

**Administration of  
Dadra and Nagar Haveli, UT.,  
(Department of Value Added Tax)  
Silvassa**

No.VAT/Hire-Vehicle/2013/821

Date: 13 -05-2015

**TENDER NOTICE**

The VAT Department UT of Dadra and Nagar Haveli hereby invites sealed tenders from the reputed tour & transport agencies/firms/operators for providing following vehicles to the Deputy commissioner (VAT), Dadra and Nagar Haveli, Silvassa on **hire basis** for the period of one year, so as to reach on or before 18 -05-2015 upto 15.00 hrs by Courier/RPAD in the Office of the undersigned. The Department will not be responsible for any postal delay. The tender will be opened on the same day at 16.00 hrs, if possible the presence of supplies or his representative, if any.

Sr.No.	Description	Qty.	Tender Fee	E.M.D.
01	Swift Dzire (A/C)	01	Rs.500/-	10,000/- (In the form of F.D.R. drawn in favour of the Deputy Commissioner (VAT), DNH., Silvassa.

The blank tender documents can be had from the Department of (VAT), DNH, Silvassa on any working day from 14-05-2015 to 16 -05-2015 during working hours on payment of tender fee in **D.D. of Rs.500/- ( Non-Refundable)**. The documents can also be downloaded from the official Website [www.dnh.nic.in](http://www.dnh.nic.in) & [www.dnhctd.gov.in](http://www.dnhctd.gov.in). In case the tender documents are downloaded from the website, the intending Tendered should enclose a Demand Draft of Rs.500/- drawn in favor of the undersigned, towards the payment of Tender Fee. The tender without E.M.D. will not be taken into consideration, right to accept or reject any or all tenders, without assigning any reason thereof is reserved with the undersigned.

The jurisdiction for any legal dispute will be DNH ( Silvassa) only.

Sd/-  
(Kishor Bhalla)  
Deputy Commissioner (VAT),  
Dadra and Nagar Haveli,  
Silvassa.

Copy fd.w.cs. to :-

1. The Chief Publicity Officer, Dadra and Nagar Haveli, Silvassa for publication in two ( Hindi/Gujarati) local News papers for wide publicity.
2. The District Information Officer, NIC., Silvassa with request to upload on website [www.dnh.nic.in](http://www.dnh.nic.in).
3. The Head of Offices DNH., Silvassa for wide publication.

**Terms And Condition For Hiring of Four Wheeler i.e 1 Nos. ( Swift Dzire A/C) Vehicle with Driver for VAT Department, Dadra & Nagar Haveli, Silvassa.**

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1. The rate quoted will be valid for the period of one year from the date of engagement of the vehicle.
2. Tenders are invited for hiring of Vehicle ( Swift Dzire A/C) registered on or after 01/01/2013.
3. Tender period is for six months which may be extended for another six months, if needed on satisfactory service.
4. The Tender should be accompanied with an EMD of Rs. 10,000/- in the form of DD in favor of Deputy Commissioner (VAT), DNH, Silvassa. Tender received without EMD will be summarily rejected.
5. The Vehicle must have all the legal documents like valid registration certificate, comprehensive Insurance and must have paid all Government dues like road tax etc. The vehicle has to be provided with Driver bearing valid driving license.
6. No advance payment will be made in any circumstances.
7. All bills should be in triplicate and shall invariably mention the number and date of the order. Payment will be given in every next month after the completion of 15 days.
8. All the documents like attested photocopies of valid R. C. Book and Comprehensive Insurance etc. along with valid license of the driver with full address along with mobile/ home telephone numbers etc. along with the tender shall be submitted in the office of the VAT.
9. The vehicle will be used for 12 hours and also more when required by the department. The vehicle will be in possession of Deputy Commissioner (VAT) Department, DNH, Silvassa.
10. The contractor will have to bear with all the expenditure for Diesel, Oil, Salary of the driver and repairing and maintenance charge of vehicle.
11. In case of breach of any terms and condition or failure to provide vehicle during the tenure or removal of the vehicle by owner or traveler or travel agency, the EMD shall be liable to be forfeited without any reference to the contractor.
12. As far as possible the driver will be granted weekly off on every Sunday. However his service will be utilized on Sunday also if required for vehicle in regular works and no extra charges will be paid.
13. Nothing extra will be paid towards night hours or out station trips. The bill for travelling of vehicles shall be paid on monthly basis. No extra hours (over time) will be paid.
14. All roads tolls/ bridge tolls shall be reimbursed on production of proof of payment along with monthly R. A. Bills.
15. The tender should be properly superscribed **“Tender For Hiring of Four Wheeler 1 Nos. (Swift Dzire A/C) Vehicle with Driver for VAT Department, Dadra & Nagar Haveli, Silvassa”**.
16. During the repairing period of vehicle the contractor shall have to arrange for another vehicle so that department works of supervision and inspection may not suffer,
17. Advance intimation shall be given to the department for not sparing of vehicle on particular day. If vehicle will not available on day the proportionate amount will be deducted from the bill.
18. No separate agreement will be required to be signed by successful tenderer for hiring of vehicle. For legal purpose, the schedule of rate and terms and conditions shall be duly signed with stamp by the tenderer.
19. Right to accept the quotation in whole or in part or to reject any or all quotations without assigning any reasons is reserved by department.
20. Any dispute will be subject to Dadra & Nagar Haveli jurisdiction only.

THE ABOVE CONDITINS ARE ACCEPTED & ARE BINDING TO ME/US.

Signature of the Supplier with  
Date & Rubber Stamp.

Tender inviting Officer.

Sd/-  
Deputy Commissioner(VAT)  
Dadra and Nagar Haveli,  
Silvassa.

**NOTE:- Please return one copy of these conditions duly signed along with your tender.**

**Schedule For Hiring of Four Wheeler ( Scorpio A/C and Swift Desire A/C) Vehicle with Driver for VAT  
Department, Dadra & Nagar Haveli, Silvassa**

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Sr. No.	Description of Item	Amount in Rs./- per Month *
1.	Hiring four <b>Wheeler ( Swift Dzire A/C)</b> with Driver on monthly basis for office use as per the terms and conditions,	
2.	If vehicle run more than 2500 km per month. ( <b>Swift Dzire/A.C.</b> )	

\*The quoted rate is inclusive of all costs (including all taxes, salary to driver, fuel, Lubricants, maintenance etc.)

Sd/-  
**Deputy Commissioner (VAT)**  
**Dadra & Nagar Haveli,**  
**Silvassa.**

Signature of tenderer with  
rubber stamp