

कार्यालय महानिदेशक लेखापरीक्षा, दक्षिण पूर्व मध्य रेलवे, बिलासपुर - 495004

18-09-2023

निविदा सूचना

कार्यालय महानिदेशक लेखापरीक्षा, दक्षिण पूर्व मध्य रेलवे, बिलासपुर, में वर्ष 2023-24 हेतु एक गाडी (कार) स्विफ्ट डिजायर (नई) सी. एन. जी./ प्रट्रोल, ड्राइवर सहित की आवश्यकता है, इसके बिल का भुगतान मासिक आधार पर किया जायेगा । जिस हेतु निविदाएँ दिनांक 25.09.2023 अपराह्न 1:00 बजे तक सीलबंद लिफाफे में आमंत्रित की जाती है, जो उसी दिन अपराह्न 3:00 बजे उपस्थित निविदाकर्ताओं के समक्ष खोली जाएगी । निविदा की अन्य सभी सामान्य नियम व शर्तों यथावत रहेंगी ।

संलग्न : नियम व शर्तों

वरि. लेखापरीक्षा अधिकारी / प्रशासन

द. पू. मध्य रेलवे बिलासपुर

SENIOR AUDIT OFFICER

प्रति,

1. नोटिस बोर्ड
2. कार्यालय वेबसाइट

**Bidding sheet for Swift Dzire new Car on rental basis at O/o The
Director General of Audit, S.E.C.Rly. Bilaspur-495004**

Service	Charges per month including taxes as applicable and as per terms and condition (Figures in Rupees).	Running charges Per-K.M after running 2500 KM per month (Figures in Rupees).
Swift Dzire new on monthly rental basis. Make year: Total Km. Rund as on date:		

Signature of authorized person with seal

Full Name:

Date:

Place:

(Terms and Conditions) for hiring Taxi/Swift Dzire new for Financial Year 2023-24:-

1. The rates are quoted for travelling a distance 2500 K.M. in a month.
2. The cost of engaging driver, Petrol/CNG, Lubricants etc. will be borne by the bidder.
3. The vehicle will normally be in use from 8:00 AM to 8:00 PM on daily basis. However it may be required for longer hours for which no extra payments will be made.
4. Vehicle should be available on all days of the months depending upon the requirements may be used / as per requirement. No extra charges will be allowed in such case.
5. The bidder should quote the additional charges as agreed (per kilometer) in case vehicle travels more than 2500 K.M. in a month.
6. The vehicle will normally be in use in Bilaspur but can be deployed anywhere outside Bilaspur depending upon the requirement of office and as per the directions of the authorities concerned.
7. The driver should have valid driving license and must be provided with a mobile phone. He should not be addicted to any intoxicant. The salary and other allowances to the driver will be paid by the bidders. Other deductions and statutory liabilities such as provident funds etc. will also be borne by the bidder.
8. The photograph, copy of driving license, police verification and educational and other certificates etc. in respect of the driver must be submitted by the bidder well in advance. In case of Change/Transfer of driver, the bidder must give prior intimation and obtain the approval from the department after submitting the relevant dossier.
9. All necessary facilities including accommodation, uniform and food etc. for driver will be made availability by the bidder. The department will be at a liberty to revert back the driver on account of indiscipline or any action/omission of the driver.
10. The vehicle should be in impeccable condition with appropriate interiors and seat covers which should be replenished regularly. The bidder must therefore, get the vehicle serviced on regular intervals for which the department will allow the absence on prior approval.

11. The cost of all repairs, maintenance etc., shall be borne by the bidder. All statutory charges such as road tax, permits, insurance, toll tax etc., will also be paid by the bidder.
12. The contract can be terminated by giving one month notice on either side.
13. Agency should have registration of shop with local authority, GST Registration (if annual turnover is more than 20 lakh), PAN Number from department of Income Tax for TDS requirement.
14. Payment would be made on monthly bill basis on production of bills in triplicate.
15. Payment shall be made only after submission of invoice, logbook, service feedback non-submission of the same may lead to delay / deduction in payment.
16. The successful bidder will have to furnish 5% of contract value as performance security money before agreement in the form of an Account payee Demand Draft, Fixed Deposit Receipt or Bank Guarantee from any commercial bank in favour of the **Senior Audit Officer/Admin, SECR, Bilaspur.**
17. Agreement will be valid for the financial year i.e., from date of commencement of service to 31.03.2024.
18. While submitting the tender document security deposit @ 5% is to be submitted for consideration of bid.

Shri Mukesh Kumar Bramhane,
Director of Audit
O/o the Director General of Audit
South East Central Railway, Bilaspur