



Government of West Bengal
Irrigation & Waterways Directorate
Office of the Additional Project Director-IV
DPMU-II, WBMIFMP
Jalasampad Bhawan, 9th floor
Salt Lake City, Kolkata-700 091

Notice Inviting Quotation: 03/DPD-VI, DPMU-II, WBMIFMP of 2019-2020

Sealed quotation in the Letter Heads as per proforma below are hereby invited by the undersigned from reliable Firms/Persons/Suppliers for supply of a **Motor Cab (Non Air-Conditioned)** with **Diesel Engine** on **Daily Hire Charge** basis with driver for the work as mentioned below for a period of **12 (twelve)** months or so from the date of issue of work order.

Name of Work : **Supplying a Motor Cab (Non-Air Condition) with driver for the use of the Additional Project Director - IV ,DPMU-II, WBMIFMP, Irrigation & Waterways Directorate, Jalasampad Bhawan (9th Floor), Kolkata-700 091.**

1. Last Date of receiving application : 16-03-2020 till 2.00 PM
2. Place of receiving application : Deputy Project Director (Civil)-VI,
DPMU-II, WBMIFMP, I&WDte.
Jalasampad Bhawan, 9th floor, Kol-91
3. Last date of issuing quotation paper : 16-03-2020 till 5.00 P M
4. Date and time of receiving Quotation paper : 17-03-2020 up to 2-00 PM
5. Date & time of opening quotation : 17-03-2020 at 2.30 PM
6. Quotation Accepting Authority : Additional Project Director-IV
DPMU-II, WBMIFMP, I&WDte.
Jalasampad Bhawan, 9th floor, Kol-91

The quotation shall be opened by the undersigned on 17-03-2020 at **2.30 PM** in presence of the intending quotationers or their authorized representatives who happen to be present at the time of opening. Accepting Authority does not bind himself to accept the lowest quotation and reserves the right to reject any or all of the quotation received, without assigning any reason whatsoever to the intending quotationers and also reserves the right to distribute the work amongst more than one quotationer.

The vehicle must be in good condition. The successful quotationers shall have to place the vehicle for a test run and checking by the undersigned at his (Suppliers) own cost. The quotation shall have to bear all the expenditure for maintenance and repair, servicing and tax to keep vehicle in readily operative condition. Cost of fuel and lubricants for running the vehicle shall be supplied by the quotationers which shall be paid by the Department on monthly basis alongwith the hire charge of the vehicle **(subject to availability of fund)**.

Separate quotation in sealed cover should be submitted for each work, as per list mentioned above, super scribing the name of the work on the envelope and addressed to the undersigned. The Quotationers shall quote the rate for the hire charges of the vehicle on daily basis. The salary of the driver with other establishment cost shall be borne by the owner of the vehicle. The Quotationers shall have to arrange for the garaging facility of the vehicle at his own cost, risk and responsibility. The intending Quotationers shall have to submit application along with the photocopies of **valid Contract Carriage Permit, Blue Book, Road Tax Certificate, Pollution Certificate, Registration Certificate, Insurance Clearance, PAN Card, Driving License etc. as applicable.**

If the vehicle becomes out of order the Supplier have to place alternative vehicle or any other alternative arrangement for performing duties, failing to supply alternative vehicle, hire charges for that day/ those days shall not be paid. The undersigned reserves the right to change or reduce the period of contract without assigning any reason, what so ever.

If the Supplier fails to comply with any of the above conditions, the undersigned reserves to take any action against him which may deem fit with respect to prevailing terms and conditions of the contract.

The Supplier should always keep the vehicle ready for duty and Log Books to be maintained at his own cost as per instruction.

Sd/-

Deputy Project Director(Civil)-VI
DPMU-II,WBMIFMP, I&WD
Jalasampad Bhawan, 9th floor, Kol-91

ADDITIONAL TERMS AND CONDITIONS

1. The payment shall be made through e-Payment mode in favour of the Supplier/owner on the basis of monthly bill submitted by the Supplier/Owner to the undersigned subject to availability of fund.
2. The vehicle shall have to be supplied along with its driver who shall be responsible to report for duty with the vehicle at the prefixed station within stipulated time unless otherwise specified.
3. The Supplier/Ownershall provide two separate '**Log Books**' for the vehicle which shall be issued and authorized by the competent authority.
4. No payment shall be made if the car is in break down condition or if any other mechanical defect develops thereby disrupting the journey, unless and otherwise the immediate replacement of the vehicle or any other alternative arrangement is made by the Supplier/Owner.
5. In case of failure to replace the defaulted vehicle immediately or in the event of failure of the driver to attend the duty for any reason whatsoever, if the office is compelled to arrange any other vehicle on its own for the sake of the journey, any excess cost involved for such arrangement, shall be recovered from the running bills of the Supplier/Owner as per agreement.
6. Supplier/Owner of the vehicle shall be responsible for all type of repairs and maintenance of the vehicle including periodical servicing and no payment shall be made for the period of repair of the vehicle unless and otherwise suitable replacement is made by another car in good condition.
7. The Supplier/Owner should ensure adequate and timely supply of fuel and lubricants to keep the vehicle in running condition. Officeshall pay the cost of normal Diesel @ 12 km run and Mobil oil @ 500 km run per litre respectively for all sorts of journey on pucca or kutcha road whether congested or non- congested.
8. Normal duty hours shall be 10 hrs. per day (excluding reporting and releasing time). This period may be extended as per necessity. The area of plying of vehicle shall be in and around Kolkata and may be extended to anywhere in West Bengal for the interest of Govt. works. Over time charge @ Rs. 20/- per extra hour, exceeding normal duty hours shall be allowed as per approved rate from competent authority.
9. The authority shall not have any liability and responsibility arising out of any accident while the vehicle is on official duty. The authority shall not be liable to pay or compensate any damage to the vehicle or to the driver or to any other 3rd party affected due to this accident or over rule of the traffic signal.
9. The vehicle shall be tested before hiring and it should be running in good condition with its body parts and engine well maintained.
10. 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.
11. The authority reserves the right to extend the validity of contract beyond the expiry of period of contract at the same terms & conditions including rate under the mutual agreement by both the sides.
12. Claim for escalation of rate due to any reason during the validity of contract period, if any will not be entertained.

13. The lowest rate will be accepted and the successful Quotationer shall have to execute formal agreement with Deputy Project Director (Civil)-VI, DPMU-II, WBMIFMP, I&WD, Jalsampad Bhawan, 9th floor, Kol-91 as per terms and conditions as laid down in the Notice Inviting Quotation.
14. The agreement is terminable with a prior notice of 15(fifteen) days both from either side.
15. The Supplier/Owner of the vehicle shall have to report for testing of car within 7(seven) days of receipt of letter of acceptance.
16. Garage distance allowed is maximum 10 km(5 km each for up & down) or the actual distance whichever is less for each day journey.
17. The authority may terminate the agreement at any time without assigning any reason whatever for which no compensation shall be paid.
18. Any fake documents/information submitted by the supplier will invite legalaction/punishment against the supplier as per rules.

Signature of the Quotationer:

Date:

Memo No.: 132-DPMU-II

Dated:06/03/2020

Copy forwarded for information & having displayed in Notice Board.

1. TheProject Director,SPMU, WBMIFMP, I&W Directorate, Jalsampad Bhawan, 9th floor.
2. Additional Project Director-IV, DPMU-II, WBMIFMP, I&W Directorate, Jalsampad Bhawan, 9th floor, Kolkata-91.
3. The Executive Engineer, DVC Study Cell, I&W Directorate, Jalsampad Bhawan, 7th floor. He is requested to upload the Notice in I&W Directorate Website. Kolkata-91.

Sd/-

Deputy Project Director (Civil)-VI
DPMU-II, WBMIFMP, I&WD
Jalsampad Bhawan, 9th floor, Kol-91

Proforma

Notice Inviting Quotation: 03/DPD-VI, DPMU-II, WBMIFMP of 2019-2020

Name of Work : Supplying a Motor Cab (Non-Air Condition) with driver for the use of the Additional Project Director - IV, DPMU-II, WBMIFMP, Irrigation& Waterways Directorate, Jalasampad Bhawan (9th Floor),Kolkata-700 091.

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1. (a) Registration No. of the Car :

 2. Model with year :

 3. Daily hire charges[**Monthly hiring basis**]
(Including Salary of Driver with other :
Establishment cost)

 4. Consumption of Mobil oil :

 5. Consumption of fuel :

 6. Over time(Beyond 10hrs. of :
Normal duty)

N.B:I shall not claim additional amount for use of branded fuel & Lubricant etc. (if any).

Signature of the Quotationer