



GOVERNMENT OF INDIA  
**OFFICE OF THE COMMISSIONER OF CENTRAL EXCISE**  
**KOL-IV HQRS. CARE TAKER UNIT**  
**15/1 STRAND ROAD, CUSTOM HOUSE,**  
**M. S. BUILDING: 7<sup>th</sup> FLOOR: KOLKATA – 700 001.**

C.No. I(20)5-CE/KOL-IV/HQ/2002/PT-II

Dated :-01-05-2008

NOTICE INVITING QUOTATION

Quotations in the sealed cover are invited on behalf of the Commissioner of Central Excise, Kolkata –IV Commissionerate, Kolkata, from the reputed licensed vehicle providers as per requirement mentioned below in the schedule.

SCHEDULE

Sl. No.	Catagory	No. of vehicles required
1	Non-AC Qualis (Diesel) / Tata Sumo to be used up to 20-25 days subject to a maximum 2000 Kms in a month. Car should not be more than four years old	01
2	Non-AC Ambassador to be used up to 20-25 days subject to a maximum 2000 Kms in a month. Car should not be more than three years old	05

Such vehicle providers may also submit details of their other organization like State/ Central Government Department or State / Central Government Undertaking Offices to whom they have extended similar services satisfactorily in the recent past as well as present (for at least two years). **The vehicle contractors should be the owner of the vehicle.** The vehicle providers should provide their PAN, Service Tax Registration number and the list of contracts undertaken by them. The vehicle providers shall have to submit the required permit in terms of Section-66 of the Motor Vehicle Act, 1988 granted by the State Transport Authority to ensure the registration of vehicle with proper permit.

The quotation will be selected on the basis of two-bid selection system, namely technical bid and financial bid. These two bids should be submitted together in separate sealed cover with proper marking on the cover.

Contd..2/-

The interested parties are requested to submit their bids mentioning therein the price to be charged by them and other details in the prescribed proforma. The tender/quotation documents can be obtained from the office of the undersigned at 15/1, Strand Road, M.S.Building, Kolkata-700 001.

The last date for submission of quotations is **15.05.2008**. This office reserves the right to accept or reject any or all quotations without assigning any reason.

Addl. Commissioner (P & V)  
Central Excise  
Kolkata-IV Commissionerate  
Kolkata



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SCHEDULE OF FINANCIAL BID

Name of Work Hiring of Non A.C. Qualis (Diesel)/ Tata Sumo for use in the Office of the Commissioner of Central Excise, Kolkata-IV Commissionerate, M.S. Building, Custom House, 15/1, Strand Road, Kolkata – 700 001.

Hiring of five Non A.C. Ambassador cars for use in the Divisional Office of Dankuni, Chandannagar- I& II , Rishra, Serampore & Commissionerate office of Kolkata-IV Commissionerate, M.S. Building, Custom House, 15/1, Strand Road, Kolkata – 700 001.

Period -

Description of item Rate in Rs. Unit

Hiring of Car

1) Non-A.C. Qualis/Tata Sumo		
Diesel Car	Rs.	Per Hour
	Rs.	Per K. M.
2) Non-A.C. Ambassador	Rs.	Per Hour
	Rs.	Per K. M.

- These rates shall be inclusive of cost of fuel.
- Although Service Tax will be paid by the department, it shall not be included in the quoted rates.
- Monetary ceiling of Rs.25,000/-per month + Service Tax shall be applicable.

Signature of  
Owner/Authorised person of the Agency



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SCHEDULE OF TECHNICAL BID

Name of Work      Hiring of one Non A.C. Qualis (Diesel)/ Tata Sumo for use of the Office of the Commissioner of Central Excise, Kolkata-IV Commissionerate, M.S. Building, Custom House, 15/1, Strand Road, Kolkata – 700 001.

Hiring of five Non A.C. Ambassador cars for use in the Divisional Office of Dankuni, Chandannagar-I & II, Rishra, Serampore & Commissionerate office of Kolkata-IV Commissionerate, M.S. Building, Custom House, 15/1, Strand Road, Kolkata – 700 001.

- (1) List of the contracts executed with Central /State Govt. or Central/State Govt. Undertakings.
- (2) List of the vehicles owned –
- (3) Details of the car to be supplied
  - 1) Model and year of make of the Car to be supplied –
  - 2) Whether Euro II or Euro III Compliant –
  - 3) Details of Insurance –
  - 4) Details of Certificate of Pollution Control Board -

Signature of  
Owner/Authorised person of the Agency

## DETAILED TERMS AND CONDITIONS

1. Maintenance, repair, diesel, lubricants and other expenditure incurred on running and maintenance of the car will be borne by the contractor.
2. The vehicle shall ply during day and night and no extra payment shall be made for night duty. The vehicle must be available at any time of any day as desired by the office concerned.
3. The details of the vehicle provided to Central Excise Kolkata-IV Commissionerate must be attached with the quoted documents.
4. The cars will be kept in neat and clean and in perfect running condition with shining body and clean interior with good upholstery.
5. The contractor would ensure that the drivers employed have valid driving license. The driver should follow the traffic Rules and any other regulations prescribed by the Govt. from time to time.
6. The contractor is required to pay Road taxes and all other statutory taxes as and when levied by the local administrative authority and copy of the same should be available with the driver on duty.
7. The contractor should make his or her own arrangement to park the vehicle at the place of duty point. No separate payment will be made for that.
8. Driver should maintain the logbook as per proforma approved by this. The contractor/owner may also maintain duplicate copy of the logbook.
9. In case the condition of the provided vehicle is not found to be satisfactory, they shall be returned for immediate replacement. In case no replacement is provided on time the customer would have a right to hire a vehicle from the other source and the additional cost incurred by the customer will be borne by the contractor/transport operator.
10. In case the vehicle is withdrawn for maintenance/repair suitable substitute vehicle is to arranged by the contractor/vehicle provider.
11. Payment will be made after submission of the bills on completion of a month. Payment shall be regulated by the period/mileage of duty registered in the logbook duly attested by the authorized officer and countersigned by the controlling officer.
12. On awarding the contract the contractor has to furnish to this office the certified copies of RC books and the comprehensive insurance policies and certificate of pollution control board and should be available with the driver while on duty.
13. In the case of any accident, all the claims arising out of it, shall be met by the transport operator/ contractor.
14. The liability of the Customer is limited to the contract value only.
15. The transport operator/ contractor and driver shall be bound to carry out the instructions of the customer as well as the officers assigned to the vehicle.
16. Any matter during the period of this agreement, which has not been specifically covered by this agreement, shall be decided by this office whose decision shall be final and conclusive.
17. In case of any dispute of any kind and in respect whatsoever, the decision of this office shall be final and binding.