



GOVERNMENT OF WEST BENGAL  
IRRIGATION AND WATERWAYS DIRECTORATE  
OFFICE OF THE REVENUE OFFICER,  
DAMODAR IRRIGATION REVENUE DIVISION NO - III,  
CHINSURAH, HOOGHLY.  
PHONE&FAX-033-2680 2397,Pin- 712101  
dir03.chin@gmail.com

Memo No. 33

Dated 19-1-2021

**Notice Inviting Quotation No- 02 of 2020-21.**

**Name of Work: Hiring of Hire- Charged Commercial Ambassador/Luxury Car for use of the Assistant Canal Revenue Officer, Boinchi, D.I.R.D.-III, Chinsurah, Hoogly with effect from 15.02.2021 on monthly hire charge basis**

**Acceptance No.- .....**

Sealed quotation from contractors/owners having Commercial Ambassador/Luxury Car, fit in all respect are hereby invited for the above works as per specification given below. The quotation should reach in this office on or before 1 PM on 10-02-2021 positively. The quotation will be opened at 2 P.M. on the same day in presence of the participants or representative of the intending participants. **Last date of application is up to 1 PM on 10-02-2021.**

**PARTICULARS:-** Details specification may be obtained from the office the undersigned on any working day between 12 noon to 4 PM up to date 09-02-2021 after showing valid competence certificates or they may observe it In the Departmental Website within the stated period.

ALL QUOTATIONERS ARE REQUESTED TO NOTE THE POINTS AS STATED BELOW. FAILING ANY ONE OF THE SAME WILL BE TREATED AS DEFECTIVE QUOTATION.

Intending quotationers shall apply in writing for permission to participate in the quotation and shall produce it to the satisfaction of the Revenue Officer, Damodar Irrigation Revenue Division No. III, Chinsurah, Hooghly for which quotation has been called for.

1. The Intending quotationer must produce valid relevant documents related to the car & taxes.
2. Rate should include all taxes and other charges(if any).
3. Any quotation which will reach this office after schedule date & time will not be considered for acceptance.
4. The quotation should be superscripted with "Name of Work" on the sealed cover envelop.
5. The rate should be quoted legibly both in words and figure.
6. Accepting Authority reserves the right to object any or all the quotation without assigning any reason thereto.
7. Successful quotationer will have to execute agreement in Indian non Judicial Stamp paper for laying terms & conditions.

Revenue Officer  
Damodar Irrigation Revenue Division No. III  
Chinsurah, Hooghly

Memo No. /1(6)

Dated.19-01-2021.

Copy forwarded for information and necessary disposal please, to the:-

1. Superintending Engineer, Damodar Irrigation Circle, Kanainatshal, Purba Bardhaman.
2. District Magistrate, Hooghly, Chuchura
3. Secretary, Zilla Parishad, Hooghly, Chuchura
4. Divisional Accounts Officer, Damodar Irrigation Revenue Division No. III
5. This Office Notice Board.
6. Executive Engineer, DVC Study Cell, Jalasampad Bhaban, Salt Lake, Kolkata with request for uploading the Notice in I & W website.

Revenue Officer  
Damodar Irrigation Revenue Division No. III

**SPECIFICATION**

**Name of Work:** Hiring Charges of Ambassador/Luxury Car for use of the Assistant Canal Revenue Officer, Boinchi, D.I.R.D.-III, Chinsurah, with effect from 15-02-2021

Sl.No.	DESCRIPTION OF WORK	Rate per day in Rs.
1.	Hiring Charges of a Luxury diesel car for use of the Assistant Canal Revenue Officer, Boinchi, D.I.R.D.-III, Chinsurah, with effect from 15-02-2021 (unit per day)	

**Description of car** :

**Name of proprietor** :

**Vehicle No.** :

**Date of Purchase** :

**Terms and Conditions**

1. The car should be purchased after 2015.
2. The Luxury diesel car must be tip-top condition and should be provided with an efficient Driver with proper driving license not less than three years along with tax token, Blue book, etc. as directed by the Revenue Officer. The garage of the car shall be arranged by the owner of the vehicle and the reporting mileage will be 5 K.M.(Max) for to and fro journeys.
3. The owner of the vehicle must possess the contract carriage license and shall have to produce the same when called for.
4. The vehicle should normally run from 10.00 A.M. for 10 hours, in a day but in case of necessity, it should run beyond the specification hours.
5. Although the car is meant for the use of Assistant Canal Revenue officer, Boinchi, however it may be used for the use of Revenue Officer, Assistant Canal Revenue Officer ( Head Quarter) or any other officer, if required and it is solely at the discretion of the Revenue Officer, DIRD-III, Chuchura.
6. The agency will have to arrange fuel and lubricant for the vehicle which will be paid at the following Govt. approved norms.
  - a) Diesel 1(one) Ltr. /12 K.M. run
  - b) Mobil 1(one) Ltr./500K.M. run
7. A substitute vehicle with driver have to be provided in case of any break-down of the hired vehicle or in absence of the Driver, failing which the contract will become null and void.
8. The vehicle will not normally be required on Saturday & Sunday or any public holidays, but if required, the owner should provide the same on normal charges.
9. There should have proper meter for recording Kilo-Meterage.
10. A log Book should be maintained by the office to record the movement of the vehicle, the K.M. run on each day.



11. The payment of hire charges will be made for the duty per day only. If the vehicle is used for part of a day , full days payment will be made.
12. he owner of the vehicle shall bear the cost of running /repairing/overhauling/ pay & overtime of driver. However, overtime @ 20/-(Rupees Twenty) only per hour will be given for duty beyond 10 hours.
13. The Dept. shall not be responsible for any damage, accident, insurance tax etc. of the vehicle and no liability will be taken by the Govt. for mending good any damages of the vehicle as well as no liability of driver would be borne by the Government.
14. The acceptance of hiring of the vehicle may be discontinued with 1(one) month notice from either side during the period of contract/work order for which no compensation will be made.
15. The working hours should be treated from the time of reporting to the officer as directed to the time of releasing the vehicle as recorded in log book.
16. The vehicle will normally run within the territorial jurisdiction of the Dist. Hooghly , Kolkata & Bardhaman, but if requires, it may run anywhere in the State of West Bengal in the interest of Government works.
17. Duty off for any working day or days will be verbally informed to the driver on the previous day or as the situation would be.
18. If the vehicle does not report for duty any day on appointment time, satisfactory reason to be submitted to the Revenue Officer and if not accepted by Revenue Officer the contract will be liable to be discontinued and cancelled as would be decided by the officer.
19. If the documents of the vehicle is not in the name of applicant then applicant may produce affidavit in favor of his authority. He have to submit all the original documents in favor of him with in 3 (Three) from getting the work order.

Sign of the proprietor/Agency : \_\_\_\_\_

Permanent Accountant Number: \_\_\_\_\_

GST. NO. : \_\_\_\_\_



Revenue Officer  
Damodar Irrigation Revenue Division No. III  
Chinsurah, Hooghly