



Government of West Bengal
Irrigation & Waterways Directorate
Office of the Executive Engineer
Investigation & Planning Division (Central)
Berhampore, Murshidabad

NOTICE INVITING QUOTATION NO. 01/EE/I & P Dvn(c) OF 2016-17.

Sealed separate quotations is hereby invited (in prescribed quotation format supported with all relevant documents) for hiring Non air conditioned Diesel Ambassador (Motor Cab) on monthly basis having public carrier licence for official use of Sub-Divisional Officer, Investigation & Planning Sub-Division No I (C) and Assistant Engineer / Attached and/or Subordinates,

1. ELIGIBILITY OF THE QUOTATIONER :

- i) The intending quotationer must have to be the owner(s) of the vehicle.
- ii) Submitting an application on his/ their letter head together with all relevant paper as well as valid certificate (attested xerox copy) of clearance of Income Tax.
- iii) The intending quotationer must have to appear on the date as mentioned in col.3(B) to the office of the undersigned with all relevant document in original for seeking permission to participate.
- iv) The intending quotationer must have Account in Nationalised Bank (preferably SBI).

2. STATUS OF THE VEHICLE:

- i) The vehicle must have a public carrier licence at the cost and responsibility of the owner(s) and the Car should be Mass Emission standard of Bharat Stage -III purchased on or after 01.05.2008 with Diesel Engine.
- ii) The vehicle must be insured against accident at the cost and responsibility of the owner(s) and valid insurance paper has to be produced.
- iii) All Taxes and other relevant charges as per Govt. Rule must have to be cleared up at the cost and responsibility of the owner(s) in due time and valid all tax clearance certificates must have to be produced.
- iv) One good speed meter must have to be provided with the vehicle at the cost and responsibility of the owner(s) to show the Kilometerage of journey.
- v) Public carrier licence as mentioned in Para 2(i) above should be preferably applicable for all over West Bengal in case of vehicle to be used by Executive Engineer, Investigation and Planning Division©, Berhampore, Murshidabad/or sub-ordinates or at least it should cover entire Murshidabad District.
- vi) Fitness certificate duly renewed for current financial year is mandatory to be furnished.
- vii) Pollution control certificate duly renewed for the current financial year must have to be produced.
- viii) Valid and updated Blue Book & Insurance certificate of the vehicle is mandatory to be furnished.
- x) Pan card , Income Tax , Bank A/C details will be borne by the quotationer/ agency.

3. QUOTATION :

(2)

(A) i) The necessary proforma with terms and conditions will be issued from the office of the undersigned.

ii) Quotation imposing condition by the quotationer will summarily be rejected.
i) Earnest money for an amount of Rs. 7900.00 (Seven thousand and nine hundred) only in the shape of Bank Draft of any Nationalised Bank in favour of the Executive Engineer, Investigation and Planning Division(Central),Berhampore,Murshidabad 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 respective security A/C code 35 under Treasury -II, Berhampore as performace security deposit till completion of contractual period or by introducing other procedure as may be deem fit as per Govt. procedure.

b) Earnest money of the unsuccessful quotationer will be refunded at the earliest convenient after issue of Work-Order to the successful quotationer.

iv) Quotation must have to be signed by the owner and in case of partnership firm the same must have to be signed by all the partners furnishing a copy of partnership deed.

(B) DATE AND TIME LIMIT:

i) Last Date of Receiving Application : 06.03.2017 upto 3.00 P.M.

ii) Date and time for appearing in the inteviuw : 07.03.2017 at 12.00 Noon.

iii) Last Date for issuing quotation Paper . : 07.03.2017 upto 3.00 P.M.

iv) Date for Dropping of sealed quotation : 09.03.2017 upto 3.00 P.M

v) Date and time of Opening Quotation : 09.03.2017 at 3.30 P.M.

(C) RATE:

a. The rate is to be quoted both in figures and in words without any over - writing in the space provided for the purpose in the quotation documents. Any correction therein must have to be attested with the signature of the owner(s) quotationer(s)/Tenderer(s).

b. The rate shall have to be quoted for hire charges per month which should be inclusive of all taxes and incidental charges, what so ever may be, but excluding the cost of H.S. Diesel and Mobil oil etc. for the journey by departmental officer.

D) FUEL & LUBRICANT ETC.

Fuel(Disel) & Lubricants are to be supplied by the Agency and separate bill supported by necessary cash memo of Registered Petrol Pump is to be furnished by him as per attached schedule as enclosed with Quotation format.

4. AGREEMENT:

The Successful quotationer will have to execute a Formal Agreement with relevant documents within the days as mentioned from the date of issue of letter of acceptance.

5. The undersigned reserves the right to accept/ reject any or all of the quotations without assigning any reason thereof.

Any further details may be had from the office of the undersigned during the office hours of working days.


Executive Engineer
Investigation & Planning Division(Central)
Berhampore , Murshidabad

QUOTATION FOR HIRING OF AMBASSADOR (DIESEL, NON A.C.) ON DAILY HIRE CHARGE BASIS

(Ref: NIQ. No.----- Dated: -----)

- a) General Description of Job :
for which the vehicle to
be hired.
- b) BRAND NAME OF THE :
VEHICLE
- c) YEAR of manufacturing :
- d) i) Registration No :

ii) Authority with whom :
registered

iii) Date of registration :

iv) Registration Valid up to :
- e) NAME OF OWNER :
(in block letters)
- f) Permanent address :
Road / Locality/Village/Town.
P.S. Post Office
District PIN Code
- g) Present address :
Road / Locality/Village/Town
P.S. Post Office PIN Code

Telephone No. Mobile No.
- h) PAN card no.....
- i) * Bank Account no.(Must be Nationalised Bank).....
Name of Bank..... Branch.....

* The above bank details is mandatory to participate above quotation.

(4)

h) **STATUS OF VEHICLE :**

- i) Reference to carriage contract Permit. :
- ii) Area of operation permitted :
- iii) Permit Valid upto :
- i) Information regarding Insurance.
 - i) Insured with the Agency :
 - ii) Period covered :
 - iii) Nature of Insurance :
- j) Earnest Money :
- k) Period of Contract : ONE YEAR.
- l) OFFER :

I / We do hereby agree to place above mentioned vehicle for rendering service / performing duties in full satisfaction on hire basis @ Rs. (Rupees.....) only per month in all.

Dated the Day of

Witness

Address

Occupation

Signature of Quotationer/Bidder.

Name in full
(in BLOCK letters).

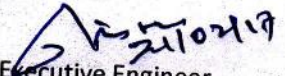
[N.B. The Quotationer / Bidder will have to submit attested copies of relevant documents in support of information given for Sl. (d), (h) and (i) with this Quotation / Bid.]

**TERMS AND CONDITIONS FOR HIRING OF AMBASSADOR (DIESEL NON-A.C) ON DAILY HIRE
CHARGE BASIS**

- 1) The rate should be quoted in figure and in words inclusive of all charges.
- 2) Diesel and mobil are to be supplied by the agency at his own cost and separate bill supported by cash memo of registered petrol pump is to be furnished by him during producing of bill.
- 3) The consumption of diesel will be provided 12 (twelve) km per litre and mobil 1(one) litre per 500 (five hundred)km run of the vehicle.
- 4) The successful quotationer will have to arrange a garage for parking the vehicle after duty period at his own cost and risk. The vehicle should be kept within 5 km from the office. If the garage is situated beyond 5 km of the headquarter, the cost of fuel for extra journey in this connection shall have to be born by the owner of the vehicle.
- 5) The vehicle must be tiptop condition along with good sitting arrangement, inner light door lining tyres , looking arrangement etc. Speedometer (Kilometer) and fuelmeter should always be in working condition. The running capacity of the vehicle per day should not be less than 500 (five hundred) kilometre.
- 6) The log book should be maintained in uptodate condition as per instruction and proforma, will rest on the driver . No extra charges will be entertained against logbook.
- 7) If the vehicle remains out of order in any particular period the same is to be replaced by another vehicle in good condition.
- 8) The vehicle should be placed at the disposal of concern office as per instruction mentioned in the work order on due time failing of which the quotation may be treated as cancelled.
- 9) Any complaint regarding defect in the engine or any other defect of the vehicle must be promptly attended and defects must be repaired forthwith by the quotationer at his own cost. In the event of non-compliance of the undersigned will get the necessary repair work of the vehicle done recover the cost of such repair work from the hire charge bill of quotationer .
- 10) The lowest quotationer whose quotation is accepted will be have to execute an agreement in W.B Form No.2911(i) / (ii) in the Office of the undersigned accepting the terms and conditions for hiring of the vehicle .
- 11) The contract may be cancelled by a notice of one month in advance form either party.
- 12) The successful quotationer, must pay minimum wages to the diver engage by him as per relevant rate of the Government now-in-force.
- 13) The owner of the vehicle with contract carriage permit is only eligible for taking part in the quotation . Any sort of canvassing in connection with quotation is strictly prohibited. No relevant paper will be issued on the date of opening of quotations.
- 14) The contract agreement may require to be extended in the exigency, if both the parties agree to do so at the existing terms and conditions of contract.

(6)

- 15) The vehicle may have to ply beyond normal office hours and on holidays also. The rate of such extra duty hours beyond office hrs. to be quoted by the quotationers in the prescribed manners and the acceptance of rate for such extra duty hrs. will rest with the competent authority.
- 16) The driver must be conversant with the mechanism of automobile so that instant repairing works on road may immediately be taken up by him.


Executive Engineer


Investigation & Planning Division (Central)
I & W Dte, Berhampore, Murshidabad

Memo No. : 57(3)

Date : 21.02.2017

Copy Submitted for favour of his kind information to:

- 1) The Chief Engineer, (Design & Research) & Central, Jalasampad Bhaban, Salt Lake city, Kolkata-91.
- 2) The Superintending Engineer, Investigation & Planning Circle-I, Jalasampad Bhawan, Salt Lake City, Kolkata.
- 3) The Superintending Engineer, North Irrigation Circle II, Berhampore, Murshidabad.


Executive Engineer
Investigation & Planning Division(Central)
Berhampore, Murshidabad

Memo No. : 57(3)/3

Date: : 21.02.2017

Copy Submitted for favour of his kind information to :-

- 1) The District Magistrate, Berhampore, Murshidabad.
- 2) The Sabhadhipati, Murshidabad Zilla Parishad, Berhampore, Murshidabad
- 3) The Chairman, Berhampore Municipality, Berhampore, Murshidabad.


Executive Engineer
Investigation & Planning Division(Central)
Berhampore, Murshidabad

Memo No. : 57(3)/3(17)

Date: 21.02.2017

Copy forwarded for favour of his information and wide circulation by display through his office notice board to the:

- 1-3) The Executive Engineer, Berhampore Irrigation Division/Ganga anti erosion Division II, Berhampore, Murshidabad/ Ganga anti erosion Division I, Jangipure, Murshidabad.
- 4-8) The Sub-Divisional Officer, Berhampore Sadar/Kandi/Jangipur/Domkol/Lalbagh, Murshidabad.
- 9) The Sub-Divisional Officer, Investigation & Planning Sub-Division(Central)No.I., Berhampore.
- 10) Notice Board of Investigation & Planning Division(Central), Berhampore.
- 11) The Divisional Estimator of Investigation & Planning Division(Central).
- 12) The Accounts Section of Investigation & Planning Division(Central), Berhampore.
- 13) The Secretary, Murshidabad District Allied Contractors Association, 103, Pilkhana Road, P.O. Berhampore, Dist-Murshidabad
- 14) The Secretary, Murshidabad Contractors Association, 9 RN Tagore Road, Berhampore, Murshidabad.
- 15) The Secretary, Contractor's Welfare Association of Murshidabad, 106 A.S. Road, Berhampore, Murshidabad.
- 16) The District Information Cultural Officer, Berhampore, Murshidabad.
- 17) The Executive Engineer, D.V.C Study Cell, I & W Deptt. Jalasampad Bhaban, Salt Lake city, Kolkata-91. is requested to upload the said Quotation in the website of I & W Deptt.


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