

o/c



Government of West Bengal
OFFICE OF THE ASSISTANT ENGINEER
KAKDWIP-II SUB-DIVISION
SUNDARBAN DEVELOPMENT BOARD
PATHARPRATIMA, 24 PGS (S)

Dated: 12/11/2021

Memo No. 352/K-II/2021

Notice Inviting Quotation
NIQ No -02/SDO/KAK-II SUB-DIVISION/2021-22

Sealed quotations are hereby invited on prescribed format by the undersigned on behalf of the Governor of West Bengal from bonafied vehicle owner for "Hiring 01(one) no. Luxury Taxi Car Bharat Stage-III/BS-IV with contract carriage permit for office of the Sub Divisional Officer, Kakdwip-II Sub Division, Civil Engineering Division No.-II, Sundarban Development Board on daily hire basis for the period of one year(2nd Call)". Before submitting quotation, the quotationers are to satisfy themselves of the terms and conditions, specification etc. and accordingly certificate should also be furnished at the end of the quotation that "I /We hereby declared to abide by all the terms and condition, specification etc. as laid down in the notice".

LIST OF WORK

Sl.No.	Description of item	Quantity	Quoted rate per day	Remarks
1.	"Hiring 01(one) no. Luxury Taxi Car Bharat Stage- III/BS-IV with contract carriage permit for office of the Sub Divisional Officer, Kakdwip-II Sub Division, Civil Engineering Division No.-II, Sundarban Development Board on daily hire basis for the period of one year"(2 nd Call)	1 No.	475.00	

TIME SCHEDULE OF QUOTATION

- i) Last date & time of receiving application: 01.12.2021 up to 5:00 P.M.
- ii) Lastdate & time of issuing quotation paper: 02.12.2021 up to 5:00 P.M.
- iii) Lastdate & time of receiving quotation: 06.12.2021 up to 2:30 P.M.
- iv) Date& time of opening quotation: 06.12.2021 at to 3:00 P.M.

1. The intending quotationer should apply for quotation papers in respective Letter Heads enclosing self-attested photocopies of valid PAN Card, G.S.T. Identification Number, Commercial Registration Certificate (Blue Book), Up to date Fitness Certificate, Permit, Pollution Certificate, Tax token, Insurance Clearance Certificate.

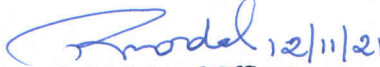
2. The quotationer should quote their rate both in words and figure including of all taxes, G.S.T, wages of driver, maintenance cost of vehicle and any other incidental charges but excluding the cost of fuel and engine oil. In case of partnership firm, the Quotation must have to be signed by all the partners furnishing a copy of partnership deed.
3. Last date& time of receiving quotation will be on **06.12.2021 up to 2.30 P.M** and same will be opened on the same day i.e. on **06.12.2021 at 3.00 P.M** in presence of the participating quotationers at the office chamber of the Assistant Engineer, Kakdwip-II Sub-Division, Sundarban Development Board.
4. The rate of the quotation will be accepted by the Superintend Engineer, SDPC, Sundarban Development Board. The undersigned reserves all the rights to reject any or all of the quotations without showing any reasons thereto.
5. Earnest Money for an amount of Rs.5000.00 (Rupees five thousand) only in the shape of Bank Draft of Any Nationalized Bank in favour of the Executive Engineer, Civil Engineering Division-II, Sundarban Development Board must have to be submitted together with the quotation.
Quotation without accompanying such Earnest money will be treated as informal.
 - a) Earnest money of the successful quotationer will be retained in the office of the undersigned as Performance security deposit till completion of contractual period.
 - b) Earnest money of the unsuccessful quotationer will be refunded at the earliest convenient after issue of Work-Order to the successful quotationer.
- 6) The owner of the vehicle, whose quotation will be accepted, will have to execute a formal agreement as per terms and conditions laid down in the notice inviting Quotation in WBF Form No. 2911 with the Executive Engineer, Civil Engineering Division-II, Sundarban Development Board within Seven days after issuing of work order.

THE TERMS AND CONDITIONS ARE AS FOLLOWS

- 1) The car will be hired daily basis whose payment will be made in favour of the owner on the basis of bill submitted at the end of every month subject to the availability of fund.
- 2) The consumption of diesel @12 KM per liter of fuel and 1 liter of engine oil for every 500 K.M of run will be provided from office.
- 3) The vehicle must have contract carriage permit for whole West Bengal.
- 4) The vehicle should be in good condition as regards to body and engine with necessary accessories and to be provided with an efficient driver having valid vehicle driving license. The wages and allowance of the driver will have to be paid by the owner of the vehicle including overtime allowance if necessary. The vehicle should be MotoCab/MaxiCab, Diesel Engine) purchased on or after **31.12.2015**
- 5) Normal hours of duty will be 10 hours per day (excluding reporting & releasing time). Generally, on week days but however, if required should have to ply during holidays.
- 6) Overtime allowance be allowed as additional charge @ Rs.20/- (Rupees twenty) only per hour beyond 10 (ten) hours.
- 7) The vehicle will have to be supplied with its driver who will be responsible to report for duty with the vehicle at the prefixed station within stipulated time unless otherwise specified. The driver has to be capability

well drive even in night. Driver with capricious, erratic arrogant attitude or alcohol addiction should be replaced immediately.

- 8) The driver must be well conversant with the mechanism of automobile so that instant repairing works on road may immediately be taken by him. He should possess valid license, Blue book, Tax token, insurance, pollution certificate & others relevant document as required and are to be kept with the vehicle.
- 9) Though the vehicle will be hired on daily basis, payment will not be made for the day if the car is on break down or any other mechanical fault/or due to the driver. In the event of failure of the driver to attend duty as per prefixed programmed and time, recovery at double the rate of hire charges for that day/days would be effected.
- 10) In case of breakdown of the vehicle, the supplier has to replace a suitable substitute vehicle so that Government work is not hampered.
- 11) Owner of the vehicle will be responsible for all types of repairs and maintenance of the vehicle including periodical servicing and no payment will be made for that period, if not replaced by another car of good condition.
- 12) This office will not bear any responsibility in case of accident of the vehicle.
- 13) Any penalty imposed by the police authority for violating traffic rules or any other reason should be borne by the supplier of the vehicle.
- 14) The Speedo meter and fuel meter should always be in proper working condition.
- 15) Maximum 10 K.M shall be allowed for to & fro each journey from garage to reporting place.
- 16) Day to day log book will have to be maintained and signed by the driver and the officer using the car.
- 17) The successful quotationer will have to arrange for garage for his vehicle after duty period at his own cost and risk.
- 18) The authority may terminate the agreement at any time without assigning any reason. One month's notice will be given for termination of the agreement from either side.
- 19) If the agreement is terminated without notice of one month by the supplier, then he will have to arrange a separate car for official duties.
- 20) Initial contract period will be one year. However, on satisfactory service, the contact period may be extended further.
- 21) Claim for escalation of rate due to any reason during the validity of the contact period, if any will not be entertained.


Sub-Divisional Officer
Kakdwip-II Sub-Division
Civil Engineering Division No-II
Sundarban Development Board

PROFORMA FOR SUBMISSION OF QUOTATION

(In letter head)

Quotation for "Hiring 01(one) no. Luxury Taxi Car Bharat Stage- III/BS-IV with contract carriage permit for office of the Sub Divisional Officer, Kakdwip-II Sub Division, Civil Engineering Division No.-II, Sundarban Development Board on daily hire basis for the period of one year (2nd Call) "

NIQ No -02/SDO/KAK-II SUB-DIVISION/2021-22

Sl No	Description of the vehicle & Model	Hiring charge per day	
		Rate in figure	Rate in words.

UNDERTAKING:

It is solemnly declared that I shall abide by the detailed terms and conditions as laid down in the enclosed Notice Inviting Quotation No. 02 of 2021-22 and Memo. No..... dated

Details of Earnest Money

.....
.....
.....

.....

Signature of Owner

Full Address with Contact Number

.....

.....