



केन्द्रीय वस्तु एवं सेवाकर आसूचना महानिदेशालय  
**DIRECTORATE GENERAL OF GOODS AND SERVICES TAX INTELLIGENCE**  
भुवनेश्वर औचलिक इकाई / **BHUBANESWAR ZONAL UNIT**

प्लॉट नं. २७, शहीद नगर, भुवनेश्वर-७५१००७

**PLOT NO. 27, SAHEED NAGAR, BHUBANESWAR-751007**

टेली/Tel:0674-2548180;फैक्स/FAX-2549180;ईमेल/Email:ad-gstint.od@gov.in

F.No.DGGI/BbZU/VEH-E Way/01/2020

Date :

**TENDER NOTICE FOR INVITING TENDERS FOR HIRING OF VEHICLE**

The office of the Directorate General Of Goods and Services Tax Intelligence (DGGI), Bhubaneswar Zonal unit, Bhubaneswar at Plot no-27, Saheed Nagar, Bhubaneswar-751007 invites sealed quotations duly signed by the authorized signatory from respective contractors/ service providers / firm for providing 1 (one) operational Vehicle for E way squads preferably Maruti Swift Desire, Baleno, Hyundai Xcent or equivalent not having registration prior to 2018 for departmental use at DGGI, Bhubaneswar Zonal Unit as per specification below:-

Name of the item	Specification If any	Number of days/ month	Maximum of Kms per month	Model of the Vehicle	Cost ceiling per month (Exclusive of GST)
Hiring of vehicle 1(one) Nos	1 (one) small size car in A-2/B-1 Segment (Not older than 3 Years)	20-25 Days	2000 km /month	Maruti Swift Dezire/Baleno, Hyundai Xcent	Rs. 40000/- per month

Bids will be two parts containing part 1 as "TECHNICAL BIDS" and part 2 as "FINANCIAL BID". Complete quotation for the said vehicle would be received in separate envelope to this office upto 11.00 hrs on 26.03.2021. These envelopes shall be super-scribed "TECHNICAL BID" "FINANCIAL BID" put inside a bigger sealed envelope which shall be super-scribed with the words, "TENDER FOR HIRING OF VEHICLES" and addressed to:-

The Additional Director, DGGI, Bhubaneswar Zonal Unit, Bhubaneswar at Plot no-27, Saheed Nagar, Bhubaneswar-75100

Bids received later than the stipulated date and time will not be considered under any circumstances. Tender will be opened on 29.03.2021 at 11.30 Hrs.

2. The contractor or service provider would have to provide well-furnished vehicle of specified nature with all other necessary comforts and facilities, registration number of which will have to be intimated to this office. The time and the distance in respect of the hired vehicle commence and terminate from the office to which it is being attached to. The vehicle will report at appointed time and place and should be sent only after checking fit condition of the vehicle for travel including battery, coolant oil, tyre air pressure, breaks, indicators, wipers etc. In case the condition of the vehicle is not found to be satisfactory at any point of time during

the contract period, the vehicle shall be replaced immediately only by vehicle with Similar Specification. As the vehicle is meant for use by the department, the contractor or service provider should ensure that all the necessary documents (Registration Certificate, Road Permits, Insurance papers, and pollution control certificate etc) are in the personal custody of the licensed driver attached to the hired vehicle. The contractor or service should be available through phone (office as well as residence) and also mobile phone to the concerned officers of the department in case of any emergency basis. The driver of the vehicle shall also be readily available on his mobile phone at all the time.

3. The driver should have valid licence without any adverse records and with clear antecedents and the vehicle should be properly and comprehensively insured and should carry necessary permits/ clearances from Road Transport authorities or any other concern authority including pollution clearance certificate. The vehicle will be required 7 days a week excluding the Gazetted Holidays. However, in case of exigencies, vehicle must be provided even on holidays as per requirement. The vehicle should be provided at all time be as required by the department. However, no sub-contractor will be allowed by the selected firm. Once the rates are finalized, no enhance maintains in rates will be considered during the contract period. The department shall be liable to pay only the hiring charges which includes GST as applicable. All other liabilities shall be borne by the Service Provider or Contractor.

4. In case of any untoward like any accident etc, involving the hired vehicle along with the driver, the consequential action arising thereof like attending to police proceedings, judicial proceedings, and insurance company proceedings shall be dealt with, by the service provider only. The department shall not be responsible for any loss, damage, or any accident of the hired vehicle or to any other vehicle or for the injury to the driver or to any third party. The loss or damage or legal expenses on this account shall be borne by the service provider or contractor only. The service provider shall submit on indemnifying certificate to the department for any loss, damage of property or life arising due to the poor maintenance/of the hired operation vehicle.

5. Before finalizing the tender, inspection of the vehicle shall be conducted. The finalized vehicle and driver shall be taken into operation only after the satisfaction of the designated officer about the specification and other legal aspects.

6. A log book specifying daily standing time and reliving should submit time as well as daily opening meter reading shall be maintained for the vehicle. The service provider, a copy of the log books along with remarks, if any of the officers/department to whom the vehicle has been assigned, along with the bill. Bill of the services provided in a month shall be submitted to this office in the 1<sup>st</sup> week of the next month. Payment shall be made only on monthly basis and on receipt of the bill after rendering satisfactory service. No intermediate payment shall be made for work. The payment of alongwith applicant shall be paid to the service provider by this office after sanction processing by the competent authority Parking of the vehicle at any time will be at service provider's risk and responsibility. The new vehicle shall be given preference and service book of the vehicle will also be inspected.

7. The contract so awarded will commence from the date of the consent of the bidder to the term and conditions of the contract. The contract shall be initially for a period of one (1) year

which can be further extended for another only one year by the completed. However, one month prior notice shall be given by the service provider for termination of contract. The engagement of the service provider does not confer in any right to drivers deployed by the service provider for claiming any regular employment in this office or any Government Office.

8. In case of the breakdown of the hired vehicle or the driver not reporting for duty, alternate arrangements have to be made by the service provider immediately.

9. Award of contract for hiring of the vehicle is subject to the following conditions:-

- (i) The vehicle will be used for a maximum of 2000 kilometers per month;
- (ii) Above hiring charges per month for 2000 KM should be inclusive of all charges i.e rent of Cost of fuel, driver's salary and uniform, maintenance charges of the hired vehicle etc.
- (iii) Apart from amount quoted at (i) above no other charges shall be payable;
- (iv) No minimum kilometer per trip should be insisted by the provider of the tenders may Present themselves at the stipulated time and date. As proof acceptance of the term and Conditions of this office tender notice, each page of the tender should be endorsed by the Bidder and submitted along with the quotation. Withdrawal of the quotation will after opening of quotation shall lead to blacklist of the Service Provider from further contract.

10. The department reserves the right to reject any or all the quotations or terminated the contract at any time, without assigning any reason thereof.

11. In case of any dispute or unsatisfactory service, the department can terminate the contract by giving 15 days office without assigning any specific reasons.

*Santosh Ku. Mohanty* 5/3/2024

सन्तोष कु. मोहन्ती, भा.रा.से. / Santosh Ku. Mohanty, I.R.S.  
अपर निदेशक / Additional Director,  
के.व.से.आ.म., भुवनेश्वर / DGGI, Bhubaneswar

Copy to:-

1. CBIC website([www.cbec.gov.in](http://www.cbec.gov.in)),
2. Notice Board, Directorate General of Goods and Service Tax Intelligence (DGGI), Bhubaneswar Zonal unit, Bhubaneswar.