



GOVERNMENT OF INDIA
OFFICE OF THE ASSISTANT COMMISSIONER DHAMRA CUSTOMS DIVISION
DHAMRA, P.O. - DOSINGA, BHADRAK- 756171 e-mail- dhamracustoms@gmail.com

TENDER CALL NOTICE

Sealed Tenders are invited by the undersigned for hiring of one Non AC Bolero/Swift Dzire/Indigo ECS/Xcent/Amaze or equivalent model for use by Office of the Assistant Commissioner of Customs, Dhamra Customs Division, Dhamra. The Tender is valid for a period of 1 year.

Time and last date of submission of Tender: 1700 Hrs of 09.10.2017
Time and date of opening of Tender : 1100 Hrs of 10.10.2017

The sealed tender in the enclosed format must be submitted to aforesaid official address by Registered Post / Speed Post or in person with proper acknowledgement. The Tender received after 1700 Hrs of 09.10.2017 will not be considered in any circumstances. The undersigned reserves the right to accept or reject any or all Tenders or cancel the Notice without assigning any reason thereof.

Sd/- dtd.25.09.2017
(Jayanta Baidyamajumder)
Assistant Commissioner
Dhamra Customs Division, Dhamra

C.No.III(2)1/MV(H)/DHMRA/2015/

Copy forwarded for information and necessary action to the:-

1. Commissioner of Customs(Preventive) Commissionerate, Bhubaneswar
2. Webmaster@cbec.gov.in, by email..
3. Notice Board of the Division
4. Superintendent (System), Customs(Prev) Comm'te, Bhubaneswar for forwarding to Zonal website and CBEC website.

1. Make & Model of Vehicle with owner name and address:
2. Registration No.
3. Year of Make.
4. Date of purchase
5. Date of Registration
6. Type of Registration(Commercial/Personal)
7. Kms Run(Odometer reading) as on.....1ST September 2017:
8. I shall engage my above said vehicle with driver, having proper driving license, in your office at the rate of Rs. _____ per month and fuel @ 1ltr/_____K.M., Mobil @ 1 ltr _____KM to be borne by your office.
9. I shall bear the salary etc of the driver of the said vehicle.
10. I have gone through the **terms & conditions** and agree to abide by it.

(if owner and tender filing person are different, an authorization by owner in the name of the person filing the tender may be submitted. Vehicle which is more than 3 years old and/or had run more than 100000(one lakh) kms will not be considered for contract).

Signature of the person filing the tender of the Vehicle
along with full address with Tel./Mob No.

TERMS & CONDITIONS:-

1. The bidder shall quote their rate including GST no extra charges will be borne by the Department.
2. The rates quoted by the bidders need to be duly signed. Rates should be written both in figures and words. In case of any difference between rates quoted, the rates quoted in words shall prevail. There should not be any overwriting in tender. Any overwriting/corrections in rate must be attested by the bidders.
3. The Hiring of the vehicle shall be from the date of engagement or 01.11.2017 to 31.10.2018 and may be extended upto 6 months, if services provided are found satisfactory; however, service provider shall have no right for continuity of his services after 30th September 2018. The hiring shall be extended at the sole discretion of the Assistant Commissioner of Customs, Dhamra Customs Division, Dhamra on the same terms and condition subject to mutual consent of this office & Service Provider and satisfactory service by the Service Provider.
4. The normal working hours will be from 9:00 a.m. to 9:00 p.m. However, occasionally the vehicle may have to report earlier or may be relieved after 9:00 PM and no extra charge will be paid for the same.
5. It will be the sole discretion of the Department to use the said hired vehicle for any official purpose including on Sundays and Holidays, if necessary, irrespective of KMs and/or no. of Hours.
6. The hired vehicle will attend office duties for 26 days, subject to maximum of 2000 KM.
7. The vehicle must report at office by 9:00 AM or before, as directed. In case, hired vehicle does not report on time or does not report at all, the Department would have right to hire another vehicle from the market and the cost incurred by the Department shall be recovered from the service providers by way of deduction from the monthly payment to them.
8. The bidders/service providers must provide a valid GST Registration Certificate. If the Service provider is exempted from payment of GST, the same should be clearly stated on the Quotation, mentioning authority of such exemption.
9. The bidders/ service provider shall be responsible for timely payment of Government/Local taxes in respect of the hired vehicles.
10. The vehicles provided under the contract must be properly and comprehensively insured and should carry necessary RC (Reg. Certificate), permits/clearances, including pollution clearance certificate (PUC), from the concerned State Transport Authority or any other concerned authority. The service provider / vehicle provider should ensure that all the

provisions relating to Motor Vehicle Act, Insurance provisions, Minimum Wages Act regarding payment to the driver and also the provisions of Gratuity to the driver are strictly followed by the service provider / vehicle provider while providing the vehicles, as all these statutory liabilities will be on account of the service provider/contractor/vehicle provider.

11. In case of any mishap/accident, all the claims arising there from shall be met by the vehicle provider.

12. The service provider shall ensure compliance with all the labour laws in force.

13. Driver must not smoke or drink (liquor or intoxicated), while on duty. In case of misbehavior of the driver or failure to meet any of the agreed / accepted terms and conditions, a penalty of Rs. 500/- per instance may be recovered from the service provider.

14. Records of the journey undertaken by the vehicle shall be maintained on a daily basis indicating the time and mileage in the logbook.

15. The Kilometers shall be calculated on the basis of Zero-based mileage starting from the office. If any vehicle did not travel 2000 Km in a month, then the remaining km will be carry forwarded for the next month to the same vehicle/any other vehicle.

16. All costs towards fuel, repairs, maintenance & other taxes etc, if any, shall be borne by the bidders/ service providers.

17. The vehicle provided to the Department should be duly insured and the validity of the Insurance should be till the end of Contractual period. In case of accidents, the bidders/ service provider shall meet all claims arising out of it, including any payments to third parties.

18. Drivers provided with the vehicle must have minimum driving experience of 5 Years.

19. The bidder/service provider shall ensure that speedometer and odometer (for measuring distance covered) of car supplied are properly sealed so that no tampering is done with a view to inflate distance travelled. The authorized officer of the Division would carry out surprise checks of speedometer and odometer of the car. If found defective, would be got fitted from authorized workshop and cost thereof will be recovered from the service providers.

20. The bidders/service providers will be liable to pay the wages and allowances to the Driver and the Driver will be on the establishment of the bidders/service Providers for all practical and legal purposes. This Department would not be responsible at all to see whether the minimum wage, as per the prevailing Act and Rules, is paid to the Driver or not and this would be a matter between service providers and Drivers and for any legal consequences Department shall not be a party at all.

21. The liability of this Division shall be limited to the hiring charges only. The bidder/service provider and / or Driver shall not be treated as Government Servants on the ground that vehicle being used for Government office duties.

22. The driver provided along with the vehicle should be neatly dressed and in uniform and should also be in possession of Mobile phone and his Mobile phone number along with the service provider's mobile phone number shall be made available to this office for contacting them regularly. Driver should be well experienced and well conversant with city and its suburbs and should not have any police case pending against them. Driver must have valid driving license. His antecedents and personal details including present & permanent address are also required to be submitted so that if any time Department wishes, it may get the verification done by its end also.

23. The Assistant Commissioner of Customs shall have the right/discretion to terminate the agreement at any time without giving any notice, if unsatisfactory performance is found during the Contract period.

24. In case, the Service Provider wants to withdraw the vehicle, he has to give two (2) months advance/prior notice failing which two months charges shall be recovered/ forfeited (preceding from the date of stoppage of service by the Service Provider).

25. The contractor shall sign the agreement within 2 days of the letter of intent. Signing of Agreement shall constitute the award of contract on the bidder.

26. In case of failure of vehicle in the journey transit then Service provider should arrange alternate vehicle. If Service provider is unable to do so then the proportionate amount of deduction will be done from the monthly rent.

27. The tender shall be set in bilingual language i.e. English and Hindi only. However, in case of any typographical error in Hindi, the English version of the tender shall be considered as valid.