

GOVERNMENT OF INDIA  
**OFFICE OF THE COMMISSIONER OF CUSTOMS**  
**AIRPORT AND AIR CARGO**  
NEW CUSTOM HOUSE  
MEENAMBAKKAM, CHENNAI-27

S.MISC. 39/2012-/VEH (AIR)

Dated: 30.05.2014

**TENDER NOTICE**

**Sub: Notice for inviting tender for hiring of vehicles in  
Air Commissionerate – Reg.**

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The Commissioner of Customs (Airport and Air Cargo), Meenambakkam, Chennai-27, invites sealed quotation (monthly contract tariff inclusive of Service tax) from prospective contractors who are approved taxi operators/travel agencies, hereinafter called '**Service Provider**' to provide vehicles as detailed below on monthly contract basis subject to the following terms and conditions **on or before 16.06.2014 at 10.30 a.m.:**

Category II:

S No	Type of car	No. of car(s)
1	Tata Indica	2
2	Tata Indigo (Manza)/ Ford Fiesta/ Logan/ Maruti Dizire/Toyota Etios/ Honda Amaze or equivalent car.	2

1. The contract as per Category II is for Two Tata Indica cars and Two Tata Indigo (Manza)/ Ford Fiesta/ Logan/ Maruti Dizire/Toyota Etios/ Honda Amaze or equivalent car (total 4 cars) till 31.3.2015 from the date of awarding of the contract;

2. Vehicle will be used by the department for 25 days covering 300 hours with a maximum ceiling limit of 2,000 Kms in a month;

3. The vehicle will be used for 12hrs/day and should be made available on any day at the time and place specified including on all Holidays;

4. The vehicle should be in a excellent condition at all times (road-worthy) and in any case not more than three years old;

5. The vehicle should fulfill the legal obligations prescribed by the State Transport Authority, such as payment of Road Tax, Insurance, Green Tax, etc;

6. All legal requirements under various statutory laws, such as Motor Vehicles Act, must be complied with. Any default will be the liability of the

service provider and the department shall not be liable to in any matter whatsoever;

7. The Commissioner of Customs, (Air) will not be responsible for any loss /damages, or any accident of the vehicle or to any other vehicles or for the injury to the driver or to any other third party. The loss or damage or legal expenses on this account shall be borne by the service provider. In case of accident, all claims arising out of such accident shall be met by the service provider. The service provider would also indemnify the Department for any loss, damage of property or life arising out of negligence of the driver or poor maintenance of the vehicles;

8. Payment of hiring charges will be made on monthly basis and the bills claimed for the use of vehicles must be accompanied by the duty slip/log book entries covering the entire month. The rate quoted should specifically mention the Service Tax component;

9. The tariff quoted by you should be inclusive of all general maintenance expenses of the vehicle, driver allowances (pay and allowance of the driver), fuel charges, repair and maintenance of vehicles, insurance, traffic violations challans, toll tax and any other incidental expenses.

10. No request for escalation in rates shall be entertained during the period of the contract, for whatsoever reasons;

11. In the event of the service provider backing out of the contract in the midstream without any explicit consent of this department, the service provider will be liable to the recovery of higher rates, vis-à-vis contracted, which may have to be incurred by this department on transportation of officers for the balance period of the contract through alternative means;

12. Failure by the service provider to comply with any of the statutory requirements during the period of contract shall result in termination of the contract and subsequent disqualification for participation in any future tender called by this Department;

13. The Commissioner of Customs (Air) reserves the right to terminate the above said contract at any time without assigning any reason, if the service is not satisfactory / up to the mark or for any other reason, no compensation shall be payable to the service provider on this account;

14. The person (driver) engaged by the service provider for driving the vehicle will not have lien to this department;

15. Replacement vehicle should be provided within an hour of the call for replacement in case of break down of vehicle;

16. The driver deputed for driving the vehicle shall have valid LMV driving licence, must be in proper uniform, well behaved and should maintain secrecy and should possess mobile phone for communication;

17. The service provider must have 24 hours working communication system, so that they can be contacted at a short notice and at off hours and on holidays in case of requirement of vehicles;

18. It may be noted that the duty point would be Airport and Air Cargo Complex, Chennai-27 or any other place specified from time to time and the mileage and time would be calculated from the point of boarding and may be billed accordingly;

19. In case of any dispute of any kind and in respect whatsoever the decision of Commissioner of Customs (Air), Chennai-27 shall be final and binding.

20. In case of any dispute the jurisdiction of Chennai Courts shall apply.

No additional terms and condition stipulated above shall be entertained by the Commissioner of Customs, (Air).

#### TENDERING PROCESS:

Interested Service Providers may either collect the blank tender form on payment of Rs.500/- to be remitted only through Demand draft drawn in favour of Commissioner of Customs – Air from Nationalised Bank, payable at Chennai or download the same from the office website [www.aircustomschennai.gov.in](http://www.aircustomschennai.gov.in) or [www.chennaicustoms.gov.in](http://www.chennaicustoms.gov.in) and submit the DD drawn in favour of Commissioner of Customs – Air from Nationalised Bank, payable at Chennai, along with the Qualifying Bid towards cost. Vendors may submit the tenders only in the desired format in two envelopes as explained further, so as to reach this office by 10.30 a.m. on 16.06.2014. Late submission of tenders will not be accepted.

**The envelope for Qualifying Bid shall be superscribed “QUALIFYING BID FOR CATEGORY-II TENDER FOR HIRING TWO TATA INDICA AND TWO TATA INDIGO (MANZA)/ FORD FIESTA/ LOGAN/ MARUTI DIZIRE / TOYOTA ETIOS/ HONDA AMAZE OR EQUIVALENT CAR AT NEW CUSTOM HOUSE, MEENAMBAKKAM, CHENNAI – 27” and shall contain the following:**

- Tender form cost amount of Rs.500/- through Demand Draft in favour of Commissioner of Customs – Air, Chennai payable at Chennai (to be remitted only by vendors who downloaded the tender document from Department’s website).
- Duly filled Annexure-I form along with enclosures.

**The envelope containing Financial Bid shall be superscribed “FINANCIAL BID CATEGORY-II TENDER FOR HIRING TWO TATA INDICA AND TWO TATA INDIGO (MANZA)/ FORD FIESTA/ LOGAN/ MARUTI DIZIRE / TOYOTA ETIOS/ HONDA AMAZE OR EQUIVALENT CAR AT NEW CUSTOM HOUSE, MEENAMBAKKAM, CHENNAI – 27” and shall contain the following:**

- The make, model and year of the vehicle to be provided and the net rate for the same per month inclusive of Service Tax, only in the format given in the tender document.

The valid quotations will be scrutinized by the Department to shortlist the eligible bidders and incomplete quotations will be rejected

The tenderer should sign and stamp each page of the tender document as a token of having read and understood the terms & conditions contained

therein and submit the same along with the quotation. The tenderer would fill up the Tender Form enclosed in clear and legible terms. **The rates quoted shall be inclusive of service tax.**

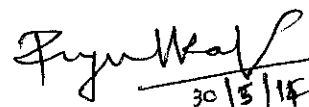
It is further informed that the Sealed Tender will be opened in the presence of the Committee and the bidders at the time, date and venue mentioned below;

DATE: 16.06.2014

TIME : 11:00 AM

VENUE: OFFICE OF THE COMMISSIONER OF CUSTOMS,  
AIRPORT & AIR CARGO,  
BOARD ROOM, III FLOOR,  
NEW CUSTOM HOUSE,  
MEENAMBAKKAM, CHENNAI - 27.

You are requested to be present at the time of opening of the Sealed Tenders.



[PIYUSH KATIYAR]

ASST. COMMISSIONER OF CUSTOMS  
(CHS - AIR)

To

The Notice Board, Air Commissionerate, Chennai-27.

✓ The Notice Board, Custom House, Chennai-1.

Copy to:

✓ The Asst. Commissioner of Customs, (EDI), ACC, Chennai-27.

The Asst. Commissioner of Customs, (EDI), Custom House, Chennai - 1. \*

\* (With a request to publish in the Customs Website.)

Annexure – I.

**QUALIFYING BID DOCUMENT**

1. Name of Service provider :
2. Whether Service provider is approved taxi Operator/Travel agent :
3. Name of the Proprietor in case of Proprietary Company/firm :
4. Name of Directors in case Private Ltd., Firm. :
5. Address (with telephone No. and E.Mail) :
6. Contact Person. :
7. (a) Mention if the Service provider is having any experience in providing vehicles to Govt. Departments. :  
  
(b) If yes, mention the years of experience and list of Govt. Offices ( give details alongwith proof). :
8. Address of Workplace with area of premises. :
9. Whether the Service provider has any legal suit/ criminal case pending against its proprietor or any of its Directors ( in the case of Pvt.Ltd.Co.) or having been earlier convicted on the ground of moral turpitude or for violation of any laws? Give details. :

**DECLARATION**

I hereby certify that the information furnished above is full and correct to the best of my/our knowledge. I understand that in case any deviation is found in the above statement at any stage, the company will be black listed and will not have any dealing with the department in future.

(Signature of the authorized signatory)

Annexure II

**FINANCIAL BID**

Name of the Service provider :

Name of the Proprietor / Director :

Address and Telephone / Mobile No. :

Category II:

S No	Type of car	No. of car(s)	Rate including Service Tax (in Rupees)
1	Tata Indica	2	
2	Tata Indigo (Manza)/ Ford Fiesta/ Logan/ Maruti Dizire/Toyota Etios or equivalent car.	2	
TOTAL RATE			

Note: The rates quoted should be written in figures and words as well.

(Signature of the authorized signatory)

*10/11/12*  
*10/11/12*