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भारत सरकार / GOVERNMENT OF INDIA
कारपोरेट कार्य मंत्रालय / MINISTRY OF CORPORATE AFFAIRS
कम्पनी पंजीयक का कार्यालय, बेंगलूर, कर्नाटका
OFFICE OF THE REGISTRAR OF COMPANIES, BANGALORE, KARNATAKA
"केंद्रीय सदन", ॥ मंजिल, ई' विंग, कोरमंगला, बेंगलूर - 560 034
"KENDRIYA SADAN", 11 FLOOR, E-WING, KORAMANGALA, BANGALORE - 560 034

मि.सं / F.No.ROCB/Estt/Hiring Taxi/ 2018

दिनांक / Dated : 12.09.2018

TENDER NOTICE FOR SUPPLY OF CAR ON HIRE ON MONTHLY BASIS

The office of Registrar of Companies, Karnataka, Ministry of Corporate Affairs, Government of India, Bangalore requires a good conditioned vehicle on monthly hire basis for its official use.

Interested parties may submit their Quotation in sealed cover by 21.09.2018 by 3.30 PM to the Office Superintendent quoting their lowest rates for vehicles of Maruti (Dezire/CiaZ/SX4)/Toyota Etios/ TATA Indigo make or equivalent on the following terms and conditions:

TERMS AND CONDITIONS

1. The car to be provided should not be more than three years old or should not have run more than 20,000 Kms. as on the date of hiring. The car to be maintained in good condition with clean upholstery.
2. The Vehicle to be provided should be registered as Taxi with Transport Department/ Appropriate Authority.

Contd...2

3. The Vehicle Provider may quote the total rate for running the vehicle for 12 hours per day upto 1600 kms in a month (A/C Car) along with rate for running per extra Kilometer beyond 1600 km.
4. The Driver of the Vehicle must be thorough and well conversant with traffic rules and other regulations prescribed by the Govt. from time to time. The driver should be familiar with all important places in Bangalore.
5. As the vehicle being used by the Registrar of Companies and his officers, the vehicle provider should ensure that the driver must possess valid driving license with two years' experience and carry all the necessary documents (Registration Certificate, Insurance Papers, PUC Certificate etc.) with him.
6. The driver must always be in white uniform and must be well mannered and courteous and should always carry a mobile phone with him, as it will enable the office to contact him at any time.
7. The vehicle should be available on all days i.e., from Monday to Friday from 8 A.M. to 8 P.M. i.e. for 12 hours daily and also on Saturdays, Sundays and other holidays on demand as per the requirement.
8. Saturday, Sunday & Other Gazetted holidays will be covered in the definition of month. Late sitting beyond 12.00 hours on any day will be compensated by a meals-cum-transport allowance of Rs.100/- per day.
9. Any change in vehicle or driver will be allowed only in exceptional circumstances and that too with the prior information/approval. Any advertisement or name of travel agency etc. is not allowed to place on the vehicle hired.
10. The vehicle must be made available at any given time as informed by the office/superintendent.
11. The vehicle should report to the place of requirement as per directions of the office. The mileage will be counted from the place where the duty starts up to the place where the duty ends and the billing will be effected from the place of Reporting and Relieving.

Contd.....3

12. The office will not be responsible for any challan, loss, damage or accident to the vehicle or to any other vehicle or injury whatsoever.
13. The payment will be made on monthly basis on submission of pre-receipted bill(s) duly supported by duty slip(s)/log sheet(s) duly signed by the office.
14. The Vehicle Provider should have the arrangements for repairing their vehicle in a short time and during the repair time the Vehicle Provider should provide a substitute vehicle and driver immediately so that there is no inconvenience/disruption in the work of the Ministry.
15. The mobile facility (24hours) must be available with the transport provider.
16. The office will be responsible for parking charges when the vehicle is on official duty. However, the Vehicle Provider shall pay the parking charges first and the same will be reimbursed to the Vehicle Provider on raising the bills.
17. A Penalty of Rs.1500/- per day for the vehicle for the vehicle may be levied if the vehicle fails to meet the above terms and conditions on any day.
18. The successful bidder shall have to deposit an amount of Rs.10,000/- as "Security Deposit"(Non-interest bearing) by way of D.D.drawn in favour of PAO, MCA, Chennai. The said deposit shall be refunded after 60 days of completion of contract period as applicable.
19. The successful bidder will have to enter into an Agreement for two years on Rs.100/- Non-Judicial Paper. However, the office reserves the right to cancel the Agreement at any time without assigning any reason whatsoever.
20. The Contract will initially be for period of one year extendable for another year on rendering satisfactory services. Cancellation of agreement will be at the discretion of the office.
21. Log Book has to be maintained for the vehicle.
22. A Certificate to be produced by the Vehicle Provider from the Competent Authority to certify proper status/functioning of the Barometer.
23. The Vehicle will be used in and out of city whenever required.

24. The payment of bill will be done by e-payment only (directly depositing the amount in the bank) after deducting 2% TDS.
25. The Vehicle Provider may quote the total rate for running the vehicle for 12 hours per day upto 1600 kms in a month (A/C Car) along with rate for running per extra Kilometer beyond 1600 km.
26. The Vehicle shall bear the mark ON DUTY WITH THE REGISTRAR OF COMPANIES, KARNATAKA. The Vehicle Provider shall not use the identified vehicle for any other use during the contract period.
27. The liabilities on account of fuel, driver and all the expenses relating to the vehicle should be solely and wholly be on account of the vehicle operator and the office will not bear any liabilities other than hiring charges fixed.
28. The Interested parties subject to aforesaid terms and conditions may submit their offers/Quotations in a Sealed cover Super Subscribed "Quotation for Hiring of the Vehicle" latest by 21.09.2018 upto 3.30 P.M. along with Bid Security of Rs.5000/- in the form of D.D. drawn in favour of PAO, MCA, Chennai (Refundable on finalization of the tender) and the Quotation/Offer will be opened on the same date 4.00 P.M. The details shall be provided in the format given below.

Vehicle Model	Year of Registration with registration number	Hire charges per month excluding GST (Rs.)	Rate per km beyond minimum km per month	Minimum km per month offered.

- GST may be shown separately.

29. In case of tender is accepted with the above stated terms and rates quoted, the agreement will have to be executed by 26/09/2018 and the Vehicle Provider must provide the Vehicle from morning of 01/10/2018.


(सि. वी. राजीवन् / **C.V. SAJEEVAN**)
कम्पनी पंजीयक / **REGISTRAR OF COMPANIES**
कर्नाटक, बेंगलूर / **KARNATAKA, BANGALORE.**