



उपायुक्त का कार्यालय
केंद्रीय वस्तु एवं सेवाकर मंडल, जूनागढ़
वित्त मंत्रालय, भारत सरकार

OFFICE OF THE DEPUTY COMMISSIONER
CENTRAL GST DIVISION, JUNAGADH
MINISTRY OF FINANCE, GOVERNMENT OF INDIA

F. No. : I/05-01/2019-20/Adm.

Dated: 28.05.2021

NOTICE FOR ONLINE BIDS FOR HIRING OF 01 VEHICLE FOR GOODS AND SERVICES TAX, CGST DIVISION, JUNAGADH

This office requires 01 Non A/c vehicle (preferably white colour) on monthly hiring basis for a period of **01 year (i.e. 01.07.2021 to 30.06.2022)** as per the terms & conditions available at website www.cenexbhavnagar.nic.in, www.cbic.gov.in, www.eprocure.gov.in and with the GSO/PRO, Goods and Services Tax, CGST Division, Junagadh. The following vehicles are to be hired by this CGST Division, Junagadh office.

Sr. No	Model of the vehicles	No. of vehicles	Criteria for hiring of vehicles	Cost ceiling (exclusive of taxes)	Hiring Period
1.	Small size vehicle like Maruti S Cross/ Hyundai Verna/Ford Aspire/Hyundai Xcent/ similar kind of vehicle	01	For 25-26 days subject to maximum of 2000 km in a month. Preferably not more than 02 years old	CNG Vehicles Rs. 35,000/- per month Petrol/Diesel Vehicles Rs. 40,000/- per month	For the period of 01 year from 01.07.2021 to 30.06.2022

Interested parties should submit their Tenders **ONLINE** in two parts Technical Bid (Annexure II) & Financial Bid (Annexure D) on E-procurement portal i.e. www.eprocure.gov.in. No tender document will be accepted which has been sent to this office offline viz. by fax/e-mail or any other such means except Earnest Money Deposit (EMD) amounting to Rs. 10,000/- . The complete bid should be submitted after signing and for accepting the general terms and conditions as per Annexure-I by 15.06.2021 **up to 1700 hrs.** The online received bids will be opened online on 16.06.2021 by the members of the Tender Committee.

(मधुकर कुमार)

उपायुक्त

केंद्रीय वस्तु एवं सेवाकर मंडल
जूनागढ़

Copy to:

- (4) The Superintendent (Systems), HQ, Bhavnagar, for displaying the said letter on the department's website and E-procurement Portal
- (5) Superintendent (GSO)/ PRO, GST, HQ, Junagadh
- (6) Notice Board

TERM & CONDITIONS:

ANNEXURE-I

1. The Tender shall be submitted **ONLINE** only thorough the website www.eprocure.gov.in in two parts i.e. Technical Bid & Financial Bid.
2. **Following documents should be uploaded with the bid:-**
 - (i) Scanned copy of the entire Tender documents, signed on all pages
 - (ii) Scanned Copy of the PAN No. & Driving License of original owner of the vehicle.
 - (iii) Scanned Copy of the GST Registration No, if applicable
 - (iv) Scanned Copy of the Registration Certificate of the vehicle.
 - (iv) Scanned Copy of all necessary documents as required in Annexure I & Annexure II.
3. Vehicle should preferably not be more than 02 years old and should be in good running condition 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. Preference may be given to the newer Vehicle offered.
4. Each quotation should be accompanied with a **bid security of Rs. 10,000/-** as a cheque drawn in favour of the Commissioner of Goods and Service Tax, 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.
5. On approval of Tender/ quotation, the vehicle must be supplied within a 10 days period.
6. Drivers of the vehicle should be well conversant with Junagadh City to Bhavnagar City routes/Roads and also with any other route required by the department.
7. 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 these contact numbers in the quotation. It would also be essential for the driver to have a mobile phone so that he could be contacted for duty.
8. Each driver shall observe all the etiquette and protocol while performing the duty & shall be neatly dressed.
9. 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.
10. 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.
11. 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 at the disposal of this office during the contract period.
12. Payment of hiring charges will be made on monthly basis. The bills for the use of vehicle accompanied by the duty slips/log books should be submitted after each completed month.

13. **The Kilometers of the vehicle will be calculated annually i.e. 24000 Kms per year (12x2000). If the vehicle does not travel 2000 kms in a month, then the remaining Kms will be carry forwarded to the next month to the same vehicle. Only when the vehicle travels exceed to 24000 kms during the year, the payment of extra kilometers will be paid.**
14. 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.
15. TDS and other taxes as applicable will be deducted from each bill.
16. The vehicle should be in excellent working condition and should be sent only after checking battery, coolant, oil, air tyre pressure & fuel.
17. 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.
18. The service provider should have valid GST Registration or submit an undertaking that he is not liable to pay GST. **The rates offered should be exclusive of GST.** GST will be reimbursed on production of proof of its payment by the service provider. No extra charges will be paid except GST if applicable.
19. The Financial Bid shall be quoted ONLINE in BOQ format as prescribed i.e. uploaded tender Notice.
20. The car shall report for duty as and when required maintaining regularity and punctuality.
21. 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.
22. Contractor shall ensure that the personnel deployed by him do not have any criminal antecedents.
23. **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.**

TECHNICAL BID FOR HIRING OF VEHICLE

To be submitted **ONLINE** only through www.eprocure.gov.in 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 GST Department, if any				
6.	Details of Vehicle offered (A copy of RC book has to be enclosed with the technical bid)	Name	Model (year & month)	Color	Insurance Details
7.	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: _____
