

## TENDER DOCUMENT

TENDER FOR CAR HIRE SERVICES ON MONTHLY / DAY TO DAY BASIS

TENDER NO: STC/MUM/GAD/STAFF CAR/01/2014-15 DATED: 08.10.2014

Sealed tenders are invited by The State Trading Corporation of India Ltd., (A Govt. of India Undertaking) Mumbai Branch for hiring of car on monthly / day to day basis from Agencies providing car hire services on monthly / day to day basis.

Interested Agencies may kindly submit their most competitive quotes in sealed covers at the below mentioned address on or before 21.10.2014 15.00 p.m. in the box kept for the purpose.

The tenders will be opened at 1530 Hrs. on 21.10.2014. Tenderers who wish to be present during the opening of the Tender may attend the same.

STC reserve the right to accept or reject the Tender and STC's decision will be final.

For the STC of India Ltd.,

R.Madhusudan

Dy.General Manager



STC of India Ltd.,  
B-1-201, Marathon Nextgen Innova,  
Opp Peninsula Corporate Park,  
Off Ganpatrao Kadam Marg,  
Lower Parel (West),  
Mumbai 400 013.



We offer the rates for car hiring services on day to day basis.

Model of Car (A.C./Non A.C.)	Minimum Distance (KMS)	Minimum Hours	Fixed rate per month	Additional Rate per KM	Rate for extra Hours	Drivers Outstation Allowance

I/We understand that the above quoted rates are inclusive of all rates such as drivers salary, fuel charges, repairing and maintenance, RTO (fine) charges etc. and taxes. No change in the rates at any cost will be entertained.

I/We agree to abide by the terms and conditions stipulated by the STC (as per enclosure)

I/We agree that this offer will be valid for a period of 60 days from the date of the opening of the tenders.

I/We also undertake to ensure compliance with the requirements of Contract Labour Act, 1970 EPF, ESI and also abide by all the other statutory requirements necessary in this regard. I/We agree that STC would neither involve itself in any matters nor be responsible for any shortcomings arising out of the non-compliance of the necessary regulations / laws.

Place

Date:

SIGNATURE

Name and Seal of the firm / Company

Terms and conditions for providing car hire services on monthly / day to day basis.

1. The period of contract will be one year from the date of awarding the contract subject to renewal for further one year on existing terms and conditions at the discretion of STC.
2. The cars to be provided should not be more than three years old and should be well maintained.
3. The cars should be registered as tourist taxi and RTO and appropriate govt. authorities.
4. The driver should be well mannered, experienced, well uniformed and should carry a mobile phone.
5. The driver should possess a valid driving license.
6. The opening and closing Kms./hrs. would be reckoned from STC office/apartment.
7. Expenditure/charges towards drivers salary, fuel charges, repairing and maintenance, RTO (fine) charges if any shall be borne by the agency.
8. Charges towards toll and parking would be paid at actual.
9. No request for enhancing the rate due to hike in fuel prices/ insurance premier etc. would be entertained during the tenure of the contract.
10. In case of car hiring on monthly basis, a fixed payment for 1500 Kms. and 260 hrs. per month would be paid. Beyond 1500 Kms. and 260 hrs per month the rate for per km and additional hrs may be quoted separately.
11. Applicable service tax would be payable to the agency
12. Applicable Tax would be deducted at source
13. STC will not be responsible or liable in case of any dispute arising between the agency and the drivers employed by the agency and no relationship of employer and employee shall come into existence between STC and agency or driver for which all responsibilities shall vest with the agency alone.

14. STC reserves the right to terminate this arrangement without assigning any reasons thereof, by serving a notice of one month to this effect, and on the refusal of the agency to accept the notice of termination of the arrangement or passive avoidance to do so, the said notice shall be sent by Regd. Post on the address of the agency recorded with STC where it shall be deemed to have been served on the agency.
15. In case of any dispute arising out/relating to interpretation of terms and conditions or functioning of the agency vis a vis STC, STC shall be the sole authority to decide the dispute.

Place:

Date:

SIGNATURE

Name and Seal of the firm / Company