



GOVERNMENT OF WEST BENGAL
IRRIGATION & WATERWAYS
DIRECTORATE
Office of The Sub-Divisional Officer,
Edilpur Irrigation Sub-Division,
Edilpur, Purba Bardhaman,
Email: edilpursubdivision@gmail.com

MEMO NO: 54

DATED : 19.01.2018

NOTICE INVITING QUOTATION NO : 07 / Edilpur of 2017 – 2018

Sealed quotation are hereby invited from the agencies / companies / bonafied outsiders in their letter headed Pad by the the Sub-Divisional Officer, Edilpur Irrigation Sub-Division, Edilpur, Purba Bardhaman, Irrigation & Waterways Directorate having experience and ability in similar nature of work for the work specified below;

Name of work : Supplying Non-A.C. Diesel vehicle including driver for the use of the Sub-Divisional Officer, Edilpur Irrigation Sub-Division, Edilpur, Purba Bardhaman, under Damodar Canal Division, Irrigation & Waterways Directorate.

The rate should be quoted on daily basis both in figure & words.

The quotation will be received by the undersigned up to 2 p.m. on 02 / 02 / 2018 and will be opened on the same day at 2.30 p.m .in presence of willing quotationers.

The quotation will be addressed to in favour of the Sub-Divisional Officer, Edilpur Irrigation Sub-Division, Edilpur, Purba Bardhaman, Irrigation & Waterways Directorate.

Accepting Authority: Superintending Engineer, Damodar Canal Division (Irrigation), I & W.D.

The accepting authority reserve the right to accept or reject any of the Quotation (s) as received without assigning any reason.

Other terms & conditions are enclosed herewith.

**Sub- Divisional Officer ,
Edilpur (I) Sub-Division.**

Memo.No :- 54 (12)

Date:- 19 / 01 / 2018

Copy forwarded for information and wide circulation to the :-

1. Sabhadhipati, Zilla Parishad, Purba Bardhaman.
2. Chief Engineer- (West), Irrigation & Waterways Dte. Kanainatsal, Purba Bardhaman.
3. Superintending Engineer, Damodar Irrigation Circle, Kanainatsal, Purba Bardhaman.
4. District Magistrate, General Section, Administrative Building, 2- nd. Floor, Court Compound, Purba Bardhaman.
5. Executive Engineer, Damodar Canal Division.
6. Executive Engineer, B.I Division.
7. District Information Officer, Burdwan for publication in local News paper (in duplicate)
8. Deputy Secretary Vigilance Commission, Kolkata-91.
9. Office Notice Board, Edilpur (I)Sub-Division.
10. Office Notice Board, Damodar Irrigation Circle.
11. Accounts Section of D.C. Division
12. All Sub Divisional Office of D.C. Division

**Sub-Divisional Officer,
Edilpur(I) Sub-Division.**

TERMS & CONDITION FOR HIRING OF VEHICLE (DIESEL)

- 1) The Supply of Luxury Taxi (Bharat Stage III/IV) should have hire carriage permit. The rate should be inclusive of all repairs , supply of spare parts, pay & all kinds of allowances of Driver & cleaner and all taxes etc.
- 2) The car along with the driver will be at the disposal of the Sub-Divisional Officer, Edilpur Irrigation Sub-Division, Edilpur, Purba Bardhaman. The car will have to be replaced by another Luxury Taxi (Diesel) without any extra cost when the existing car becomes unserviceable due to break down or any other cause.
- 3) The car will have to run in any motorable road including kancha road. The car and the Driver must be physically fit to undertake a journey or run 500 k.m. per day at a stretch. The Driver must prepare to halt frequently outside the head quarters & must follow the instruction of the officer using the car. The Driver of the car must be conversant with the mechanism of automobiles so that instant repair work may immediately be taken up by him.
- 4) The dept. will not provide the arrangement for garage of the vehicle. The owner deserves to keep the vehicle in his own garage. The garage should be very nearer (with in 5 k.m.) to office of the Sub-Divisional Officer, Edilpur Irrigation Sub-Division, Edilpur, Purba Bardhaman.
- 5) Diesel will be issued at the maximum rate of 1(one) litre per 12 k.m run & Mobile will be issued at the maximum rate of 1(one) litre per 500 k.m run of the vehicle. The O.T. in excess 10hrs. of duty, will be provided at a rate of Rs 20.00 per hr.
- 6) The Vehicle will be taken up on monthly hire basis but to be paid at daily rate basis. No hire charges of the vehicle will be paid for any idle period due to break down of the vehicle or absence of the Driver.
- 7) The car must be maintained in tip top condition in every respect particularly the seats, foot mats, inner light, fitting arrangement of window glasses, locking arrangement etc. must be in good condition all the time.
- 8) Any complain regarding defects in the car must be promptly attended and defects must be repaired forthwith by the owners of the car. In the event of non- compliance the undersigned will make necessary arrangements for repair of the defects and the cost thereof for such work may be realized from the hire charges of the owners.
- 9) The Road tax , Insurance premium , P.U.C certificate , Hire carriage Permit & all other relevant papers should be renewed by the owner , in time during period of contract at the cost of owner.
- 10) To maintaining the Deptt. Log book up to date as per actual journey will remain custody of the driver of the car.
- 11) The condition of the contract may be terminated with one month notice, if required without any precondition.
- 12) No payment will be made for the day on which the vehicle has no run. The bill in triplicate addressed to the office of undersigned to be submitted after completion of one month run.
- 13) The vehicle should satisfy Bharat stage – III / IV emission norms by automobiles.
- 14) Acceptance of the quotations will vest with the Superintending Engineer , Damodar Irrigation Circle , Kanainatsal, Purba Bardhaman. who reserve the right to accept or reject any of the Quotation (s) as received without assigning any reason.
- 15) No subsequent letter other than contract in proper form will be entertained and this will not only invalidate but also call for disciplinary action against the quotationers.
- 16) The successful quotationers will have to produce valid clearance certificate of P.Tax., Income Tax and carriage permit at the time of acceptance of the quotation by the Superintending Engineer , Damodar Irrigation Circle , Kanainatsal, Purba Bardhaman.
- 17) The quotation which contains over writing manipulation liable to be rejected. All corrections should be attested under the dated initial of quotationers.
- 18) No advance payment will be made for hire charge & fuel etc. Payment will be made subject to availability of fund.

Sub- Divisional Officer,
Edilpur(I) Sub-Division.

Schedule of terms & Condition
(To be filled by the quotationers)

- 1) Name of owner / Supplier :
With full address & Phone No.

- 2) Driver's Name , with full address :

- 3) Registration No. of the car :

- 4) Model with year :

- 5) Daily Hire Charge :
(Calendar days)

- 6) Overtime charges per hour :
Beyond the normal duty hours
(10 hrs.)

- 7) Consumption of Motor oil (*Mobil*) :

- 8) Consumption of Fuel (Diesel) :

Signature of quotationer
Dated :