

अपरआयकर आयुक्त, रेंज-6, आयकर भवन,  
ऋषि नगर, लुधियाना



Office of the  
Addl. Commissioner of Income Tax,  
Range-6, Aayakar Bhawan,  
Rishi Nagar, Ludhiana

Ph/Fax: 0161-2303515

F.No. Addl.CIT/R-6/LDH/2019-20/1531

Dated: 04.11.2019

To

The Pr. Chief Commissioner of Income Tax,  
North West Region, Chandigarh  
(Attention: Addl. CIT(Hq.)(Admn.)

Sir/Madam

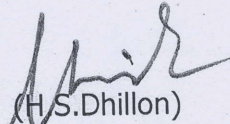
**Sub: Uploading of Tender Notice and its enclosures for hiring operational vehicle on the website of Pr. CCIT, NWR, Chandigarh i.e. [www.incometaxchandigarh.org](http://www.incometaxchandigarh.org) Regarding.**

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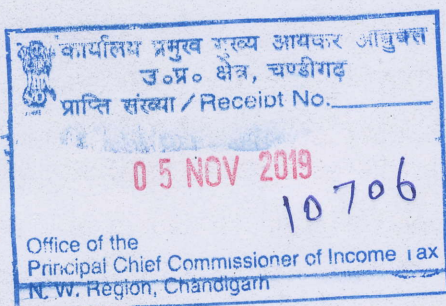
Kindly refer to the captioned subject.

In this connection, it is stated that this office proposes to invite quotation/tender for operational vehicle. As per guidelines of our department it is necessary to upload the same to the website or Pr. CCIT, NWR, Chandigarh, It is therefore, requested to kindly upload this notice and its enclosures as early as possible.

Yours faithfully,

  
(H.S.Dhillon)

Addl. Commissioner of Income Tax,  
Range-6, Ludhiana.







F.No. Addl.CIT/R-6/LDH/2019-20/ 1526

Dated: 01.11.2019

**NOTICE INVITING TENDER FOR HIRING OF VEHICLES**

This is a Notice Inviting Tender for hiring of operational vehicles for office use for a period of 3 years for O/o of the Addl. Commissioner of Income Tax, Range-6, Ludhiana. Tender is invited from interested parties as per following terms and conditions:

Sr. No.	Particulars of Vehicle	Quantity	Type	Place of Deployment	Amount should not be more than for each vehicle
01	Honda City (2019 Model)	1	Taxi/Private	Ludhiana	Rs. 40,000/-

➤ **Terms and Conditions for Agreement:-**

1. The Vehicle would be exclusively for the use of the Department and the vendor should not use if any other purpose.
2. The quotations should be inclusive of all expenses such as repair 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 service tax which should be mentioned separately.
3. The vehicle should be in brand new condition having safety features such as ABS,EBD/ESC, Alloy Wheels, Powered windows, power steering/braking etc. The vehicle should fulfil all conditions specified in the Motor Vehicles Act.
4. The conditions 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 to rights to select a particular vehicle over other out of the tenders based on the condition of the vehicle. Preference would be given to vehicles which are brand new and have advanced features.
7. The car needs to be provided within two weeks of award of contract 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 (including break down of the vehicle, maintenance of the vehicle etc.) 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 I-T Department shall not be responsible for the same. Any lapse on part of 2<sup>nd</sup> party will be duly compensated to the user of the vehicle as per their entitlement.
10. If for any reasons 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 2<sup>nd</sup> party. However, payment will be deducted from 2<sup>nd</sup> party at the approved rate for the kilometres for which the substitute vehicle is run.
11. The fuel cost upto 2200 km per month will be borne by the vendor and above 2200 km/month by the department.
12. The vehicle provided by the contractor should be made available on all days including holidays on round the clock basis. Non providing of vehicle/alternate equivalent vehicle on any day/days will attract deduction of charges from the bill on pro-rate basis.
13. The contract is renewable on mutual agreement (if found satisfactory) by the Department, on the same terms and conditions or such modifications as agreeable to both the parties.
14. The contract can be terminated at any time without assigning any reasons, by the Department or the Contractor by giving 30 days notice.
15. The monthly hire charges shall cover the fuel charges for vehicle, repairs and maintenance, servicing, insurance, permit, statutory dues, taxes, other risks and liabilities, driver's salary and allowances etc. (fuel & driver will be of Department in case of Staff Car). No request for an extra payment would be entertained. TDS and TDS on GST will be deducted as per Government's time to time instructions/provisions while making payments.



16. The vehicles taken on hire would have to be parked either in the office premise or at the premises of the officer to whom 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 interpretation of any term or condition of the Tender/contract, the decision of the Addl. Commissioner of Income Tax, R-6, Ludhiana is final.

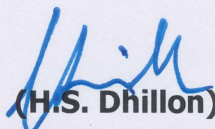
The technical and financial bids are enclosed herewith. The vendor has to submit both the documents. The Department reserves the right to reject the bid if the terms and conditions are not satisfied irrespective of the financial bid. The bids must reach this office by 13.11.2019 up to 05.00 PM in sealed covers.

The issues with the approval of the Pr. Commissioner of Income Tax-3, Ludhiana.

**(H.S.Dhillon)**  
**Addl. Commissioner of Income Tax,**  
**Range-6, Ludhiana.**

**Copy to:-**

1. Notice Board of this office.
2. Web Manager: [www.incometaxindia.gov.in](http://www.incometaxindia.gov.in): to upload the same on website.
3. Web Manager: [www.incometaxchandigarh.org](http://www.incometaxchandigarh.org): to upload the same on website.

  
**(H.S. Dhillon)**  
**Addl. Commissioner of Income Tax,**  
**Range-6, Ludhiana.**