



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: 25.03.19

Notice Inviting Tender

The O/o Chief Commissioner of Income tax-2, Chennai intends to hire one Mid Range Car, **Honda City ZX Petrol – White Color (2019 Model)**, on monthly basis for the use as Staff Car Vehicle for the **Commissioner of Income Tax (Appeals) -9, Chennai** with effect from **25.04.2019**

Hiring shall be for a period of one year from the date of commencement of the contract. Reputed/authorized taxi/tour operators having requisite vehicle should furnish the quotations latest along with payment of Rs.250/- (Non Refundable) by Demand Draft of Scheduled Bank in favour of the **Administrative Officer, O/o CCIT -2, Chennai** by **11.04.2019 before 5.00 P.M** in the office of CCIT-2 at Room NO. 321, 3rd Floor, Main Building, Aayakar Bhavan, 121, Uthamar Gandhi Salai, Chennai.

Tenders form along with terms and conditions can be downloaded from the Departmental Website (tnincometax.gov.in) The quotations received will be opened on **12.04.19 at 11.00 A.M** in the presence of the undersigned.

T.Vasanthan
Commissioner of Income Tax (Appeals)-9
Chennai.

Terms & Conditions

1. The vehicle to be hired for the contract should be **Honda City ZX Petrol Model - White Color (2019 Model)**
2. The vehicle must be in excellent condition, clean and mechanically fit
3. 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.
4. The vehicle provided by the Service Provider shall be for 2000 (Two Thousand) Kms per Month and 330 Hours per Month.
5. The unused Kilometers of a month can be carried forward to the subsequent month till the contract ends including the extended contract period, if the contract is extended as per clause (21) below. The unused kilometer would mean the difference between the agreed kilometers i.e. 2000 Kms and the actual Kms run in a month
6. Every additional KM beyond the said 2000 KM/Month shall be paid to the service Provider at the rate of Rs. 9/- Per Kilometer.
7. 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.
8. 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.
9. The service provider must ensure that the vehicle has adequate fuel to over the entire trip.
10. The service provider will bear all the expenses for fuel, insurance, all repairs and maintenance expenses etc, of the vehicle.
11. In case of any accident, all the claims arising out of the accident shall be met by the service provider.
12. 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 rata hire charges worked out for a day will be deducted from the monthly hire charges.
13. Service provider should arrange alternative car immediately in case of breakdown of the car supplied.

14. 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. 2000/- 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.
15. Failure by the service provider to comply with any of the 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.
16. Log book shall be maintained which will be the basis for making payment.
17. 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 within reasonable period from the date of submission of bills after deducting the TDS as applicable.
18. No request for escalation of rates will be entertained for whatsoever reason at any time during the operation of the contract.
19. 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 the contract. The deposit shall be interest free. Performance guarantee may be given by way of an irrevocable bank Guarantee of equivalent amount.
20. No extra payment would be made for outstation journey within Tamilnadu
21. The contract may be renewed for one more year after completion of the period subject to the satisfaction of the quality of Service offered and fulfillment of the terms and conditions as mentioned above by the service provider.
22. In case the contract is extended for a further period of time as per clause (21) above, the unused Kilometers of this contract would also carried forward to the extended contract period.



(T.Vasanthan)

Commissioner of Income Tax (Appeal) -9
Chennai.

NOTICE INVITING QUOTATIONS FOR HIRING OF STAFF VEHICLES

Interested operators are requested to submit their quotations in closed cover with the following details:-

1. Name of the Proprietor/Registered Firm/Company:

2. Address of the Concern :

3. Contact Person(s) (with mobile Number :

| Sl.No | Amount Quoted for 2000 KMs and 330 Hours per Month | Extra Charges per KM (After 2000 KMS) | No. Of fleet of Vehicles owned by the operator at present | Previous experience in terms of no. Of years in providing vehicles to Govt. Deptt. |
|-------|----------------------------------------------------|---------------------------------------|-----------------------------------------------------------|------------------------------------------------------------------------------------|
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4. The closed /sealed quotations may be furnished along with the DD as per the details mentioned vide S.F.No.81/Hiring of Vehicle/2018-19 dated 27.03.19, either in person or through Registered Post, so as to reach this office on or before 11.04.2019 by 5 pm.

5. This office reserves the right to cancel or postpone the tender or reject any bid without assigning any reasons.

(Signature of the authorised signatory with date)