



Government of India

Office of the Chief Commissioner of Income Tax -2, Chennai.

Aayakar Bhawan, 121, Mahatma Gandhi Road, Nungambakkam, Chennai 600 034.

SF.No. 81/ Hiring of Vehicle /2018-19

Date: 31.10.18

### Notice Inviting Tender

The O/o Chief Commissioner of Income tax-2, Chennai intends to hire one Mid Range Car, **Maruti Ciaz/ Maruti Swift Dzire** (latest model) ,on monthly basis for the use as Staff Car Vehicle for the Commissioner of Income Tax (Appeal) -10,Chennai with effect from 02.12.2018

Hiring shall be initially for a period of one year from the date of commencement of the contract. Reputed/authorized taxi/tour operators having requisite vehicle/infrastructure should furnish the quotations latest by **26.11.2018 before 5.00 p.m** in the office of undersigned at Room NO. 321 3<sup>rd</sup> Floor, Main Building, Aayakar Bhavan, 121, Uthamar Gandhi Salai, Chennai.

Tenders Form along with terms and conditions can be obtained from the Administrative Officer, O/o Chief Commissioner of Income Tax -2, Chennai on payment of **Rs. 250/- (Non Refundable)** by Demand Draft of Scheduled Bank in favour of the Administrative Officer, O/o CCIT-2, Chennai.

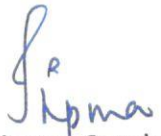
The quotations received will be opened on **27.11.18 at 11.00 A.M** in the presence of the undersigned.

C. Tripura Sundari  
Commissioner of Income Tax (Appeal)-10  
Chennai.

## Terms & Conditions

1. The vehicle must be in excellent condition, clean and mechanically fit.
2. The vehicle supplied by the service provider on hire with Southern Region permit will be with driver who should have a uniform and the driver should carry mobile phone, cost of which shall be borne by the service provider including the monthly bills.
3. The vehicle provided by the contractor shall be for 2000 Kms. The unused Kilometers of a month can be carried forward to the subsequent months till the contract ends. The unused kilometers would mean the difference between agreed kilometers i.e 2000 Kms run in a month and actual kilometers run by one or more vehicle of the operator if the actual kms run by a vehicle is individually less than agreed kilometers.
4. Continuance of the same car and the driver shall be ensured normally during the period of hiring contract. The mileage shall be calculated from the residence of the officer and so would be the timing.
5. The vehicle supplied must fulfill the legal obligations prescribed under various statutory laws in operation. Any penalty for default will be the liability of the service provider and the user shall not be liable in any manner whatsoever.
6. The service provider must ensure that the vehicle has adequate fuel to over the entire trip.
7. The service provider will bear all the expenses for fuel, insurance, all repairs and maintenance expenses etc, of the vehicle.
8. In case of any accident, all the claims arising out of the accident shall be met by the service provider
9. In case of failure to report for duty as required on account of vehicle breakdown causing inconvenience, an amount equivalent to two times of pro rate hire charges worked out for a day will be deducted from the monthly hire charges.
10. Service provider should arrange alternative car immediately in case of breakdown of the car supplied.
11. Any authorized user of the department has the right to return the car, if he is not satisfied with the condition of the car, conduct of the driver or on any other grounds mentioned above. In case of such failure, a penalty of Rs. 1000/- per day or the actual cost of making alternate arrangement for each day of such failure, whichever is more shall be payable by the service provider.

12. Failure by the service provider to comply with any of statutory requirements and/or the terms of this agreement will lead to the cancellation of the contract with immediate effect without giving any notice and further disqualification from participation of any future tender(s) of the Income Tax Department.
13. Log book shall be maintained which will be the basis for making payment.
14. Bills should be submitted by the service provider on a monthly basis with all supporting documents and the user will take efforts to make the payment will be given within the reasonable period from the date of submission of bills after deducting the TDS as applicable.
15. No request for escalation of rates will be entertained for whatsoever reason at any time during the operation of the contract.
16. The service provider shall submit a refundable performance guarantee of **Rs. 10,000/-** (Rupees Ten Thousand only) for the vehicle supplied within one week of award of contract. The deposit shall be interest free. Performance guarantee may be given by way of an irrevocable bank Guarantee of equivalent amount.
17. No extra payment would be made for outstation journey within Tamilnadu
18. The contract may be renewed for one more year after completion of the period subject the satisfaction of the quality of Service offered and fulfillment of the terms and conditions as mentioned above by the service provider.

  
(C. Tripura Sundari)  
Commissioner of Income Tax (Appeal) -10  
Chennai.