



Memo No : 733

Date :29.12.2021

**NOTICE INVITING QUOTATION NO. 01/EE/JFMPD of 2021-22**

Sealed quotation in plain paper/company's letter head as per prescribed proforma (Annexure – I) are hereby invited by the undersigned on behalf of the Governor of West Bengal from the interested vehicle owners/ suppliers / reputed travel agencies / contractors for official use & site inspection within the terms and conditions attached herewith for hiring on daily basis for the work "Hiring 1 (one) number diesel driven Maxi/ Motor Cab (Non-A.C.) with driver on daily rated monthly basis for the use of the Executive Engineer, Jhargram Flood Management & Planning Division, Jhargram".

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

1. Last date of application : 10.01.2022 up to 16-00 hrs.
2. Last date of issue of quotation papers : 11.01.2022 up to 16-00 hrs.
3. Date of dropping : 13.01.2022 up to 14-00 hrs.
4. Date of opening : 13.01.2022 after 15-00 hrs.

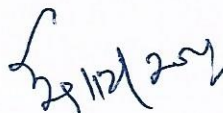
Quotation must be submitted with self attested xerox copy of PAN, Professional Tax clearance certificate, Road Tax challan, Insurance, Certificate of registration and Pollution certificate etc.

The intending quotationers must quote the rate of daily rated monthly basis both in figures and words as per proforma (Annexure – I) enclosed with the quotation.

The quotation will be received in the Tender Box kept in the chamber of the undersigned on the date and time mentioned above and will be opened by the undersigned in presence of the intending participating quotationers. No quotation will be entertained by post or hand.

The acceptance of the quotation will rest upon the competency of the **Superintending Engineer, Western Circle – II, Irrigation & Waterways Dte., Midnapore, Pin – 721101.** The acceptance authority has all rights to accept or cancel any or all quotations without assigning any reason thereof.

The lowest quotationer whose quotation has been accepted will have to execute a formal agreement in triplicate with the undersigned in W.B. Form No. – 2911 of the accepting terms and conditions.

  
Executive Engineer (I & W Dte.)  
Jhargram Flood Management &  
Planning Division, Jhargram

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Copy to :

- 1) The Superintending Engineer, Western Circle – II, Irrigation & Waterways Dte., Midnapore, Pin – 721101 for favour of his kind information & wide circulation.
- 2) The Executive Engineer, Kangsabati Canal Division No. V, Jhargram for favour of his kind information & wide circulation
- 3) The Assistant Engineer - 1 / JFMP Division for his information & wide circulation.
- 4) The Assistant Engineer – 2 / JFMP Division for his information & wide circulation.
- 5) The Sub-Divisional Officer, Jhargram Irrigation Sub-Division for his information & wide circulation.
- 6) Office Notice Board.

  
Executive Engineer (I & W Dte.)  
Jhargram Flood Management &  
Planning Division, Jhargram

## TERMS AND CONDITIONS

The quotation should meet the following terms and conditions for such hiring of vehicle. The interested persons are requested to go through the terms and conditions **carefully** before quoting their rates.

1. The supplier of the vehicle should be either the owner or have proper authorization from the owner to supply the vehicle. Quotation paper will be issued to the intending owner of the vehicle on production of following documents: i) Certificate of registration from the appropriate authority ii) Tax clearance certificate from Tax Office of M.V. Department iii) Contract carriage permit of Maxi / Motor Cab issued by the competent authority iv) Auto emission testing certificate v) Certificate of insurance of passenger carrying commercial vehicle vi) PAN card
2. The owner of the vehicle will shoulder the cost of running repair and maintenance of the vehicle as well as Driver salary and other expenditure if any. The cost of any urgent repair of the vehicle done by the Department at outstation during inspection will be recovered from Supplier's bill.
3. The vehicle must be in good running condition with valid commercial permit must be maintained in tip top condition in every respect. The vehicle should satisfy Bharat Stage II/III emission norms by automobiles.
4. The car will have to run in any motorable road including kutchra road. The car and the driver must be physically fit to undertake a long journey per day at a stretch. The driver of the car must be conversant with the mechanism of automobiles so that instant repairing work may immediately be taken up by him.
5. 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.
6. The contract period of the vehicle is normally **1 (one) year** and which may be renewable on expiry of terms subject to the discretion of the undersigned.
7. The authority for hiring the vehicle will not be responsible to pay compensation either to the owner/supplier Driver or any third party arising out of accident, damages, caused due to the part of the driver or due to loss, theft or any Court Cases etc. The penalty that might be imposed by the police authority for violation of traffic rules is to be borne by the owner / supplier.
8. The owner / supplier at his own cost will make necessary arrangement for auto emission testing etc. as per vehicle rules and will kept the auto emission test certificate ready with the driver and to be produced whenever required by the competent authority
9. The responsibility of maintaining of departmental Log Book up to date as per actual journey and as per proforma remain upon the driver and the Log Book will be under the custody of the driver.
10. The agreement will normally terminable with prior notice of one month from either side.
11. If the vehicle owner fails to supply or withdraw his vehicle in any reason within the contract period the earnest money will be forfeited to the Government and no claim in this regards will be entertained.
12. Normal hours of duty will be 10 (Ten) hours per day.
13. Diesel and Mobil and all other types of fuel / Oil / Lubricant for running the vehicle will have to be supplied by the supplier / owner of the vehicle. Consumption of Diesel and Mobil oil will be allowed by the Department as per actual consumption basis (maintained as per log book), subject to the condition of minimum prescribed limit of run of the vehicle per liter of fuel as given below :-

Type of Vehicle	Fuel	Minimum permissible limit of run
Motor/ Maxi Cab – Non A.C. (Diesel)	Diesel	12 (Twelve) km per liter
	Mobil	500 (Five Hundred) km per liter

The cost of Diesel and Mobil oil will reimbursed to the supplier as per prevailing market rate on the date of purchase on production of necessary vouchers along with the bill.

14. No accommodation will be available for Garage and Driver by the Department. The Garage of the vehicle should be very nearer to the office of the undersigned.
15. The work order will be issued after acceptance of the rates of the quotation. The vehicle will be supplied within 7 (Seven) days from the date of issue of the work order/ acceptance, failing which the work order may cancelled and action may be taken as per rules.
16. No other terms and conditions from the supplier will be entertained and in case of violation of the above terms and conditions the quotations will be liable to be rejected.

  
Executive Engineer (I & W Dte.)  
Jhargram Flood Management &  
Planning Division, Jhargram

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**PROFORMA (Annexure – I) FOR SUBMISSION OF QUOTATION**  
**NIQ No.- 01/EE/JFMPD of 2021-22**

1) Name of owner/ Supplier (In Block Letter) :

2) Postal address & Phone No. :

3) Year of Registration of the car :

4) Address of the registration authority and registration no.:

5) Hire charges rate offered on daily rated monthly basis: Rs. (in figure) ..... per day

(In word Rupees .....)

.....)

Date.....

Signature of the Vehicle Owner / Supplier