



GOVERNMENT OF WEST BENGAL
IRRIGATION AND WATERWAYS DIRECTORATE00
OFFICE OF THE REVENUE OFFICER,
DAMODAR IRRIGATION REVENUE DIVISION NO - III,
CHINSURAH, HOOGHLY.
PHONE & FAX-033-2680 2397, Pin- 712101

Memo No.478 / 1-30(2)

Dated.02 /08 / 2016.

Notice Inviting Quotation No 01 of 2016-2017

Sealed Quotation in plain paper in the prescribed proforma are hereby invited by the Assistant Canal Revenue Officer, Boinchi under Damodar Irrigation Revenue Division No- III, Chinsurah, Hooghly for supplying one **Maxi Cab (Non- Air Conditioned)** from the interested Vehicle owners / suppliers for monthly hire charges on daily basis with driver of the following work.

Hiring of Maxi Cab (Non- Air Conditioned) having commercial license on daily rate and monthly basis for inspection of different quarries of riverbed materials and for conducting raid programmes by the Revenue Officer Damodar Irrigation Revenue Division No- III, Chinsurah, Hooghly for the period 01/09/2016 to 31/08/2017

The prescribed proforma of the quotation documents will be available at the office of the **Revenue Officer Damodar Irrigation Revenue Division No- III, Chinsurah, Hooghly.**

Name of the Work :- Supplying one Maxi Cab (Non- Air Conditioned) for hire charges on daily basis.

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| 01. Last date of receiving Application | 17/08/2016 up to 4.00P.M. |
| 02. Last date of issuing quotation paper | 19/08/2016 up to 4.00P.M. |
| 03. Last date of receiving quotation | 23/08/2016 .up to 4.00P.M. |
| 04. Date of Opening Quotation | 23/08/2016. after 4.00P.M. |

This notice shall consist of other papers containing the terms and condition, which shall be submitted by the respective quotationers after putting signature at the bottom of the each pages as a token of acceptance of the same.

Copies of notice inviting quotation along with the terms and condition may be had from this office on any working days between 11-00 A.M. to 4-00 P.M. and the intending quotationers can collect the same by free of cost on production of formal application with attested copies of documents in support of their ownership of vehicle.

All the respective quotationers will have to submit **Xerox copies of blue book/Smart card , road permit, registration certificate, insurance clearance Certificate, pollution clearance Certificate, and PAN card of the owner and other papers related with the vehicle** along with the quotation; Otherwise quotation will not be considered. After receiving the work-order and before placement of car, the driving license of the driver should be shown to the undersigned positively.

The rate should be quoted both in figures and words. The undersigned has reserves every right to reject any or all the quotation/ quotations without assigning any reason what so ever.

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TERMS AND CONDITION

1. Owner of the car shall provide Bharat Stage – II BS-III Maxi Cab (Non- A.C), Sate wise registered Car in good plying condition along with Driver having valid Driving License.
2. The reporting time and reporting place for each day will be intimated at the time of release of the car on the previous day by The **Revenue Officer, D.I.R.D. No.-III., Chinsurah, Hooghly/Assistant Canal Revenue Officer, Boinchi under DIRD-III or any other officer.**
3. If the vehicle fails to report to the reporting place or report but not in proper running order, no hire charge will be paid for that day. But in case of major break-down or other reasons, the owner may place a similar substitute vehicle for which hire charge will be paid at the same rate. The other terms and conditions remaining the same and the undersigned has the right to cancel the order if situation so demands
4. The cost of maintenance charges, running repairs and all types of repairs and pay of driver etc. to be borne by the owner.
5. The Head Quarters of the vehicle will be treated as office of the **Revenue Officer, D.I.R.D. No.-III., Chinsurah, Hooghly**
6. Quotationers must furnish the address of the garage and the distance of garage from the Head Quarters while submitting the Quotations.
7. The duty period will be counted from the time of actual reporting to the user and upto the time of actual release of the car by the user as per entry in the Log Book. Payment for hire charge and other additional charges will be made monthly on the basis of the number of days and hour spent on duty during relevant month. **Additional charge will be chargeable @ Rs. 20/- per hour beyond 10(ten) hours duty of a particular day.**
8. **The owner shall supply the diesel and mobil as required. The department will pay the Diesel at the rate of 1(one) liter per 10 KM and Mobil at the rate of 5 liter per 2500 KM of Journey by the car as per price of diesel and mobil of that month. Cost of excess consumption of fuel and lubricant over the aforesaid rate will be borne by the owner.**
9. Any defect on KM reading instrument should be rectified within 48 Hrs. If any journey is made after detection of the defects the K.M. traveled will be considered as per Distance fixed by the competent authority.
10. Any change of address of garage should be reported immediately to the department specifying the distance also from the headquarters

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11. Log Book will be maintained by the office to record the movement of the vehicle as well as the consumption of fuel and lubricant on the basis of which payment will be made to the owner of the vehicle

12. Immediate replacement of driver is to be made for misconduct, intoxication and negligence and for any other similar reason if written complaint is made to that effect

13. Any other charges for plying the vehicle excepting Toll Charge and parking charge are to be borne by the owner.

14. If the location of the garage of the vehicle is above 10 (ten) KM, in that case the department will bear the cost of fuel for garaging the vehicle up to a limit of 10 KM only for up and down journeys on each working day.

15. Payment for hire charges and other charges as stated under serial nos.7, 8, 13 & 14 will be made through the after submission of the bill in triplicate. by the **Revenue Officer, D.I.R.D. No.-III., Chinsurah, Hooghly and Hooghly Treasury- II.**

16. The **Revenue Officer,/Assistant Canal Revenue Officer, Boinchi under D.I.R.D. No.-III., Chinsurah, Hooghly** reserves the right to accept or reject any or all of the Quotations without assigning any reason.

17. Good plying conditions for frequent long journeys must be maintained.

18. The qualified quotationer will be asked to produce the vehicle for inspection along with registration book/purchase bill before placing order.

19. The driver of the car must be prepared to halt anywhere with the vehicle in the interest of public service and the car must be provided as and when required by the **Revenue Officer,/Assistant Canal Revenue Officer, Boinchi under D.I.R.D. No.-III., Chinsurah, Hooghly**

On need basis the vehicle may have to go in different districts beyond Hooghly District and may halt there. In that case no D.A/T.A/O.T will be admissible.

20. If the vehicle fails to report without valid reasons and if in the interest of work any alternative vehicle is hired for the day on which the car fails to report, the qualified quotationer will have to bear difference of hiring charges along with charges for fuel consumption of the alternative vehicle and the usual charges payable to the quotationer for journey made by the alternative vehicle.

21. The vehicle will be utilized for the office of the **Revenue Officer, D.I.R.D. No.-III, Chinsurah, Hooghly/Assistant Canal Revenue Officer, Boinchi under D.I.R.D. No.-III., Chinsurah**

22. The contract is purely on temporary basis and will remain valid for One year. **Revenue Officer, D.I.R.D. No.-III, Chinsurah, Hooghly** has every right to cancel (in case of breach of contract) or extended (if prayer is received) the contract.

23. The **Revenue Officer, D.I.R.D. No.-III, Chinsurah, /Assistant Canal Revenue Officer, Boinchi under D.I.R.D. No.-III., Chinsurah Hooghly** has every right to release the vehicle with a notice for 15(fifteen) days.

24. Before plying the vehicle name and mobile number of the driver should be informed to the undersigned.

25. Income Tax will be deducted from the bill as per Govt. rule.

26. The undersigned is not bound to accept the lowest quotation and reserves the right to reject any or all quotations without assigning any reason thereof.

27. **The office will not be hold responsible for:**

- a) any damage or loss sustained by the vehicle at any time
- b) for any court case or compensation arising out of the vehicle and its driver.
- c) any tax or charge levied by the Central Govt. or State Govt.

28. It will be presumed that the respective quotationers have gone through the terms and conditions before submission of Quotations for respectively and will abide by the terms & conditions.



**Assistant Canal Revenue Officer,
D.I.R.D. No.-III.,
Chinsurah, Hooghly**

Memo No.478 /1 (6)/1-30(2)

Date: 02 .08.2016

Copy forwarded to: -

- 1) The Superintending Engineer, Damodar Irrigation Circle Circle, Burdwan.
- 2) The Revenue Officer, DIRD-III, Chuchura, Hooghly
- 3) The Treasury officer, Hooghly Treasury - I.
- 4) The District Information Officer, Hooghly.
- 5) The Divisional Accounts Officer
- 6) Notice Board of this Office.
- 7) Executive Engineer, DVC Study Cell, Jalasampad Bhavan, Salt Lake, Kolkata



**Assistant Canal Revenue Officer,
D.I.R.D. No.-III.,
Chinsurah, Hooghly.**