



सत्यमेव जयते

GOVERNMENT OF INDIA  
MINISTRY OF FINANCE  
DEPARTMENT OF REVENUE

**OFFICE OF THE COMMISSIONER (A.R)**

**CUSTOMS, CENTRAL EXCISE & SERVICE TAX APPELLATE TRIBUNAL  
WTC BUILDING : FKCCI COMPLEX : K. G. ROAD : BANGALORE 560 009**

JCDR/16/2010/ADMIN

Date : 07.03.2017

**LIMITED TENDER ENQUIRY NO. 02/2016-17**

The Commissioner (AR) office intends to hire **three vehicles** on hire basis at **FKCCI complex, WTC Building, K G Road, Bangalore – 560009.**

In accordance with Rule 181 of General financial Rules, 2005, Limited Tenders Enquiry is invited by commissioner (AR) towards providing two vehicles on hire basis.

Sealed Tenders are invited from eligible Service providers for providing Three Vehicle and submitted to the Superintendent of Central Excise, CESTAT, WTC Building, FKCCI Complex, Bangalore 560009.

Terms and Conditions of the tender are enclosed as Annexure to this notice.

Quotations along with relevant details/supporting documents should be submitted on or before **16.00 hrs on 22.03.2017** in a sealed cover super scribed as **“Bid for providing vehicles”**.

The bids will be opened on **24.03.2017 at 16.00 hrs** before the bidders/authorized representatives.

This office reserves the right to postpone the date of opening or to accept or reject any or all the bids without ascribing any reasons.

Encl.: Annexure

(P Hemavathi)

**COMMISSIONER (A.R.)  
CESTAT, BANGALORE**

### ANNEXURE

1. The office of the Commissioner (A.R), CESTAT, WTC Building, FKCCI Complex, K.G.Road, Bangalore intends to hire 3 vehicles with effect from 01.04.2017.
2. The vehicles are proposed to be hired for an initial period of one year with the option of extending it for a period of one more year at the discretion of the Commissioner(A.R).
3. The category of vehicles to be hired is as under.

Sl.No.	Category of Vehicle	No. of days in a month	Km per month
1	One Swift Desire/Ford Fiesta/Tata Indigo/Tata Manza or similar vehicles(Air Conditioned vehicles)	30/31 days	2500 Kms
2	Two Indica/Swift or similar vehicles (Non-AC vehicles)	25 days	2000 Kms

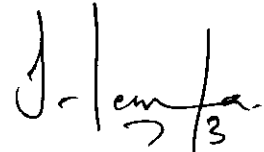
In case the vehicles run less than 2500 Kms / 2000 Kms, as the case may be, in any month, the balance kilometer remaining in that month shall be carried forward to the next month. In case the vehicles run more than the prescribed distance in any month, the balance kilometer available if any, shall get adjusted.

### ELIGIBILITY CRETERIA.

1. The applicant contractor (referred to also as the service provider) should have at least 05 years of experience in supply of minimum of 24 vehicles to Government Departments/Public Sector Undertakings or to reputed Companies. Proof for the same should be submitted along with the tender.
2. All the vehicles proposed to be hired out to the Commissioner (A.R)'s office by the applicant contractor should not have been manufactured before 01.01.2013 and should not have run more than 30000 Kms.
3. The rates should be provided (exclusive of Service Tax) for above said kms and number of days, on monthly basis.
4. The vehicle shall be deemed to be at the disposal of the Office of the Commissioner (AR) during the period of official use and the billing for kilometer shall be charged from the reporting place to the relieving place.
5. The Contractor shall provide dedicated vehicles and drivers and any change in vehicle and/or driver should be made only in very exceptional circumstances. The driver should have a proper valid driving license, with a minimum experience of 5 years in driving within city limits and their antecedents should be duly certified by the service provider.

6. The agreed hire charges include cost of repairs, cost of fuel, taxes and other maintenance charges and all other incidental charges.
7. In the case of any accident, the bidder shall meet all the claims arising out of it though vehicle insurance.
8. This vehicle shall be kept neat and clean with proper seat covers, perfume and tissue paper and shall be kept in perfect running condition.
9. If the vehicle is out of order, the bidder shall provide a substitute vehicle immediately. In the case the vehicle does not report on time/ does not report at all, the department would have a right to hire a vehicle from the market and the additional cost incurred by the Department will be borne by the bidder.
10. The vehicle must be available at any time and on any day as desired by the Department.
11. The driver of the hired vehicle must follow traffic rules and other regulations prescribed by the government from time to time. Any liability of violation of traffic rules shall be borne by the service provider.
12. The driver must observe all the etiquettes while performing the duty. The driver must be neatly dressed and should wear white uniform to be provided by the bidder. The driver must be provided with mobile phone at the expense of the service provider.
13. The bidder and the driver shall be bound to carry out the instructions of the Department as well as the competent officers to whom each vehicle is assigned.
14. A daily record indicating time and mileage for each vehicle shall be maintained as per the Trip Sheet and will have to be verified by the competent authority of the Department.
15. A penalty of Rs. 1000/- per day per vehicle may be levied if any vehicle fails to meet the above terms and conditions on any day.
16. The Hiring Department shall deduct all taxes as per law and TDS certificate to that effect is issued once in a year. Service Tax as applicable will be paid by the service provider.
17. The bills for payment shall be submitted on or before 10<sup>th</sup> of subsequent month. The payment shall normally be made by the end of the month in which the bills are submitted.
18. The bidder shall get into a vehicle hire agreement with the department. The said vehicle hire agreement can be terminated by either party after giving a prior notice of not less than one month.
19. In the event of vehicle breakdown, the bidder has to give immediate replacement identical to the one attached to the Department.

20. In case of any doubt of inquiry, the bidder may contact the Superintendent (Administration) on phone number 080-22375334 on any of the working days.
21. In case of dispute or unsatisfactory service, the matter will be decided by the Commissioner (AR) after giving due notice.
22. The bidder should indicate their PAN and TIN and submit the necessary registration certificates with Central or Local Government in support of the same.
23. Any dispute or difference arises concerning the subject matter, the same shall be referred to the Arbitration Tribunal, which will be the sole Arbitrator on the matter.
24. This office reserves the right to accept or reject any or all the bids without assigning any reason whatsoever.



**(P. HEMAVATHI)**  
**COMMISSIONER (A.R.)**