



कार्यालय

संयुक्त आयकर आयुक्त, सोनीपत रेंज,

JOINT COMMISSIONER OF INCOME TAX(ReFAC)(AU)-1(1), KARNAL STATIONED AT SONEPAT

फोन नं० 0130-2255069 Phone No. 0130-2255069

OFFICE OF THE

आयकर भवन, एटलस रोड, सोनीपत

F. No.JCIT(ReFAC)(AU)/1(1)/Misc/2021-22/1308

Date: 08.09.2021

To,

The Deputy Commissioner of Income Tax (HQ.) (Admn.)
O/o The Pr. Chief Commissioner of Income Tax
Aayakar Bhawan, Sector-17E
NWR, Chandigarh

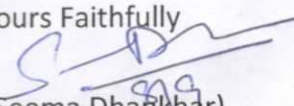
Sir,

Subject: Uploading tender and its enclosure for hiring of operational vehicle on website of O/o the Pr. CCIT, NWR, Chandigarh i.e. on www.incometaxchandigarh.org- Regarding-

Kindly refer to the subject mentioned above.

In this regard, it is submitted that this office proposes to invite quotation/tender for operational vehicle for ReFAC AU-1(1) Karnal at Sonapat. As per guidelines of the department, it is necessary to upload the same on the website of O/o Pr. CCIT, NWR, Chandigarh. It is therefore requested to kindly upload this notice and its enclosures at the earliest.

Yours Faithfully


(Seema Dhankhar)

Joint Commissioner of Income Tax
ReFAC AU-1(1) Karnal at Sonapat

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TAX(ReFAC)(AU)-1(1), KARNAL

फोन नं० 0130-2255069 Phone No. 0130-2255069

F. No.JCIT(ReFAC)(AU)/1(1)/Misc/2021-22/1309

Date: 08.09.2021

NOTICE INVITING TENDER FOR HIRING OF VEHICLES

This is a Notice Inviting Tender for hiring of operational vehicle for the office use for a period of 3 Years w.e.f. 20.09.2021 for O/o the Joint Commissioner of Income Tax ReFAC AU-1(1) Karnal at Sonapat. Tenders are invited from interested parties as per following terms and conditions: -

Sr . No.	Particulars of vehicle	Quantity	Place of Deployment	Amount for one vehicle should not be more than
01	Innova Crysta/SUV	1	Sonapat	Rs. 49,000/- + taxes

➤ The terms and conditions are as mentioned below: -

1. The vehicle would be exclusively for the use of the Department and the vendor should not use if for any other purpose.
2. The quotation should be inclusive of all expenses such as repairs and maintenance of vehicles, insurance, RTO related levies/duties/taxes and any other incidental charges such as penalty, fine etc. the quotes should be inclusive of all taxes other than GST which should be mentioned separately
3. The vehicle should be in brand new condition having safety features such as ABS, EBD/ESC. Powered windows, Power steering/braking etc. The vehicle should fulfill all conditions specified in the Motor Vehicles Act.
4. The condition of the vehicle should be maintained by the vendor including interiors, fresheners, upholstery etc.
5. All paper related to the vehicle should be in the vehicle at all times.
6. Department reserves the rights to select a particular vehicle over other out of the tenders based on the condition of the vehicle.
7. The car needs to be provided by 20.09.2021 failing which it would be awarded to the next suitable bidder.
8. The vendor will provide the new vehicle and it will be the responsibility of the vendor to make alternate arrangements if for some reason vehicle is not available, at no extra cost to first party.

9. The vendor shall ensure that the vehicle is insured properly and all other statutory dues are paid in time and it shall comply with motor vehicle Act/Rules/Other statutory requirements. The Income Tax Department shall not be responsible for the same. Any lapse on part of 2nd party will be duly compensated to the user of the vehicle as per their entitlement
10. If for any reason such as maintenance or repairs, the vehicle is not available to the department on any particular day the department will be at liberty to hire a vehicle from the market and the charges would be debited to the bill of the 2nd party. However, payment will be deducted from 2nd party at the approved rate of the kilometer for which the substitute vehicle is run.
11. The fuel cost up to 3000 km will be borne by the vendor. If the vehicle travels less than 3000 Km during a month, the difference between the KMs run during the month and 3000 shall be carried forward, to be adjusted against excess running (beyond 3000 KM) in any subsequent month, which need not necessarily be the immediately succeeding month. Kilometer above 3000 km/ month will be borne by the department after adjustment at the stipulated rates prescribed.
12. The vehicle provided by the contractor should be made available on all days including holidays on round the clock basis. Not providing of vehicle/alternate equivalent vehicle on any day/days will attract deduction of charges from the bill on pro-rata basis.
13. The contract is renewable on mutual agreement (if found satisfactory) by the Department, on the same terms and conditions or such modification as agreeable to both the parties.
14. The contract can be terminated at any time without assigning any reason by the Department or the Contractor by giving 30 days notice.
15. The monthly hire charges shall cover the fuel charges for vehicle for 3000 km per month repairs and maintenance, servicing, insurance, permit, statutory dues, taxes other risks and liabilities drivers salary and allowances etc. No request for extra payment would be entertained.
16. The vehicle taken on hire would have to be parked in the office premises or at nearby premises of the office to which the vehicle is allotted.
17. The contractor to whom contract is awarded would furnish name, address and contact number of a person with whom the department should contact in case of any problem faced with regard to service being provided by such contractor on day to day basis .
18. Any violation of the aforementioned terms and conditions and if the services are not found satisfactory may lead to termination of contract without any notice.
19. In case of dispute regarding interpretations of any term or condition of the Tender/Contract, the decision of the Joint Commissioner of Income Tax RefAC AU-1(1) Karnal at Sonapat is final.

The technical and financial bids are enclosed herewith. The vendor has to submit both the documents. The department reserves the right to reject the bid if the terms and conditions are not satisfied irrespective of the financial bid. The bids must reach this office by 15.09.2021 upto 0400 P.M. in sealed covers.

Yours Faithfully



(Seema Dhankhar)

Joint Commissioner of Income Tax
ReFAC AU-1(1) Karnal at Sonapat

Encl: As above

TECHNICAL BID DOCUMENT

1. Name of the Proprietor/Registered Firm/Company :
2. Address of the concern alongwith Telephone No. Fax and Email :
3. Name and address of the partners/ Directors alongwith mobile No. (In Case of Firm/company) :
4. Contact Person(s) (With Mobile No.) :
5. No. of years of experience in providing vehicle :
6. Details of vehicles that can be provided to O/o the Joint Commissioner of Income Tax ReFAC AU-1(1) Karnal at Sonapat.
(Please mention make, model, year and attach copies of RC Book) in the following tabular format:-

Sr. No.	Make & Model of vehicle	Year of Mfg. (Month & Year)	Registration No. of Vehicle	Whether copy of RC book submitted (Yes/No)

7. Ownership details of the vehicle

Sr. No.	Name of the Owner	Address	P.A.N.	Remarks

8. Financial Standing of the vehicle

Sr. No.	Whether purchase on Cash/cheque or by bank finance	Amounts of Loan taken	Name and address of Bank	Total payment made on installment

9. List of Clientele (Please attach copies of work orders) in the following format:

Sr. No.	Name and address of the client	Name and Mob. No. of the contact	Period for which the vehicles were/are given on hire	Number of vehicles given on hire

- 10. Permanent Account Number (Please attach photocopy of PAN card and latest return A/d) :
- 11. Service Tax Registration Number :
- 12. Details of DD towards cost of tender form (Attach DD in case of download form) :
- 13. Details of EMD in the following format :

DD/Banker Cheque No.	Date	Name of Bank	Amount

Declaration:-

I/We hereby certify that the information furnished above is full, true and correct to the best of my/our knowledge. I/We understand that in case and deviation is found in the above statement at any stage the bidder/ company will be blacklisted and will not have any dealing with the O/o the Joint Commissioner of Income Tax ReFAC AU-1(1) Karnal at Sonapat in future.

Place: _____

Date: _____

Signature :- _____

Name:- _____

Address: _____

Mobile No:- _____