

GOVERNMENT OF WEST BENGAL
IRRIGATION & WATERWAYS DIRECTORATE
OFFICE OF THE SUB-DIVISIONAL OFFICER
MAYURESWAR IRRIGATION SUB-DIVISION
MAYURESWAR *BIRBHUM

Memo No:- **783**

Dated: **05/11/2024**

Notice Inviting Quotation No.-01 of 2024-2025
of S.D.O., Mayureswar Irrigation Sub-Division.

Sealed Quotations are hereby invited by the Sub-Divisional Officer, Mayureswar (I) Sub-Division, from reliable persons & firms for "Supply of 1 (one) no. Diesel driven Motor Cab (Non Air- Conditioned) with valid commercial permit Mass Emission Standard BS-III(Preferable) purchased on or after 31-03-2013, on monthly hiring (per day) basis following G.O No. 3564-WT/3M-81/98 Dated-24.11.2008 for the official use of Sub-Divisional Officer; Mayureswar (I) Sub-Division, Mayureswar, Birbhumi for six months". The period of hiring may be extended, if necessary.

Time Schedule of Quotation :

- i) Last date & time of receiving application: 19.11.2024 up to 12:00 P.M.
- ii) Last date & time of issue of quotation paper: 19.11.2024 up to 3:00 P.M.
- iii) Last date & time of dropping quotation: 21.11.2024 up to 3:00 P.M.
- iv) Date & time of opening quotation: 21.11.2024 at 3:30 P.M.

Terms & Conditions :

- I. The intending quotationers should apply to the undersigned in respective Letter Head for issue of specific format for quoting rate on production of all necessary original documents of vehicle as given below:
 - A. In case of old vehicle (purchased on or after 31.03.2013)
 - a) Commercial Registration Certificate (Blue Book).
 - b) Tax clearance certificate from tax officer of M.V department.
 - c) Contract carriage permit of vehicle issued by the competent authority.
 - d) Up to date Fitness Certificate.
 - e) Auto emission testing certificate.
 - f) Certificate of Insurance of passenger carrying commercial vehicle.
 - g) Valid driving license of the concerned Driver.
 - h) PAN Card.
 - B. In case of new vehicle (purchased within 30(Thirty) days of the date of issue of the acceptance letter, if the offered rate is accepted)

- a) Declaration of vehicle purchase conformation in Non-Judicial Stamp paper in presence of 1st Class Judicial Magistrate of Notary Public.
- b) PAN Card
- c) AADHAAR Card/ Voter Card.
- d) Quotation from vehicle showroom.
- e) Valid driving license of the concerned Driver.

The application will be received at the office of the undersigned on all working days within office hours up to **5:00 P.M. of 18/11/2024**.

2. The copy of this notice as well as the specific format for quoting rate, both will be supplied free of cost from the office of the undersigned up to **3:00 P.M. of 19.11.2024** to the eligible quotationers. The quotationers must sign each page of this notice and specific format for quoting rate and submit in a sealed cover quoting N. I. Q. No. and date on the top of the envelop at the office of the undersigned upto **3:00 P.M. of 21.11.2024** after which no quotation will be entertained. The quotations will be opened in the same date i.e., on **21.11.2024 at 3.30 P.M** in presence of the quotationers or their authorized representatives who will be available at that time. A bid may be called for on the same day in presence of intending quotationers if reasonable rate is not arrived.
3. The acceptance of the quotation will rest with the S.E. /M.C.C. who does not bind himself to accept the lowest quotation and reserve the right to reject any or all quotations without assigning any reason there to. After acceptance of the lowest quotation, the successful quotationer must have to execute formal agreement in prescribed form at the office of the Executive Engineer, Mayurakshi Head Quarters Division, Suri, Birbhum by depositing a token Earnest money of **Rs. 3,000.00 (Rupees three thousand only) in the form of Bank Draft only of any Nationalized Bank in favour of the Executive Engineer / Mayurakshi Head Quarters Division, Suri, Birbhum, payable at Suri.**
4. Fuel, other lubricants, brake oil, gear oil etc. shall have to be supplied by the quotationer, payment will be made only for normal Diesel and Mobil at the prevailing market rate & on the basis of the existing Govt. Order. If at any stage it is found that the consumption of fuel has been made beyond the permissible limit, the recovery will be made from his bill in full. The hire charge of the Diesel driven Motor Cab shall be inclusive of payment of the Driver wages & all related expenditure. Monthly rate is for 10 hours a day and additional charge for over time beyond 10 hours will be made following G.O No. 3564-WT/3M-81/98 Dated-24.11.2008.
5. The quotationer shall have to bear expenditures for all kinds of washing, repairing, servicing, supply of spare parts for repairing of the vehicle, hire charges of garage etc.
6. All kind of taxes (e.g., Income tax, Professional tax etc.) will be borne by the Quotationers/Agency.
7. The vehicle along with the driver will be at the disposal of the undersigned officer for performing duty till the period of duty ceases. The vehicle will have to be replaced immediately by another diesel car (commercial) of same specification without any extra cost, if the earlier car becomes unserviceable due to break down or any other causes.
8. The department will not be held responsible for any damage by car. It will ply entirely at the risk of the owner of the vehicle. Normally the vehicle will not be used on Govt. holidays and no payment for those days will be made. In case of emergency of work the car can be used on holidays also and payment for such days will be made as per terms and conditions.
9. The supplier of the vehicles must be the owner. The successful quotationer will have to arrange a garage for parking the vehicle after duty period at his own cost & risk. The vehicle should be kept in a safe place within 5 KM from the Office. If the garage is situated beyond 5 KM of the Head Quarters, the cost of the fuel for the extra journey in this connection shall have to be borne by the owner.
10. The vehicle must be in good condition and with valid commercial permit. The vehicle will have to be provided with the essential accessories and modern amenities to make same for comfortable for long

- journey. The car may be placed for servicing once in a month at the own cost of the supplier and fitness certificate should be produced to the undersigned in regular course.
11. The vehicle will have to make long tour, off & on and the driver must remain prepared to halt frequently outside the headquarters, the driver must follow the instructions of the officer using the vehicle.
 12. The vehicle have to ply on any kind of motor able road including Kutcha road, river beds etc.
 13. The driver must be conversant with the mechanism of automobiles so that instant repairing works on road may immediately be taken up by him.
 14. The driver of the vehicle should be instructed and responsible for day to day reporting to the undersigned with the vehicle as per time and requirement. Log book will be maintained for which will be issued by the department.
 15. If the successful quotationer wishes to replace the accepted vehicle by another commercial vehicle of same specification owing to breakdown or any other reasons during the period of agreement should have taken prior permission from the concerned officer.
 16. Approved driver should not be changed except the urgent reasons and with prior approval of competent officer.
 17. The payment will be made through e-Billing system from the office of the Executive Engineer/ Mayurakshi Head Quarters Division, Suri, Birbhum in favour of the supplier on the basis of the bill submitted. Payment will be made as per availability of fund. No claim will be entertained for delayed payment.
 18. The contract agreement may require to be extended in exigency. If all the parties agree to do so at the existing terms of conditions.
 19. The contract may be terminated with a one month notice from either end.

Sd/-
Sub-Divisional Officer
Mayureswar Irrigation Sub-Division
Mayureswar, Birbhum

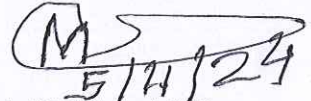
N.B.:- Details can also be obtained from the departmental website www.wbiwd.gov.in .

Memo No. 783/1(8)

Dated: 05/11/2024

Copy Submitted for information and wide circulation to

1. ✓ The Superintending Engineer; Mayurakshi Canal Circle, Suri, Birbhum.
2. The District Magistrate, Birbhum, Suri, Birbhum.
3. The Sabhadhipati, Birbhum Zilla Parishad, Suri, Birbhum
4. The Executive Engineer, Mayurakshi Head Quarters Division, Suri, Birbhum with request to please arrange for uploading the NIQ in Departmental Website.
5. The District Information & cultural officer, Birbhum, Suri, Birbhum.
6. Notice Board , Mayureswar(I) Sub Division, Mayureswar, Birbhum.
7. The Accounts Section, Suri, Birbhum.
8. The Sectional Officer, Mayureswar Head Quarters Section.


5/11/24
Sub-Divisional Officer
Mayureswar Irrigation Sub-Division
Mayureswar, Birbhum