



Government of India
Office of the Assistant Commissioner of Customs
Guwahati Division, Christian Basti, Nilamoni Phukan Path,
P.O: Guwahati-781005, Assam
☎ 0361- 2340511, 2340703,2340510, Fax: 2341510,2341509

C. No. II(39)1/Misc/PRO/Cus/Ghy/07/

Date :

NOTICE INVITING TENDER

Sealed Tenders are invited in the field of hiring of vehicle from the vehicle providers for the financial year 2017-18 (1st April, 2017 to 31st March, 2018) as per requirement mentioned below in the schedule for the Office of the Assistant Commissioner of Customs Division, Nilamoni Phukan Path, Christian Basti, Guwahati – 5 as per terms and conditions thereof.


SCHEDULE

Sl. No.	Category	No. of vehicles required
1.	Small Sized Vehicles to be used upto 20 – 25 days subject to maximum of 2000 kms. in a month (preference will be given to tenderer offering New Vehicle)	01

Such vehicle providers may also submit details of their other such organization to whom they have extended similar service in the recent past as well as present. The vehicle providers should give Service Tax Registration No. in their tender documents.

The interested parties are requested to submit their bids mentioning therein the price to be charged by them. The tender documents are to be submitted to the Office of the Assistant Commissioner of Customs, Nilamoni Phukan Path, Christian Basti, Guwahati – 5.

Last date for submission of tenders is 22nd of March, 2017 upto 13.30 hrs. which will be opened on the same day at 14.30 hrs. in presence of the parties or their authorised representative who wish to be present at the time of opening the tender. The Assistant Commissioner reserves the right to accept or reject any or all tenders without assigning any reason thereof.


06/03/17
(B.K. Saikia)

Assistant Commissioner

बी.के. सैकिया/B.K. SAIKIA
सहायक आयुक्त
Assistant Commissioner
सीमा शुल्क प्रभाग, गुवाहाटी-5
Customs Division, Guwahati-5

C. No. II(39)1/Misc/PRO/Cus/Ghy/07/

3085-89

Date : 6.3.17

Copy forwarded for information and necessary action to:-

1. The Joint Commissioner of Customs (Preventive), N.E.R., 110, M. G. Road, Shillong.
2. The Superintendent, Guwahati Railway Station. He is requested to please put the same in the Notice Board.
3. The Superintendent, A.S.T.C, Paltan Bazar, Guwahati-781007. He is requested to please put the same in the Notice Board.
4. The Superintendent (System), Customs Division, Guwahati for uploading the same in official website.
5. Office Notice Board.

Enclosures: Copy of Terms and Conditions.

B.K. Saikia
06/03/17

(B.K. Saikia)
Assistant Commissioner

TERMS AND CONDITIONS

The Tenderer should have a registered and well established Taxi agency / Firm having sufficient number of latest models of taxi cars for hiring. List of vehicles owned by the tenderer and the details of the vehicle to be provided to this office must be attached along with the tender documents.

1. The vehicles will be kept in neat and clean and in perfect running condition with shining body and clean interior with good upholstery.
2. In case condition of taxis is not found to be satisfactory, they shall be returned for immediate replacement. In case no replacement is provided on time, 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 transport operator.
3. The firm would ensure that the drivers employed have valid driving License. The driver should have valid driving license & the vehicle should be registered with the **concerned authority of Central / State Govt.** The Transport operator shall provide a certificate to this effect. The driver of the vehicle provided must follow traffic Rules and other regulations prescribed by the Govt. from time to time.
4. The agency / firm should have an adequate number of telephones for contact round the clock. The driver shall observe all the etiquette and protocol while performing the duty & shall be neatly dressed, should wear proper uniform & must carry a mobile phone in working condition, for which, no separate payment shall be made by the department.
5. The rates are to be quoted both for hiring on **daily basis (4hrs./40Kms., 8hrs. /80Kms., 10hrs. /100 Kms. and 12hrs. /120 Kms.)** and for hiring **on monthly basis.**
6. Within the above mentioned categories, the rates have to be quoted separately in kilometers and hours both. It shall be the sole prerogative of the competent authority to choose any one rate slab or a combination of rate slabs in case of vehicle being hired on daily hiring charge basis.
7. The rates quoted should specifically mention the service tax component. No service tax will be paid if the operator fails to provide proof of valid service tax registration.
8. The Assistant Commissioner reserves the right to reject all or any of the offers or accept more than one offer.
9. The billing will be done on monthly basis, bills preferably typed and in triplicate, in connection with the service shall be submitted to the office of the Assistant Commissioner of Customs, Guwahati Division, Nilamoni Phukan Path, Christian Basti, Guwahati – 781005 in the first week of each month.
10. A daily record indicating time and mileage for each vehicle shall be maintained in a log book and the log book shall be submitted to the concerned officer in the office of the Assistant Commissioner of Customs, Guwahati Division, Nilamoni Phukan Path, Christian Basti, Guwahati – 781005 regularly for scrutiny.
11. The contract may be considered for extension by mutual agreement for such further period(s) as may be agreed upon.

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12. Once the hiring of cars commences from a particular operator, the cars and the driver should not be changed unless requested by the office of the Assistant Commissioner of Customs, Guwahati Division, Nilamoni Phukan Path, Christian Basti, Guwahati – 781005. The vehicle must be available at any time of any day as desired by the officers concerned.
13. On awarding the contract, the contractor has to furnish to the office of the Assistant Commissioner of Customs, Guwahati Division, Nilamoni Phukan Path, Christian Basti, Guwahati – 781005 the certified copies of RC books and the comprehensive insurance policies.
14. The office of the Assistant Commissioner of Customs, Guwahati Division, Nilamoni Phukan Path, Christian Basti, Guwahati – 781005 shall be liable to pay the hiring charges only. Contract charges include monthly charges of driver, repair and maintenance of vehicle, insurance, petrol / diesel, oil, and any other incidental expenses.
15. In case of breakdown of any vehicle during official duty, it shall be the responsibility of the firm to provide a substitute vehicle replacement immediately. In case vehicle does not report on time / does not report at all, the customer would have a right to hire a vehicle from the market and the additional cost incurred by the department will be borne by the Transport operator.
16. In case of any accident, all the claims arising out of it, shall be met by the Transport Operator.
17. The contract between the Customer and the transport Operator can be cancelled with a notice period of 15 days from either side, on breach of any of the terms and conditions of the contract.
18. The Transport operator and the driver shall be bound to carry out the instructions of the Customer as well as of the Officers assigned to the vehicle.
19. A penalty of Rs. 500/- per day per vehicle may be levied if any vehicle fails to meet above terms & conditions on any day.
20. The liability of the Customer is limited to the contract value only.
21. Any matter during the period of this agreement, which has not been specifically covered by this agreement, shall be decided by the Customer whose decision shall be final and conclusive.
22. No additional terms & conditions over and above the conditions stipulated above shall be entertained by the office of the Assistant Commissioner of Customs, Guwahati Division, Nilamoni Phukan Path, Christian Basti, Guwahati – 781005.
23. In case of any dispute of any kind and in respect whatsoever, the decision of the office of the Assistant Commissioner of Customs, Guwahati Division, Nilamoni Phukan Path, Christian Basti, Guwahati – 781005 shall be final and binding.
