



Government of India
Ministry of Finance :: Department of Revenue
Office of The Commissioner
Central Goods and Services Tax
"Agarwal Tower", 5th Floor,
Circular Road, Dimapur-797112, Nagaland.
Tel: 03862-224171, email: cestdmr061301@gmail.com



**TENDER NOTICE
DATED 17.06.2019**

**NOTICE INVITING TENDER FOR HIRING OF MOTOR VEHICLE AS OPERATIONAL VEHICLE FOR
CGST COMMISSIONERATE, DIMAPUR, NAGALAND**

For and on behalf of President of India, sealed Tenders are invited from reputed Vehicle Service Provider/Agency/Firm for hiring of vehicles as Operational Vehicle for the O/o the Commissioner, Central Goods and Services Tax, Dimapur. The detailed terms and conditions can be downloaded from <http://www.cexcusner.gov.in/> or can be obtained from the O/o the Commissioner, CGST Dimapur during the office working hours.

Interested parties are requested to quote competitive rates for providing vehicles on hire for official use on monthly basis as per the requirement mentioned hereunder:

Sl. No	Category	Year & Model	No. of Vehicles Required
1.	Mid-sized car (all types of SUV such as InnovaCrysta, Scorpio, XUV 500, Tata Hexa, etc.) (To be used for 30-31/days, all days of the week including Holidays subject to a maximum of 2500 kilometre per month)	The vehicle shall not be more than three years.	ONE
2.	Small Sized Car (all types of Sedan Car or Compact SUV) (To be used for 25/26 days in a month, all days of the week including Holidays subject to a maximum of 2000 kilometre per month)	The vehicle shall not be more than three years.	TWO

Tender documents in the prescribed form in a sealed cover may be submitted addressed to the Assistant Commissioner (Admin.), O/o the Commissioner, Central Goods and Services Tax, "Agarwal Tower", 5th Floor, Circular Road, Dimapur-797112, Nagaland. The Tenders can be sent by Registered Post or dropped in the Tender Box at the Office on all working days. The last date for receipt of Tender is 8th July, 2019 up to 17:00 hrs. Tenders shall be opened on 9th July, 2019 at 14:00 hrs. Incomplete tenders/quotation received and/or filled after due date and time shall be summarily rejected. The parties who wish to be present at the time of opening of Tender/Quotation may present themselves or through their authorized representatives with an authority letter. Vehicles offered for services may also be required to be produced to find out the condition thereof after opening of the Technical bid.

The Commissioner, Central Goods & Services Tax, Dimapur reserves the right to accept or reject any or all tenders without assigning any reasons thereof.


Asstt. Commissioner (Admin)
CGST Commissionerate, Dimapur
एल. क्रेलो
L. Krelo

सहायक आयुक्त (शासन पबंध/पी और नी)
Assistant Commissioner (Adm/P&V)
जी.एस.टी. आयुक्तालय, डिमापुर
GST Commissionerate, Dimapur

C.NO. I(22)4/VEHICLE/HQ/GST/DMR/19

Dated :

17.06.2019

Copy forwarded to:-

1. The Superintendent(Systems), O/o the Chief Commissioner, Goods and Services Tax & Customs, Shillong with a request to upload the tender Notice in the official website www.cexcusner.gov.in and www.cbic.gov.in . Copy of Annexure-A enclosed herewith.
2. The Editor, Morung Express, for publication. The payment will be made through online banking after the publication.
3. The Editor, Nagaland Post, for publication. The payment will be made through online banking after the publication.
4. Notice Board


(LARHO KRELO)

Asstt. Commissioner (Admin)
GST Dimapur Commissionerate.

एल. केलो
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सहायक आयुक्त (शासन प्रबंध/पी और भी)
Assistant Commissioner (Adm/P&V)
जी.एस.टी. आयुक्तालय, डिमापुर
GST Commissionerate, Dimapur

ANNEXURE "A"

TERMS AND CONDITIONS

1. "Technical bids" and "Financial bids" (Appendix-I & Appendix-II) should be sealed in separate envelopes and thereafter both the envelopes should put in another sealed envelope and super-scribed with "Tender for Hiring of vehicles". The separate technical and financial bids should be clearly marked "Technical Bids" & "Financial Bids" on their respective envelopes. The sealed tender documents will be opened on 9th July, 2019 at 14:00 hrs. in the office of the Commissioner, Central Goods & Services Tax, Dimapur by the Office Tender Committee in presence of the Committee Chairman and the bidders present.
2. The tenderer should be a well-established agency/firm (hereinafter referred to as the service provider/agency/firm). Such vehicle providers should also submit details of other such Govt. organization to which they have extended similar service in the recent past as well as the present.
3. Drivers/POL and maintenance/repairs will be provided and done by the service provider/agency/firm respectively.
4. The contract for the above vehicles shall be valid from the date of signing of Agreement subject to clause (11) of these terms.
5. The Vehicles hired shall not be older than three years and shall be in good condition. Registration Certificate of the vehicle should be produced.
6. The agency/firm should have sufficient numbers of vehicles 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.
7. The vehicle to be provided should be in excellent working condition. The tenderers should mention the year of manufacture of the vehicle. The vehicles should be kept neat and clean and in perfect running condition with clean interiors and proper upholstery.
8. 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, O/o the Commissioner, Central Goods & Services Tax, Dimapur would have a right to hire the vehicle from the market and the additional cost incurred by the office will be borne by the Service Provider/agency/firm. 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.
9. The rate quoted should be exclusive of the GST component. No GST will be paid if the operator fails to provide proof of valid GST registration. All taxes, fee levy, insurance charges etc other than GST would be borne by the Service Provider/Agency/Firm.
10. The billing will be done on monthly basis. Bills preferably typed and in triplicate in connection with the service shall be submitted to the Assistant Commissioner (Admin.), Central Goods & Services Tax, Dimapur within the first week of each successive month.
11. Financial bids quoted in figures and words of only those service providers/agencies/firms who have qualified in Technical bid would be opened.

12. Once the hiring of vehicles commences from a particular service provider/agency/firm, the vehicle should not be changed unless so requested by the O/o the Commissioner, Central Goods & Services Tax, Dimapur.
13. On awarding of the contract, the service provider/agency/firm has to furnish to the O/o the Commissioner, Central Goods & Services Tax, Dimapur the certified copies of RC Book.
14. The contract between the O/o the Commissioner, Central Goods & Services Tax, Dimapur and the service provider/agency/firm can be cancelled after a prior notice of one month by either side or in the event of poor service or violation of any of the condition stipulated.
15. No additional terms & conditions over and above the conditions stipulated above shall be entertained by the O/o the Commissioner, Central Goods & Services Tax, Dimapur.
16. A penalty of Rs.1000/- (Rupees one thousand) only per day per vehicle may be levied if the service provider/agency/firm fails to meet the above terms and conditions on any day.
17. In case of any dispute of any kind and in any respect whatsoever, the decision of the Commissioner, Central Goods & Services Tax, Dimapur shall be final and binding.
18. 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 & Services Tax, Dimapur whose decision shall be final and conclusive.
19. The Commissioner, Central Goods & Services Tax, Dimapur reserves the right to accept or reject any or all tenders without assigning any reasons.


(L.KRELO)

Assistant Commissioner (Admin)
Central Goods & Services Taxes,
Dimapur Commissionerate.

L. Krelo

सहायक आयुक्त (शासन प्रबंध/पी और वी)
Assistant Commissioner (Adm/P&V)
जी.एस.टी. आयुक्तालय, डिमापुर
GST Commissionerate, Dimapur

TECHNICAL BID

1. Name, Address and Telephone number of Tenderer:
2. Name and address of the Proprietor/Partner/Directors of the firm:
3. GST Registration Number:

1.	I/ We own all the vehicles offered		Yes/No	
2.	All the vehicles are with valid registration		Yes/No	
3.	I/ We have attached photocopy of RC book of all the vehicles offered		Yes/No	
4.	I/ We have a valid GST Registration		Yes/No	
5.	I/ We have attached copy of GST Registration		Yes/No	
6.	I/ We have a valid PAN		Yes/No	
7.	I/ We have attached copy of PAN card		Yes/No	
8.	Total number of cars owned by the agency/firm			
9.	Total number of cars provided on hire to Central Government/Public Sector offices in the recent past and present			
10.	Names of the Central Government/Public Sector offices referred to in row 9			
11.	Category of Vehicles to be offered			
	Mid-Sized		Small Sized	
	Type & Model	Date of purchase with Registration Number	Type & Model	Date of purchase with Registration Number

"I have read the terms & conditions of the tender notice and agree to abide by them."

Signature:

Name of Authorized Signatory:

Seal/ Stamp:

Date:

FINANCIAL BID

1. Name, Address and Telephone number of Tenderer:
2. Name and address of the Proprietor/Partner/Directors:
3. GST Registration Number:

	Category of Car	No. of Vehicles	Rate per car (Exclusive of applicable taxes) (in Rs.)	Extra charge per Km in excess of km limit (in Rs.)
1.	Mid-Sized Car (To be used for 30-31/days, all days of the week including Holidays subject to a maximum of 2500 kilometre per month)			
2.	Small Sized Car (To be used for 25/26 days in a month, all days of the week including Holidays subject to a maximum of 2000 kilometre per month)			

"I have read the terms & conditions of the tender notice and agree to abide by them."

Signature:
Name of Authorized Signatory:
Seal/ Stamp:
Date:

