



GOVT. OF WEST BENGAL  
OFFICE OF THE REVENUE OFFICER  
KANGSABATI REVENUE DIVISION NO-II  
IRRIGATION & WATERWAYS DIRECTORATE  
P.O./P.S. - BISHNUPUR, DIST: - BANKURA

E-Mail Id – [krdbishnupur@yahoo.com](mailto:krdbishnupur@yahoo.com), Office Landline No – (03244)252-142, PIN - 722122

**NOTICE INVITING QUOTATION NO. 01 OF 2019-2020**

Sealed Quotation are hereby invited in prescribed format from the original owner of Motor Cab (Non A.C.) / Maxi Cab (Non A.C.) Diesel Engine having valid carriage contract permit for supply of one no. Motor Cab (Non A.C.) / Maxi Cab (Non A.C.) along with driver on daily rated but monthly hire basis for use in the office works etc. under the office of the Revenue Officer, Kangsabati Revenue Division No. II, Bishnupur, Bankura.

The vehicle may have to run along non-metal road and canals banks also.

The Car should be purchased on or after 2008 with diesel engine and as per the terms and conditions attached herewith.

The last date of application for issuing quotation papers upto 4.30 p.m. on 18/11/2019.

The last date of issuing for issuing quotation papers upto 4.30 p.m on 22/11/2019.

The quotation will be received by the undersigned upto 3.00 p.m. 26/11/2019 and will be opened at 3.30 p.m. on the same day in presence of the participants or their authorized representative.

Quotation paper consisting of the schedule and terms & conditions will be available from the office of the undersigned free of cost any working day upto 1.30 p.m. and till 18/11/2019.

The Quotationer will have to furnish attested/self attested Xerox copies of PAN Card, Current Insurance paper, Current Fitness certificate, State Commercial permit certificate, Pollution certificate, Road Tax clearance etc. along with application. Documents other than original will not be returned. All testimonials of original copies should be submitted alongwith attested Xerox copies for verification.

The rate of daily hire charge to be quoted both in words and in figure.

The Accepting Authority/ Superintending Engineer, Kangsabati Circle - I, Keduadihi, Bankura does not bind himself to accept the lowest quotation and reserves the right to accept and / or reject any or all the quotations for which no clarification will be given to the quotationers.

The quotation will be valid for 1 (one) year but may be extended.

Revenue Officer  
Kangsabati Revenue Division No.- II  
Bishnupur, Bankura

Memo. No – 320(4)

Dated – 13/11/2019.

Copy forwarded for favour of kind information to :-

1. The Superintending Engineer, Kangsabati Circle - I, Keduadihi, Bankura.
2. The Executive Engineer, DVC Study Cell, Jalasampad Bhavan, Bidhannagar, Kolkata – 700091, requesting for uploading the same on the Irrigation & Waterways Department website please.
3. Savapati, Bishnupur Panchayat Samiti, Bishnupur, Bankura.
4. Notice Board.

Revenue Officer  
Kangsabati Revenue Division No. - II  
Bishnupur, Bankura

## TERMS & CONDITIONS

1. The car will be hired on monthly basis whose payment will be made by ECS in favour of the owner on the basis of bill submitted at the end of every month duly checked and passed by the **Revenue Officer, Kangsabati Revenue Division No.-II, Bishnupur, Bankura.** Normally number of days of hiring will be Govt. working days of the month except specifically instructed.
2. The vehicle must have valid state commercial permit.
3. The rate should be inclusive of all repairs, servicing charges, supply of spare parts for repairing, hire all kinds of wages and allowances to the driver and cleaner (if there be a cleaner with the vehicle), all upto date tax clearance etc. inclusive fitness. Except Diesel and mobile oil the cost of no other material like gear oil, break oil, greases etc. will be paid.
4. Diesel and Mobil oil and other things (like gear oil, break oil, grease, distilled water etc.) will be supplied by the owner. 1 (one) litre of Mobil oil (at maximum) will be supplied by the owner per 500 (five hundred) km run of vehicle and maximum out-run of the vehicle per litre of diesel should be 12 (twelve) km for Motor Cab (Non A.C.) OR 10 (ten) km for Maxi Cab (Non A.C.). The Department will pay the cost of only Diesel and Mobil oil by monthly bill which will be supplied by the owner earlier.
5. The vehicle should be in good condition as regards to body, the interiors (towel, upholstery, fan etc.) and engine with necessary accessories and to be provided with an efficient driver having valid vehicle license. The driver must be conversant with the mechanism of automobiles so that instant repairing works on the road may immediately be taken up by him.
6. Normal duty hours will be 10 hours per day (excepting reporting & releasing time). But the vehicle may have to ply beyond this hours during scheme work, site work or any Government work, for which no over time allowance will be entertained.
7. The successful quotationer will have to arrange a garage for parking the vehicle after duty period at his own cost and risk.
8. The vehicle should have to be supplied with its driver who will be responsible to report for duty with the vehicle at the prefixed station within stipulated time unless otherwise specified.
9. The supplier of vehicle shall have to provide substitute of identical specification with suitable driver in the event of the entrusted vehicle being unavailable due to break down, servicing, maintenance and repairs of any other reasons to avoid acute inconvenience to this office. Otherwise double penalty of hire charges for that day/days of absence will be recovered from the bill of the vehicle owner.
10. Owner of the vehicle will be responsible for all types of repair and maintenance of the vehicle including periodical servicing and no payment will be made for this reason.
11. The successful quotationer must pay minimum wages to the driver engaged by him as per relevant rate in force of the Government.
12. The owner of the vehicle, whose quotation will be accepted, will have to execute a formal agreement with the **Revenue Officer, Kangsabati Revenue Division No. -II.**
13. The contract may be cancelled by a notice of one month in advance from either party.
14. The agreement is terminated without notice of one month by the supplier, then he will have to pay compensation for which a sum of Rs. 3,000/- (Rupees Three thousand) only will have to be deposited in favour of **Revenue Officer, Kangsabati Revenue Division No.-II** as guarantee money within 7 (seven) days from the date of acceptance of the tender and the same will be refunded after one month from the date of termination of the contract.
15. The undersigned reserves the right not to issue of prescribed proforma etc. to any of the applicant without assigning any reasons.

16. The Accepting Authority / Superintending Engineer, Kangsabati Circle-I, Kenduadihi, Bankura, reserves the right to cancel either the lowest or any other quotation without assigning any reason what so ever. The owner of the vehicle will have to report for testing the car within 3 (three) days of receipt of letter acceptance, failing which the quotation may be treated cancelled.
17. The contract agreement may require to be extended in exigency, if both the parties agree to do so at the existing terms and conditions of contract.
18. The authority reserves the right to take such penal measures as may be deemed fit like imposition of reduced rate of hire charges or even termination of contract on the basis of adverse report of the officials using the vehicle.
19. The authority will not have any liabilities arising out of any accident in running the car whether or not the same was caused due to negligence etc. of the driver. The authority will not be liable to pay any damage to the owner, driver or any third party arising out of the car.
20. Day to day Log Book will have to be maintained and signed by the driver and the officer using the vehicle and no monthly hire charge bill will be entertained with incomplete Log Book in any case.
21. The owner will be required to produce the bill in triplicate for payment after the end of each calendar month.
22. The authority may terminate the agreement at any time without assigning any reasons what so ever for which no compensation will be paid.
23. Payment of hire charge of vehicle will be made subject to availability of fund.

  
Revenue Officer  
Kangsabati Revenue Division No.-II  
Bishnupur, Bankura.

Certified that I have read all the above ( 23 points) terms and conditions and agree abide by the same and rate quoted by me is binding to all these terms and conditions.

Date:

Signature of the Quotationer

## FORMAT FOR SUBMISSION OF QUOTATION

Ref: - N.I.Q. No. 01 of 2019-2020 of Revenue Officer, Kangsabati Revenue Division No.-II, Bishnupur, Bankura.

Sl No.	Description	Rate of hire Charge Per day (Rs.)
1	<p>Supply of one No Motor cab/Maxi cab (Non A.C.) preferably purchased on or after 2008 on daily rated but monthly hire charge basis for the use of the Revenue Officer, Kangsabati Revenue Division No.-II, Bishnupur, Bankura as per terms &amp; condition stated in notice.</p> <p><b>Details:</b></p> <p>a) Registration No. of the vehicle. b) Name of owner of the car with full address and Phone no. if any. c) Address of the proposed garage of the vehicle. d) Driver's Name with present address &amp; his Driving license number &amp; validity period.</p> <p><b>Encls:-</b></p> <p>i) Xerox copy of Blue Book (as proof of ownership) ii) Xerox copy of Registration certificate iii) Xerox copy of Contract Carriage permit iv) Xerox copy of motor vehicle tax clearance certificate or receipt (Latest) v) Xerox copy of pollution Control Certificate or receipt.(Latest) vi) Xerox copy of Drivers License. vii) Xerox copy of Insurance papers or receipt. viii) Xerox copy of PAN Card.</p>	

I / We hereby agree to abide by all the terms & condition as laid down in quotation notice and agree to place Motor cab/Maxi cab (Non A.C.) purchased on or after 2008 in good running condition with driver with valid license and other relevant documents of the vehicle as per daily rated but monthly hire basis at the rate quoted above and I/we agree to executive a formal agreement in form No. 2911, 2911(i), 2911(ii) as applicable with other documents as per terms of quotation.

Signature of the Owner