



भारत सरकार : वित्त मंत्रालय : राजस्व विभाग

GOVERNMENT OF INDIA : MINISTRY OF FINANCE : DEPARTMENT OF REVENUE

का. प्रधान आयकर निदेशक (अन्वेषण), पूर्वोत्तर क्षेत्र, गुवाहाटी

OFFICE OF THE PRINCIPAL DIRECTOR OF INCOME TAX (INVESTIGATION), NER, GUWAHATI

चतुर्थ तल, आयकर भवन, क्रिश्चियन बस्ती, जी.एस.रोड, गुवाहाटी/4th Floor, Aayakar Bhawan, Christian Basti, G.S.Road, Guwahati-5

फोन/PHONE: 0361-2340311, फैक्स/FAX: 0361-2340995

Dated: 11/08/2017

TENDER NOTICE No- 04

Office of the Pr. Director of Income Tax (Inv.), Guwahati invites sealed tender/quotation from reputed Firms/Suppliers/Travel Agents/individuals for hiring of 2(Two) Operational Vehicle by the PDIT(Inv.), Guwahati, as per specification below:

Type: Operational Vehicle with Colour: White
engine capacity 1200cc to 1800cc,

The quotation for the Vehicle should be submitted in proper format as per ANNEXURE-I & ANNEXURE-II (enclosed) and it should mention clearly the following details:

- i. Expected monthly hiring charges.
- ii. Mileage charge per Kilometer.
- iii. No. of Kilometers already run & Date of purchase.

The bidder should furnish an undertaking subject to fulfillment of the following conditions.

Terms and Conditions:

1. The vehicle should preferably be brand new and should be registered as commercial vehicle with competent authority.
2. The rates quoted shall include all applicable taxes.
3. Model No, Year of manufacturing, Kms. Travelled, Pollution control certificate, Copy of PAN card & Necessary experience certificate in this field of business should be attached with the bid.
4. The hired vehicle should be parked overnight at the office complex and the services of the driver should be available at least 12 hrs. a day, starting from 09.00 hrs, on all working days. [5 days a week]
5. The vehicle and services of driver, if and when required, should also be made available on Saturdays, Sundays & Holidays, for which no overtime charges will be paid. **[For outstation duty, no charges will be paid]**
6. Salary & allowances of the driver should be borne by the owner/supplier.
7. All repairing/maintenance charges are to be borne by the owner/supplier. If vehicle requires repairing, a replacement is to be provided in its place.
8. The vehicle should be kept in neat and clean condition during the contract period.
9. Charges for all types of Oil including lubricants, cost of Fuel has to be borne by the owner/supplier.
10. An agreement shall be executed with the owner/supplier, if the vehicle is hired.
11. The vehicle should be ready for placement w.e.f. the date of signing the contract agreement.

The vehicle will be initially hired for a period of **2 years**, which shall be extendable for another year on satisfactory fulfillment of all 'Terms & Conditions' of contract agreement. However, the vehicle may be de-hired at any time before the expiry of contract agreement, depending on the requirement/performance of the vehicle.

The sealed Quotation shall be received by the undersigned up-to 02.00 p.m of dt. **28/08/2017** and shall be opened on the same day at 03.00 p.m. The envelope containing the Quotation shall be super scribed as "Quotation for Vehicle" and addressed to the Pr. Director of Income Tax(Inv.), Guwahati.

The quotation must be accompanied by bid security/Earnest money of **Rs. 3,000/-** only, in the form of Fixed Deposit/Call Deposit/Demand Draft/NSC, favouring "ZAO, CBDT, Guwahati". The bid security/Earnest money of successful bidder shall be refunded after furnishing valid Performance Security. For others, the earnest money will be returned within 10 days of completion of bid evaluation. No interest will be payable on this deposit.

The successful bidder shall furnish **Rs. 20,000/-** as 'Performance Security' in the form of Fixed Deposit/Call Deposit/NSC with the Pr. DIT(Inv.), Guwahati, which shall remain valid throughout the period of contract.

If the approved party fails to place the vehicle from the date mentioned herein above, the earnest money will be forfeited.

The PDIT(Inv.), Guwahati or any other person(s) authorized by him/her on his/her behalf reserve the right to accept any, in full or in part, or reject any or all the quotations without assigning any reasons thereof and no correspondences in this respect will be entertained.

Encl: a) ANNEXURE - I
b) ANNEXURE - II



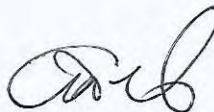
(Arijit Kumar Deb)
Income-Tax Officer, Hqrs., TPS
O/o Pr. Director of Income Tax (Inv.), NER,
Guwahati.

Memo No:V-4/Pr.DIT(Inv.)/NER./GHY/2016-17/2050-51

Date: 11/08/2017

Copy to:

1. Notice Board.
2. Official website.



(Arijit Kumar Deb)
Income-Tax Officer, Hqrs., TPS
O/o Pr. Director of Income Tax (Inv.), NER,
Guwahati.

ANNEXURE - I

To,
The Pr. Director of Income Tax (Inv.)
4th Floor, Aayakar Bhawan, Christian Basti,

G.S. road, Guwahati - 781 005

Sir,

Sub: Submissions of Quotations for hiring of vehicle by O/o PDIT(Inv.), Guwahati

Ref: Tender Notice No: **04/2017-18** vide **Memo No.** V-4/Pr.DIT(Inv.)/NER./GHY/2016-17/ 2050-51 Dated: 11/08/2017

With reference to above, I/We hereby submit the quotation for hire of one/ two Vehicle by our office/ firm.

Number of vehicles bidded: **ONE/ TWO.**

| Sl. No. | Particulars | Amount (Rs.) |
|----------------|----------------------------------|---------------------|
| A | Monthly hiring charges | |
| B | Mileage charge per Kilometer | |
| C | i. No. of Kilometers already run | |
| | ii. Date of purchase | |

Date:
Place:

Signature of the bidder

N.B. - The successful bidder will ordinarily be decided on the basis of lowest quote as per this formula $[A + (B \times 1600) = 40000/-]$. However, other factors may also be considered for deciding the successful bidder.

ANNEXURE - II

DETAILS OF THE BIDDER

1. Name of the Bidder : _____
2. Address of the Bidder : _____
3. Telephone Landline : _____
Mobile : _____
4. Details of Earnest Money Deposit: Rs 3,000/-
DD/FD/NSC No. _____ Date _____
Bank _____
5. PAN (enclose copy) : _____
6. Service Tax Registration (enclose proof) : _____
7. VAT Registration (enclose proof) : _____
8. Experience details, if any : _____
9. Any other details : _____

This is to certify that the information furnished is true and correct. I/We also certify that I/We have carefully read and understood the terms and conditions of the tender document and undertake to abide by them in the event of being given the contract.

Date:
Place:

Signature of the bidder