



GOVERNMENT OF WEST BENGAL
IRRIGATION & WATERWAYS DIRECTORATE
OFFICE OF THE EXECUTIVE ENGINEER
MAYURAKSHI NORTH CANALS DIVISION
RAMPURHAT, BIRBHUM

PHONE NO:-03461-255039
FAX NO:-03461-255039
Email:-ee.mncd@gmail.com

Memo. No.737

Date: 25.08.2017

Notice Inviting Quotation No.01/ E.E / M.N.C. Division of 2017-'18

Sealed quotation are hereby invited from the bonafied owner of the vehicle/tour operator / transport syndicate/ any lessee of vehicle who deals in or adept in providing hiring service of the vehicle to any office or in any private party or from bonafied outsiders under the following terms & conditions by the Executive Engineer, Mayurakshi North Canals Division, Rampurhat, Birbhum on behalf of the Governor of West Bengal for hire charges on monthly hiring (per day) basis for supplying **one number Mahindra Jeep Type B.S.-III purchased on or after 01.05.2008 with Diesel Engine (Non Air-Conditioned) and colour should be white / cream / off- white with driver for the use of the Executive Engineer, Mayurakshi North Canals Division, Rampurhat, Birbhum** on purely temporary basis under the disposals of the Executive Engineer, Mayurakshi North Canals Division, Rampurhat, Birbhum. The rate should be quoted both in figure and words as per format enclosed in the quotation in Page-4.

The quotation will be received in the Tender Box kept in the chamber of the Executive Engineer, Mayurakshi North Canals Division and the Superintending Engineer, Mayurakshi Canal Circle on **15.09.2017** up to **2:00 p.m.** and will be opened by the undersigned at **2:15 p.m.** on **15.09.2017** in presence of the participating quotationers. No quotation will be entertained by post or hand.

ELEGIBILITY OF THE QUOTATIONER :

- (i) The intending quotationers must have to be the owner(s) of the vehicle.
- (ii) The intending quotationers must obtain prior permission from the undersigned before rendering quotation of rate.
- (iii) Quotationers have to submit an application on his/ their letter head along with the valid documents for ownership and Contract carriage Permit/ Certificate of Registration viz. Blue book, Road Tax clearance certificate up to date, Pollution Certificate, Insurance Certificate up to date, PAN,GSTIN number etc. Any other related documents may be asked for if required for verification
- (iv) The intending quotationers must have account in Nationalised Bank (preferably S.B.I.)

DATE AND TIME LIMIT

I	Last Date & Time for receiving application seeking issue of Quotation Paper from quotationers.	12.09.2017 up to 2.00 PM
II	Last Date & Time for issuing Quotation paper (Free of cost).	13.09.2017 up to 2.00 PM
III	Last Date & Time for receiving sealed quotation paper.	15.09.2017 up to 2.00 PM
IV	Date & Time for opening Sealed Quotations in front of quotationers	15.09.2017 after 2.15 PM

The quotation should meet the following terms and conditions for such hiring vehicle and will be available in the office of the Executive Engineer, Engineer, Mayurakshi North Canals Division, **Rampurhat**, Birbhum, on any working day during office hours. The interested persons are requested to go through the terms and conditions before quoting their rates.

TERMS AND CONDITIONS:-

- 1) Rate shall be inclusive of all i.e. insurance claim, tax levied on the vehicle, charges of pollution certificate, charges for rendering certificate of fitness etc.
- 2) It is desirable that the vehicle should possess the commercial license.
- 3) The photocopy of the valid (i) Certificate of Registration of the vehicle, (ii) Certificate of fitness, (iii) Pollution Certificate, (iv) Tax Token, (v) Insurance Certificate, (vi) Pan Card, (vii) Income Tax Return for the last financial year, and (viii) P. Tax clearance (ix) GSTIN number shall be required to be submitted along with the quotation paper.
- 4) If the willing candidate intends to provide new vehicle and if he is selected for the hiring, he shall submit an affidavit in Ten Rupee Non Judicial Stamp Paper along with quotation paper to the effect that he shall provide the vehicle to the office along with the papers mentioned in Sl. No.3 above within 30 days from the date of issue of work order / acceptance letter otherwise the Earnest Money will be forfeited to the Government and no claim in this regards will be entertained.
- 5) In case of syndicate of transporters, the photocopy of valid Memorandum of Association shall be required to be submitted along with the quotation paper.
- 6) In case of Co-operative of transporters, the photocopy of valid (i) Memorandum of Association, (ii) Society Registration Certificate, (iii) Latest Audit Report conducted by the Statutory Authority shall be required to be submitted along with the quotation paper.
In case of lessee of a vehicle, the photocopy of valid proper deed with the owner of the vehicle shall be required to be submitted along with the quotation paper.

- 7) The vehicle shall be registered in any district of West Bengal.
- 8) Income Tax and other incidental charges shall be levied from the bill as per I.T. Act, 1961 and other relevant Acts & Rules. The rates and procedures shall be revised as the parent Acts, Rules, Orders will be revised time to time.
- 9) No repair charge either in petty or heavy nature, no charge due to the breakage of vehicle during (i) accident, (ii) normal circumstances and (iii) 'Bandh' or 'Hartal' shall be given.
- 10) No demurrage charge/repair charge shall be given to the contractor due to the damage inflicted to the vehicle due to explosion/fire/natural calamities.
- 11) No washing charge of vehicle, no charges for removal of dent shall be paid to the contractor.
- 12) During any accident any compensation to the public in the shape of causing injury to (i) any public, (ii) any cattle, (iii) any permanent / temporary structure shall be borne by the contractor himself.
- 13) The Driver shall be provided by the contractor with the following terms (i) valid Driving License to drive that particular vehicle, (ii) proper Identity Card issued by the contractor, (iii) No Objection Certificate to drive the vehicle, (iv) proper dress.
- 14) No remuneration and food shall be provided to the driver by the office.
- 15) The contractor shall provide seat cover, towel, and car freshener along with the vehicle.
- 16) The driver so appointed shall maintain two Log Books provided by the contractor and duly authenticated by the office.
- 17) The contractor shall change driver within three days after the complain from the undersigned in respect of (i) misbehavior, (ii) theft of article, (iii) intoxication during discharge of duty.
- 18) No over time allowance shall be paid to the driver by the office.
- 19) The driver should maintain the Log book and shall place it before the officer concerned after the completion of journey mentioning brief history of tour for signature of the officer concerned.
- 20) During the contract period if the vehicle in question is not fit for use, the contractor is liable to replace and provide a vehicle with driver of similar nature to the office immediately with intimation to the office.
- 21) The death of the contractor / mental retarded condition / insolvency of the contractor / dissolution of the office or any unnatural circumstances that binds termination of contract shall cause termination of contract from any or both ends automatically.
- 22) The Earnest Money amounting to **Rs.5000/-** (Five thousand) only in the form of Bank Draft (BD) / Bankers Cheque (BC) / Deposit Call receipts (DCR) from any Nationalize Bank in favour of Executive Engineer, Mayurakshi North Canals Division Rampurhat, Birbhum payable at Rampurhat, Birbhum is to be deposited at the time of submitting quotation otherwise the quotation will be declared informal. If the lowest quotationer fails to supply the vehicle within 30 (Thirty) days from the date of issue of acceptance letter the Earnest Money will be forfeited to the Government. No claim in this regard will be entertained.
- 23) The successful quotationer will have to execute formal agreement in W.B. Form 2908 as the case may be with balance Earnest Money @ 2 % of total value of quotation as per rules in the shape of Bank Draft in favour of Executive Engineer, Mayurakshi North Canals Division Rampurhat, Birbhum payable at Rampurhat, Birbhum.
- 24) The contract period of the vehicle is normally 1(one) year and which is renewable on expiry of terms subject to the discretion of the Executive Engineer, Mayurakshi North Canals Division, Rampurhat, Birbhum/ Superintending Engineer, Mayurakshi Canal Circle,Suri, Birbhum. No prayer in respect of revision of consumption of fuel, rate shall be entertained, therefore the rate quoted by the contractor shall only be kept into consideration.
- 25) If the vehicle is withdrawn within the contract period the earnest money as deposited will be forfeited to the Government and no claim in this regard will be entertained.
- 26) The Superintending Engineer, Mayurakshi Canal circle / Executive Engineer, Mayurakshi North Canals Division reserves the right to accept or reject the lowest or any other quotation assigning any reason thereof.
- 27) The department will issue only Diesel and Mobil.
- 28) Minimum fuel consumption:- a) Diesel-10 (Ten) K.M. / Ltr. (b) Mobil-500 (Five hundred) K.M. / Ltr.
- 29) No accommodation will be available for Garrage and Driver within the Irrigation **Colony at Rampurhat Irrigation Colony**. The Garrage of the vehicle should be within 3(Three) K.M. from the office of **Executive Engineer, Mayurakshi North Canals Division, Rampurhat, Birbhum**.
- 30) If require the vehicle may have to run outside to the District considering the situation for which no extra charge will be allowed. The vehicle will run be as per direction of the Executive Engineer, Mayurakshi North Canals Division.
- 31) In case of office remains close or declared holiday or cannot function due to any reason the date stated above should be treated as the next working day. No quotation will be received after stipulated date and time.
- 32) Payment will be made subject to availability of fund. No claim will be entertained for delayed payment.

Sd/- J.Mukherjee
Executive Engineer
Mayurakshi North Canals Division
Rampurhat, Birbhum.

Copy forwarded for information and necessary action to the –

- 1) The Chief Engineer- North, I & W. Dte, Netaji Green Park Irrigation Campus, Mokdompur, Dist. Malda, Pin-732101
- 2) Superintending Engineer, Mayurakshi Canal Circle, Suri, Birbhum.
- 3) Sabhadhipati, Birbhum Zilla Parishad, Suri, Birbhum.
- 4) District Magistrate, Birbhum, Suri, Birbhum.
- 5) District Magistrate, Murshidabad, Berhampore, Murshidabad.
- 6) Executive Engineer, Mayurakshi South Canals Division, Bolpur, Birbhum
- 7) Executive Engineer, Mayurakshi Hd. Qtr. Division, Suri, Birbhum.
- 8) Executive Engineer, P.W.D. Suri, Birbhum.
- 9) Executive Engineer, P.H.E. Division, Suri, Birbhum.
- 10) Executive Engineer, P.W.D. (Roads), Suri, Birbhum.
- 11) To (15) Sub. Divisional Officer, Rampurhat / Nallhati / Mollarpur / Kuli / Md. Bazar Irrigation Sub – Division.
- 16) R.T.O. Birbhum, Suri, Birbhum.
- 17) To (18) Divisional Accountant Officer / Divisional Estimator, M.N.C. Division.
- 19) Director of Information and Ex-Officio Special Secretary, Information & Cultural Affairs Department, Government of West Bengal. 325, Sharat Chatterjee Road, Shivpur Mondirtala, Howrah-711102 with the request for wide circulation.
- 20) District Information and Cultural Officer, Birbhum, Suri, Birbhum with the request for wide circulation
- 21) Sub - Divisional Information & Cultural Officer, Rampurhat, Birbhum with the request for wide circulation
- 22) Notice Board, M.N.C. Division Rampurhat, Birbhum.

Sd/- J.Mukherjee
Executive Engineer
Mayurakshi North Canals Division
Rampurhat, Birbhum.

QUOTATION FORMAT FOR SUBMISSION OF RATE
Notice Inviting Quotation No.1/ EE / M.N.C. Division of 2017-'18

- 1) Name of the registered vehicle Owner / Supplier :-
(In Block Letters)

- 2) Postal address with PIN & Mobile No. :-
(If any)

- 3) Year of Registration of the vehicle. :-

- 4) Address of the garage where the vehicle. is to be :-
kept within 3 (three) k.m. from the office of the
Executive Engineer, Mayurakshi North Canals Division,
Rampurhat, Birbhum.

- 5) Address of the registration authority and registration :-
no.

- 6) Hire charges rate offered on daily basis. :-

- 7) Fuel service offered :-
(a) Diesel. :-
(b) Mobil. :-

Date:-

Signature of the registered
Vehicle owner / supplier.