



**OFFICE OF THE PRINCIPAL COMMISSIONER OF SERVICE TAX,
SERVICE TAX – II COMMISSIONERATE, BMTc/TTMC BUILDING,
OLD AIRPORT ROAD, DOMLUR, BENGALURU-560071**

सी.सं. C.No.IV/06/13/2015 ST-II AE-I

Date: 14.08.2015

NOTICE INVITING QUOTATION FOR HIRING OF VEHICLES

The Office of the Principal Commissioner of Service Tax – II, Bengaluru desires to hire six vehicles viz. one mid-size vehicle and five small size non air conditioned vehicles, on a monthly rent basis for the Office use. The vehicles are required for one year period i.e 2015-16 (from 25.08.2015 to 31.03.2016). As such sealed quotations are invited from eligible / reputed service providers.

The interested service providers may submit their quotations in the format as given in the terms and conditions, within 1300 Hrs of 24.08.2015. Further, the terms and conditions and other particulars may be downloaded from the website http://centralexciseBengaluru.gov.in/tenders_auctions.html .

The quotations would be opened at 1500 Hrs of 24.08.2015 at the above address. Parties/ representatives of the parties may be present at the time of opening of the quotations if interested. The Principal Commissioner of Service Tax – II reserves the right to accept or reject any or all the offers without assigning any reasons.

(P. DEVARAJ)
ADDITIONAL COMMISSIONER
SERVICE TAX – II, BENGALURU

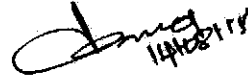
TERMS & CONDITIONS

1. The quotations in the following format may be given for each brand of vehicle separately in the following format duly signed and with seal. The rates should be both in figures and words and in case of any difference the rates quoted in words will prevail. Any over writing/corrections in rate should be attested by the bidders with seal and sign.

Brand of Vehicle	Amount for each vehicle (In Rupees) per month
Mid-size vehicle	
Small-size vehicle	

2. Minimum qualification for tendering by the service providers should be 3 years experience in supply of minimum of 10 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 Vehicles should be within 2 years of their purchase, and in perfect running condition.
4. The vehicles are 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, 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, the balance kilometers available, if any, shall get adjusted.
5. The vehicles shall be deemed to be at the disposal of the Service Tax Department and the billing shall be made for from the reporting place to the relieving place.
6. The agreed hire charge includes cost of repairs, cost of fuel and other maintenance charges and all other incidental expenses.
7. In the case of any accidents, 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 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.

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16. The Department shall deduct all taxes as per law and TDS certificate to that effect is issued once in a year. With regard to Service Tax, the applicable method of remittance will be followed. In cases where service tax will be paid on billing by the Department to the service provider, the said service provider shall remit the same to the Government Treasury.
 17. The bills for payment shall be submitted on or before 10th 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 or inquiry the bidder may contact the Deputy Commissioner of Service Tax (Anti-Evasion), Service Tax - II Commissionerate, Bengaluru on any working days.
 21. In case of dispute or unsatisfactory service, the matter will be decided by Principal Commissioner after giving due notice.
 22. The bidder should indicate their PAN and TIN 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 whatsoever.



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