

CT & GST CIRCLE, CUTTACK II, CUTTACK

(Under CT & GST Territorial Range, Cuttack II, Cuttack)

(Finance Department Government of Odisha)

Phone No. 06712361336

e-mail: cuttackiicircle@gmail.com

No. _____/CT & GST.,

Dated. ___/04/2023

Quotation/Tender Call NOTICE

Sealed Quotations / tenders are hereby invited from interested Travel Agencies / Tour Operators or Private individuals for hiring 01(One) no. vehicles (Type:-Bolero) on monthly hiring basis for office use of this office under the following terms & condition.

(A) Terms and conditions for Hiring

1. The vehicles hired shall be in goodrunning condition and shall not be older than three years during the period of contract.
2. The hired vehicles, during period of contract, shall have all necessary valid MV documents such as :- valid Registration Certificate, Insurance Certificate, Fitness certificate, valid contract carriage Permit, proof of up to date tax payment etc. and D.L. of the driver available all the times.
3. This office hiring the vehicles shall not be responsible for any damage/loss caused to hired vehicles or loss of life/ injury made to any person or damages to any property on account of use of hired vehicle any manner whatsoever. The hirer shall be responsible for all such litigation.
4. The hiring charges do not include fuel cost (Diesel) which is to be paid separately basing on actual consumption and lubricants as per existing Government norms. All the expenditure of the vehicle towards repair, replacement of spare parts, Lubricating oil of Engine, Gear Box & differential Coolant, Tyres & Tubes, Battery etc. will be borne by the bidder/ service provider.
5. The hire charges inclusive of taxes are to be paid on monthly basis. The maximum monthly hire charges, excluding taxes is Rs. 31,000/- for Bolero. Cost of fuel will be paid separately basing on actual consumption @10KMPL for Bolero. Nothing extra will be paid under

any circumstances by this office other than the monthly hire charges and cost of fuel.

6. Monthly hire charges and reimbursements towards cost of diesel (as per actual) and lubricants (as per Govt. norms) of selected bidder will be paid in every succeeding month, as far as possible within 15 days of the submission of bills by the service provider and no advance payment will be made. GST TDS shall be deducted at the time of payment, if applicable.
7. In case of breakdown for reasons whatsoever the replacement of a vehicle of the same or better model shall be provided by the owner of the vehicle/bidder.
8. The vehicles shall report for duty for a minimum of 25 days in the month. If on any day the vehicle becomes unavailable for duty for any reason not relatable to this office, it shall be treated as 'No Service Day' and pro-rata deduction shall be made for each 'No Service Day' @ agreed monthly rent divided by 25 days.
9. It shall be the responsibility of the vehicle provider to provide a good, well behaved, gentle and obedient driver without having any criminal antecedents and having a valid Commercial Driving License.
10. The vehicle log book shall be signed by the user of the vehicle for noting daily opening and closing kilometre readings. The fuel cost will be calculated basing on the actual kilometres run by the vehicle. No fuel shall be provided for to and fro trips of the vehicle from the premises of the vehicle provider to the office premises.

(B) Terms and Conditions for Bidding

1. GST registration is compulsory for any service provider to provide hired vehicles to Government offices through open bidding.
2. The hiring may be discontinued immediately, when the vehicles are no longer required for offices.
3. If the services are found to be unsatisfactory, the client shall give one month notice and terminate the agreement.
4. In case the service provider intends to withdraw the services of his vehicle and terminate the agreement, it shall be mandatory upon him to grant one month notice before such withdrawal of service and termination of agreement.

5. If the bidder violates any of the terms of contract, Government shall forfeit the entire amount of security deposit.
6. **The bidder shall not be an employee of any state Govt./Central Govt. office or any public Sector Undertakings(PSU) and shall not be a relative of any employee of this organization. An affidavit has to be submitted by the bidder to this effect along of a PSU shall not be made a partner to the contract by the bidder directly or indirectly in any manner whatsoever.**
7. Selection of the vehicles from amongst eligible vehicles shall be done on the basis of lowest bidding price. In case of lowest price bids of two or more vehicles being same, vehicles with lesser distance run (in its lifetime) shall be selected subject to being in satisfactory physical condition.
8. A sum of **Rs. 5,000/-**(Rupees Five Thousand only) towards security deposit shall be deposited by the bidder in shape of Account Payee Bank Draft in favour of the **Dy. Commissioner of CT & GST, CT & GST Circle, Cuttack II, Cuttack** and submitted along with the bid as refundable security deposit. After completion of bidding process, the security deposit will be refundable to the unsuccessful bidders.
10. The successful bidder(s) is/are required to execute hire agreement with this office within seven days of receiving information from this office to this effect and is / are required to provide the selected vehicle(s) for hire within such number of days, not exceeding thirty days from executing the agreement, as will be intimated by this office.
11. Last date of submission of the bid is 25.04.2023 at 02.00PM. The bid along with the enclosed format shall be dropped into Tender Box of this office. The envelope containing the bid should be super scribed on the top "Sealed quotations/ tenders for hiring of vehicle". Bids shall not be allowed to drop into the Tender Box beyond the last date and time. The bids will be opened on 25.04.2023 at 3.30 PM in the chamber of chairman of the Tender Committee of this office. Bidder can remain present at the time of opening the bids.
12. This office reserves the right to cancel the bidding process at any stage without assigning any reason thereof.

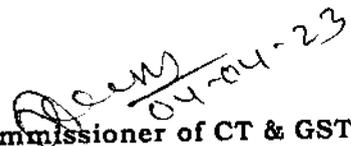
13. The application for quotation / tender containing General bid information and terms and conditions for hiring of vehicles will be available with Office of the CT & GST Circle, Cuttack II, Cuttack and the Commissionerate of CT & GST, Odisha, Cuttack on Website <https://odishatax.gov.in/tender> from 05.04.2023.


Dy. Commissioner of CT & GST,
CT & GST Circle, Cuttack- II, Cuttack

Memo No. 2365 /CT & GST.

Dt. 04/04/2023

Copy submitted to the ✓ Additional Commissioner of CT & GST (IT Section), Commissionerate of CT & GST, Odisha, Cuttack to upload in the official website and to the notice board of this office and other offices of this building for wide publication.


Dy. Commissioner of CT & GST,
CT & GST Circle, Cuttack- II, Cuttack

BID FORMAT

- 1) Type of Vehicle :-
- 2) Registration No. of Vehicle :-
- 3) Date of Registration :-
- 4) Year of Manufacture :-
- 5) Model :-
- 6) Total distance run in kilometre (as on the bidding date):-
- 7) Name & complete address of the owner of vehicle:-
- 8) Pan Card / Aadhar card number of the owner of the vehicle:-
- 9) GSTIN (if registered under GST):-
- 10) Fitness Certificate validity :-
- 11) Permit validity:-
- 12) Insurance Validity
- 13) Has any insurance claim been made for the vehicle in the past ? If yes what was the total claim made and what was actual payment made by the insurance company:-
- 14) Name of the Driver :-
- 15) Address of the Driver:-
- 16) D.L. No. & Validity of the D.L of the Driver:-
- 17) Pan card / Aadhar card number of the driver:-
- 18) Contact Number of the Bidder
Mobile Telephone
- 19) Contact Number of the Driver
- 20) Price Bid

Sl. No.	Vehicle Regd. Number & Model	Price Bid (i.e. Monthly Hire Charge) (Excluding taxes)
1		
2		
3		

N.B.:- Maximum monthly hire charges is Rs.31,000.00 for Bolero (Diesel)

"Certified that the information submitted above is true to the best of my knowledge and belief."

**Seal & Signature of the
Quotationer / Tenderer**