



**Government of West Bengal**  
Irrigation & Waterways Directorate  
Teesta Barrage Project  
*Office of the Executive Engineer*  
**Teesta Irrigation Division**  
Assam More, Jalpaiguri

**Notice Inviting Quotation No.- WBIW/EE/TID/NIQ-07 of 2016-17**

Sealed Quotation in prescribed proforma are hereby invited by the Executive Engineer, Teesta Irrigation Division, Assam More, Jalpaiguri on behalf of the Governor of West Bengal from reliable and bonafied owners of Diesel Vehicle (Maxi Cab, Non-Air Conditioned) having Taxi number on per day basis for the use of Executive Engineer, Teesta Irrigation Division, Assam More, Jalpaiguri, Sub-divisional Officer, Teesta Irrigation Sub-Division no-I, Maynaguri, Jalpaiguri & Sub-divisional Officer, Teesta Irrigation Sub-Division no-II, Maynaguri, Jalpaiguri. The manufacture year of the Diesel Vehicle (Maxi Cab, Non-Air Conditioned) will be of 01.01.2015 and onwards model and should be in a good condition.

Sl. No.	Name of work	Time Period	Cost of Quotation document	Remarks
1.	Placing of Diesel Vehicle (Maxi Cab, Non-Air Conditioned) on per day basis for the use of Executive Engineer, Teesta Irrigation Division, Assam More, Jalpaiguri.	01 (one) year	Free of cost	Maxi Cab (Non-Air Conditioned)
2.	Placing of Diesel Vehicle (Maxi Cab, Non-Air Conditioned) on per day basis for the use of Sub-divisional Officer, Teesta Irrigation Sub-Division no-I, Maynaguri, Jalpaiguri.	01 (one) year	Free of cost	Maxi Cab (Non-Air Conditioned)
3.	Placing of Diesel Vehicle (Maxi Cab, Non-Air Conditioned) on per day basis for the use of Sub-divisional Officer, Teesta Irrigation Sub-Division no-II, Maynaguri, Jalpaiguri.	01 (one) year	Free of cost	Maxi Cab (Non-Air Conditioned)


Quotation papers will be issued to the intending quotationers after verifying all necessary papers related to the Diesel Vehicle (Maxi Cab, Non-Air Conditioned) as per following time schedule.

1.	Last Date & Time for application.	16/02/2017	Up to 15:00 hrs.
2.	Date, Time and Venue for Scrutiny Committee (in the chamber of the undersigned)	17/02/2017	From 12:00hrs. & Upto 16:00hrs.
3.	Last Date & Time for issue of Quotation paper.	20/02/2017	Upto16:00hrs.
4.	Date & Time for <b>dropping</b> Quotation paper at the office of the undersigned.	21/02/2017	Upto 15:00hrs.
5.	Date and time for <b>opening</b> Quotation paper at the office of the undersigned.	21/02/2017	After 15:30hrs.

#### GENERAL TERMS AND CONDITIONS

- (1) Incomplete and illegible quotations will be invalidated over-writing & erasing in rates will also be invalidated the quotation. All correction should be initialed and dated by the quotationers. While quoting the rate Govt. Notification no. **3564-WT/3M-81/98 dated:-24.11.2008** should be followed.
- (2) The quotationers should produce(original) and enclosed with application (photo copies) **the valid Pan, P.T.C.C., Blue book of the vehicles, Certificate of pollution, Valid permit for Jalpaiguri, Coochbehar and Darjeeling District, Valid Insurance Certificate.**
- (3) The contractual period is for one year. On satisfactory performance of the owners the contract may be extended further, if required.
- (4) The bill (in triplicate) should be placed to the Office of the Sub-Divisional Officer ,Teesta Irrigation Sub-Division No. I, II, Maynaguri, Jalpaiguri and Teesta Irrigation Sub-Division No. III, Assam more, Jalpaiguri within 1<sup>st</sup> week of every month & payment will be made through treasury as per availability of fund.
- (5) No application for obtaining quotation form will be received & no quotation form will be issued after specified date & time. Quotation submitted after the specified date & time will not be accepted.
- (6) Departure of any terms & condition or inclusion of any additional conditions will cause the quotation as "Informal".
- (7) The owner will have to arrange for replacement of Diesel Vehicle (Maxi Cab, Non-Air Conditioned) in case of break down & emergency repair with prior consent of the undersigned.
- (8) The owner shall bear the cost of all running repairs, servicing, overhauling, oiling etc, including incidental expenses in respect of Driver and this Department will not be responsible for all damages, accidents, insurance, taxes of municipal bodies and other taxes etc. and will have to take servicing after a run of 2000 km with no additional cost.
- (9) The owner will be responsible if there is any damage to life or materials due to an accident involving the Car and the Department will be at liberty to ask the owner to make good sue issueds as per prevailing laws.
- (10) The rates should be quoted both in figures and in words. The rates should be inclusive of all repair, servicing charges, supply of spare parts for repairing, hire charges of garage, Pay and all kinds of allowance of to the Driver and cleaner (if there be a cleaner with the vehicle) all taxes etc. only Diesel and Mobil oil will be issued free of cost by the Department. Except Diesel and Mobil oil no other thing/Lubricant oil viz. Gear Oil, Break Fluid Grease etc. will be supplied.
- (11) The **Diesel Vehicle** (Maxi Cab, Non-Air Conditioned) along with Driver will be at the disposal of the undersigned till the period of agreement. The period of agreement may increase or decrease if necessary. The **Diesel Vehicle** (Maxi Cab, Non-Air Conditioned) will have to be replaced by another **Diesel Vehicle** (Maxi Cab, Non-Air Conditioned) without any extra cost if the vehicle becomes unusable due to break down or due to any other causes. The Vehicle must be in a Tip-Top condition. The condition in every respect, particularly regarding out shown of the Vehicle, good seating arrangement, foot mat, inner light,

- fog light, door lining, lifting of window glasses, locking arrangement, condition of tyre etc. the Speedometer, Kilometer regarding Metre and Fuel Meter, seaper should always be in working condition .
- (12) The authority will not have any liability arising out of any accident in running the vehicle whether or not same was caused due to negligence etc. of the driver. The authority will not be liable any damage to the owner, driver or any third party arising out the use of the vehicle.
  - (13) Day to day Logbook will have to be maintained and signed by the Driver and the officer using the vehicle.
  - (14) The Vehicle may run very interior work site on temporary Katchha Road over paddy and will have tour in any kind of motor able road including Katcha Road, and hilly roads. The quotationers must arrange for permit for running the Vehicle within the District of Darjeeling, Jalpaiguri, Coochbehar. He will also have to furnish necessary clearance of the Motor-Vehicle Department/Appropriate Authority as required in case of placing the Vehicle to Government Department on hire basis.
  - (15) The Vehicle will have to make long tour and the Driver must be prepared to halt frequently outside the Head Quarters. The Driver must follow instructions of the Officer using the Vehicle. The Driver along with the Vehicle will also have to perform duty of the Divisional Officer and other Sub-Divisional Officer's of Tessta Irrigation Division when necessary.
  - (16) The contract may be cancelled by an immediate notice if Vehicle " NOT REPORTED FOR DUTY" in consecutive three days or Non-compliances of Defect Repair which caused disturbance the official work in consecutive 2 times and by Notice of one month in advance from either side in normal case.
  - (17) The consumption of diesel is allowed @ **10 K.M.** (Ten Kilometer) per liter and @ **500 K.M.** (Five hundred Kilometer) per Liter of Mobil.
  - (18) **The limit of tank balance of Diesel in last day of every month of up to 20 liters maximum.** In case of excess receive over the tank balance of fuel (Diesel) and Lubricants Mobile will be recovered from the Hire charge Bill at the same rate of issue.
  - (19) The acceptance of the quotation will rest with the Superintending Engineer, Teesta Barrage Circle, Siliguri, who does not bind himself to accept the lowest quotations and reserves the right to reject in part or the whole of the quotations received, without assigning any reason thereof.
  - (20) After acceptance of quotations, the quotationers shall have to resume that work within three days from the date of issuing work order from the Executive Engineer, Teesta Irrigation Division, Assam More, Jalpaiguri .He must execute a formal agreement with the undersigned in WBF **2911(ii)** printed form within 07 (Seven) days from the date of issue of acceptance letter.
  - (21) The duty hours of the vehicle is for 10 (ten) hours a day from the time of reporting of the vehicle i.e. normally from 10.00 AM to 8.00PM and additional charge @ Rs. 20.00 per hour beyond 10 hours. The vehicle owner should provide the vehicle on demand on Saturdays, Sundays and Holidays at the same accepted rate and commission. The vehicle should have proper meter to record kilometer, Log Book will be maintained by this Department to record. The movement of the vehicle as well as the use of the fuels & lubricants on the basis on which payment will be made only for days of actual duty.
- (22) Work Order will be issued after execution of the agreement.

  
(T.K.Panda)  
Executive Engineer  
Teesta Irrigation Division  
Assam More, Jalpaiguri

**Memo No. 107/26**

**Date:08/02/2017**

Copy forwarded for favour of information and wide circulation through the Office Notice Board of:-

- 1) Chief Engineer, Teesta Barrage Project, Teesta Barrage Circle, 2<sup>nd</sup> Mile, Siliguri.
- 2) Superintending Engineer, Teesta Barrage Circle, 2<sup>nd</sup> Mile, Siliguri
- 3) Superintending Engineer, Mahananda Barrage Circle, Tinbatti, Siliguri.
- 4) Superintending Engineer, Teesta Canal Circle, Karnajora, Raiganj, S.Dinajpur.
- 5) Superintending Engineer, Resources Circle, Jalasampad Bhawan, Kolkata-91 .
- 6) District Magistrate, Jalpaiguri.
- 7) Executive Engineer, Teesta Canal Division No.III, Karnajora, Raiganj.
- 8) Executive Engineer, Mahananda Barrage Division, Tinbattimore, Siliguri-5.
- 9) Executive Engineer, Mahananda Link Canal Division, 2<sup>nd</sup> Mile, Siliguri
- 10) Executive Engineer, Mahananda Canal Division, Tinbattimore, Siliguri-5.
- 11) Executive Engineer, Teesta Barrage Division, Oodlabari, Jalpaiguri.
- 12) Executive Engineer, Teesta Left Bank Division, Oodlabari, Jalpaiguri.
- 13) Executive Engineer, Teesta Resources Division No.1, Tinbattimore, Siliguri-5.
- 14) Additional Executive Officer, Jalpaiguri ZillaParisad, Jalpaiguri.
- 15) Block Development Officer, Sadar Block, Jalpaiguri.
- 16) Post Master, Jalpaiguri Head Post Office.
- 17) District Information & Cultural Affairs Officer, Jalpaiguri.
- 18) Divisional Accountant of Teesta Irrigation Division.
- 19) Station Master, Jalpaiguri Town Station (N.F Railway),Jalpaiguri.
- 20-22) Sub-Divisional Officer, Teesta Irrigation Sub-Division No.I/II/III.
- 23) Head Estimator, Teesta Barrage Circle.
- 24) Divisional Estimator of Teesta Irrigation Division.
- 25) Accounts section /Teesta Irrigation Division.
- 26) Office Notice Board.



(T.K.Panda)

Executive Engineer  
Teesta Irrigation Division  
Assam More, Jalpaiguri

**Application Format for Diesel Vehicle (Maxi Cab, Non-Air Conditioned)**

1. (a) Name of the Owner :-  
(b) Address in full :-
2. Registration No. of Diesel Vehicle  
(Maxi Cab, Non-Air Conditioned) :-  
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3. Model No. with year :-
4. Type of Body :-
5. Seating capacity :-
6. Hire charge per day basis inclusive of all  
Charges including tiffin allowance of Driver etc. :-
7. Average consumption of fuel :-  
is not less than 10 km / lit.
8. Average requirement of lubricant oil :-  
is not less than 500 km / lit.
9. Any other special feature of Vehicle :-

**Date:-**

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**Signature of the registered  
Vehicle owner**