

ANNEXURE-I

TERMS AND CONDITIONS

The interested parties must be capable of providing vehicles on their own, on the following terms and conditions: -

1. The Contract is for the period of **One year**. The contract for the vehicles shown at Sr. No. 1 and 2 above, will be awarded after the finalization of successful bidder.
2. The bidder should have a registered and well-established Taxi Agency/ Firm having sufficient number of latest models of taxi cars for hiring. List of vehicles owned by the bidders and the details of the vehicles to be provided to the Customs Headquarters office / Divisional office must be attached along with the Technical Bids. Also the bidder should have registered under GST, valid PAN card.
3. The bidder should preferably have past experience of providing minimum four vehicles on hire to at least one government organization/PSU/ a prominent private sector entity. The vehicle should be registered as Commercial vehicle.
4. The successful bidder shall have to provide the desired number of vehicles. However, in case the successful bidder expresses his inability to supply the total number of vehicles required, the option shall be given to the next lowest bidder to supply remaining number of vehicles at the lowest quoted rates.
5. The Taxi cars will be kept neat and clean and in perfect running condition with shining body and clean interior with good upholstery.
6. In case condition of taxies is not found to be satisfactory, they shall be returned for immediate replacement. In case no replacement is provided on time, this office would have a right to hire vehicles from the market and the additional cost incurred by this office will be borne by the Contractor.
7. The Firm would ensure that the drivers employed have valid driving license. The vehicle should be registered with the concerned authority of Central/State govt. The Transport operator shall provide a certificate to this effect. The driver of the vehicle provided must follow Traffic Rules and other regulations prescribed by the Govt. from time to time.
8. The Firm should have an adequate number of telephones for contact round the clock. The driver shall observe all the etiquette and protocol while performing the duty & shall be neatly dressed, should wear proper uniform & must carry a mobile phone in working condition, for which, no separate payment shall be made by the customer.
9. The rates quoted should be inclusive of the GST component. All the applicable taxes including GST and others, will have to be borne by the Contractor. The liability of no extra charge/taxes will lie on the part of this office.
10. The Principal Commissioner of Customs, Customs Commissionerate Mundra reserves the right to accept or reject the quotation wholly or partly, without assigning any reasons thereof or accept more than one offer.
11. The billing will be done on monthly basis; bill preferably typed and in triplicate, in connection with the service shall be submitted to the Administrative Officer, Custom House Mundra in the 1st week of every month. The payment will be made as per availability of fund.
12. A daily record indicating time and mileage for each vehicle shall be maintained in a log book and log book shall be submitted to the PRO, Custom House Mundra, regularly for scrutiny.
13. Once the hiring of cars commences from a particular operator, the driver should not be changed unless requested by the Office. The vehicle must be available at any time on any day as desired by the officers concerned.
14. The Custom House Mundra shall be liable to pay the hiring charges only. Hiring charges include monthly charges of driver, maintenance of vehicles, petrol/diesel oil and any others charges.

15. In case of breakdown of any vehicle during duty, it shall be the responsibility of the Firm to provide a substitute of the vehicle immediately. In case the vehicle does not report on time/does not report at all, the customer would have a right to hire vehicle from the market and the additional cost incurred by the customer will be borne by the Transport Operator.
16. The vehicle should have a comprehensive insurance to cover the risk during the contract period. In case of any accident, all the claims arising out of it shall be met by the Contractor.
17. In case of any dispute of any kind and in any respect whatsoever, the decision of the Principal Commissioner of Customs, Mundra shall be final and binding.
18. Vehicles should not have LPG/CNG gas kits as fuel.
19. There should be at least two sets of white covers, the towels and napkins in the car and should be changed every week.
20. There should be an air spray in every car.
21. **Manufacturing year of the cars should be 2018 and onwards.**
22. The place of parking of the hired vehicles shall be the prerogative of the office of Principal Commissioner of Customs Mundra.
23. The vehicles may be available/running in the Gujarat State as and when the Principal Commissioner of Customs, Mundra so desires. Usually the vehicles will be utilized during the period from 09:00 Hrs. to 20:00 Hrs., however, the vehicle will also be utilized for preventive work or in case of any emergency, without bringing it to the knowledge of transport operator.
24. With regard to the vehicle timings, the transport operator will not pass on the instructions directly to the driver concerned. All the instructions should be routed through the PRO, Custom House Mundra.
25. Vehicle should be kept with sufficient stock of fuel. However, in case of any emergency, if any officer refuels on payment from his pocket, the same should be reimbursed by the Contractor on production of the bill.
- 26) The contractor must abide by the established laws/norms and follow all the extant guidelines issued by the Central Government, Gujarat State Government and the local District/Division Administrative authorities from time to time, with regard to the Services provided by him. Any breach of such laws/norms will result in the termination of Contract.
27. Bids once submitted shall not allowed to be withdrawn and any default after acceptance of bid shall be deemed to be non-compliance of terms of contract and would be liable to forfeiture of security deposit and penalty levied as the case may be. The successful bidders shall provide details of all vehicles within 07 days of bid opening date and also present him for signing the agreement as and when called for. Further, the vehicles are to be provided for duty immediately after finalization of contract of successful bidders.
28. A declaration regarding acceptance of the above mentioned terms and conditions is to be submitted along with the technical bid.
29. If any of the terms & conditions shown above at Sr. No (1) to (27) is not found fulfilled during the work contract, the Customs Commissionerate, Mundra reserves the right to discontinue the contract without assigning any reason thereof.

We agree to the above terms and conditions.

Signature and Name with Date _____

Name of the Firm _____