



केन्द्रीय कर का आयुक्तालय

OFFICE OF THE COMMISSIONER OF CENTRAL TAX

HYDERABAD - II AUDIT COMMISSIONERATE: हैदराबाद - II लेखापरीक्षा आयुक्तालय

1-98/B/20,21: संवी यमुना प्राइड, कृतिका लेआउट, माधापुर, हैदराबाद-81

1-98/B/20,21: SANVI YAMUNA PRIDE, KRITHIKA LAYOUT: MADHAPUR:  
HYDERABAD- 500081

C.No. I/22/01/2020 - Admn.

Date: 08.06.2020

**RE- TENDER FOR HIRING OF MOTOR VEHICLES FOR AUDIT-II  
COMMISSIONERATE, HYDERABAD**

The Office of the Commissioner of Central Tax, Audit –II Commissionerate Hyderabad invites offer / bid from reputed Taxi operators / Service Providers / Agency for hiring of vehicles on monthly basis for use as operational vehicles for a period of **One year from 01.07.2020 or from the date of award of contract**. The details of vehicles proposed to be hired are as follows:

Sl. No.	Type of vehicle	Usage	No. of vehicles	Cost Ceiling (excluding GST)
1	<b>Mid-size [A-3 segment (Mid Size)</b> as per Society of Indian Automobile Manufacturers (SIAM) as communicated in the Vehicle policy issued by DGHRD, CBIC. In this case hiring of vehicles like Toyota Innova Crysta, Honda CR-V, Honda City, Maruti SX4, Hundai Creta etc is desirable.	Maximum limit of 2000 km & 25/26 days per month	1	Rs. 50,000/- per month for Petrol/Diesel Vehicles.
2	<b>Small size [A-2 Small Cars Zen, Swift, Wagon R etc; B-1 Van, Omini etc</b>	Maximum limit of 2000 km & 25/26 days per	6	Rs. 40,000/- per month for Petrol/Diesel

<b>Small Vehicles; or B-2 Segment (MUV/MPV).</b> In this case hiring of vehicles like Maruti Swift DZire, Mahindra Verito, Honda Amaze etc is desirable.		month		
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2. The tender enquiry documents can be downloaded from the official website [www.eprocure.gov.in](http://www.eprocure.gov.in) (CPP Portal), and <http://www.hyderabadgstaudit2.gov.in> from **08.06.2020** onwards. However, the online bids have to be submitted only on [www.eprocure.gov.in](http://www.eprocure.gov.in). **Tender sent by any other mode will not be accepted.**
3. Mode of Tendering: - Interested bidders may download the tender enquiry documents (TED) and submit their tenders online at Central Public Procurement Portal website <https://eprocure.gov.in/eprocure/app> and bid online through the portal [www.eprocure.gov.in](http://www.eprocure.gov.in). The bids are invited in a two-bid system (Technical and Financial) and are required to be submitted in two parts, namely, (i) Technical Bid and (ii) Financial/Price Bid in BOQ. The Financial/Price bid should be valid for One (01) year from the date of opening of the Tender. The offers/bids received incomplete and/or filed after the due date shall be summarily rejected.

**Tender documents must be accompanied with non-interest bearing Earnest Money of Rs 5,000/-(Rupees Five Thousand only) per vehicle** in the form of Demand Draft/Banker's Cheque drawn in favour of "the Commissioner of Central Tax, Audit –II Hyderabad Commissionerate" and payable at Hyderabad. The bidders should ensure that Earnest Money Deposit (EMD) must reach offline on or before the scheduled closing of the e-tender. **A copy of the same shall be up loaded online.** The EMD will be returned to all the unsuccessful bidders at the end of the selection process. However, the EMD shall be forfeited in case the successful bidder withdraws or the details furnished in Annexures are found to be incorrect or false during the tender selection process. No interest shall be paid on the Earnest Money Deposit. The earnest money for the awarded bidders will be retained upto the successful completion of contract.

4. EMD will not be required from MSEs and Start-ups as per the terms contained in revised rule 170(i) of the GFR 2015 as amended by OM No.20/02/2014-PPD(Pt.) dated 25-07-2017 issued by the Procurement Policy Division of the Department of Expenditure in the Ministry of Finance, Govt. of India (Proof for claiming exemption to be attached).
5. **The bidder shall stamp and sign with Digital Signature Certificate on each page of this tender document and all other enclosures appended to it as a token of having read and understood the terms and conditions contained therein and upload the same along with the qualifying bid.** The bidder would fill up the information in the Annexures enclosed at the end of this document in clear and legible

terms. Wherever required the price quoted shall be written in figures and words as well.

6. **The bidder shall quote their rates for the service to be provided in Indian Rupees** (in both words and figures). The amount quoted by the bidder shall be inclusive of all general maintenance of the vehicle, repairs, driver salary, fuel charges, insurance and all taxes as per Motor Vehicle Act /State Government/ Central Government, and also any other incidental expenses in running and maintenance of vehicle and penalty/fine etc. and no amount shall be payable over and above the rates thus quoted.
7. At anytime, prior to the date of submission of Bids, the Department may, for any reason, shall modify bid documents by amendments and the same will be uploaded on the portal and these amendments will be binding on them. Any amendment to the Bid document shall also be uploaded in the web-site as and when it is made. Bidders who download the Bid documents through the above said portal are to take care of these amendments while submitting their bids. Further, this office reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time, without thereby incurring any liability to the affected Bidder or Bidders or any obligations to inform the affected Bidder or Bidders of the grounds for such action.
8. The tender forms shall be rejected if it is not complete in any aspect.
9. The short listed tender along with the documents will be submitted to the '**Competent authority**' and upon approval by the '**Competent authority**' the successful bidders will be intimated about the award of contract to them.
10. Late submission of tenders and EMD shall not be accepted.
11. Tenders without EMD will be treated as non-responsive and will be rejected, at the initial stage itself "as Tenders received without EMD".
12. **Detailed "Terms and Conditions" are prescribed in Annexure -I**
13. The Bidder should clarify any doubt/query regarding the specification and scope of service from the Superintendent (Administration), Office of the Commissioner of Central Tax, Audit-II Commissionerate, Hyderabad Krithika Layour, Sanvi Yamuna Pride, Madhapur Hyderabad- 500 081 on any working day between 11:00 am to 3:00 pm before the close of tender. The bidder should fulfill prequalification/eligibility criteria & conditions of the Tender and should submit all documents online with digital signature.
14. **The vehicles offered in tender shall be produced for inspection/verification at the time and date fixed for opening of the Technical Bid.**
15. Last date and time for submission of Bid/Tender is 22.06.2020 up to <sup>12:00</sup> :00 hrs.

Opening of Bids:

Technical Bid:- 23.06.2020 at 12:00 hrs

Financial Bid:- Intimated after finalization of Technical Bid.

16. In the event of any of the above mentioned date being subsequently declared as a holiday / closed day for this office, the tenders will be opened on the next working day at the scheduled time.



(Dr. MANJULA D HOSMANI)  
ADDITIONAL COMMISSIONER

Copy to:-

- a. The Commissioner Central Tax, Hyderabad –II Audit Commissionerate
- b. The Nodal Officer, eProcurement for publishing in CPPP / the Commissionerate website.
- c. Notice Board