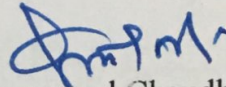


Tender Notice

The Income Tax Department, Bathinda hereby invites tenders for hiring, brand new seven seater Innova Crysta, operational vehicle of current models in white colour, for monthly rental for maximum of 2000 kilometers. The department reserves the right to accept or reject any tender. The tender is to be submitted in double bid system i.e. Technical Bid and Commercial Bid in sealed covers as per form. Tender documents may be downloaded from the website www.incometaxchandigarh.org and submit *to the office of Commissioner of Income Tax (Appeal Unit)-1, Room no. 226, 1st Floor, Aayakar Bhawan, Civil Lines, Bathinda* during working hours on any day before 14.12.2021 upto 3:00 PM alongwith bank draft for Rs. 5,000/- in favour of Commissioner of Income Tax, (Appeal Unit)-1, Bathinda payable at Bathinda by way of security money refundable on the spot to the unsuccessful Tenderers. The terms and conditions of contract are also available alongwith the form referred to above. The tender would be open in front of the present tenderers on 20.12.2021 at 3:30 PM.



(Dharmapal Chaudhary)

Income Tax Officer

(Drawing and Disbursing Officer)

O/o Commissioner of Income tax (Appeal Unit)-1,
Bathinda

TENDER APPLICATION FORM

[To be submitted in a sealed cover]

1. The Full Name, PAN and address of the tenderer:

2. The make and model of the vehicle offered:

3. Maximum kilometers that such vehicle offered for playing, with occasional night halts, for a monthly rental of not more than Rs. 50,000/- fixed, alongwith a provision that the number of kilometers that were not utilized during six months, then such remaining kilometers will be adjustable against the distance travel in the immediately succeeding six months period.
4. It is affirmed that the rental of Rs. _____/- a month would be all inclusive, i.e. including repair and maintenance, road and other annual and occasional taxes/levies. Insurance charges etc., which would be paid by the tenderer and it would not be reimbursed by the department. I hereby offer monthly kms _____
5. The rate at which extra rental would be charged over and the above the "maximum kilometers" specified in para-4 above, separately: _____ per km.
6. Mobile no. of the tenderer/owner/driver: _____
7. Demand Draft No _____ Dated _____ amounting to Rs. 5,000/- (for each vehicle) issued by _____ Bank _____ Branch in favour of Commissioner of Income Tax, Bathinda payable.

I _____ S/o _____
and R/o _____ do hereby solemnly undertake that any time if my character or my behavior is found to be unsatisfactory for department in a government office, as in the views of the Commissioner of Income Tax, Bathinda, the entire agreement would be liable to termination by giving one month's notice.

Sign in Full _____

Address:- _____

Sub:- Terms & Conditions of hiring of vehicle-Regarding-

1. Two operational vehicle hired should be Branch new Innova Crysta on monthly Basis @ Rs. 50,000/-, fixed.
2. The vehicle will be available to the Department for 24 hours each day of the week/agreement. If vehicle is used more than the specified kms. in the tender, first party will pay charges agreed in the tender.
3. If the vehicle fails to report on any particular day, proportionate charges will be deducted from the monthly bill. The operator will also be liable to bear the charges of hire of alternative vehicle which the department may hire for that day.
4. Substitute of vehicle must be provided immediately in case of breakdown of the vehicle.
5. The total running of vehicle will be reviewed in every six months and if the vehicle runs less than the tendered kms in six months, then such remaining kilometers will be adjustable against the distance travel in the immediately succeeding six months period.
6. The vehicle shall be exclusively used by this office and if it is found to be used somewhere else, services of vehicle will be terminated with immediate effect.
7. The operator will provide uniform prescribed by the Department as per schedule 'A'. The driver will always be in uniform during duty hours.
8. The hours of duty, off days, place of garaging and deployment will be decided by the Department and its Officers.
9. The operator will provide a qualified driver having valid driving license.
10. The services of vehicle will be terminated if it is not being kept in well maintained condition. The vehicle shall be kept neat and clean and in perfect running condition with clear conditioning (cooling and heating) and tidy seat covers.

11. The driver should get the reporting time and the mileage countersigned by the controlling officer daily on log sheet in duplicate and should submit its original to the controlling Officer next morning and the duplicate copy will have to be annexed alongwith the monthly bill presented for payment.
12. Service tax/GST will be payable at the rate applicable on payment mode.

Schedule 'A'
Uniform of Driver:-

Summer

- (i) White shirt with 2 breast pockets and button down shoulder flaps to be worn tucked in.
- (ii) White trousers.
- (iii) Brown belt with plain buckle.
- (iv) Black lace shoes.
- (v) Plastic name plate to be worn over right breast pocket.
- (vi) White peak cap.

Winter

- (i) Same as above with addition of navy blue "V" neck cardigan and/blue up coat with silver colour buttons.

Seat covers

Three sets of white seat covers of good quality cloth.

Vehicle

The vehicle should also contain an umbrella, Torch, Power Bank & Handy Automatic Air pump machine.