



Memo No . . . 199.

Date...26.04.2017...

**Notice Inviting Quotation No. 01(5<sup>th</sup> call) of 2017-18 of D.C. No .II Sub-Division**

Sealed quotation in plain paper in the prescribed proforma are hereby invited by the Sub-Divisional Officer, D.C. No.-II Sub-Division, Rondia, Burdwan from reliable owner for supplying an diesel car registered as Diesel Jeep ( Marshal/ Bolero, Ambassador etc.) on daily hire charges basis for a period of 24 months & performing whole time duty.

The prescribed proforma or the quotation document will be available at the office of the Sub-Divisional Officer, D.C. No.-II Sub-Division, Rondia, Burdwan.

Before submitting quotation, the quotationer are to satisfy themselves of the terms & conditions, specification etc. and accordingly a certificate should also be furnished at the end of the quotation that, “ I/ We hereby declared to abide by all the terms & condition, specification etc. as laid down in the notice.”

**Name of the Work :**Supplying adiesel car registered as Diesel Jeep ( Marshal/ Bolero/Armada, Ambassador.) hire charges basis for official use of D.C. No.-II Sub-Division, Rondia, Burdwan.

1. Last Date of receiving application :-03.05.2017 up to 4.00pm
2. Last Date of Issuing quotation paper :-05.05.2017 up to 4.00pm
3. Last Date of receiving quotation :-08.05.2017 up to 3.00pm
4. Date of opening quotation :-08.05.2017 up to 3.30pm

The vehicle must be in good/road worthy condition with appropriate certificate and shall have **up-to-date fitness, pollution control Tax clearance, Insurance clearance certificate with Blue book.**

The successful quotationer shall have to place the Diesel Car within a day for a test run and checking at the quotationer's own cost. The quotationer shall have to bear all expenditures for servicing, maintenance and repair including cost of spare parts and labour charges. The quotationer shall have to pay all the Taxes to keep the vehicle in road worthy condition.

Fuel and other lubricants shall have to be supplied by the owner of the vehicle, payment will be made only for Diesel and mobile at the prevailing market rate on the basis of R.T.A. rules. Payment in respect of Driver's wages, T.A., D.A. etc. shall have to be borne by the quotationer and hire charges of the said Diesel Car shall be inclusive of the expenditures. The successful quotationer shall have to arrange for Garaging facility of the vehicle at his own cost and the vehicle will have to placed as per instructions.

The quotationer shall have to replace a Diesel Car of identical specification with Driver in the event of supplied car being out of order/under servicing maintenance and repair, failing which hire charge for that/those day(s) will not be paid.

The acceptance of quotation will fully lie on the Executive Engineer, Damodar Head Works Division, who reserves the right to reject any of the quotationer without assigning any reason.

## Terms & Conditions

- 1) The vehicle will be hired on daily basis . Quotationers shall quote their rates per day mentioning Registration Number of the vehicle and must accompany all the papers like **Contract carriage Permit, Certificate of Registration viz. Blue-Book, Tax token, Insurance Certificate, PAN Card** etc. which will have to be produced along with the quotation. The payment will be made monthly on production of bill to the Executive Engineer, D.H.W. Division, through the Sub-Divisional Officer in-charge of the vehicle.
- 2) The vehicle shall have to be supplied with Driver who will be responsible to report for duty with the vehicle at the prefixed station within the stipulated time unless otherwise specified. The driver with vehicle in running condition will have to sign Log-Book at arrival as token of his reporting for duty.
- 3) The fuel and Mobil only will be supplied by the department at the rate of **12km/litter of Diesel** and **500 km/litter of Mobil**. The record of kilometrerun will be recorded in the Log-Book with the signature of the Officer making journey. At the end of every month total kilometre run of journey made during the month will be calculated and the consumption of Diesel & Mobil will be worked out. Copy of relevant voucher for Diesel & Mobil will have to be furnished for verification of cost of the fuel of the office for recoupment of cost thereof at the prevailing market rate.
- 4) No payment will be made for the vehicle if the same is in break-down condition or any other mechanical default develops which disrupts the journey after it begins, unless the car is immediately replaced by another Car of similar specification and in good running condition.
- 5) In case of failure to replace the defaulted vehicle immediately or in the event of failure of the Driver to attend duty for any reason whatsoever; if the department is required to arrange any other vehicle on its own for the sake of journey, any excess cost involved for undertaking such journey by other vehicle departmentally arranged, shall be recovered from the running bills of the owner as per agreement.
- 6) Supplier/owner of the vehicle shall be responsible for the all types of repair, servicing and maintenance of the vehicle and no payment will be made for the period for repair of the vehicle.
- 7) Garaging facility may not be made by the department. The vehicle should be standing as per the instruction of the departmental authority. The arrangement for Garage on any cost on that account will be borne by the owner of the vehicle within 5 Km. of the respective Head Quarter.
- 8) The authority shall not have any liability arising out of any accident while the car is in use by the authority where or not the accident would caused due to negligence etc. of the driver. The authority shall not be liable to pay damages/consumption to the owner/Driver or any other person who may be affected by the accident.
- 9) The authority may terminate the agreement at any time without assigning any reason, for which no compensation will be paid. One month's notice will be given for termination of the agreement from either side.
- 10) The authority reserves the right to extend the validity of contract with the supplier beyond the expiry of contract period at the same terms & conditions and rate under mutual agreement by both the sides.
- 11) Claim for escalation of rate due to any reason during the validity of contract period, if any, will not be entertained.
- 12) Driver with capricious, erratic, arrogant attitude or alcohol addiction should be replaced immediately, otherwise the contract will be terminated at any time with imposition of penalty as per Clause 3 of WBF No.2911.

13) Usual recovery as per rule will be made from the running bills on account of Security Deposit, Income Tax as applicable.

14) The owner of the vehicle whose quotation will be accepted shall have to execute a formal agreement in W.B. Form with the D.C. No.-II Sub-Division, Rondia, Burdwan as per terms and conditions laid down in the Notice Inviting Quotation.

15) The vehicle may have to undertake journey for long hours in other districts. The driver of the car shall be prepared to halt with his own arrangement and cost.

16) The vehicle must be placed within 3 days after receiving Work Order from the competent authority.

17) The vehicle should be operated by Diesel. It should be good, road worthy and comfortable in condition. If any petty repair is made by the Touring Officer or the competent authority during his journey, the cost of repair will have to be paid by the owner.

Sub-Divisional Officer  
D.C. No.-II Sub-Division  
Rondia, Burdwan

Memo No...**199/1(8)**.....

Date...**26.04.2017**...

Copy submitted for information to :-

1. The Superintending Engineer, Damodar Irrigation Circle, Kanainatsal, Burdwan.
2. Executive Engineer Damodar Head Works Division, Durgapur-02.
3. S.D.O/ Guskora (I) Sub-Division
4. S.D.O/ Damodar Head Works Sub-Division, Durgapur-02.
5. Estimating Branch of Damodar Head Works Division, Durgapur-02.
6. Accounts Section of Damodar Head Works Division, Durgapur-02.
7. Notice Board of D.C. No.-II Sub-Division, Rondia, Burdwan.
8. DVC Study cell JalasampadBhaban Salt lake, Kolkata-70009(for display in website)

Sub-Divisional Officer  
D.C. No.-II Sub-Division  
Rondia, Burdwan

**PRESCRIBED PROFORMA**

1. Name of the Owner :

2. Address :

3. Vehicle Registration No. :

4. Name of the Driver with address :

5. Driver's License No. :

6. Daily Hire charge :

I/We hereby declare to abide by all the terms & condition, specification etc. as laid down in the notice.

Signature of the Quotationer