



भारत सरकार
GOVERNMENT OF INDIA
वित्त मंत्रालय, राजस्व विभाग
MINISTRY OF FINANCE, DEPARTMENT OF REVENUE
आयुक्त का कार्यालय
OFFICE OF THE COMMISSIONER
केंद्रीय वस्तु एवं सेवा कर, आइजोल
CENTRAL GOODS AND SERVICES TAX, AIZAWL
D-31A, Central Tax Building, M.G. Road Upper Khatla, Aizawl-796001
Phone/Fax: 0389-2318393 Email: azlgstcomnr@gmail.com

C.No.I(15)01/R&R/GST/COMNR/AZL-HQRS/2019

Dated:

Advertisement No. 01/Veh/2019-20

Dated 6th December, 2019, Aizawl

Tender Notice No. 01/Veh/2019-20

Quotations/Tenders for supply of Vehicles

Quotations/ Tenders are called from the authorized individual/ firms for supply of vehicles (SUV/) preferably of white color to be engaged in the Office of the Commissioner, Aizawl CGST Commissionerate and Aizawl CGST Division.

Conditions:

1. The commercial vehicles to be hired should be in good conditions and should not be older than 03 (three) years.
2. The authorized individual/ firms for supply of vehicles should be a well-established Taxi Agency/ Firm or Commercial Vehicle Agency/ Firm.
3. The number of the commercial vehicles to be hired will be intimated as per requirement to the maximum ceiling of 01 Staff Car and 06 Operational vehicles.
4. For the detailed terms & conditions the website www.cbec.gov.in may be referred.

Interested individual/ firms may please submit their quotations/ tenders in sealed envelope (both technical bid and commercial bid) at the Office of the Commissioner, Aizawl CGST Commissionerate, D31A, Central Tax Building, Upper Khatla, Aizawl Mizoram-796001.

The last date of submission of the sealed quotations/ tenders is **27.12.2019 (05:00 pm)**.

Tenders shall be opened on 30.12.2019 (11:00 am).

For further clarification and other details please contact at the following Telephone Nos.: 0389-2318393, 0389-2310467, 09612325617 (APRO Hqrs) & 7005853890 (PRO Hqrs).

Sd/-

(H. Lallien Songate)

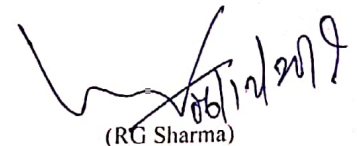
Assistant Commissioner (Admin)

CGST Aizawl Commissionerate

C.No.I(15)01/R&R/GST/COMNR/AZL-HQRS/2019/1878-87

Dated: 06.12.2019

1. Advertisement Manager, ABP Group, Kolkata. The Telegraph, NE-Edition to please publish in their daily newspaper for wide publicity.
2. Chief Editor, The Aizawl Post/ The Mizoram Post/ VANGLAINI to please publish in their daily newspaper for wide publicity.
3. The Manager Website, Directorate of System, CBEC, New Delhi for uploading at the departmental website.
4. Web Co-ordinator (NIC), Finance Ministry to please upload the Advertisement in the NIC Official website.
5. Assistant Commissioner, CCO, Guwahati to please upload at the Zonal website for wide publication.
6. APRO, CGST Aizawl Commissionerate (Hqrs.) for information.
7. Notice Board CGST Aizawl Commissionerate (Hqrs.)
8. Guard File.


(RG Sharma)

Administrative Officer
CGST Aizawl Commissionerate



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CENTRAL GOODS AND SERVICES TAX, AIZAWL

D-31A, Central Tax Building, M.G. Road Upper Khatla, Aizawl-796001

Phone/Fax: 0389-2318393

Email: azlgstcomnr@gmail.com

C.No.I(15)01/R&R/GST/COMNR/AZL-HQRS/2019

Dated:

Tender Notice No 01/Veh/2019-20

**NOTICE FOR INVITING TENDER FOR HIRING OF VEHICLES FOR CGST
COMMISSIONERATE, AIZAWL (FOR HQRS AND 1 DIVISIONAL OFFICE AT
AIZAWL) FOR THE YEAR 2019-20**

For and on behalf of President of India, sealed Tenders are invited for the hiring of vehicles along with Drivers for the Office of the Commissioner, Central Goods and Service Tax, Aizawl, Commissionerate, Central Tax Building, D31A MG Road, Upper Khatla, Aizawl, Mizoram 796001. The detailed terms and conditions are enclosed herewith in Annexure – “A” to this tender notice. In case of any difficulty, Office of the Commissioner, Central Goods & Service Tax Aizawl, Commissionerate, Central Tax Building, D31A, MG Road, Upper Khatla, Aizawl, Mizoram-796001 may be contacted on any working day during office hours on or before 27.12.2019 or can be downloaded from the website www.cbec.gov.in.

The interested Service providers are requested to submit their Tender documents in the prescribed Quotation form duly signed and stamped, in a sealed cover to the Public Relation Officer, Office of the Commissioner, Central Goods & Service Tax Aizawl, Commissionerate, Central Tax Building, D31A MG Road, Upper Khatla, Aizawl, Mizoram 796001. The Tenders can also be sent by Registered Post/AD. The last date for receipt of Tender: 27.12.2019 up to 03:00 pm. Tenders shall be opened on: 30.12.2019 on 11:00 pm.

Submission of bids should be as per two bid system i.e. Technical Bid and Financial Bid separately in two different sealed envelopes. These envelopes should be super-scribed “Financial Bid” and “Technical Bid” and put inside a bigger envelop which will be super-scribed with the words, “TENDER FOR HIRING OF VEHICLES” on the top of sealed cover

The tenders/quotations received incomplete and/or filed after the due date and time shall be summarily rejected. The parties who wish to be present at the time of opening of Tender/Quotation may represent themselves or authorize their representatives with an authority letter. The Commissioner, Central Goods & Service Tax, Aizawl reserves the right to accept or reject any or all tenders without assigning any reasons.

Sd/-

(H. Lallien Songate)

ASSISTANT COMMISSIONER (ADMN)
CENTRAL GOODS AND SERVICE TAX
AIZAWL COMMISSIONERATE

9. The drivers employed along with the vehicle should satisfy the following conditions:
- i) Drivers should have minimum 5 years of experience of driving. They should have vehicle Transport Licenses for driving passenger vehicles on hire.
 - ii) Driver should wear the prescribed uniform i.e. Light blue shirt with navy blue trousers and black shoes.
 - iii) Drivers should be well versed with the roads and the places in Aizawl and should have experience in city driving.
 - iv) Once the driver has been allotted to a particular vehicle, he should remain with the same vehicle for a period of at least one year. Any change in the designated driver should be intimated to the concerned officer 24 hours before such change is affected.
 - v) Driver should be provided with a mobile phone.
 - vi) Driver should be decent and well behaved and should not have any criminal cases against him and should not have any past history of accidents.
 - vii) Drivers should not be addicted.
 - viii) Car should be kept clean and odor free, suitable for official use.
10. In case of vehicle breakdown, a substitute vehicle shall be provided by the Contractor immediately. In case, the vehicle does not report within the reasonable time or does not report at all, the Department would have the right to hire a vehicle from the market and the additional cost incurred by the Department will be borne by the Contractor. In case, neither a substitute vehicle is provided nor a vehicle is hired by the Department, proportionate contract charges are liable to be deducted from the contract charges payable.
11. The vehicle should be registered with the concerned authority of Central/State Govt. The agency/firm should have adequate number of telephones for contact round the clock.
12. The rates quoted should be exclusive of the CGST & SGST component. No service tax will be paid if the operator fails to provide proof of valid service tax registration. All taxes, fee, levy, insurance charges etc. other than Service Tax would be borne by the Agency/firm.
13. The Commissioner, Central Goods & Service Tax, Aizawl reserves the right to reject all or any of the offers without assigning any reason thereof and the decision of this office shall be final and binding.
14. The billing will be done on monthly basis. Bills preferably typed and in triplicate in connection with the service shall be submitted to the Commissioner, Central Goods and Service Tax, Aizawl within the first week of each successive month.
15. Financial bids of only those agency/firms would be opened, who have qualified in respect of the technical requirements & final approval will be given only after actual inspection of the vehicle.
16. Once the hiring of vehicles commences from a particular agency/firm, the vehicles and the drivers should not be changed unless so requested by the Commissioner, Central goods & Service Tax, Aizawl. The vehicle must be available at any time of day as desired by the Commissioner, Central Goods & Service Tax, Aizawl, Commissionerate, Central Tax Building, D-31A MG Road, Upper Khatla, Aizawl, Mizoram 796001
17. On awarding of the contract, the agency/ firm has to furnish to the Commissioner, Central Goods & Service Tax, Aizawl the certified copies of RC books.
18. The Commissioner, Central Goods & Service Tax, Aizawl shall be liable to pay the hiring charges only. Any other charges, including monthly charges of driver, repair and maintenance of vehicle, insurance, petrol/diesel, oil and any other incidental expenses shall be borne by agency/firm.
19. In case of breakdown of any vehicle during official duty, it shall be the responsibility of the firm to provide a substitute vehicle which is of similar make as replacement immediately.
20. In case of any vehicle does not report on time/ does not report at all, the Commissioner Central Goods & Service Tax, Aizawl would have the right to hire a vehicle from the market and the additional cost incurred by the Commissioner Central Goods & Services Tax, Aizawl will be borne by the agency/firm.
21. A penalty of Rs.1000/- per day per vehicle may be levied if any vehicle or driver or agency/firm fails to meet above terms & conditions on any day.
22. In case of any accident, all the claims arising out of it shall be met by the agency/firm.
23. The liability of the Commissioner Central Goods & Service Tax, Aizawl will be limited to the hiring charges agreed in the contract.

24. The contract between the Commissioner Central Goods & Service Tax, Aizawl and the service provider can be cancelled after a prior notice of one month from either side, in the event of poor service or violation of any of the conditions stipulated.

25. Any matter during the period of this agreement, which has not been specifically covered by this agreement, shall be decided by the Commissioner Central Goods & Service Tax, Aizawl whose decision shall be final and conclusive.

26. In case of any dispute of any kind and in any respect whatsoever, the decision of the Commissioner Central Goods & Service Tax, Aizawl shall be final and binding.

Sd/-

(H. Lallien Songate)

ASSISTANT COMMISSIONER (ADMN)
CENTRAL GOODS AND SERVICE TAX
AIZAWL COMMISSIONERATE

ANNEXURE-"B"

(TECHNICAL BID)

1	Name, address and telephone / mobile no. of the renderer i.e. the Applicant Contractor	
2	Permanent Account No. (PAN) (copy of the PAN to be submitted)	
3	Service Tax Registration No. (Copy of the Certificate to be submitted)	
4	No. of years of experience of running a fleet of vehicles on hiring basis	
5	Model and year of manufacture of Vehicle	
6	No. of Drivers available with the tendered & their years of experience along with License Numbers	
7	Self-certification that no criminal case is pending against the driver	

Signature of the Supplier or Firm/ with Seal

ANNEXURE-“C”**(FINANCIAL BID)**

Sl.No.	Vehicle type/ Model	Rate for 30/31 days in a month maximum 2500 Kms	Rate per KM beyond 2500 Kms
1.	Staff Car		
2.	Operational Vehicles		
3.			
	Vehicle type / Model	Rate for 20 to 25 days in a month maximum 2000 Kms	Rate per KM beyond 2000 Kms
1.	Staff Car		
2.	Operational Vehicles		
3.			

Signature of the Supplier or Firm/ with Seal

ANNEXURE-'A'

TERMS AND CONDITIONS

1. Separate sealed Technical and Financial bids should be kept in a single sealed envelope and superscribed with "Tender for Hiring of Vehicles". The separate technical and financial bids should be clearly marked "Technical Bid" or "Financial Bid" on their respective envelopes. The tender will be opened on 30.12.2019 (11:00 pm) in the Office of the Commissioner, Aizawl, Commissionerate, Central Tax Building, D31A, MG Road, Upper Khatla, Aizawl, Mizoram- 796001 before the Tender Committee and Tenders, if present.

Types of Vehicles:

Sl No	Purpose	Type of Vehicle	Nos of vehicles required
01	Staff Car	A-3 Segments (Mid-Size)	As per the requirements to the maximum ceiling of 01 Staff Car and 06 Operation Cars
02	Operational Vehicles	A-2 Small Cars (Zen, Swift, wagon-R etc)	
		B-1 Van, Omni, etc	
		A-3 Segments (Mid-Size)	
		B-2 segments (MUV/MPV)	

Cost & kilometer Ceiling:

Sl No	Type of Vehicle	Monthly Cost Ceiling per month (Exclusive of Service Tax)	Monthly Ceiling Days/ Kilometers
01	Staff Car	INR 50,000/-	25/26 days- 2000 Kms
02	Operational Vehicles	INR 40,000/-	30/31 days- 2500 Kms

- The contract for the above vehicles shall be valid for an initial period of one year (i.e 01.01.2020 to 31.12.2020) starting from date of signing the contract, subject to clause (25) of these terms.
- The renderer should be duly registered with concerned Central/State Govt. authorities and should be a well-established Taxi agency/firm (hereinafter referred to as the agency/firm). Such vehicle providers should also submit details of other such Govt. Organizations to which they have extended similar services in the recent past as well as the present.
- The agency/firm should have sufficient numbers of the vehicles and drivers with them. In case of breakdown of vehicle or non-availability of driver at any time, the firm shall provide substitute vehicle/ driver as the case may be.
- The vehicles to be provided should be in excellent working condition and not be of make older than 01/01/2017 and should not have run more than 40000 Kms as on date of submission of tender. Applicant Contractor should mention the year of manufacture of the vehicles. The vehicles should be kept neat and clean and in perfect running condition with clean interiors and proper upholstery.
- The contractor shall provide dedicated drivers with the vehicles and any change in vehicle and/ or driver should be made only in very exceptional circumstances. Replacement of the vehicle/driver should be provided in the event of a breakdown of vehicle/non-availability of driver. The driver should be having Transport Driving License, with a minimum experience of 5 years and their antecedents should be duly verified by Police authorities, at the instance of the contractor.
- In case the condition of the vehicle is not found to be satisfactory, they shall be returned for immediate replacement. In case no replacement is provided on time, the Commissioner, Central Goods and Service Tax Aizawl, Commissionerate, Central Tax Building, D-31A MG Road, Upper Khatla, Aizawl, Mizoram 796001 would have a right to hire a vehicle from the market and the additional cost incurred by the Commissioner, Central goods & Service Tax, Aizawl will be borne by the agency/ firm.
- The agency/firm would ensure that the drivers employed have valid driving license and clean driving record. The driver of the vehicle provided must follow traffic rules and all other regulations prescribed by the Govt. from time to time. The driver shall observe all the etiquette and protocol while performing duty & shall be neatly dressed in proper uniform.