



To
Estimator
30.06.25



GOVERNMENT OF WEST BENGAL
IRRIGATION AND WATERWAYS DIRECTORATE
OFFICE OF THE ASSISTANT ENGINEER
(Sub-Divisional Officer)
KANGSABATI ELECTRICAL SUB-DIVISION
POST- Khatra, Dist – Bankura

Memo No: 205

Dated:30.06.2025

NOTICE INVITING QUOTATION NO. 01 OF 2025-2026 OF ASSISTANT ENGINEER, KANGSABATI ELECTRICAL SUB-DIVISION, KHATRA, BANKURA.

Sealed quotations are hereby invited by the Assistant Engineer, Kangsabati Electrical Sub-Division, Khatra, Bankura for "Hiring an inspection vehicle for official use of the Assistant Engineer, Kangsabati Electrical Sub-Division, Khatra, Bankura, I & W. Directorate, Government of West Bengal".

The application should abide by the following terms and condition.

Terms and condition: -

01. The vehicle should be with maxi cab (Non-AC car) registration.
02. The vehicle should be diesel driven of any make.
03. The quotationer(s) should quote the rate on the following basis. (i) Rate of the vehicle per day excluding cost of fuel and lubricant. (ii) Rate for overtime per hour excluding cost of fuel and lubricant. The rate should be quoted both in figures and words.
04. **Minimum fuel consumption would be: - a) Diesel: - 12 (Twelve) K.M. per liter. (b) Mobil: - 5 (Five) liter per 2500 (Two thousand five hundred) K.M. run.**
05. A suitable vehicle should be placed forthwith if the vehicle is withdrawn for any short of repairing work / break down with prior intimation to the Office so that in no case GOVT. work is hampered.
06. Total time limit for placing of substitute vehicle with luxury car registration instead of original is 30 (Thirty) days.
07. **Last date of submission of quotation is on 10.07.2025 up to 3:00 P.M. and the quotation will be opened at 3:30 P.M. on 10.07.2025 at the Office of the undersigned. Where willing participants may be present. No quotation will be entertained by post.**
08. Successful quotationer will have to execute an agreement for a period of 1 (one) year with Executive Engineer, Kangsabati Mechanical Division before placing the vehicle in WBF No. 2908 in triplicate which will be available from the Office of the Executive Engineer, Kangsabati Mechanical Division.
09. The vehicle should have valid Road tax token, valid insurance coverage, pollution permit, commercial permit, fitness certificate. The driver of the vehicle should have proper valid driving license issued by appropriate authority. The quotationer should have valid PAN card. Copy of all the documents are to be submitted along with the quotation, failing which the quotation is liable to be rejected.
10. Valid document in connection with First Registration of vehicle is to be produced by the successful quotationer.
11. **The Assistant Engineer, Kangsabati Electrical Sub-Division, Khatra, Bankura reserves the right to accept or reject the lowest or any other quotation without assigning any reason thereof.**
12. The vehicle should be in Tip-Top/Road worthy condition, preferably new one/latest model with having date of purchase on or after 01.01.2012.
13. The owner should have his garage with mobile connection within 5 K.M. from the Kangsabati Electrical Sub-Division Office.
14. To and fro journey from garage to reporting place maximum for 5 (Five) KM will be allowed.
15. The vehicle will be required to ply in the district of Bankura of West Bengal.
16. Normally the vehicle will play for 10 (Ten) hours a day. If the vehicle runs more than the stipulated hours will be considered as overtime.
17. The driver of the vehicle should be efficient, will be experienced in driving in the big towns, villages as well as canal site, polite in nature, and should possess his own license, blue book, tax token certificate and other documents of the vehicle is to be kept along with the vehicle.
18. The owner will be bound to obey the instruction of the concerning Officer using the vehicle for placement of the vehicle at any time at any place irrespective weekday any holiday.
19. Pay of the drive, cost of repair, maintenance & servicing and other allied charges should be borne by the owner in all cases.

20. The cost fuels and lubricants at the rate mentioned in para-4 would be paid with hire charge bill on monthly basis against the fuels and lubricants supplied by the owner and the bill should be submitted within 5th of each month supported with original cash Memo of the fuel & lubricants purchased by the owner.
21. The vehicle should be placed within 48 hours after issued of the Work Order.
22. While under the use of the Office of the Assistant Engineer, Kangsabati Electrical Sub-Division, Khatra, Bankura and its Sub-Ordinate Office, any liability for any losses, damages or accident sustained by the vehicle and the cost of penalty may be imposed by the police or any other authority for violating traffic or other rules should be borne by the owner.
23. The lowest quotationer/ owner, at his own cost will make necessary arrangement for auto emission tasting (Smoke tasting) at an interval of six months and will keep the auto emission check certificate ready with the driver to be produced if required.
24. The Speedo meter and fuel meter should always be in perfect working condition.
25. Owner of the vehicle has to be maintained 02 (Two) Nos. Log Book (As per proforma given by the Department). One is to be submitted alternatively along with the bills (To be submitted in triplicate) on every occasion.
26. The address of garage and the owner with phone no. of the vehicle should also be mentioned in the quotation.
27. Vehicle will be hired for 1 (One)Year only and prayer for enhancement of any rate will not be entertained at any stage.
28. Successful quotationer will have to deposit and amount Rs. 2500/= (Rupees Two thousand five hundred) only in the form of demand draft on any nationalized Bank drawn in favour of Executive Engineer, Kangsabati Mechanical Division, Khatra, Bankura within 07 (Seven) days from the date of receipt of information of approval for acceptance of his Quotation or prior to making agreement (Duplicate/Triplicate) whichever is earlier. Failing which the latter of approval of the quotation will be considered as automatically cancelled.

Enclosure: - As Stated.

Sd/- Dr. S. K. Baksi

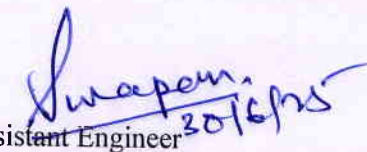
Assistant Engineer
Sub- Divisional Officer
Kangsabati Electrical Sub- Division
Khatra, Bankura

Memo No.205/1/(5)

Dated: 30.06.2025

Copy submitted for information and necessary action:

- 6) The Executive Engineer, Kangsabati Mechanical Division, Khatra, Bankura.
- 7) The Divisional Accountant, Kangsabati Mechanical Division.
- 8) The Estimate Section, Kangsabati Mechanical Division, Khatra, Bankura.
- 9) The R.T.O., Bankura.
- 10) Notice board of this office.


Assistant Engineer 30/6/25
Sub- Divisional Officer
Kangsabati Electrical Sub- Division
Khatra, Bankura

PROFORMA FOR SUBMISSION OF QUOTATION

1. Name of the Quotationer (In block letter)
2. Postal address with telephone number :-
3. Year of registration of the vehicle :-
4. Address of registration Authority and registration No. :-
5. Name and address of driver with mobile no. :-
6. Address of garage of the vehicle where the vehicle is to be kept with telephone no. :-
7. Hire charge on daily basis, specify in words also :-
8. Over time charge per hour specify in words also :-
9. Fuel service offered a) Diesel (Kilometers/Liter) _____ b)
Mobil (Kilometers/Liter) _____
10. List of Documents to be submitted along with the quotation :-
Blue book, Fitness certificate, Commercial permit, Road Tax
Token, Insurance, PAN card of quotationer, Copy of driving license of the driver, Auto
Emission testing certificate etc.

Signature of the quotationer.

Date :-

Place :-