



प्रधानआयकरआयुक्त-1, कार्यालय

Office of the Pr. Commissioner of Income Tax-1

सप्तमतल, एब्लॉक, आयकरशिखर, मासाबटैंक, हैदराबाद 500004-
7th Floor, 'A' Block, I.T. Towers, Masab Tank, Hyderabad – 500004.
e-mail: hyderabad.pcit1@incometax.gov.in

F.NO. PCIT-1/Vehicle HIRING/2019-20.

Date: 12/03/2020

NOTICE INVITING TENDER

Sealed tenders/ Quotations are invited from interested Transport Contractor Enterprise/ Private Individuals for providing One Staff Car Vehicle (Toyota Innova) to the Office of the Pr Commissioner of Income Tax-1, Hyderabad, as per the terms and conditions of the contract (Annexure-1). The Vehicle should not be older than the Manufacturing year 2018 and should be in perfect running condition.

S. NO.	Vehicle Model/ Year	Size	Number of Vehicles required	Amount should not be more than	Office for which vehicle is required	Date from which vehicle is required
1	Staff Car (Toyota Innova)	7 Seater	1	Rs. 50,000/-*	Office of the Pr. CIT-1, Hyderabad.	01-04-2020

(*includes all expenses like driver's salary, fuel expenses, maintenance, repairs etc but exclusive of GST)

The last date for submission/ receipt of tender(s) is 11.30hrs **18/03/2020**, which will be opened by the Tender committee/ Purchase Committee in the presence of tenderers or their authorized representatives on the same day at 15.00hrs in 7th Floor, A Block, I.T. Towers of the office of the Pr. Commissioner of Income Tax-1, Hyderabad. In case, any holiday is declared by the government on the day of opening, the tender will be opened on the next working day at the same time but the tender box will be sealed on same day and time, as scheduled above. The Tender documents shall be dropped in the Sealed box kept in 7th Floor, A Block, I.T. Towers, Hyderabad. The tenders received after the above said scheduled date and time will not be considered. Submission of tenders by FAX will not be considered.

(SANJAI KUMAR VERMA)

Pr. Commissioner of Income-Tax - 1,
Hyderabad.

Encl: Annexure-1 Terms and Conditions

Annexure-2 Proforma for Quotation

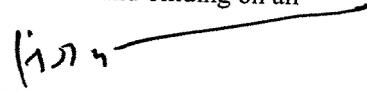
Copy to: The DDIT (Systemms), Hyderabad, with a request to upload the tender document on www.incometaxhyderabad.gov.in & at www.eprocure.gov.in.

ANNEXURE - 1
TERMS AND CONDITIONS OF THE CONTRACT

1. The bidder's place of business should be from Hyderabad/Secunderabad/Rangareddy District/MedchalMalkajiri District.
2. The vehicle shall be at the disposal of the
3. Pr.CIT-1, Hyderabad for all days(24x7) of the month, during the period of the contract.
4. The vehicle has to travel for office purpose subject to a maximum of 2000 Kms in a month, Any excess/ shortage in the mileage achieved during a month can be set off or carried forward to the next month upto 3 months.
5. The contract shall be valid for a period of One Year. The department reserves the right to curtail or to extend the validity of contract on the same rates and terms and conditions at the discretion of the department.
6. All registered agencies who are providing similar kind of services similar kind of services for at least last three consecutive years may submit the bids in the prescribed format.
7. The bidder should have the experience of similar works in any of the Departments/ Autonomous Institutions/ Universities /Public Sector undertakings other Government of India or state Government.
8. The firm whose tender is accepted shall sign an Agreement of Contract within 15 days from the date of receipt of confirmation.
9. The contractor will have to provide the replacement of Driver in case of any eventuality. The department has the right to ask the contractor for removal of any driver, who is not found competent or disciplined.
10. The vehicles should be in good conditions.
11. In case of breakdown of any vehicle, the contractor shall replace the breakdown vehicle within one hour failing which The Pr.CIT-1, Hyderabad has the right to hire vehicle from any other sources at the expense of the contractor.
12. The contractor shall provide names, addresses of the drivers along with their driving license number and copies within one week of the award of the contract.
13. The contractor shall not employ any persons who have not completed eighteen years of age. The contractor shall comply with all the statutory provisions as laid down under various labour laws/Acts/ Rules like minimum Wages, Provident Funds, ESI, Bonus, Gratuity, contract Labour Act and other labour laws/ ACT Rules in force from time to time at his own cost. In case of violation of any such statutory provisions under labour laws or any other law applicable by the contractor, there will not be any liability on the department.

14. The department will be under no legal obligation to provide employment to any of the personnel of the contractor after expiry of agreement period and the department recognizes no employer-employee relationship between the department and the personnel deployed by the contractor/agency.
15. Any person who is in government service or an employee of this department should not be made partners to the contract by the contractor directly or indirectly on any manner whatsoever.
16. The contractor shall indemnify the department against all other damages/ charges for which the government / department may be held liable or pay on account of the negligence of the contractor or his staff or nay person under his control whether in respect of accident / injury to the person damages to the property of any memberof the public or any person or in executing the work otherwise and against all claims and demand thereof. The department shall not be responsible financially or otherwise for any injury to the driver or person deployed by the contractor during the period of performing the duties.
17. The department reserves the right terminate the contract without assigning any reason by giving the notice of 30 days to the contractor.
18. Vehicle provided to the department should bear commercial taxi cab registration numbers and should have comprehensive insurance and drives so provided with the vehicles shall have commercial LMV Driving License and Badges.
19. The vehicle should conform to the pollution norms prescribed, if any , by the transport department of government of Telangana.
20. The contractor shall provide vehicle as per requirement of the department.
21. The vehicle and driver shall remain available all the time as per duty Roster and shall not leave place of duty without prior permission.
22. The contractor shall be responsible for total maintenance of vehicle provided by him. All the vehicles provided should be in good running conditions.
23. Operation and function of vehicles and drivers shall be governed by motor Vehicles act/ Motor Vehicles Rules and Delhi Motor Vehicles Rules and these shall be the responsibility of the contractor.
24. No advance payment will be made.
25. The dead mileage in any case should not be more than five kms. One way.
26. Duty slips/ Movement slips will be signed by the officer with whom the vehicles are attached for duty on day to day basis. No duty slip shall be entertained unless and until the same is certified / verified by the concerned officer.
27. The contractor will maintain separate log books for each vehicle which will also be verified / countersigned by the concerned officer.

28. The bills in triplicate should be made date-wise by the contractor and should be submitted to the drawing and disbursing Officer, O/o Pr.CIT-1, Income tax Towers Hyderabad on monthly basis.
29. The contractor while raising the bill should clearly mention that the rate charged/quoted is for petrol or diesel vehicle.
30. The department will deduct income tax at source under section 194-C on income tax for the contractor at the prevailing rates of such sum as income tax on the income comprised therein.
31. The prospective bidder shall furnish the following documents along with their financial bid:
 - (a) Self attested copy of the PAN No. card under Income tax Act.
 - (b) Copy of vehicle documents along with photocopy of their RC/Fitness and permit owned by the contractor.
 - (c) An undertaking to the effect that the agency has not been blacklisted by any of the Department /Organization of the India/Government of Telangana and no criminal case is pending duly accepted/singed with the stamp of the prospective bidder.
 - (d) Terms and conditions duly accepted/ singed with the stamp of the prospective bidder.
 - (e) Copy of work-order, in support of past experience of providing vehicles to the department or any organization of Govt. of India.
32. The bid will ordinarily be decided on the basis of the quote as per Serial No.1(Annexure-2), year of manufacture and condition of the vehicle.
33. In case of multiple bids, following position shall be considered while awarding contract.
 - (i) Vehicles manufactured during the year 2017, 2018, 2019 will be categorized separately and it shall have its separate price listing for the purpose of determination of lowest price. Priorities will be given to hire vehicle from this category on the basis of lowest quotation, In case of any deficiencies in getting the said vehicle with specified requirements, vehicle having other category which has been discussed in (ii) below will be considered.
 - (ii) In this category, vehicle from the manufacturing year 2011 to 2018 will be categorized on the basis of price offered. The vehicle having least bid price shall have priority over the others in this category. It is clarified that hiring of vehicles under this category will be considered only after exhausting possibilities of hiring vehicles as per(i) above.
34. In case of tie, quote as per serial No.2(Annexure-2) will be considered.
35. In opening the tender and awarding tender, the decision of Chairperson in final and binging on all parties.
36. In case of a tie, suitable method will be adopted by the Chairperson to resolve the same. The decision of the Chairperson in this regard in final and binding on all parties.


(SANJAI KUMAR VERMA)

Pr. Commissioner of Income Tax-1,
HYDERABAD.

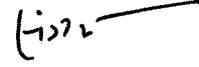
OFFICE OF THE PR.COMMSSIONER OF INCOME TAX-1, HYDERABAD

Tender No. PCIT-1/SANCTION/VehicleHiring/2019-20

Date : 12/03/2020

TENDER NOTICE FOR HIRING OF OPERATIONAL VEHICLE

Operational vehicle is required on hire basis to be used by the Pr. Commissioner of Income tax-1, Hyderabad. The Vehicle will run approximately 2500 Kms per Month. The hiring shall be initially for the period of one year from the date of commencement and would be extendable for one year at the discretion of Pr. Commissioner of Income Tax-1, Hyderabad. Tender forms along with terms and conditions and format of tender document can be downloaded from the Departmental website, i.e. <http://www.incometaxhyderabad.gov.in>. The sealed tender form duly filled in quotations in sealed cover must reach the office of the Pr. Commissioner of Income Tax-1, Hyderabad either by post or personally latest by **18.03.2020** before **1.00 P.M.** The bids for tender shall be opened on **28.03.2020** at **4.30 P.M.** in the chamber of the Pr. Commissioner of Income Tax-1, Hyderabad.



(संजय कुमार वर्मा /SANJAI KUMAR VERMA)

प्रधान आयकर आयुक्त-1/ Pr. Commissioner of Income Tax-1
हैदराबाद/Hyderabad

ANNEXURE-2

To
The Pr. Commissioner of Income Tax-1
7th Floor, 'A' Block,
I.T.Towers, Masab Tank,
Hyderabad – 500004.

Sir,

Sub: Submission of quotations for hiring of Operational vehicle for the period from----
--- to -----the Pr. Commissioner of Income tax-1, Hyderabad-Reg.

Ref: F.No. Pr. CIT-1/SANCTION/ VEHICLE HIRING/ 2019-20, dated:.....

With reference to the above, I/We hereby submit the quotation(s) for hiring of operational vehicle(s) for the office of Pr. Commissioner of Income Tax-1, Hyderabad.

S. No.	Particulars of model/ Type of vehicle	Size	Date of purchase	Location for hiring of vehicle

Details of bid;

S. No.	Particulars Amount (Rs.) (per vehicle)						
1	Totally Monthly hire charges for 2500kms*						
2	Rate per km over and above 2500kms						

Signature of the bidder with seal

Date:

Place: