

**GOVERNMENT OF WEST BENGAL
IRRIGATION & WATERWAYS DIRECTORATE
OFFICE OF THE DIRECTOR
RIVER RESEARCH INSTITUTE, WEST BENGAL.
HARINGHATA CENTRAL LABORATORY
MOHONPUR, NADIA-741246
Ph. (033)2252-3723/3738**

NOTICE INVITING QUOTATION

N.I.Q. No. 01 (1st Call) 2016-17 of S.D.O.-I

Sealed quotations in prescribed proforma are hereby invited by the undersigned as per memo no. 325, dt. 16.05.2016 of The Executive Engineer, Sundarban Delta Project, Irrigation & Waterways Directorate, Govt. of West Bengal from Bonafide and resourceful firms/ owners/Agencies in connection with the work, **Supply of one hired Motor Cab (Non-A.C. ,popularly known as Luxury Taxi) ,Ambassador (B.S.-III) model**” purchased on or after 01.05.2008 and similar vehicles with diesel engine, treated as Luxury Taxi with driver on daily hire basis in connection with the work of Deputy Director (Hydraulics) , River Research Institute, for a period of 1(one) year.

Intending quotationers may have the prescribed forms, additional terms and conditions and other particulars for the above work from the office of the undersigned, during office hours as per following schedule .

Sl. No.	Particulars	Date	Time
1.	Last date for receiving application .	27.05.2016	Upto 3.00 p.m.
2.	Last date for issue of prescribed form.	30.05.2016	Upto 3.00 p.m.
3.	Last date of receiving quotation.	1.06.2016	Upto 2.30 p.m.
4.	Date & Time for opening quotation.	1.06.2016	Upto 3.00 p.m.

*Sub-Divisional Officer-I
River Research Institute,
HCL, Mohanpur, Nadia
Govt. of West Bengal*

Memo No.

Date:-

1. The Superintending Engineer, Investigation & Planning Circle-II, I & W Dte., Jalsampad Bhawan, Bidhannagar, Kolkata-700091.
2. The Director, River Research Institute, Haringhata Central Laboratory, Mohonpur, Nadia-741246.
3. The Executive Engineer (S.D.P.), R.R.I., H.C.L., Mohonpur, Nadia.
4. The Executive Engineer & Nodal Officer, e-governance, I&W Dept. (DVC Study Cell), for uploading the Notice in our dept. Website.
5. The Deputy Director (Hydraulics), River Research Institute, Haringhata Central Laboratory, Mohonpur, Nadia-741246.
6. Divisional Accountant, R.R.I., H.C.L., Mohonpur, Nadia.
7. Divisional Estimator, R.R.I., H.C.L., Mohonpur, Nadia.
8. Notice Board, R.R.I., HCL.

Encl: Terms & Conditions and Additional terms & conditions.

*Sub-Divisional Officer-I
River Research Institute,
HCL, Mohanpur, Nadia
Govt. of West Bengal*

GOVERNMENT OF WEST BENGAL
IRRIGATION & WATERWAYS DIRECTORATE
OFFICE OF THE DIRECTOR
RIVER RESEARCH INSTITUTE, WEST BENGAL.
HARINGHATA CENTRAL LABORATORY
MOHANPUR, NADIA-741246
Ph. (033)2587-2233/2222

N.I.Q. No. 01 (1st Call) of 2016-17 of S.D.O.-I

Schedule and terms & conditions for the work, “**Supply of one hired Motor Cab (Non-A.C. ,popularly known as Luxury Taxi), Ambassador (B.S.-III) model**” purchased on or after 01.05.2008 and similar vehicles with diesel engine treated as Luxury Taxi with Driver on daily hire charge basis in connection with the work of Deputy Director (Hydraulics), River Research Institute, for a period of 1(one) year.

Schedule

(To be filled in by the quotationer)

1. (a) Name of the quotationer/ owner/ firm. :

(b) Full Postal Address with Phone No. :

2. Full Postal Address of Garage with :
phone No.

3. (a) Name of Driver :

(b) Full Address of the Driver :

4. Registration No. of the Motor Vehicle :
With the attested photo copy of the
blue book of particular vehicle with
upto date clearance of tax and token.

5. Name, Make, Model of the vehicle and :
manufacturing year.

6. Daily Hire charges of the vehicle in :
rupees (Both in figure and in words)

7. Over time charges to Driver per hour :
in figure and in words (Normal duty
hours/ Day – 10(ten) hours.)

8. Haltage charge per day (Night Halt) :
in the event of the car halts outside
Head Quarter.

Signature of the quotationer
Full Address with seal.

TERMS AND CONDITIONS

1. The vehicle must be in good/ road worthy condition and shall have upto date fitness certificate, tax clearance certificate, valid commercial license and permit in the state of West Bengal from the concerned authorities.
2. The successful quotationer may have to place the vehicle for the test run and checking at his own cost.
3. Quotationer shall have to bear all servicing expenditure for periodical servicing, maintenance, daily washing, cleaning, repair works including cost of spare parts and labour charges whatsoever.
4. Fuel and Lubricants like diesel and motor oil shall have to be supplied by the successful quotationer for which payment will be made as per local market rate on the basis of agreed consumption rate quoted by the supplier.
Maximum rate of consumption of fuel and lubricant shall be as follows:
 - (a) Diesel 1 (one) litre for 12 (twelve) kilometer run.
 - (b) Motor oil 1 (one) litre for 500 (five hundred) kilometer run.
5. The maximum rate of hiring as shown in the notification of The Additional Chief Secretary, W.B. (No. 3564-WT/3M-81/98, dt. 24.11.2008) will be followed strictly.
6. Payment in respect of driver's wage, D.A. etc. shall have to be borne by the quotationer and hire charge for the vehicle shall be inclusive of all these expenditure. The successful quotationer shall have to arrange proper garaging facility of the vehicle at his own cost risk and responsibility.
7. The quotationer shall have to provide other vehicles of identical specification with driver in the event of supplied vehicle being out of order/ under servicing and maintenance or repair or being not available for any reason whatsoever, failing which hire charges of that day/ days will not be paid.
8. The undersigned reserves the right to increase or decrease the period of contract without assigning any reason whatsoever.
9. If quotationer fails to comply with any of the above conditions the undersigned reserves the right to take any action against the quotationer as may deem fit and proper.
10. The undersigned also reserves the right not to accept the lowest quotation or any other without assigning any reason thereof and also reserves the right for canceling all the quotations.
11. The successful quotationer must produce original copies of relevant and required tax clearance certificates.

*Sub-Divisional Officer-I
River Research Institute,
HCL, Mohanpur, Nadia
Govt. of West Bengal*

ADDITIONAL TERMS AND CONDITIONS

1. The vehicle will be hired on daily basis for which payment will be made by the Executive Engineer, Sundarban Delta Project, River Research Institute, Haringhata Central Laboratory, Mohonpur, Nadia-741246 on the basis of the bill in triplicate (submitted to the address of the office of the Subdivisional Officer-I, River Research Institute, at the end of each month) which will be sent of the office of the undersigned after proper verification etc. in due course.
2. Normal duty hours will be 10 (ten) hours per day (excluding reporting and releasing time). The duty period may be extended as and when required as per necessary in the interest of Govt. works. The area of plying the vehicle will be anywhere in the State of Bengal in the interest of Govt. works.
3. The vehicle shall have to be supplied with driver who will be responsible to report to duty with vehicle at the prefixed station within the stipulated time unless otherwise specified. The driver with vehicle in running condition will have to sign approved and issued Log Book on arrival as a token of his reporting for duty.
4. The vehicle will be hired on daily basis. No payment will be made for the vehicle if it is not available for any reason whatsoever which disrupt journey and if another car of same type does not replace it in good condition. In the event of failure of driver with pre-intimation to attend duty as per fixed programme and time recovery at the rate of hire charges for that day/ days would be made.
5. Supplier/ owner/ firm of the vehicle will be responsible for all types of repair & maintenance of the vehicle including periodical servicing. All types of fuel and lubricants viz. Diesel, Mobil oil. Etc. will have to be supplied by the quotationer/ owner of the car to keep the car in good condition. The vehicle may be run in any condition of road.
6. For payment in respect of Diesel and Mobil oil daily records of running of vehicle will be recorded in the 'Log Book' with the signature of officer and driver. At the end of every month, total km. run will be calculated and the consumption of diesel and Mobil oil will be worked out on the basis as stated in terms & condition page.
7. The quotationer/ owner/ firm of the vehicle whose quotation will be accepted will have to start the work as per the date mentioned in work order.
8. The agreement is terminable with prior notice of one month from either side in normal condition.
9. Right of acceptance of the quotation, lies with the undersigned (subject to the acceptance of rate by competent authority) and he reserves the right to cancel either the lowest or any other quotation without assigning any reasons whatsoever.
10. Distance allowed is maximum 5 (five) Km. or the actual distance which ever is less from reporting place to garage.
11. Extra hourly charges in excess beyond 10(ten) hours will be allowed.
12. Maximum ½ (half) hour will be allowed for reporting and also releasing in calculating over-time allowances.
13. The authority will not have any liability arising out of any type of accident on whatsoever while the car is in use by the authority. The authority will not be liable to pay any damage to the owner, the driver or any third party arising out of accident of the car.
14. The authority may terminate the agreement at any time without assigning any reason whatsoever for which no compensation will be paid.
15. The owner of the vehicle whose quotation will be accepted shall have to execute a formal agreement with the Executive Engineer, Sundarban Delta Project, River Research Institute as per terms and conditions/ Additional terms and conditions laid down in N.I.Q.
16. The vehicle may undertake long tour in the districts. The driver should prepare himself to halt outside Head Quarter and garaging the vehicle to be done with his own arrangement and cost in the event of the vehicle halting outside Head Quarter, halting charges as accepted vide item no.8 of the schedule will be paid in addition to the usual daily charges. Calculation of overtime allowances as per clause 11 will not be applicable in case of night halt outside Head Quarter.
17. The authority reserves the right to extend the validity of contract for hiring of vehicle with supplier/ owner beyond the expiry of the contract period on the same terms and condition and rates etc. on mutual agreement by both sides.
18. Any claim for escalation of rates due to any reason during the execution of work including extending time period will not be entertained in any way.

*Sub-Divisional Officer-I
River Research Institute,
HCL, Mohanpur, Nadia
Govt. of West Bengal*

