



**Government of West Bengal
Irrigation and Waterways Directorate
Office of the Sub-Divisional Officer
L.D.C Sub-Division No-I
Fuleswar, Howrah**

Memo No:- 1000

Date-21.11.22

NOTICE INVITING QUOTATION NO. 01 /LDCSD-I of 2022-2023

Sealed quotation in plain paper are invited from the registered owners of Ambassador / Tata Indigo Vehicle(Diesel) for “**Supplying non A.C. Diesel Vehicle including driver, for the use of the Sub-Divisional Officer, L.D.C. Sub-Division No.-I under L.D.C. Division, I & W Dte, Fuleswar, Howrah-711315.**”

The rate should be quoted on daily basis both in figure & words.

The quotation will be received in the Tender Box kept in the chamber of the Sub Divisional Officer, L.D.C. Sub-Division No.-I, Lower Damodar Construction Division on **05.12.22 up to 2:00 p.m.** and will be opened by the undersigned at 3.:30 p.m. on the same day in presence of the intending participating quotationers. No quotation will be entertained by post or hand.

Accepting Authority: Superintending Engineer, Western Circle-I, I & W.D.

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 1 year of the date of commencement as per work order.

The quotation should meet the following terms and conditions for such hiring of vehicle and will be available in the office of the Sub Divisional Officer, L.D.C. Sub-Division No.-I on any working day within the office hours. The interested persons are requested to go through the terms and conditions before quoting their rates.

TERMS & CONDITION FOR HIRING OF CAR (DIESEL)

- 1) The car to be supplied should have hire carriage permit. The rate should be inclusive of all repairs, supply of spare parts, pay & all kind of allowances of Driver & cleaner and all taxes etc.
- 2) The car along with the driver will be at the disposal of the Sub Divisional Officer, L.D.C Sub Division-I, I. & W. Dte. Govt. of West Bengal,. The car will have to be replaced by another ambassador car (Diesel) 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 kuchha road. The car and the Driver must be physical fit to undertake a journey or run upto 500 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 depts. 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 Sub Divisional Officer, Howrah Drainage Sub Division, I&W. Dte.

- 5) Diesel will be issued at the maximum rate of 1(one) litre per 12 k.m run & Mobile 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 taken up on monthly hire basis but to be daily rate basis. 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 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 arrangement for repair of the defects and 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 paper 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 emission norms by Government.
- 14) Acceptance of the quotations will vest with the Superintending Engineer, Western Circle-I (Irrigation)-Jalasampad Bhawan, Salt Lake Kolkata-91 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 G.S.T, P.Tax. Income Tax and carriage permit at the time of acceptance of the quotation by the Superintending Engineer, Western Circle-I(Irrigation), Jalasampad Bhawan, Salt Lake, Kolkata-91
- 17) The quotation which contains over writing manipulation liable to be rejected. All corrections should be attested under the dated initial of quotationers.
- 18) No advance payment will be made for hire charge & fuel etc. Payment will be made subject to availability of fund.

Sub-Divisional Officer
L.D.C Sub-Division No.-I
Fuleswar, Howrah

Memo No : 1000/1(5)

Date :21.11.22

Copy forwarded to :

- 1) Superintending Engineer, Western Circle-I,I&W.D. Jalasampad Bhawan, Salt Lake, Kolkata-91 for favour of his kind information & wide circulation.
- 2) The Executive Engineer-II, Lower Damodar Construction Division, Fuleswar,Howrah.
- 3-4) The Sub-Divisional Officer, Seijberia Irrigation Sub-Division, LDCSD- II, for information & wide circulation.
- 5) Office Notice Board.

**Sub-Divisional Officer
L.D.C Sub-Division No.-I
Fuleswar, Howrah**

PROFORMA FOR SUBMISSION OF QUOTATION
NIQ NO.-01/LDCSD-I OF 2022-2023

- 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 basis : Rs. Per day

- 6) Fuel service offered
 - a) Diesel : Km per litter
 - b) Mobil : Km per litter

- 7) OT Charges rate offered : Rs. Per Hour.

Date.....

Signature of the Vehicle Owner/Supplier