



Office of the Principal Commissioner of Income Tax (VU) - 1
6th Floor A – Block, IT Towers, A.C. Guards, Hyderabad - 500004
Tel.: 040-23425395, Fax: 040-23425394

F. No. 7/Operational Vehicle/Pr.CIT/2020-21

Dated: 02.12.2020

INVITATION OF TENDER

Subject: Hiring of Four Vehicles (2 Mid Size and 2 Small Size) for the Principal Commissioner of Income Tax (VU) - 1, Hyderabad – Regarding.

Sealed quotations are invited from interested Parties/Travel agencies for supply of 4 (Four) vehicles (2 Mid size and 2 Small size) on monthly hire basis for office use in the O/o. Pr. Commissioner of Income Tax (VU) - 1, Hyderabad located at 6th Floor A – Block, IT Towers, A.C. Guards, Hyderabad – 500 004 for the period from 01.12.2020 to 31.12.2021.

Sl. No	Particulars	Quantity	Type	Place of deployment	Amount
1	Toyota Innova Crysta/ Ertiga/ XVU 500/ Corolla Altis	Two (2) (Seven Seater or more)	Taxi/ Commercial	O/o. Pr. Commissioner of Income Tax (VU) - 1, Hyderabad	Rs. 50,000/- per vehicle per month (exclusive of GST)
2	Verna/ Honda City/ Maruti Swift Dzire	Two (2) (Five Seater or more)	Taxi/ Commercial	O/o. Pr. Commissioner of Income Tax (VU) - 1, Hyderabad	Rs. 40,000/- per vehicle per month (exclusive of GST)

The above mentioned monthly rent including all expenses like driver's salary, diesel, maintenance, repairs etc.,

The terms and conditions for providing Vehicles shall be as under:-

1. The Vehicle should not be an old vehicle (i.e., not more than one year old) and should be in proper running condition and must have a valid taxi permit to run in the State of Telangana/Andhra Pradesh.

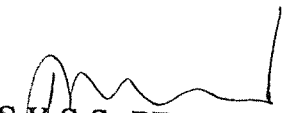
2. The vehicle shall be at the disposal of the Income Tax department for all the days of the month. The vehicles shall be parked at the parking of the IT Towers, Hyderabad.
3. The vehicle should be provided along with the driver and fuel. The vehicle supplier shall ensure that driver is made available along with the vehicle for all the days of the month.
4. The department is not responsible for any repairs and maintenance of the vehicle. No other chargers, except the hire charges will be borne by the Department.
5. The vehicle has to travel for office purpose subject to maximum of **2000 kms** in a month. If the kms agreed upon (as per agreement) are not utilised by the department in any month, the unused kms will be carried forward to the next month.
6. The vehicle should be maintained in a neat and clean and in perfect running condition:
7. The vehicle should have unlimited passenger liability insurance. All the claims arising out of any accident shall be met by the vehicle provider:
8. The driver should have a valid driving license, should wear proper and clean uniform as prescribed by the RTA and should follow traffic Rules and other regulations prescribed by the Government from time to time.
9. The driver must observe all the etiquette and protocol while performing the duty and should carry a mobile phone in working condition:
10. The travel Agency should arrange alternative suitable vehicle immediately in case of break – down of the vehicle supplied:
11. In case of failure to provide alternative suitable vehicle, hire charges on pro-rata basis shall be deducted from the monthly hire charges.
12. Change of vehicle and driver should be allowed only exceptional circumstances.
13. The monthly hire charges are subject to statutory deductions.

The travels agencies should submit its acceptance letter immediately on receipt of this proceedings and arrange to supply the vehicle also. Necessary Insurance / Road Tax Paid documents should be handed

over the hirer of the vehicle. Monthly rental charges as agreed upon supra will be reimbursed to the travels agency as and when the funds are available under that head. The undersigned reserves the right to cancel the contract, if any deviation is noticed from the above conditions, without giving any prior notice to the supplier of the vehicle. However, if the supplier of the vehicle intends to cancel the contract, it should give prior notice to the office well in advance, so as to make alternative arrangements.

The Principal Commissioner of Income Tax (VU) - 1, Hyderabad reserves its right to reject any or all bids at any stage of bid process and also to cancel the entire tender process without assigning any reason.

Last date for submission of tenders is **07.12.2020**.


(Dr. S.V.S.S. PRASAD)

Principal Commissioner of Income Tax (VU) - 1,
Hyderabad

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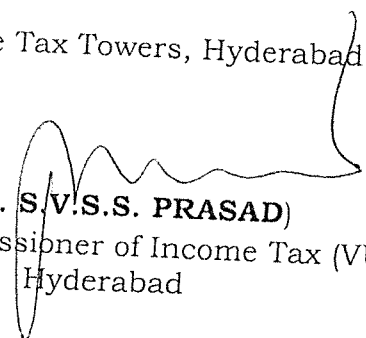
1. The Web Manager for uploading the above document on the websites

www.incometaxhyderabad.org,

www.eprocure.gov.in,

www.incometaxindia.gov.in

2. For display on the Notice Board of Income Tax Towers, Hyderabad.


(Dr. S.V.S.S. PRASAD)

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Hyderabad