



भारत सरकार .वित्त मंत्रालय .राजस्व विभाग
Government of India .Ministry of Finance .Department of Revenue
मुख्य आयुक्त का कार्यालय Office of the Commissioner
केंद्रीय वस्तु एवं सेवाकर आयुक्तालय .इंफाल CGST Commissionerate, Imphal
केंद्रीय जी. Central GST Bhawan ,भवन .टी.एस.



सत्यमेव जयते

अल .सी.ओ.उत्तर ए ,A/25,कबो लैकई नॉपोक ,नूर टावर -इंफाल पूर्व -इम्फाल 795001-मणिपुर

Manipur 795001 -Imphal-Imphal East .North AOC .A/25 ,Nongpok Kabo Leikai ,Noor Tower -LA

Phone: 0385-2422364

Fax (0385) 2422364

E-mail: cestimphal@gmail.com

TENDER NOTICE No. 01/2019-20 dated 02.04.2019

TENDER NOTICE FOR HIRING OF 1(ONE) OPERATIONAL (MID-SIZE) VEHICLE AND 2(TWO) OPERATIONAL (SMALL-SIZE) VEHICLE IN CENTRAL GST IMPHAL COMMISSIONERATE, HEADQUARTER

For and on behalf of The President of India, Sealed Tender are invited for the hiring of 1(one) operational (Mid-size) vehicle and 2(two) operational (Small-size) vehicle for use in Central GST Imphal Commissionerate for the financial year 2019-20. The vehicle should be in excellent running condition for official/operational use on monthly hire basis. The details of vehicle requirement/period covered are as under:

Types of Vehicle	No of Vehicles	Year and Model	Total no.of Km/Month	Total no.of days of hire per month
Operational (Mid-size) Vehicle	01	Not older than 3 years	2500 km/month	30/31
Operational (Small-size) Vehicle	02	Not older than 3 years	2000 km/month	25/26

- 1) The interested Firms, Companies, Individuals are requested to submit their Tender document in the prescribed Quotation form duly signed and affixed with a Court Stamp of Rs. 20/- (Rupees).
- 2) Last date of submission of bids is 22nd April, 2019 (before 17:00 hrs) addressed to The Deputy Commissioner, O/o The Commissioner, Central GST, GST Bhavan, Kabo Leikai Nongpok, 25/A, North A.O.C., Imphal East-795001.
- 3) The Tenders/Bids received incomplete and /or filled after due date and time shall be summarily rejected.
- 4) The tenders/Bids shall be opened on 24th April, 2019 at 13:00 hrs.
- 5) The detailed forms can be obtained from the Superintendent (Hqr.), Central GST, O/o The Commissioner, Central GST, CGST Bhavan, Kabo Leikai Nongpok, 25/A, North A.O.C., Imphal East-795001 on any working day between 1:00 am to 5:00 pm within 18th April, 2019 or can be downloaded from the Departmental website, www.cexcusner.gov.in of The Chief Commissioner, GST and Customs, N.E.R., Shillong.
- 6) The Commissioner of CGST, Imphal reserves the right to accept or reject any or all tenders without assigning any reasons thereof.

Gaikhonlung Panmei
Deputy Commissioner
Central GST, Imphal

2/4/19

C.No. I(22)05/Vehicle/GST-Imp/2017/920-23
Copy to:

Date: 02/04/2019

- 1) Notice Board at Ground floor, GST Bhavan, Kabo Leikai Nongpok 25/A, North A.O.C. Imphal.
- 2) The System officer, O/o The Chief Commissioner, Customs, Central Excise and GST, Shillong for posting the tender on the Departmental website www.cexcusner.gov.in
- 3) The local newspapers. (English/Manipuri) for advertising.
- 4) Guard



2957
18/04/19

Gaikhonlung Panmei
Deputy Commissioner
Central GST, Imphal

2/4/19



भारत सरकार, वित्त मंत्रालय, राजस्व विभाग
Government of India, Ministry of Finance, Department of Revenue
मुख्य आयुक्त का कार्यालय Office of the Commissioner
केंद्रीय वस्तु एवं सेवाकर आयुक्तालय, इम्फाल CGST Commissionerate, Imphal
केंद्रीय जी.एस.टी. भवन, Central GST Bhawan,



अल - नूर टावर, कबो लैकई नोंपोक, 25/A, उत्तर ए.ओ.सी, इम्फाल पूर्व- इम्फाल-795001 मणिपुर
AL- Noor Tower, Kabo Leikai Nongpok, 25/A, North AOC, Imphal East-Imphal- 795001 Manipur

Phone:

Fax (0385) 2460735

E-mail: cestimphal@gmail.com

C.No.I (22)05/Vehicle/CGST-Imph/2017/

Date : 04.04.2019

TERMS AND CONDITIONS OF THE TENDER

- 1) The vehicle quoted in the bids should be commercially registered vehicle in excellent, neat exterior, interior and running conditions which shall also be maintained during the period of hire.
- 2) The vehicle should not be older than 3 years.
- 3) The vehicle shall be provided on any day including Saturday, Sunday and Holidays when required by the Hirer.
- 4) Zero based mileage i.e. mileage starting and ending at/from duty or drop off location shall be adopted for the purpose of calculating the kilometres.
- 5) Bidder should have arrangements for filling of fuel upto (prescribed Kms) and establishing contact round the clock service.
- 6) The rates shall be quoted exclusive of GST. The amount of GST (if any) should be mentioned separately.
- 7) The billing will be done on monthly basis and bills is to be submitted in triplicate by the 5th of the succeeding month.
- 8) The vehicle provided should strictly comply with all the laws in force in India and their drivers should have valid driving licence complying with the laws in force and they should be adequately experienced, and maintain decency, politeness and neat dress.
- 9) The vehicle driver should be neat and clean, well dressed and should be equipped with functional mobile phone for contact purpose.
- 10) The operational jurisdiction of the hired vehicles will be Imphal and the state of Manipur.
- 11) The Department will not ^{bear} any expenditure incurred by the driver on duty within the State of Manipur.
- 12) Any person who is in government service or an employee of the Department should not be a partner, directly or indirectly, with the service provider.
- 13) The Service provider will comply with the labour laws in force and all liabilities in this connection will be of the Service Provider.
- 14) If the contract is awarded, the owner shall provide the department the complete details of the vehicle, certified copy of the R.C. book, comprehensive insurance policies as well as full details of the deployed drivers, their addresses and copies of their driving licences.
- 15) The Department will not be under any obligations, legal or otherwise, to provide employment to any of the personnel of the service provider during or after the expiry of the hiring period. The Department recognises no employer-employee relationship between the department and the personnel of the Service provider. The Department shall not be responsible financially or otherwise for any damages to the vehicle or any injury to the driver or the person deployed by the service provider during the course of hire.
- 16) In case of any accident, any and all claims and damages arising there from shall be met by the Service Provider.
- 17) The Service provider shall undertake to indemnify the department against all damages/ charges arising on account of or connected with the negligence of the Service provider or his staff or any person under his control whether in respect of accident/injury to the person or damages to the property of the public or any person or in executing the work or otherwise and against all claims and demands thereof.
- 18) In the event of the hired vehicle developing snags the service provider will ensure that a replacement vehicle is provided on priority and in case of failure to make alternative arrangement, the Department will be at liberty to hire other vehicle and the cost incurred on account of such hiring shall be at the expense of the Service provider.

- 19) The Department reserves the right to terminate the contract without assigning any reasons by giving 10 (ten) days Notice.
- 20) The Department shall not make any advance payments and payments shall be made only on the basis of Monthly bills submitted on the 5th of the succeeding month.
- 21) The Commissioner, CGST, Imphal reserves the right to require fulfilment of other conditions, not expressly mentioned, which are consistent with the use of the hired vehicle with this Office, and to reject any or all tenders without assigning any reason thereof.
- 22) In case of Disputes, the decision of The Commissioner, CGST, Imphal shall be final and binding.

ANNEXURE "I"
TECHNICAL BID DOCUMENTS

- 1.) Name of the Service Provider :
- 2.) Address :
- 3.) Name (s) & Address of the partners/ :
Directors/ Proprietors (with mobile no)
- 4.) Contact Person (s) (with mobile no) :
- 5.) No of Years of experience in providing :
Rent-a-Service (with copies of previous
Contracts).
- 6.) List of vehicles with model & year :
Provided by the Bidder.
- 7.) GSTIN (Goods & Service Tax :
Provided by the Bidder.
- 8.) PAN No (attach copies of last two :
Income Tax)
- 9.) Details of EMD :
- 10.)Details of erstwhile Service Tax :
Registration (with Xerox copy).

DECLARATIONS

I/ We ._____ hereby certify that the information furnished is full and correct to the Best of my/ our knowledge. I/We understand that in case any deviation is found in the above statement at any stage, the concerned will be blacklisted and barred without any Notice from dealing with the Department in future.

(Signature)

(Full Name)

(Date & Seal)

ANNEXURE "II"
FINANCIAL BID DOCUMENTS

1. Name of the Service Provider :
2. Address :
3. Name (s) & Address of the Partners/ Directors/Proprietors (with mobile no.) :
4. Contact Person (s) (with mobile no) :
5. Bid Amount (exclusive of GST) :

No of Vehicles	Types of Vehicles	Model Year	Rate offered Per (exclusive GST)	Any other Charges

- (1) I/We, the undersigned, offer to provide vehicle in conformity with the conditions of contracts and specifications for the amount quoted above.
- (2) I/We undertake to enter into an agreement within 3 (three) days of being called upon to do so and bear all expenses including charges for stamps etc and agreement will be binding on us.
- (3) I/We understand that the Department is not bound to accept the lowest or any Bid and the acceptance of the Bid is subject to our financial stability.
- (4) It is hereby certified that the above rate quoted is inclusive of the Driver's salary, daily expenses, fuel expenses and vehicle maintenance expenses and other incidental expenses.
- (5) I/We have read the terms & conditions of the Tender Notice.

(Signature)

(Full Name)

(Date & Seal)