

## **THE STATE TRADING CORPORATION OF INDIA LIMITED**

4<sup>TH</sup> FLOOR, KSHB OFFICE COMPLEX, PANAMPILLY NAGAR, COCHIN - 682036

Phone: 0484-2311-909/2321-470 Fax: 0484-2322-909 e-mail: cochin@stc.gov.in

**Ref:** STC/CHN/Staff Car-Hire/Tender/3/2014-15

**Dated:** 18/12/2014

### **TENDER FOR EMPANELMENT OF HIRING OF CARS FOR SUB-BRANCH OFFICE, KOCHI.**

Dear Sirs,

Tenders are invited from hired car suppliers/operators for engagement of hired car services. The service terms and conditions for the above contract are enclosed for your reference.

Please submit your best offer in a sealed envelope clearly showing "**QUOTATION FOR HIRED CAR SERVICES**" and addressed to :

The Sub-Branch Manager, STC of India Limited, 4<sup>th</sup> Floor, KSHB Office Complex, Panampilly Nagar, Cochin – 682036.

Offers from those suppliers/car operators who have their offices in Kochi ( preferably In and around Panampilly Nagar) will only be considered.

The offers should reach us latest by **3 pm** on **16/01/2015**. Tenders will be opened on **16/01/2014** at **3.30 pm**. The validity of the offer should be 30 days from the date of opening of the quotation. The sealed envelope should be deposited in the box kept in our office for the purpose or sent by post/courier. STC reserves the right to accept or reject any or all quotations without assigning any reason.

Thanking you,

Yours faithfully,  
For The STC of India Ltd.,

**(Babu Varghese)**  
Manager (GAD)

Encl: Terms and conditions.

**TERMS AND CONDITIONS FOR ENGAGEMENT OF HIRED CAR SUPPLIERS/OPERATORS SERVICE CONTRACT**

- 1) Please quote your best rates on the basis of “Km” and on “Daily/Hourly (5 hour/10 hour) rate” basis.
- 2) Rates for Local/Other state trips should be quoted separately. Vehicles should have All India Permit and No Inter State Tax is chargeable except Toll charges/Entry tax at actuals.
- 3) Rates for weekly/monthly hire charges may also be quoted.
- 4) The car supplier should have a minimum of 10 cars in their possession and have at least 3 years of field experience in supplying cars to the PSU’s, Private sector companies.
- 5) Rates for Petrol/Diesel/CNG operated vehicles for AC & Non AC Cars may also be quoted separately.
- 6) Suppliers should also indicate rates for different cars by grouping the cars into two/ three categories depending on their make –Group I: Ambassador, Indica, etc. Group II: Indigo, Verito, Logan, etc. Group III: Scoda, Innova, Honda City, etc.
- 7) The hired car service contract is for one year from the date of finalization and no enhancement on any account will be made during the contract period. Engagement of hired cars will be on “As and when required” basis.
- 8) The contract shall be extended for a further period of one year at the same rates and on the same terms and conditions at STC’s option.
- 9) No extra charges will be allowed for the distance between the supplier’s/operator’s garage to STC office/place of destination and vice versa. Hire charges will be paid for the distance (Km) actually used by STC.
- 10) STC reserves the right to de-panel any of the selected operator’s if they are found not providing good services, any time during the period of the contract.
- 11) Rates quoted shall be excluding service tax. However, the service provider should invariably mention whether they are availing abatement of service tax or not in their quote. Otherwise, such a quote would be rejected. Service Tax registration number, if any, should be furnished.
- 12) Tenders from hired car owners/operators only will be entertained. Brokers and agents are prohibited to participate in the tender.
- 13) Offers from suppliers/car operators who have their office in Cochin (Preferrably in and around Panampilly Nagar) will only be considered.
- 14) The validity of the offer should be 30 days from the date of opening of quotation.
- 15) Rates to be submitted as per “Annexure 1”

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**QUOTATION**

Name of tenderer:

Address:

Contact person:

Contact Number:

Landline:

Mobile:

PAN Number:

Service Tax Regn. No. if any:

Whether availing abatement of Service Tax: Yes/No

Experience:

**City Trips:**

Type of car    5Hr/50Km    Extra per Km    Extra/Hr    10Hr/100Km    Extra/Km    Extra/Hr

**Group: I**

**Group:II**

**Group:III**

**Others:**

**Outstation Trips:**

Type of Car    Outstation rate per Km

Minimum Kms to be specified.

Entry Tax/Permit charges at actuals

**Signature of tenderer**