



**DIRECTORATE GENERAL OF GOODS & SERVICES TAX INTELLIGENCE**

**ZONAL UNIT :LUCKNOW**

**1/51, VIJAY KHAND, GOMTI NAGAR, LUCKNOW - 226010**

F.No. DGGSTI/LZU/VEHICLE/Casual Basis/48/2018

Dated: .05.2018

**E-TENDER NOTICE FOR HIRING OF VEHICLES ON NEED/URGENT BASIS**

E-Tender (in prescribed format) is invited from the vehicle providers through E-Procurement portal for hiring of vehicle on need/urgent basis as per requirement of official work in the office of the Additional Director General, Directorate General of Goods and Services Tax Intelligence, Zonal Unit Lucknow, 1/51, Vijay Khand, Gomti Nagar, Lucknow-226010.

**02. Tender Critical Dates are under :-**

Tender Publishing Date & Time	15.05.2018 upto 07:00 PM
Bid submission start Date & Time	16.05.2018 at 09:00 AM
Bid submission end Date & Time	Up to 5:00 AM on 01.06.2018
Technical Bid opening Date & Time	04.06.2018 at 3:00 PM
Financial Bid opening Date & Time	06.06.2018 at 3.00 PM

03. The complete tender document containing general terms & conditions, pre-qualification requirements etc. are available on <http://eprocure.gov.in/procure/app>, and can be downloaded free of cost.

04. The bidders shall submit their bids online only at CPPP website, following the terms and conditions provided in the Annexure-I.

05. The bidder who has downloaded the Tender from the Central Public Procurement Portal CPPP website <http://eprocure.gov.in/eprocure/app>, shall not tamper/modify the tender form including downloaded price bid template in any manner. In case if the same is found to be tampered/modified in any manner, tender will be completely rejected and tender is liable to be banned.

06. Interested bidders are advised to visit CPPP website <http://eprocure.gov.in/procure/app>, regularly till closing date of submission of tender for any corrigendum/addendum/amendment.

07. Submission of Tender:-

(a) The tender shall be submitted online in two part, viz., “**Technical bid**” and “**Financial bid**”.

(b) All the pages of bid being submitted must be signed and sequentially numbered by the bidder irrespective of nature of content of the documents before uploading.

**Note:-**

- (i) Preferences will be accorded to those Service Providers, who have sufficient experience in providing vehicle to various Government Departments, Public Sector Undertakings and Government Autonomous Organizations.
- (ii) The period of contract shall initially be for one year from the date of agreement/date of start of service and extendable further another year if both the parties agree.
- (iii) Financial bids will be opened of those bidders only who qualify in technical bids.
- (iv) The Additional Director General reserves the right to reject any tender without assigning any reasons.
- (v) If any information furnished by the agency is found to be incorrect even at a later stage, the agency shall be liable to be debarred from the tendering process and black listed for the future.

(Kamlesh Kumar)  
Deputy Director

Encl: As above.

Copy to-

1. Uploading on CPPP website <http://eprocure.gov.in/procure/app>.
2. Web Master for uploading in the website of CBEC.

(Kamlesh Kumar)  
Deputy Director

## ANNEXURE-I

### TERMS AND CONDITIONS

While submitting bids, the applicant should specifically note that:

- [1] Separate Technical and Financial Bids should be uploaded. The Separate technical and financial bids should be clearly marked “Technical Bid” and “Financial Bid”, strictly in the enclosed Performa as the case may be.
- [2] The rates quoted in ‘Annexure II’ attached is for a commercially registered vehicle in excellent and neat exterior interior and running condition which they shall also so maintain during the period of hire.
- [3] Financial bids of only those agency/firm will be opened, who qualify the technical requirements.
- [4] The vehicles must be fitted with Fire Extinguishers on proper working condition at all time and the driver should be trained to use them.
- [5] The contract shall be valid for an initial period of one year starting from the date of agreement/date of start of service and extendable for one year more on the same term & conditions if both the parties agreed. The department reserves the right to terminate the contract without assigning any reason by giving ten days notice.
- [6] The vehicle shall be provided on any day including Saturday, Sunday and Holidays, required by this office.
- [7] Zero based mileage i.e. mileage starting and ending at/from duty or drop off location shall be adopted for the purpose of calculating the kilometers.
- [8] The vehicle shall not be older **than three** year and shall be kept neat and clean and in perfect running condition with shining body with good upholstery by the transport operator.
- [9] In case vehicle provided is not found satisfactory, the same shall be returned for immediate replacement. In case no replacement is provided in time, DGGI would have a right to hire a vehicle from the market and the additional cost incurred by this office will be borne by the Transport Operator.
- [10] The rates shall be quoted exclusive of GST. The amount of GST (if any) should be mentioned separately.
- [11] The vehicle should be registered with the concerned authority of Central/State Govt. The Transport operator shall provide a certificate to this effect. The driver provided should strictly comply with the laws in force and they should be adequately experienced, and maintain decency, politeness, and neat dress and good habits.
- [12] The Transport Operator should have an adequate number of telephones or contact numbers round the clock. The driver must carry a mobile phone in working condition for which, no separate payment shall be made.
- [13] The Vehicle should be kept with sufficient stock of fuel. However, in case of any emergency, if any officer pays for refuel, the same should be reimbursed by the Transport Operator on production of the bill.

- [14] The vehicle will be utilized for search, survey, seizure, preventive work or in case of urgency, continuously without any time limit. The vehicle must be available at any time on any day as desired by the officers of DGGI. The vehicle will be available within 01 hours of the request of vehicle incharge.
- [15] The service provider will comply with the labour laws in force and all liabilities in this connection will be of Service Provider.
- [16] In case of breakdown of any vehicle during official duty, it shall be the responsibility of the Transport Operator to provide a substitute vehicle immediately. In case, the substitute vehicle does not report on time/does not report at all, DGGI would have the right to hire a vehicle from the market and the additional cost incurred by the customer will be borne by the Transport Operator.
- [17] The contract shall not save with the previous consent in writing of the Department sublet/sub-contract-transfer or assign the contract or any part thereof in any manner whatsoever. However, such consent shall not relieve the contract from any obligations, duty or responsibility under the contract and contractor shall be fully responsible for the services hereunder and for the executions and performance of the contract.
- [18] In case of failure of the contractor in providing/making available of vehicle on account of any defect/fault/breakdown/not reporting, liquidated damages/ compensations or alternative arrangement with prior permission shall be made, not by way of penalty, shall be imposed and recovered from the contractor's bill without any notice as under.
- [19] The vehicle should be available/may be used for running in the U.P State/outside U.P State as and when the DGGI so desires.
- [20] The billing will be done on journey basis. Bills preferably should be in triplicate, and should be submitted to the vehicle Incharge/PRO of this office.
- [21] The service provider shall undertake to indemnify the department against all damages/charges arising on account of or connected with the negligence of the service provider or his staff or any person under his control whether in respect of accident/injury to the person or damages to the property of any member of the public or any person or in executing the work or otherwise and against all claims and demands thereof.
- [22] If the contract is awarded, the owner shall ensure that the vehicle which he provide will be commercially registered, have a comprehensive insurance policies and the deployed driver has a valid driving license.
- [23] Bidders must have experience of one year in providing services i.e. hiring of vehicle to Central/State Government office.
- [24] The Additional Director General, DGGI, LZU, Lucknow reserves the right to reject any or all tenders without assigning any reason thereof.

[25] In case of any dispute of any kind and in any respect whatsoever, the decision of Additional Director General, DGGI, Lucknow shall be final and binding.

We agree to the above terms and conditions.

Signature of authorized signatory with date: \_\_\_\_\_

Name of the Firm : \_\_\_\_\_

Seal : \_\_\_\_\_

### Financial Bids

Journey Type	Journey description	Vehicle Type		
		Rate for Big Size vehicle (i.e. Innova, Scorpio etc) (Non AC) (Rs.)	Rate for Mid Size vehicle (i.e. Etios/ Indigo/ Tavera etc.) (Non AC) (Rs.)	Small Size vehicle (i.e. wagonR/Indica/ I-10 e.tc.) (Non AC) (Rs.)
Local Journey within Lucknow. (upto 50 kms from city limit)	8 Hrs or 80 KM			
	Extra KM rate above 80 KM			
	Extra Hrs rate above 08 Hrs			
Outstation Journey	12 hrs or 200 KM			
	Extra Hrs rate above 12 Hrs.			
	Extra KM rate above 200 KM			
<b>Night charge.</b>				

**Note ::**

1. Other Charges such as GST, Toll tax/Entry tax, Parking charges etc. would also be paid on submission of payment receipt alongwith the Bill.
2. Night charges will be applicable between 11PM to 05 AM.

**Date**

**Signature of Authorized signatory with name**

**Place**

**Name of the Firm/Service Provider**

**Technical Bid**

1	Name of the Service provider	
2	Address:	
3	Name and address of the partners/Directors/Proprietor (with mobile number)	
4	Contact Person(s) (with mobile number)	
5	Number of Years of experience in providing transports Services to Central/State Government offices (copies of contract letters are to be enclosed).	
6	List of the vehicles with model & year registered in their name or in name of the firms.	
7	GSTIN (Goods & Services Tax Identification Number)	
8	PAN No. of the agency/firm must be enclosed (attach copy).	

**DECLARATION**

I/We, \_\_\_\_\_ hereby certify that the information furnished above is full and correct to the best of my/our knowledge. I/We understand that in case any deviation is found in the above statement at any stage, the concern will be blacklisted and barred without any notice from having dealing with the department in future.

Signature of Authorized Signatory with date \_\_\_\_\_

Name of the Firm \_\_\_\_\_

Signature with Stamp

