



**MINISTRY OF FINANCE : DEPARTMENT OF REVENUE
OFFICE OF THE COMMISSIONER OF CUSTOMS**

Custom House, New Harbour Estate, Tuticorin – 628 004

Tel: (0461)2353964, 2352655, 2352633 / Fax: 2352019.

C.No.I/22/10/2016-PRO UNIT

Dated: 01.03.2016

TENDER NOTICE

Sealed Tenders are invited for hiring of vehicle from the Vehicle Providers as per the requirement mentioned below in the schedule for the Office of the Commissioner of Customs, Custom House, Tuticorin-628 004 for the year 2016-17.

SCHEDULE

Sl.No.	CATEGORY	No. of Vehicles required
1	Non-AC Toyota Innova to be used upto 30-31 days subject to a maximum of 2500 Kilometers in a month for the period from April, 2016 to March,2017.	One (1)

The prescribed tender documents with the Terms & Conditions can be obtained in person from the Superintendent(PRO), Office of the Commissioner of Customs, Custom House, Tuticorin-628 004 between 10.00AM and 04.00 PM, on all working days (Monday to Friday) till 15.03.2016 or can be downloaded from the website www.tuticorincustoms.gov.in.

The interested travel agencies/vendors shall submit their quotation separately for each type of vehicle mentioned in the above schedule. The cover should be superscribed as "**Quotation for supply of Toyota Innova**".

The interested travel agencies/vendors, who comply with all the technical conditions and other terms and conditions are requested to submit their quotations in sealed envelopes addressed to the Office of the Commissioner of Customs, Custom House, Tuticorin-628 004, on or before 21.03.2016 at 11.00hrs. The tenders received after the closing date and time, will not be accepted. The tender will be opened on 21.03.2016 at 1500 hrs, before the Additional Commissioner of Customs, Custom House, Tuticorin, in the presence of the parties or their authorized representatives who wish to be present at the time of opening the quotations. Commissioner of Customs, Custom House, Tuticorin reserves the right to accept or reject the offer of any or all vendors without assigning any reasons. The contract will be for a period of one year subject to satisfactory performance. The terms & conditions for submitting the quotations/tenders are also annexed with this notice.

(SURESH NANDANWAR)

ADDITIONAL COMMISSIONER

Copy forwarded for display at :- (1) Notice Board of the Custom House, Tuticorin.

(2) www.tuticorincustoms.gov.in (through Supdt (EDI))

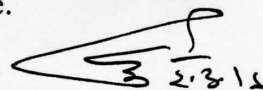
TERMS & CONDITIONS

01. One vehicle (Toyota Innova) is required for 30-31 days (Max. 2500 Kms per month) effective from 01.04.2016.
02. The vendor should provide the credentials of their Car Rental/Travel Agency/Firm business along with documents like insurance policy and Registration Certificate, Xerox copy of driving license of the driver to be provided to Tuticorin Customs Commissionerate.
03. Quotation should be submitted for a minimum lump sum charges per month per vehicles as below:-

Description	Type of Vehicles for which quotation is required
Providing & maintaining of Non-A/C Toyota Innova for Tuticorin Custom House including Drivers salary, Diesel/ Petrol etc.. for 30-31 days subject to a maximum of 2500 kms per month for the period from April, 2016 to March, 2017.	Non-AC Toyota Innova.
Rate per Km. if the kilometer exceeds the maximum limit per month as mentioned above.	Rate/ per Km.

04. The motor vehicles made available to the department should be in good roadworthy condition and should remain in this office premises round the clock during the period of contract.
05. The motor vehicles proposed to be hired, should not be purchased/registered prior to the year 2012.
06. The driver of vehicles should have valid driving license, should be of clean habit, wear neat and tidy uniform (as decided by the department), punctual, courteous and maintain the highest order of integrity.
07. The vehicles driver should maintain a trip sheet/register for the vehicles and he should record all the particulars like places of visit kilometers run, timings etc in the trip sheet/register and the same should be produced/handed over to the Public Relations Officer / Inspector in charge of Motor Vehicles immediately on completion of each trip.
08. Hire charges will be paid to the travels on monthly basis and except that rates for which the contract has been finalized no other charges will be paid by the department.
09. If there is any deficiency or failure in the service of the travels, the contract will be terminated immediately without assigning reasons therefore and without any relief.
10. The vehicles should have the comprehensive insurance as per the law applicable to cover the risk during the contract period. In case of any accident, all the claims arising out of it shall be on the contractor / service provider.
11. Vehicles should be kept ready with sufficient fuel. However, in case of any emergency, if any officer refuels on payment from his pocket, the same should be reimbursed by the contractor on production of the bill.
12. The drivers as prescribed by the Government Authorities should strictly follow Traffic rules and other regulations.
13. The Department is not responsible for any repair and maintenance of the vehicles. No other charge will be borne by the department.
14. All Tax liabilities i.e. Road Tax, Service Tax, Insurance, Pollution control certificates etc. will be borne by the service provider.

15. The vehicles should be maintained properly and the seats and head rests covered with white Turkish towel and proper cleaning should be done everyday.
16. In case of accident to the vehicles during the period of its usage/availability of the vehicles in the office premises resulting in any damage to the property/ person or loss of life whether to the driver or passenger or any other third party, this department has no responsibility / liability of whatsoever and will not entertain any claim in this regard under any law.
17. In case if the travels could not made available the particular vehicles taken on contract due to any unforeseen circumstances, immediate alternative arrangement should be made by the travels to make available a different vehicle of the same class as decided in the contract and the vehicles so provided should be to the satisfaction of the department.
18. The hiring charges shall be on the basis of zero mileage i.e. mileage starting/ending from/ at the office as the case may be.
19. The bills for hiring of cars along with the logbooks, complete in all respects for every month must be submitted to this office before the 10th of the subsequent month positively.
20. Initially the contract shall be for a period of one year and extendable for another year on mutual agreement.
21. The contract may be considered for extension by mutual agreement for further period(s) as may be agreed upon subject to satisfactory performance of the car provider.
22. It will be solely the discretion of the department to use the said hired Vehicles for any official purpose including Saturday, Sunday and holidays wherever & whenever necessary.
23. If the driver is unable to adhere to the stipulated official prescribed time schedule the vehicle provider will further be liable to pay Rs. 500/- per day.
24. Any matter during the period of this agreement which has not been specifically covered by this agreement shall be decided by the Department whose decision shall be final and conclusive.



(SURESH NANDANWAR)
ADDITIONAL COMMISSIONER

PROFORMA-"A"(FOR SUPPLY OF TOYOTA INNOVA)

01	Name of the Tour & Travel Agency/Service Provider	
02	Address	
03	Telephone Number	
04	Mobile Number	
05	No. of vehicles operated presently	
06	Details of vehicle(s) offered	Toyota Innova
07	No. of years of experience in the business	
08	Service Tax Registration Number	
09	Whether the offered vehicles are driven by the owners of the same offered vehicle	

I/We submit our lowest quotation for providing & maintaining of following vehicles for Office of the Commissioner of Customs, Custom House, Tuticorin, including Driver's salary, Diesel/Petrol etc., for 30-31 days subject to a maximum of 2500 Kms per month.

Category of Car	Regn.No. and Year of Registration	Colour	Rate per month per vehicle in Rs.(inclusive of all taxes etc.)	Extra KM Charge (in Rupees)

Signature of the authorized person
(With the Name of the authorized person)

Place:

Date :