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GOVERNMENT OF WEST BENGAL
IRRIGATION & WATERWAYS DIRECTORATE
OFFICE OF THE SUB DIVISIONAL OFFICER
Bolpur (I) sub-division
Bolpur, Birbhum

Memo No: 344

Dated: 09.07.2025

Notice Inviting Quotation No.01 of 2025-26 of the Sub-Divisional Officer; Bolpur (I) sub-division

Sealed Quotations are hereby invited by the Sub-Divisional Officer; Bolpur (I) sub-division, from reliable persons & firms for the following work:

1. **Supply of one no Motor Cab (Standard) (Non Air Conditioned) with valid commercial permit on monthly hiring basis following GO No. 3564-WT/3M-81/98 Dated -24.11.2008 for the Official use of Sub Divisional Officer, Bolpur (I) Sub Division under Mayurakshi South Canals Division, Shalbagan, Bolpur, Birbhum.**

Terms & Conditions:

The quotationers should apply to the undersigned for issue of specific format for quoting rate on production of original Registration Certificate, upto date clearance certificate of Road Tax, Insurance, Pollution certificate, valid driving license of the concerned Driver, who must submit the self-attested photocopy of all the documents along with application. The vehicle should have valid commercial permit.

The application will be received at the office of the undersigned on all working days within office hours up to **12 Noon of 21/07/2025**. 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 after **3:00 P.M. of 22/07/2025** 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 to the office of the undersigned up to **2:00 P.M. of 23/07/2025** after which no quotation will be entertained. The quotation will be opened in the in the same date i.e. on **23/07/2025** after **3:00 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.

The acceptance of the quotation will rest upon 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 thereof. After acceptance of the lowest quotation, the successful quotationer must have to execute formal agreement in Form no. WBF 2911 with Earnest money deposit of Rs. 1800.00 (Rupees one thousand eight hundred only) in the form of **Bank Draft only** of any Nationalized Bank in favour of the Executive Engineer / Mayurakshi South canals Division, Bolpur, Birbhum.

The period of hiring will be 6 (six) months and it may be extended if necessary.

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 vehicle 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.

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.

All kind of taxes must be paid by the quotationer.

The vehicle along with the driver will be at the disposal of the undersigned officer or The EE/MSCD for performing duty till the period of duty ceases. The vehicle will have to be replaced immediately by another diesel car of same specification without any extra cost, if the earlier car becomes unserviceable due to break down or any other causes.

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. 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.

The vehicle must be in good condition and with commercial permit. 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.

The driver of the vehicle should be instructed to report himself to officer asked for with the vehicle as per time and requirement. Log book, which will be issued by the department, have to be maintained by him.

The payment will be made in favour of the supplier on the basis of the bill submitted by A/C Payee Cheque or ECS. Payment will be made as per availability of fund.

The contract may be terminated with a one month notice from either end.

Last date of receiving application for quotation is **21/07/2025** up to **12.00 Noon**.

Last date of issue of specific format for quoting rate is **22/07/2025** after **3.00 P.M.**

Date of dropping of quotation paper is **23/07/2025** up to **2.00 P.M.**

Date of opening on **23/07/2025** after **3.00 P.M.**



Sub- Divisional Officer
Bolpur (I) sub-division
Bolpur, Birbhum

Memo No 344 /1(6)

Dated: 09.07.2025

Copy submitted for information to:

1. The Superintending Engineer, Mayurakshi Canal Circle, Suri, Birbhum.
2. The Executive Engineer, Mayurakshi South Canal, Bolpur, Birbhum
3. Sub-Divisional Officer Hinglow/Salar/Kirnahar- Irrigation Sub-Division
4. Notice Board, Bolpur Irrigation Sub- Division, Bolpur , Birbhum



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Bolpur (I) sub-division
Bolpur, Birbhum