

GOVT. OF WEST BENGAL
IRRIGATION & WATERWAYS DIRECTORATE
OFFICE OF THE SUB-DIVISIONAL OFFICER
PANSKURA(IRRIGATION)SUB-DIVISION NO-I, PANSKURA, PURBA MEDINIPUR

.....
Notice Inviting Quotation No- 01/P1 of 2022-2023

Sealed quotations are hereby invited from reliable bonafied owners of Motor car having contact carriage permit from Regional Transport Authority for "Supplying of a Non A.C diesel driven Motor Cab on monthly hire(daily rate)basis when necessary for the use of office of the Sub-Divisional Officer, Panskura(Irrigation) Sub-Division No-1, Panskura".

Rate should be quoted with all taxes and all charges as mentioned below. Quotation must be made on daily basis. Quotations shall be submitted in prescribed format which will be available free of cost in office of the undersigned.

Last date of issue of quotation papers:-28.10.2022.

Last date of dropping of quotation papers: 01.11.2022.

Quotation papers will be issued to the intending quotationers free of cost at any working days up to 17:00 hrs after checking necessary papers which needs to be dropped in sealed cover super scribed quotations for supplying **Non A.C diesel driven Motor Cab** in this office by 14:30 hrs on 01.11.2022 and will be opened on the same day at 15:00 hrs. by the undersigned in presence of the participating quotations or authorized representatives.

Accepting authority: Superintending Engineer, Western Circle – III, I & W Dte.

The accepting authority reserve the right to accept or reject any of the quotation (s) as received without assigning any reason.

Time period is allowed for 2(two) months from the date of commencement as per work order.

The successfully quotationer will have to execute a formal agreement with the undersigned in duplicate in W.B. Form No-2911 After opening the quotation the successful quotation will have to produce the car with driver at preinformed time for trial run at his own cost. Condition of the car as well as skill and experience of the driver will be the main criteria in quoting the offer. Detailed information will be available from the office of the undersigned during office hours in any working days.

The following conditions must be understood clearly by the quotation for accepting of the same

1. Self attested photo copies of valid Pan card, Adhar card, Road Tax clearance certificate, Insurance, Registration certificate/Blue Book, Pollution Controll Certificate, Name & Address of Driver with valid driving License, as per existing Govt. rules are to be submitted along with the application and these will be verified with the original.
2. Contract is valid for one year starting from the date of issuing of work order.
3. Contract may be extended in emergency for a short period at the same rate with the consent of the owner.

4. Owner must arrange for a substitute car in case of non availability of the regular car.
5. The hired car must be tiptop condition.
6. The car will be engaged for 10(ten) hrs. per day and additional charge @ Rs. 20/- per hour beyond 10(ten) hours.
7. Fuel allowed 12 km per liter, and Mobile oil @ 5 liters per 2500 km run.
8. Driver should take responsibility for long drive and outside night stay if situation demands.
9. Driver may perform his duty even in holidays whenever required.
10. Owner may terminate the contract any time for which 1(one) months prior notice of one month.
11. Sub-Divisional officer may terminate the contract any time with a prior notice of one month.
12. The quotationer should sign all the pages issued with the Quotation Schedule.
13. The car should be maintained always in tiptop condition and should be providing with a skilled and experienced driver having the least 3(three) years experience and standing valid license up to full satisfaction of the undersigned. All papers connected with the car should be retained in the car. The driver along with the car should report for duty everyday the pre-intimated time and place. Change of driver must be intimated. Name and driving license of the new driver is to be submitted.
14. The driver must maintained required decorum in the office while on duty so for his behavior, conduct and dress are concerned. The driver shall not be intoxicated while on duty. If his behavior is objectionable in any manner and if he does not behave himself properly on warning, the driver, on request from this end, should immediately remove and a substitute be provided.
15. However, for the prompt communication with the vehicle owner for better performance of public service, a telephone connection at the residence of vehicle owner will be considered as a desirable credential of the quotationer.
16. A detachable board as will be prescribed by this office is to be fixed properly in front of vehicle that should be covered when the vehicle will not be used in Govt. works.
17. The vehicle will be engaged on working days of the office. All normal public or Gazetted holidays declared by the competent authority will be treated as non-working day. The vehicle may be used on non-working days also if necessary with prior intimation.

dmf 19/10/22

Sub-Divisional Officer
Panskura(I) Sub-Division No-1
Panskura, Purba Medinipur
Date:- 19.10.2022

Memo No:- 695^{P-1}/1(6).

Copy for information to:-

- ✓ 1) Superintending Engineer, Western Circle-III, I & W Dte., Tamluk, Purba Medinipur.
- 2) The Executive Engineer, East Midnapore Division(I & W Dte.)Tamluk, Purba Medinipur
- 3) The S.D.O Panskura-II/ Tamluk(I) Sub-Division/ Investigation Sub-Division No-1
- 4) Notice Board.

dmf 19/10/22

Sub-Divisional Officer
Panskura(I) Sub-Division No-1
Panskura, Purba Medinipur