



केंद्रीय उत्पाद शुल्क सहायक आयुक्त का कार्यालय, दावणगेरे मंडल,  
केंद्रीय राजस्व भवन, 'सी' ब्लॉक, देवराज अर्स लेआउट, दावणगेरे-577 006  
**Office of the Assistant Commissioner of Central Excise: Davanagere Division,  
C.R. Building, 'C' Block, Devaraj Urs Layout, Davanagere – 577 006**

C.No. I/07/1/2014 A.4.

Dated : 13/08/2015

### LIMITED TENDER ENQUIRY

The Office of the Assistant Commissioner of Central Excise, Davanagere Division, C.R. Building, "C" Block, Devaraj Urs Layout, Davanagere-577006, invites tenders/quotations from the reputed service providers for hiring of one Small Sized Vehicle on a monthly rent basis for Office Use. The vehicle is required for the period 2015-16 (i.e. from 01.09.2015 to 31.03.2016).

Interested service providers may download the contents along with the terms and conditions enclosed herewith, from the Departmental website: [centralexcisebangalore.gov.in](http://centralexcisebangalore.gov.in) or obtain the same from the Administrative Officer (Hqrs), Davanagere Division, C.R. Building, "C" Block, Devaraj Urs Layout, Davanagere-577006.

The completed sealed tender documents should reach the office on or before **14.00 hrs on 20.08.2015**. Bids received beyond the specific date/time will not be accepted. **The quotations will be opened at 11.00 hrs on 21.08.2015** in the presence of the designated committee. If any of the bidders likes to participate in tender opening process, they may be present at the venue at aforesaid time. The office reserves the right to reject any prospective application without assigning any reasons.

Encl: as above

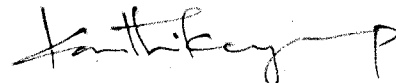
(Dr. P. KARTHIKEYAN) 13/8

ASSISTANT COMMISSIONER  
CENTRAL EXCISE DAVANGERE

## **TERMS AND CONDITIONS**

1. The Bidder shall provide one TATA Indica (non AC) for the current financial year on hire with fuel and all maintenance with driver.
2. Minimum qualification for tendering by the service providers should be 3 years experience in supply of minimum of 30 vehicles to any Government Department/public sector undertaking or to any reputed company. Proof for the same should be submitted along with the tender.
3. The vehicle is required for a maximum of 2000 Kms for 25 days in a month. In case the vehicle runs less than 2000 kms, as the case may be, in any month (25 days) the balance kilometers remained unutilized in that month shall be carried forward to the next month. In case the vehicle runs more than 2000 kms in any month (25 days) the balance kilometer available, if any, shall get adjusted.
4. The vehicle shall be deemed to be at the disposal of the Central Excise Department and the billing shall be charged from the reporting place to the relieving place.
5. The agreed hire charges include cost of repairs, cost of fuel taxes and other maintenance charges and all other incidental expenses.
6. The Vehicle shall not be more than 3-4 years old and shall be in proper running condition.
7. In the case of any accident, the bidder shall meet all the claims arising out of it through vehicle insurance.
8. The vehicle shall be kept neat and clean with seat covers, perfume, tissue paper and shall be kept in perfect running conditions.
9. If the vehicle is out of order, the bidder shall provide a substitute vehicle immediately. In case the vehicle doesn't 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 or any day as desired by the Department.
11. The drivers of the hired vehicle must follow traffic rules and other regulations prescribed by the Government from time to time. Any liability on violation of traffic rules shall be borne by the bidder.
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 a mobile phone at the expense of the service provider with residential address.

13. The bidder and the driver shall be bound to carry out the instructions of the Department as well as of 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 certified 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 Department shall deduct all taxes as per law and TDS certificate to the effect issued once in a year. Service Tax as applicable will be paid on billing by the Department and the service provider shall remit the same to Government treasury.
17. The Bill 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 inquiry, the bidder may contact the Superintendent (Preventive), Davanagere Division, Davanagere in person or on phone number 08192 236053 on any of the working days during the working hours.
21. In case of dispute or unsatisfactory service, the matter will be decided by Commissioner after giving due notice
22. This bidder should indicate their PAN and IN and submit the necessary registration certificates with Central or Local Government in support of the same.
23. Either party agrees to terminate the contract after giving one month notice.
24. This office reserves the right to accept or reject any or all the bids without assigning any reasons whatever.



(Dr.P.KARTHIKEYAN)  
ASSISTANT COMMISSIONER  
CENTRAL EXCISE DAVANGERE