



OFFICE OF THE COMMISSIONER
CENTRAL EXCISE, CUSTOMS AND SERVICE TAX, VADODARA-I
CENTRAL EXCISE BUILDING, RACE COURSE, VADODARA-390007



F No I/ 20 – 1/ 2012 – Adm

Dated:14.03.2012

NOTICE INVITING TENDER

Sealed tenders are invited from the agencies supplying vehicles (Taxis) with drivers on monthly basis in sealed envelope by the Office of the Commissioner of Customs, Central Excise & Service Tax, Vadodara – I, Central Excise Building, Race Course, Vadodara as per the requirement mentioned below in the Schedule.

Sr No	Category	No of vehicles required.*
1	Non AC car mid segment like Indigo or similar vehicle to be used for 30 – 31 days per month subject 2500 kms in a month.	2
2	Non AC car mid segment like Indigo or similar vehicle to be used for 25 days per month subject 2000 kms in a month.	3
3	Non AC car small segment like Indica or similar vehicle to be used for 25 days per month subject 2000 kms in a month.	4
4	Non AC SUV like Tavera/ Bolero/ Sumo Grande or similar vehicle to be used for 30 – 31 days per month subject 1800 kms in a month.	2

*Total number of vehicles would remain same but number of vehicle under a particular category may change.

The prescribed tender document with term & condition can be obtained from the Superintendent (Admin), R No 111, 1st Floor, Central Excise Building, Race Course, Vadodara between 9.30 AM to 6 PM on any working day or can be downloaded from our websites www.cbec.gov.in and www.excisevadodara1.nic.in.

The interested travel agency/ taxi providers who comply the terms & conditions annexed to this notice should submit their quotation in sealed cover on or before 21.03.2012 till 13.00 hrs to the Superintendent (Admin).

The sealed quotations will be opened on the **same day at 16.00 hrs** at the **Conference Hall, 1st Floor**, Central Excise Building, Race Course, Vadodara in the presence of the Committee and in the presence of authorized representatives of the interested travels agencies, if any.

The Commissioner of Central Excise, Customs & Service Tax, Vadodara – I to postpone the last date of receipt of bids and to accept or reject any or all tender without assigning any reason.


14/3/12
(Mayank Kumar)
Additional Commissioner (P&V)

Terms and Conditions

1. The tenderer should have a PAN No and should attach a self-attested photo copy of the same.
2. The tenderer should have a valid Service Tax Registration and should also attach a photocopy of the same.
3. All the vehicles should be in good running condition.
4. The liability of the Client (Central Excise and Customs, Vadodara-I Commissionerate) is limited to the contract value only, which shall not be increased throughout the contract period. In case of any accident, all claims/ liability arising out of it shall be met by the Vehicle Provider. Any other liabilities like monthly charges of driver, repair and maintenance of vehicle, insurance, petrol/diesel, oil and any other incidental expenses etc. shall be borne by the Vehicle Provider.
5. The Vehicle Provider shall ensure that the drivers employed have valid driving License & the Vehicle is duly registered with the concerned authority of Central/State Govt. under appropriate category of usage. The driver of the vehicle provided must obey traffic Rules, and other regulations prescribed by the Govt. authorities from time to time.
6. The Vehicle Provider should have an adequate number of Mobile phones for easy & timely access. Each driver shall observe all the etiquette and protocol while performing the duty & shall be neatly dressed & must carry a mobile phone in working condition, for which, no separate payment shall be made by this Commissionerate.
7. The rates quoted should specifically mention the service tax component. No service tax will be paid if the operator fails to provide proof of valid service tax registration. However, all liability arising in this regard shall rest on the provider.
8. Bills have to be submitted on monthly basis, in triplicate to this office in the 1st week of the succeeding month.
9. The hiring charges shall be on the basis of zero based mileage i.e. mileage starting/ending from/at the office/residence of the officers, as the case may be.
10. Once the hiring of car/s commences from a particular operator, the cars and the driver should not be changed unless requested by the Department or without advance information to the Department with proper reasons for such change. The vehicle must be available as and when required by the Department.

11. In case of breakdown of any vehicle, it shall be the responsibility of the vehicle provider to provide a substitute vehicle as replacement immediately. In case vehicle does not report on time/does not report at all, the Department would have a right to deduct the proportionate payment for that day/s.
12. In case of any dispute, the decision of Commissioner, Central Excise & Customs, Vadodara-I shall be final and binding.
13. The vehicle should be available for running in the entire Gujarat State, as and when desired.
14. On awarding the contract, the contractor will have to furnish to Central Excise, Vadodara-I certified copies of R.C. books and the comprehensive insurance policies in respect of each vehicle.
15. The Vehicle Provider and Driver shall be bound to carry out the instructions of the Department as well as of the officers assigned to the vehicle.
16. A penalty of Rs. 500/- per day per vehicle will be charged, if any vehicle fails to report or meet above terms & conditions on any day.
17. Any matter during the period of this agreement, which has not been specifically covered by the terms and conditions listed herein, shall be decided by the Department whose decision shall be final and conclusive.
18. No additional terms & conditions over and above the conditions stipulated above shall be entertained by this Commissionerate.
19. The Commissioner of Central Excise, Vadodara-I reserves the right to reject all or any of the offers or accept more than one offer. Even after entering in to agreement, the Commissioner, Central Excise & Customs, Vadodara-I will reserve the right to terminate the contract with prior notice 15 days in advance.
20. During the tenure of contract the vehicle provider shall not deploy the vehicles assigned to the department to any other department or for any other purpose.