises of Division office during the contract period.
10. Payment of hiring charges will be made on monthly basis. The bills for the use of vehicle accompanied by the duty slips/log books will be preferred after each completed month.
11. It is the sole responsibility of the service provider to obtain all the necessary clearances and permissions from RTO and any other agencies and in case of any default; no charges will be paid by this office. **The vehicle, which is offered, should be Taxi passing.**
12. TDS and other taxes as applicable will be deducted from each bill.
13. The vehicle should be in excellent working condition and should be sent only after checking battery, coolant, oil, air tyre pressure & fuel.
14. In case of non-availability of the vehicle for any reasons with the service provider, alternate arrangements are to be made by them and intimate regarding this may be given to user of the vehicle in time.
15. The service provider should have Service Tax Registration or submit an undertaking that he is not liable to pay service tax. The rates offered shall be considered inclusive of all taxes including service tax. Department will not liable to pay any compassion.
16. The party also has to submit the proof of registration of the service provider/company or firm, if any.
17. The car shall report for duty as and when required maintaining regularity and punctuality.
18. In case of any accident or theft, all the claims arising out of it shall be met by the Party and department (Hirer) shall not be liable in any matter whatsoever.
19. Contractor shall ensure that the personnel deployed by him do not have any criminal antecedents.
20. In case of any violation of the above conditions, the Commissioner has right to repudiate the agreement immediately. The Commissioner may also consider imposing appropriate penalty in deserving case.


(D. R. JHUN)
ASSISTANT COMMISSIONER

TECHNICAL BID FOR HIRING OF VEHICLE

To be submitted in a separate sealed envelope subscribing "TECHNICAL BID"

1.	Name of the Organization/Firms with full address with pin code, Phone No., e-mail etc.	
2.	Name of the Proprietor	
3.	PAN No. of the Firm as allocated by the Income tax department	
4.	List of the Public Sector/Govt. Organization to which similar Services have been provided by the Contractors/Firms/Agencies during the last 5 years. List of Government Organizations where the Service Provider is currently providing services may also be indicated. (Please attach the job order/service certificate from Govt. Office/ Public Sector), if any	
5.	Copy of Registration Certificate obtained from Service Tax Department and insurance details must be submitted.	
6.	Name and No. of Vehicle offered	
7.	Model No.	
8.	Colour of vehicle	
9.	Date of Manufacturing (How many year old) A copy of RC book has to be enclosed with the technical bid	
10.	Any other information	

UNDERTAKING (Part of Annexure-II)

1. I/We undertake that, I/We have carefully studied all the terms and conditions of contract as indicated in Annexure-I and understood the parameters of the proposed work and shall abide by them.
2. I/we further undertake that the information given in this tender are true and correct in all respects.

Signature of Authorized person with date: _____

Name & full address: _____

FINANCIAL BID FOR HIRING OF VEHICLE
PFOFORMA FOR QUOTING RATES

To be submitted in a separate sealed envelope subscribing "FINANCIAL BID"

01.	Name & Address of the Contractors, Firms, Agencies		
02.	Name of Proprietor		
03.	Rate quoted per month (Inclusive of all taxes charges/levies including Service tax)		

Signature of Authorized person with date: _____

Name & Full address: _____

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F.No I/20-01/2010-11/Adm

Dated: /06/2015

**NOTICE INVITING QUOTATIONS FOR HIRING OF 01 VEHICLE AND HOUSE
KEEPING WORK**

This office invites quotations from reputed firms for Hiring of 01 vehicle on monthly basis. Other relevant details are placed on the tender page of the Departmental website www.cbec.gov.in or can be collected from the GSO/AO, Service Tax Division, Bhavnagar at the captioned address. "Quotations for the same, mentioning "Quotation for hiring of vehicle" will be accepted till 17.00 hrs on 15.07.2015 at the captioned subject address either by post or in person. Prescribed Annexure for submitting quotations/bids may also be obtained from the GSO/AO during office hours in any working day.