



GOVERNMENT OF WEST BENGAL
IRRIGATION & WATERWAYS DIRECTORAT
Office of the Sub-Divisional Officer
Banarhat Irrigation Sub-Division
Banarhat, Jalpaiguri
Pin code-735202

Notice Inviting Quotation No.-WBIW/SDO/BNH/NIQ-05 of 2017-18.

Sealed Quotations are hereby invited by the undersigned in Plain paper from Bonafied, reliable resourceful and experienced contractors; Schedule of work for the Quotation will be issued by the undersigned.

1. List of works:-

Sl. No.	Name of Work	Total Quantity	Amount put to Quotation (Rs.)	Earnest Money Deposit (Rs.)	Cost of Quotation paper
1	2	3	4	5	6
01.	Hire charges for supply of hire vehicle (Diesel) Tata Sumo/Bolero for use of Sub-Divisional Officer, Banarhat Irrigation Sub-Division.	1	As per quoted rate	-	Nil

2. Time Schedule of Quotation procedure: -

Quotation Papers will be issued to the intending quotationers after verifying all necessary papers related to the work as per following time schedule.

i)	Last Date & Time for application for purchase of Quotation paper.	15/02/2018	Up to 3.00 P.M
ii)	Last Date & Time for issue of Quotation paper	16/02/2018	Up to 3.00 P.M
iii)	Last Date & Time for dropping Quotation paper	19/02/2018	Up to 3.00 P.M
iv)	Date & Time of opening of Quotation in the office of the Sub-Divisional Officer, Banarhat Irrigation Sub-Division, Banarhat, Jalpaiguri.	19/02/2018	At 3.30 P.M

Intending bidder(s) or his/their representative(s) should remain present at the time of opening of quotations on the schedule date in the office chamber of the undersigned.

Sub –Divisional officer
Banarhat Irrigation Sub-Division
Banarhat, Jalpaiguri

Memo No. **30**

Date: **01/02/2018**

Copy forwarded to the: -

- 1) Executive Engineer, Jalpaiguri Irrigation Division.
- 2) S.D.O. / Jalpaiguri Irrigation Sub-Division.
- 3) S.D.O. / Jalpaiguri Investigation Sub-Division.
- 4) S.D.O. / Maynaguri Irrigation Sub-Division.
- 5) S.D.O/ Malbaar Irrigation Sub – Division.
- 6) Notice Board for information. He is requested to please arrange to display the notice board for wide circulation.

Sub –Divisional officer
Banarhat Irrigation Sub-Division
Banarhat, Jalpaiguri

TERMS & CONDITION

1. The Quotationer should quote their rate on prescribed papers both in figures and words. The rate should be quoted on daily basis.
2. The vehicle Tata Sumo/Bolero should have contract carriage permit from Regional Transport Authority for plying in the District of Jalpaiguri, Coochbehar and Darjeeling [One month time will be allowed for obtaining such permit of necessary].
3. The vehicle should be in excellent good condition.
4. Tata Sumo/Bolero hire on daily basis as and when required.
5. Fuel and other lubricants will be supplied by the Department.
6. Consumption for Tata Sumo/Bolero: -
Diesel = 12.00 Km. per Ltr.
Mobile = 500.00 Km. per Ltr.
7. Necessary repair & maintenance (Major or Minor) of the vehicle including washing and servicing etc. will have be arrange by the owner of the vehicle at his own cost.
8. Keeping First Aid Box with arrangement of fire extinguishers is compulsory.
9. The vehicle is to be kept in a garage as near as possible to the reporting place not exceeding 3 Km. from the office / reporting place.
10. The vehicle owner may use the vehicle for his own purpose beyond the duty hours in prior permission from the undersigned.
11. The hire charge of garage is to be born by the owner of the vehicle.
12. Normally the vehicle will ply within the District of Jalpaiguri, Coochbehar and Darjeeling District.
13. Day-to-Day Log Book will have to be maintained and signed by the driver and the officer using the vehicle. Receipt Qty. of Fuel is to be entered in the Log Book (issued to him) by the custodian the vehicle day to day without fail.
14. The driver must have sufficient knowledge in Automobile so that instant repair on road may be immediately taken up by him without hampering the Govt. works.
15. The efficient driver with vehicle driving license not less than 5 years experience is essential.
16. In case of breakdown of the vehicle the same should be replaced by another one maintaining all terms of contract without hampering the Govt. works. No extra charges will be paid.
17. In case of withdrawal of the vehicle placed on hire the owner of the vehicle have to serve one month Notice (30 days) failing which action may be taken against him. However the department will have full right to terminate the contract with 24 hrs. Notice in case of unsatisfactory service.
18. The driver must report at the time and place to be directed by the vehicle in charge; last reporting will be considered as unsatisfactory service and will entitle to terminate the contract.
19. The hiring office shall have no liability what so ever arising out an accident involving the vehicle on duty.
20. The owners of the vehicle have to produce the bill in triplicate after the end of each calendar month for payment.
21. The payment will be made as per availability of fund from the Govt. no compensation or what so ever will be paid for delayed payment or any reason.
22. The quotation papers may be had on application along with submission of attested Xerox copy of Blue Book, Ownership, Fitness, Registration, Insurance, Pollution, Certificate, Tax Token or any other relevant papers if any. The quotations may be asked to produce all the above original documents to the satisfaction of the tender signed.
23. The acceptance of the quotation will rest on the Executive Engineer, Jalpaiguri Irrigation Division, who does not bind himself to accept the lowest quotation and reserves the right to reject any or all other quotation without assigning any reason what so ever.
24. The quotations must satisfy themselves before submission of their quotation by careful scrutiny and each and every page of the quotation should be signed by the Quotationer.

**Sub –Divisional officer
Banarhat Irrigation Sub-Division
Banarhat, Jalpaiguri**

Issued to

Sub –Divisional officer
Banarhat Irrigation Sub-Division
Banarhat, Jalpaiguri

ANNEXTURE
PARTICULARS OF THE VEHICLE

1. NAME OF THE OWNER & ADDRESS :
2. REGISTRATION NO. OF THE VEHICLE :
3. YEAR OF MANUFACTURE :
4. NAME OF DRIVER :
5. ENGINE NO. :
6. CHASSIS NO. :
7. RATE.
(A) MONTHLY BASIS :
- (B) DAILY BASIS :
8. Consumption of fuel and lubricant
Diesel – 12Km per Ltr.
Mobile = 500.00 Km. per Ltr. :

SIGNATURE OF OWNER