



भारत सरकार / GOVERNMENT OF INDIA

वित्तमंत्रालय, राजस्व विभाग / MINISTRY OF FINANCE, DEPTT. OF REVENUE

सहायक आयुक्त कार्यालय / OFFICE OF THE ASSISTANT COMMISSIONER

केन्द्रीय बस्तु सेवा कर एवं उत्पाद शुल्क मंडल-II, कटक/CENTRAL GST & CX DIVISION, CUTTACK-II, CUTTACK

प्लॉट सं. सी/12, सेक्टर-6/PLOT NO.C/12, SECTOR-6

अभिनव बिडानासी, सी.डी.ए., कटक-753014/ABHINAV BIDANASI, CDA, CUTTACK 753014.

Tel. 0671-236 5510

Email- cuttackstdivision@gmail.com

NOTICE INVITING QUOTATIONS FOR HIRING OF VEHICLE

Office of the Assistant Commissioner, CGST & CX Division-II Cuttack, invites sealed quotations for hiring of a diesel Non AC vehicle i.e. Swift Dezire/Toyoto Etios/Tata Bolt/Hyundai Xcent/Datsun Go or or any other such type of vehicle to be engaged in this office on monthly hiring basis with maximum running of 2000 kms per month. The interested parties may submit their sealed quotations (in the format enclosed) as per the following terms and conditions.

TERMS & CONDITIONS:

1. The sealed quotations should be addressed to 'The Assistant Commissioner, CGST & CX Division-II Cuttack. The envelope containing quotations should be superscribed in bold as **'QUOTATIONS FOR HIRING OF VEHICLE (FOR CGST & CX Division-II Cuttack)**. The quotations have to be submitted in the prescribed proforma.
2. The sealed Tenders/quotations will be received upto 05:00pm on 12.02.2021 in this office.
3. The consolidated monthly hiring charges (inclusive of all expenses like hiring charges, fuel, wage/salary of the driver, repairs/maintenance, GST etc.) should be quoted. The amount/rate should be written both in figures and words separately w.r.t. Swift Dezire/Toyoto Etios/Tata Bolt/Hyundai Xcent/Datsun Go or or any other such type of vehicle. The monthly charges should be quoted in the prescribed proforma. No other/extra charges will be payable (other than the consolidated rate quoted).
4. The vehicle should be registered as commercial vehicle (provided details). The vehicle should be of latest model (not older than 03 years) and in good running condition.
5. The vehicle shall be provided on all days including Saturdays, Sundays and Holidays, if required by this office. The vehicle shall be required to operate/travel anywhere in India for official purpose and necessary permit etc. shall be necessary
6. The service provider should have arrangements for establishing contact and service round the clock.
7. The billing will be done on a monthly basis and bills should be submitted in triplicate by 5th of succeeding month.
8. Once hired, the vehicle will not be put to use for other purposes and the driver will work under overall supervision and instruction of the Department.
9. After award of the contract, the service provider has to provide to the Department the complete details of the vehicle, certified copy of the RC Book, comprehensive insurance policies as well as the full details of the Driver along with the copy of driving license.

10. It should be ensured that the driver deployed is not involved in any criminal/anti-social activities and not has been convicted for any offence. The Driver should be more than 18 years of age and of good moral character and free from any communicable disease. He should be well experienced and should possess sound health. He should be neatly dressed (white dress) while on duty. The driver must be courteous, polite and obedient.
11. In the eventuality of any accident, any and all claims and damages arising there from shall be met/borne by the service provider. This Department/office shall not bear/have any responsibility/liability in this regard for the vehicle or the driver or third party concerned.
12. In the event of the hired vehicle developing snags/breakdown, the service provider will ensure that a replacement vehicle is provided immediately. In case of failure to make alternative arrangement, the department will be at liberty to hire another vehicle and the cost incurred shall be at the expense of the service provider only.
13. Duty hours will be for 10-12 hours per day. This may increase if office requirements so demand. If the vehicle is taken outstation, overnight stay for few days/nights may be required.
14. The validity of this contract is for 01 (One) year and it may be terminated with an advance notice of 15 days by either side.
15. The meter reading (for counting Kms. /running) will be taken from office to office only.
16. A penalty of **Rs. 750/-** per day shall be levied if the vehicle fails to meet the above term and conditions.
17. **It is categorically clarified that the engagement of service provider for providing vehicle does not in any manner confer any right on the service provider or person/driver that may be deployed by him in this office to claim any regular employment in this office or any government office. This work is purely on contract basis. The contractor/service provider will be solely responsible for all wages/dues to the driver and to follow all the rules/provisions of law, as prescribed. This office/department will have no responsibility/liability, whatsoever, in this regard.**
18. TDS and other Taxes shall be deducted as per statutory compliance.
19. The Department reserves the right to terminate the contract without assigning any reason by giving one month's notice.
20. In case of any dispute, the decision of the Assistant Commissioner, CGST & CX Division-II Cuttack shall be final and binding.
21. This office reserves the right to cancel any/all quotations without assigning any reason thereof.

Place: Cuttack.

Date:22.01.2021.

(Deepa Sharma Ray)

ASSISTANT COMMISSIONER,

CGST & CX Division-II Cuttack.

DECLARATION BY THE SERVICE PROVIDER

This is to certify that before signing this declaration, I/we have read the above terms and conditions and fully undersigned and accept the same and undertake myself/ourselves to abide by them.

(Signature of the service provider with date)

Name.....

Seal.....

Address.....

Proforma for quoting the monthly rate (all inclusive) for hiring/ engaging a diesel Non AC vehicle i.e.(+1 seater) or any other such vehicle on Monthly Basis for Official use in the GST & Central Excise Division-II, Cuttack.

Sl. No.	Vehicle Type & Model	*Monthly rate/ charge quoted for running upto 2000 Kms. (all inclusive) (In Rupees-both in words & figures).
1.	(+1 seater)	
2.	Any other such vehicle as mentioned at Sl.No.1	

***Note:**

- The monthly rate quoted including all charges relating to driver's salary, vehicle rental, fuel, repairs, maintenance & all other charges (all inclusive).
- The rate quoted should be inclusive of all charges as no other separate payment will be made by the Department.

(Signature of the service provider with date)

Name.....

Seal.....

Address.....