



Government of India  
Ministry of Finance, Department of Revenue  
Office of the Commissioner of Customs (Preventive)  
North Eastern Region  
Shillong- 793001

Custom House, 110 M. G. Road, Shillong - 793001

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C.No.II(35)8/ CUS/Hqrs/PRO/Hir.veh/SH/2014 / 6844-46(B) Dated: 15.07.2014

16 JUL 2014

**NOTICE INVITING TENDER**

Sealed Tenders are invited in the field of hiring of vehicle from the service providers as per requirement mentioned in the schedule below for use in the Office of the Commissioner of Customs (P), NER, Shillong.

**SCHEDULE**

Sl. No.	Category	No. of vehicles required
1.	Honda City/ Hyundai Verna diesel variant A.C. Vehicles to be used upto 30-31 days subject to maximum of 2500 kms. in a month.  On Dry or Wet Lease basis	01 or as per requirement

Such vehicle providers may also submit details of their other such organizations to which they have extended similar service in the recent past as well as present. The vehicle providers should provide their PAN, Service Tax Registration No. and the list of contracts undertaken by them in their tender documents.

The interested parties are requested to submit their bids mentioning therein the price to be charged by them and other details as per the terms and conditions attached herewith. The tender documents and any further query can be obtained from the Public Relations Officer, Customs House, M. G. Road, Shillong-1.

Contd.

*Handwritten signature*

Last date of submission of tenders is 31<sup>st</sup> July, 2014 up to 11-00 hours which will be opened on 31<sup>st</sup> July, 2014 at 11-00 hours. This office reserves the right to accept or reject any or all tenders in part or in full without assigning any reason thereof.

Encl: Terms & Conditions

*Sel -*

(R. HUNGYO)  
Superintendent (Hqrs.)

C.No II(335)8/CUS/Hqrs/PRO/Hir. Veh/SH/2014 *6844-46(B)*  
Copy forwarded for information and necessary action to:-

Dated: 15.07.2014

**16 JUL 2014**

1. The Commissioner of Customs (Preventive), NER, Shillong.
2. Notice Board of Customs Hqrs. office, Shillong.
- ✓ 3. The Superintendent (Computer & Training Cell), Customs Hqrs, Shillong with a request to put the Notice at the departmental Website.

*R Hungyo*  
(R. HUNGYO)

Superintendent (Hqrs.)

*16/7/14*

The terms and conditions of the bid are as follows:

1. The contract is for the period from 01.08.2014 to 31.03.2015.
2. The contract is for both Dry and Wet Lease basis.
3. The bidder should have a registered and well established Agency/Firm having latest models of vehicles for hiring.
4. The rates should be furnished in km basis/ day basis/ monthly basis
5. The vehicles should be in good condition, preferably new models and not more than 3-4 years old for which tenderer should submit a list of vehicle details with make, model, type of vehicle, year of manufacture and registration number of the vehicle to be supplied to this office.
6. The vehicle should be in proper running condition and well furnished.
7. The department is not responsible for any repair and maintenance of the vehicles.
8. The vehicles should be maintained properly and cleaning should be done every day.
9. All tax liabilities i.e. Road Tax, Service Tax, etc. should be borne by the service provider.
10. In case of any accident, the service provider shall meet all the claims and damages arising out of such situation.
11. Alternative suitable vehicle should be provided in case of breakdown of the car so provided. In case of failure to provide alternative suitable vehicles, hire charges on pro rata basis should be deducted from the monthly hire charges.
12. In case of any doubt or need of any enquiry, the tenderer may contact the undersigned on any of the working days.
13. A daily record indicating time and mileage of the vehicle shall be maintained in a Log Book and the Log Book shall be submitted to the concerned officer regularly for scrutiny.
14. The service provider should never approach the officer to whom the vehicle would be attached. If the service provider requires contacting for any reason whatsoever, he may contact the Public Relations Officer (PRO).
15. If any of the terms and conditions is violated during the contract period, the Commissioner of Customs (Preventive), NER, Shillong reserves the right to discontinue the contract without assigning any reasons thereof.
16. Successful bidder will have to abide by all the terms and conditions.

(R. HUNGYO)  
Superintendent (Hqrs.)