



GOVERNMENT OF WEST BENGAL
IRRIGATION & WATERWAYS DIRECTORATE
Office of The Sub Divisional Officer
Investigation & Planning Sub- Division(C)-No-I
Berhampore, Murshidabad.

MEMO NO: 08/SD(1)/MSD

DATED : 24.02.2022

NOTICE INVITING QUOTATION NO : 01 / S.D.O /I&P(C) NO-I OF 2021 – 2022

Sealed quotation is hereby invited from the agencies / companies / bonafied outsiders in their letter headed Pad by the Office of the Executive Engineer Investigation & Planning Division(C), Berhampore, Murshidabad for the work specified below;

Name of work: Supplying Non-A.C. Diesel vehicle including driver, for the use of the Executive Engineer, Investigation & Planning Division(C), Berhampore, Murshidabad.

Irrigation and Waterways Directorate.

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| 1. Last Date of receiving application | : 04.03.2022 up to 2.00 PM |
| 2. Place of receiving application | : Office of the Sub-divisional Officer Investigation & Planning Sub-division(C) No-I Berhampore, Murshidabad. |
| 3. Last date of issuing quotation paper | : 07.03.2022 from 12.00 Noon to 2.00 PM |
| 4. Date & time of dropping quotation paper | : 09.03.2022 up to 1.00 PM |
| 5. Date & time of opening quotation | : 09.03.2022 at 2.00 PM |

Duration of Contract: 365 (Thee Sixty Five) days.

Terms & Conditions:

- The rates shall be quoted inclusive of all taxes and no extra rate will be entertained.
- The quotation will be addressed to in favour of the Sub Divisional Officer, Investigation & Planning Sub-Division(C)-I, Berhampore, Murshidabad.
- Valid PAN Card, P. Tax, valid GSTIN, Trade License, Vehicle Regn. Certificate, Etc. should be produced in original/Attested Xeroxed copy of those certificates should be submitted during submitting the quotation papers.
- No quotation will be allowed by post.
- The Superintending Engineer, Investigation & Planning Circle-I, I & W. Dte. reserves the right to accept or cancel any quotation without assigning reason what so ever.
- Time allowed for the work should strictly be adhered to.

Sd/-

Sub Divisional Officer

**Investigation & Planning Sub- Division(C)-I
Berhampore, Murshidabad**

TERMS & CONDITION FOR HIRING OF NON-AC VEHICLE (DIESEL)

- 1) The Supply of Diesel Motor Cab(Bharat Stage III or above) should have hire carriage permit. The rate should be inclusive of all repairs, supply of spare parts, pay & all kinds of allowances of Driver & cleaner and all taxes etc.
- 2) The car will have to be replaced by another Diesel Motor Cab without any extra cost when the existing car becomes unserviceable due to break down or any other cause.
- 3) The car will have to run in any motorable road including kancha road. The car and the Driver must be physically fit to undertake a journey or run 300 k.m. per day at a stretch. The Driver must prepare to halt frequently outside the head quarters & must follow the instruction of the officer using the car. The Driver of the car must be conversant with the mechanism of automobiles so that instant repair work may immediately be taken up by him.
- 4) The dept. will not provide the arrangement for garage of the vehicle. The owner deserves to keep the vehicle in his own garage. The garage should be very nearer (with in 5 k.m.) to office of The Executive Engineer, Investigation & Planning Division(C),Berhampore, Murshidabad.
- 5) Diesel will be issued at the maximum rate of 1(one) litre per 12 k.m run & Mobil will be issued at the maximum rate of 1(one) litre per 500 k.m run of the vehicle. The O.T. in excess 10hrs. of duty, will be provided at a rate of Rs 20.00 per hr.
- 6) The vehicle will be hired on daily basis. The payment will be made monthly on production of bill to the Executive Engineer, Investigation & Planning Division(C), Berhampore, Murshidabad. 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.
- 7) The car must be maintained in tip top condition in every respect particularly the seats, foot mats, inner light, fitting arrangement of window glasses, locking arrangement etc. must be in good condition all the time.
- 8) Any complain regarding defects in the car must be promptly attended and defects must be repaired forthwith by the owners of the car. In the event of non- compliance the undersigned will make necessary arrangements for repair of the defects and the cost thereof for such work may be realized from the hire charges of the owners.
- 9) The Road tax , Insurance premium , P.U.C certificate , Hire carriage Permit & all other relevant papers should be renewed by the owner , in time during period of contract at the cost of owner.
- 10) To maintaining the Deptt. Log book up to date as per actual journey will remain custody of the driver of the car.
- 11) The condition of the contract may be terminated with one month notice, if required without any precondition.
- 12) No payment will be made for the day on which the vehicle has no run. The bill in triplicate addressed to the office of undersigned to be submitted after completion of one month run.
- 13) The vehicle should satisfy Bharat stage – III or above emission norms by automobiles.
- 14) Acceptance of the quotations will vest with The Superintending Engineer, Investigation & Planning Circle-I, Irrigation and Waterways Directorate. Berhampore, Murshidabad who reserve the right to accept or reject any of the Quotation (s) as received without assigning any reason.
- 15) No subsequent letter other than contract in proper form will be entertained and this will not only invalidate but also call for disciplinary action against the quotationers.
- 16) The successful quotationers will have to produce valid clearance certificate of P.Tax., Income Tax and carriage permit at the time of acceptance of the quotation by The Superintending Engineer, Investigation & Planning Circle-I, Irrigation and Waterways Directorate. The quotation which contains over writing manipulation liable to be rejected . All corrections should be attested under the dated initial of quotationers.
- 17) No advance payment will be made for hire charge & fuel etc. Payment will be made subject to availability of fund.
- 18) The vehicle must be placed within 7(Seven) days after receiving Work Order from the competent authority.

Sd/-

**Sub Divisional Officer
Investigation & Planning Sub- Division(C)-I
Berhampore, Murshidabad**

**Signature of
Quotationer**

Memo No. 08/SD(1)/MSD/1(2)

Dated: 24.02.2022

Copy forwarded for information and wide circulation to the

- 1) The Superintending Engineer, Investigation & Planning Circle-I, Jalasampad Bhawan, Salt Lake City, Kolkata.
- 2) The Superintending Engineer, North Irrigation Circle II, Berhampore, Murshidabad.

Sd/-

Sub Divisional Officer
Investigation & Planning Sub- Division(C)-I
Berhampore, Murshidabad

Memo No. : **08/SD(1)/MSD/1 (7)**

Date: 24.02.2022

Copy forwarded for favour of his information and wide circulation by display through his office notice board to the:

- 1-3) The Executive Engineer, Berhampore Irrigation Division/Ganga anti erosion Division II, Berhampore, Murshidabad/Ganga anti erosion Division I, Jangipure, Murshidabad.
- 4) Notice Board of Investigation & Planning Sub-division(Central) No-I, Berhampore.
- 5) The Divisional Estimator of Investigation & Planning Division(Central).
- 6) The Accounts Section of Investigation & Planning Division(Central), Berhampore.
- 7) The District Magistrate, Berhampore, Murshidabad.

Sd/-

Sub Divisional Officer
Investigation & Planning Sub- Division(C)-I
Berhampore, Murshidabad

Schedule of terms & Condition
(To be filled by the quotationers)

- 1) Name of owner / Supplier :
With full address & Phone No.
- 2) Driver's Name , with full address :
- 3) Registration No. of the car :
- 4) Model with year :
- 5) Daily Hire Charge :
(Calendar days)
- 6) Overtime charges per hour :
Beyond the normal duty hours
(10 hrs.)
- 7) Consumption of Motor oil (*Mobil*) :
- 8) Consumption of Fuel (Diesel) :

NB: Consumption of P.L.O. will be calculated on the basis of Item No. 7 & 8 above & in case of any excess consumption P.O.L. the cost will be realised from the respective hire charges Bill.

Sd/-

Signature of Quotationer
Dated :

Sub Divisional Officer
Investigation & Planning Sub- Division(C)-I
Berhampore, Murshidabad