



**GOVERNMENT OF INDIA**  
**OFFICE OF THE COMMISSIONER OF CENTRAL EXCISE**  
**CHENNAI - IV COMMISSIONERATE**  
**M.H.U. COMPLEX, 692, ANNA SALAI, NANDANAM, CHENNAI 600 035**

C.No. IV/16/13/2016-HPU(veh.)

Dated: 11.03.2015

**TENDER FOR HIRING OF VEHICLES (2016-17)**

Sealed tenders are invited from reputed service providers for hiring two Non-AC SUV vehicle (Innova/Tavera or equivalent), one AC SUV vehicle (Innova/Tavera or equivalent), one Air Conditioned mid size vehicle (Honda City/Hyundai Verna or equivalent) and three Non-AC mid size (Swift D'zire/Etios or equivalent) five Non-AC small vehicles (Indica or equivalent) to be used for official purpose of the office of the Commissioner of Central Excise, Chennai-IV Commissionerate, Chennai-35 for the period from 01<sup>st</sup> April -2016 to 31<sup>st</sup> March-2017.

2. The interested agencies/vehicle providers who comply with the terms and conditions of this notice should submit their bids in 2 (two) separate sealed envelopes, one containing Technical Bid enclosing eligibility documents prescribed in the Annexure-I, superscribing on the envelope '**TENDER FOR HIRING OF VEHICLES (2016-17) - TECHNICAL BID**' and another containing Financial Bid containing information as required in Annexure - II, superscribing on the envelope '**TENDER FOR HIRING OF VEHICLES (2016-17) - FINANCIAL BID**'. Both bids should be put in a third sealed envelope which should be prominently superscribed as '**TENDER FOR HIRING OF VEHICLES (2016-17)**' and addressed to

**THE COMMISSIONER OF CENTRAL EXCISE,**  
**CHENNAI - IV COMMISSIONERATE,**  
**M.H.U. COMPLEX, 692, ANNA SALAI, NANDANAM,**  
**CHENNAI 600 035.**

3. In the event of this procedure not being followed, the bid will be summarily rejected. The Technical bid will be evaluated first. The Financial bid will be evaluated only if the tenderer's "Technical bid" is found satisfactory in all respects by the Tender Committee. The tenderer will have no rights whatsoever to insist that his Financial bid be evaluated in the event of the Tender Committee rejecting his "Technical bid" as unsatisfactory.

4. The prescribed tender documents along with the detailed terms and conditions can be obtained from Superintendent of Central Excise (Preventive) at the address mentioned above on all working days between 10.00 Hrs and 15.00 Hrs up to 23.03.2016. The tender documents can also be downloaded from our Departmental website <http://centralexcisechennai.gov.in/>. The tenders complete in all respects should be submitted on or before 15:00 hrs. on 28.03.2016.

5. The tender will be opened at 17:00 hrs on 28.03.2016 at office of the Commissioner of Central Excise in the above mentioned address. Interested parties or their authorised representatives who wish to be present at the time of opening of the tender may remain present.

6. A pre-bid meeting to clarify the tender conditions and eligibility criteria will be held at office of the Commissioner of Central Excise in the above mentioned address at 15:00 hrs. on 24.03.2016. Interested parties or their authorised representatives may be present at the pre-bid meeting.

7. The tenders should be accompanied by Earnest Money Deposit of Rs.25,000/- (Rupees Twenty five thousand only) in the form of account payee Demand Draft from any of the commercial banks in an acceptable form drawn on favour of Pay and Accounts Officer, Central Excise, M.G. Road, Chennai-600034 without which the Technical bids shall be summarily rejected. The earnest money will be returned to all the unsuccessful tenderers after finalization of the contract.

8. The successful bidder shall give performance security in the form of account payee Demand Draft/Fixed Deposit Receipt from a commercial bank amounting to 10% of the total annual contract value in favour of the Pay and Accounts Officer, Central Excise, M.G. Road, Chennai-600034. Performance Security should remain valid for a period of sixty days beyond the date of completion of all contractual obligations of the contractor. This deposit is liable to be forfeited if during the period of contract, the services of the contract are found to be unsatisfactory in any respect and/or if any of the conditions of the contract is contravened/breached and/or towards any damage caused due to negligence of the contractor or his employees. This forfeiture will be in addition to any action by the department that the contractor firm may invite upon themselves due to any of the reasons specified above.

9. The Competent authority namely the Commissioner, has the right to cancel the tender at any time during the course of the process or even later due to departmental reasons. The tenderer has no right whatsoever to insist on continuation of the tendering process.

  
11/3/2016  
**(THAMPULA RAJIV)**  
**ASSISTANT COMMISSIONER**

To  
All Notice Board in all Floors of Chennai I/II/III/IV/LTU/Service Tax  
Commissionerate.  
The Superintendent (Computers) for displaying in the official website.  
Copy to:  
(I) Web manager [www.centralexcisechennai.gov.in](http://www.centralexcisechennai.gov.in) for display in Website.