OFFICE OF THE COMMISSIONER OF CUSTOMS: CUSTOM HOUSE: KANDLA.
NEW CUSTOMS BLDG, NR. BALAJI TEMPLE
KANDLA, KUTCH, GUJARAT
PHONE : 02836-271468-469 FAX : 271467

TENDER NOTICE

Sealed Tenders are invited in the field of hiring of vehicle from the vehicle providers as per the requirement mentioned below in the schedule for the Office of Commissioner of Customs House, Customs Commissionerate, Kandla.

SCHEDULE

Sr. No.	Category	Nos. Vehicles
01	Non A/C Mid Size Vehicle Car to be used up-to 20-25 days subject to maximum of 2000 Kms. in a month.	One

The interested parties are requested to submit their bids in two bid systems i.e.

1. Technical Bid
2. Financial Bid

The bid shall consist of two parts – Technical bid and financial bid. Both the bids are to be placed in two separate sealed envelopes (clearly super scribing "Technical Bid" and "Financial Bid") which in turn are to be placed in one sealed cover. The Bids of all the parties whose financial bid is not in a separate sealed cover or the rates quoted by them find mention in their Technical Bid shall be rejected forthwith. The Financial Bids of only those parties shall be opened whose Technical Bids are found to be eligible while the disqualified bidders' financial bid shall be returned unopened.

The tender documents containing Terms & Conditions can be obtained from the Public Relation Officer in the Office of the Commissioner of Customs, Custom House, Kandla, during working day or can be downloaded from the Website: **www.kandlacustoms.gov.in** Last date for submission of Tenders to the Vehicles in charge is 20.02.2017 up to 17.00 Hrs.

Encl: - As above.

Additional Commissioner (P&V),

Custom House, Kandla

F. No: S/20-01/2011/Adm Pt-I

Date: 09.02.2017

FORMAT OF TENDER DOCUMENT

1) Name, address and telephone No. of the tender:

2) Service Tax No. :

3) Name & address of the Proprietor/Partners / Directors:

4) Rate per vehicle per month :

(Exclusive of Service Tax)

Sr. No.	Category	Description	Rates (In Rs.)
01	Non A/C Mid Size Car to be used up-to 20-25 days subject to maximum of 2000 Kms. in a month.	01	

4) Name (s) of the existing customer (s), if any:

Name and signature of

Theauthorized signatory

TENDER DOCUMENT

Sub:- Hiring of vehicles by the Customs, Commissionerate, Kandla.

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Commissioner of Customs, Customs House, Kandla invites quotations in sealed covers from reputed parties latest by 17:00 Hrs. on 20.02.2017 for hiring of one **Mid-Size and One Small Size** Car for the use of Hqdrs. Customs, Kandla up to 20-25 days subject to maximum of 2000 kms. in a month.

The bid shall consist of two parts – Technical bid and financial bid. Both the bids are to be placed in two separate sealed envelops (clearly super scribing "Technical Bid" and "Financial Bid") which in turn are to be placed in one sealed cover. The Bids of all the parties whose financial bid is not in a separate sealed cover or the rates quoted by them find mention in their Technical Bid shall be rejected forthwith. The Financial Bids of only those parties shall be opened whose Technical Bids are found to be eligible while the disqualified bidders' financial bid shall be returned unopened.

Last date for submission of Tenders is 20.02.2017 up to 17:00 Hrs. The bids will be opened by the Committee on 21.02.2017. at 16:00 Hrs in the office of the Add. Commissioner of Customs, (P&V) Kandla, in the presence of one representative of each of the bidders who wishes to remain present.

The interested parties must be capable of providing vehicles on their own on the following terms and conditions:-

1. The contract is for the period for one year.

2. The tendered should have a registered and well established Taxi agency / Firm having sufficient number of latest models of taxi of for hiring. List of vehicles owned by the tendered and the details of the vehicle to be provided to the Commissionerate must be attached along with the tender documents.

3. The models of the cars should be 2012 and onward.

4. There should not any scratches or any type of damage on / in the cars.

5. There should be at least two sets of white covers, towels and napkins. It should be changed every week.

6. There should be air spray in every car.

7. Gas kits are not allowed as a fuel in any car.

8. The cars must be owned by the person who is applying for the tender, and subcontract of the vehicles are not allowed in any case.

9. There should be permanent driver through out the year.

10. Driver has to knowledge of roads of the Gandhidham and Kandla at least.

11. After interview of the driver, tender will be passed.

12. The residence of the driver must be in the Gandhidham/Kandla only.

13. Driver must be in the proper uniform only.

14. The cars will be kept neat and clean and in perfect running condition with shining body and clean interior with good upholstery.

15. In case condition of taxies is not found to be satisfactory, they shall be returned for immediate replacement. In case no replacement is provided on time, this office would have a right to hire a vehicle from the market and the Additional cost incurred by this office will be borne by the transport operator.

16. The firm would ensure that the drivers employed valid driving license. The vehicle should be registered with the concerned authority of Central / State Govt. The Transport operator shall provide a certificate to this effect. The driver of the vehicle provided must follow traffic Rules, and other regulations prescribed by the Govt. from time to time.

17. The agency / firm should have an adequate number of telephones for contact round the clock. The driver shall observe all the etiquette and protocol while performing the duty & shall be neatly dressed, should wear proper uniform & must carry a mobile phone in working condition, for which no separate payment shall be made by the customer.

18. The rates quoted should specifically; mention the service tax component. No service tax will be paid if the operator fails to provide proof of valid Service Tax registration.

19. The Commissioner of Customs, Customs House, Kandla reserves the right to accept or reject the quotation wholly or partly without assigning any reasons thereof or accept more than one offer.

20. The billing will be done on monthly basis; bill preferably typed and in triplicate, in connection with the service shall be submitted to this office in the 1st week each month.

21. A daily record indicating time and mileage for each vehicle shall be maintained in a log book and log book shall submitted to the Vehicle In charge of Customs House, Kandla regularly for scrutiny.

22. Once the hiring of cars commences from a particular operator, the driver should not be changed unless requested by the Commissioner of Customs House, Kandla. The vehicle must be available at any time on any day as desired by the officers considered.

23. The Customs Commissionerate, Kandla shall be liable to pay the hiring charges only. Contract charges include monthly charges of driver, maintains of vehicle petrol diesel oil and any others.

24. In case of breakdown of any vehicle during duty, shall be the responsibility of the firm to provide a substitute vehicle replacement immediately. In case vehicle does not report on time/does not report at all, the customer would have a right to hire a vehicle

form the market and the Additional cost incurred by the customer will be borne by the Transport Operator.

25. The vehicle should have the comprehensive insurance to cover the risk during the contract period. In case of any accident, all the claims arising out of it shall be met by the contractor.

26. In case of any dispute of any kind and in any respect whatsoever, the decision of Customs Commissionerate, Kandla shall be final and binding.

27. The vehicle may be available/running in the Gujarat State as and when the Commissioner of Customs, Kandla so desires.

28. As regard vehicle timings, the transport operator will not pass on the instructions directly to the driver concerned. All the instructions should be routed through the Vehicles In charge.

29. Vehicle would normally be utilized during the period from 09.00 hours to 20.00 hours; however the vehicle will be utilized for preventive work or in case of an emergency without bringing to the knowledge of the transport operator.

30. Vehicle should be kept with sufficient stock of fuel. However, in case of any emergency, if any offices refuel on payment, from his pocket, the same should be reimbursed by the transport operator on production of the bill.

31. The transport operator should approach to Vehicle in charge.

32. A declaration regarding acceptance of the above mentioned terms & conditions is to be submitted along with the tender.

33. If any of the terms & conditions (1) to (33) above is not found fulfilled during the work contract, the Commissioner of Customs, Kandla reserves the right to discontinue the contract without assigning any reasons thereof.

Additional Commissioner
Custom House, Kandla

Copy to: 1. Notice Board.

2. Kandla Customs web site.