

GOVERNMENT OF WEST BENGAL
IRRIGATION & WATERWAYS
DIRECTORATE



OFFICE OF THE SUB-DIVISIONAL
OFFICER
LOWER DAMODAR
CONSTRUCTION SUB-DIVISION
NO- III
AMTA, HOWRAH-711401

Memo No-452

Date-22.10.24

NOTICE INVITING QUOTATION NO:01/SUB/LDC-III of 2024-2025

Sealed quotation are hereby invited from the agencies/ Companies/ bonafied outsiders in their letter headed Pad by the Sub-divisional Officer, Lower Damodar Construction Sub- Division No-III, Amta Howrah for the work specified below.

Name of the work: **Supplying Non- A.C Diesel vehicle including driver, for the use of the Lower Damodar Construction Sub- Division No-III, Amta Howrah.**

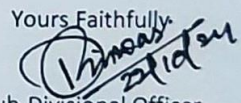
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|--|---|
| 1. Last date of receiving application | : 05.11.24 upto 02.00pm |
| 2. Place of receiving application | : Lower Damodar Construction Sub- Division No-III, Amta, Howrah |
| 3. Last date of issuing quotation paper | :05.11.24 from 2.30pm to 5.00pm |
| 4. Date & time of dropping quotation paper | :06.11.24 upto 2.30pm |
| 5. Date & time of opening quotation paper | :06.11.24 at 3.00pm |
| 6. Quotation accepting authority | : The Additional Project Director-IV, DPMU-II, Irrigation & Waterways Directorate |

Time allowed for execution of work:- 365 (Three sixty five) days.

Terms & Conditions:

1. The rates shall be quoted both in figure & in word & shall be inclusive of all taxes and no extra rate will be entertained.
2. The quotation will be addressed to in favour of the Lower Damodar Construction Sub- Division No-III, Amta Howrah.
3. No conditional quotation will be entertained. Valid PAN card, Vehicle Regn. Certificate etc. Should be produced in original/ Attested photo copies of those certificates should be submitted during submitting quotation papers.
4. No quotation will be allowed by post.
5. The Additional Project Director-IV, DPMU-II, Irrigation & Waterways Dte. Reserves the right to accept or cancel any quotation without assigning reason what so ever.
6. Time allowed for the work should strictly be adhered to.

Yours Faithfully,


Sub-Divisional Officer
L.D.C Sub-Division No-III,
Amta,Howrah.

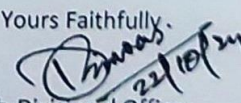
Memo No-452/1(5)

Date-22.10.24

Copy Forwarded for information and wide circulation to the

1. The Additional Project Director-IV, DPMU-II, Irrigation & Waterways Dte.
2. The Executive Engineer, Howrah Irrigation Division.
3. The SDO, T.D.D sub division
4. The SDO, L.D. Sub division No. I
5. Notice Board/ L.D.C Sub- Division No.III, Amta, Howrah.

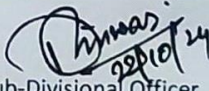
Yours Faithfully,


Sub-Divisional Officer
L.D.C Sub-Division No-III,
Amta,Howrah.

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

1. The Supply of Luxury Taxi (Bharat Stage- III/IV) should have hire carriage permit. The rate should be inclusive of all repairs, supply of spare parts, pay & all kinds of allowance of Driver & cleaner and all taxes etc.
2. The car along with the driver will be at the disposal of the Sub-Divisional Officer, Lower Damodar Construction Sub- Division No-III, Amta, Howrah. The car will have to be replaced with another Luxury Taxi (Diesel) without any extra cost when the existing car becomes unserviceable due to breakdown or any other cause.
3. The car will have to run in any motor able road including kancha road. The car and Driver must be physically fit to undertake a journey or run 500km per day at a stretch. The Driver must prepare halt frequency outside the head quarter & 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 (within 5k.m) to the office of the Sub Divisional Officer, Lower Damodar Construction Sub- Division No-III, Amta, Howrah.
5. Diesel will be issued at the maximum rate of 1(one) litre per 12k.m run & Mobile will issued at the maximum rate of 1(one) litre per 500k.m run of the vehicle. The O.T. in excess 10hrs. Of duty will be provided at the rate of ₹20.00/ hr.
6. The vehicle will be taken up on monthly hire basis but to be paid at 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 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 owner of the car. In event of non- compliance the undersigned will make necessary arrangements for the 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 paper should be renewed by the owner, in time during period of contract at the cost of owner.
10. Maintaining the dept. 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/ IV emission norms by automobiles.
14. Acceptance of the quotation will vest with the Additional Project Director-IV, DPMU-II, Irrigation & Waterways Dte., Jalsampad Bhavan, Salt lake City, 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 P.Tax, Income Tax and carriage permit at the time of acceptance of the quotation by The Additional Project Director-IV, DPMU-II, Irrigation & Waterways Dte.. the quotation which contains over writing manipulation liable to be rejected. All corrections should be attested under the date initial of quotationers.
17. No advance payment will be made for hire charge & fuel etc. Payment will be made subject to availability of fund.

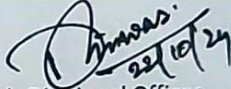
Signature of Quotationer


Sub-Divisional Officer
L.D.C Sub-Division No-III,
Amta,Howrah.

Schedule of Terms and Condition
To be filled by the quotationers

1. Name of the owner/ supplier :
with full address & Phone No.
2. Driver's Name, will full address :
3. Registration No. Of the Car :
4. Model with year :
5. Daily Hire Charge :
(Calender days)
6. Overtime Charges per hour :
Beyond the normal duty hours
(10hrs.)
7. Consumption of Motor oil (Mobil) :
8. Consumption of Fuel (Diesel) :

NB: Consumption of P.O.L 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 charge Bill.


Sub-Divisional Officer
L.D.C Sub-Division No-III,
Amta,Howrah.

Signature of the Quotationer
Dated: