



**Government of West Bengal
Irrigation & Waterways Directorate
Office of the Sub-Divisional Officer
Etamogra Irrigation Sub-Division
Etamogra :: Purba Medinipur**

Memo No. 627^E

Dated: 28.10.2025

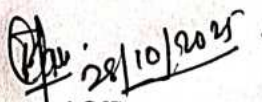
NIQ NO.- 01/EISD OF 2025-26
NOTICE INVITING QUOTATION FOR HIRED VEHICLE

Sealed quotations are hereby invited from reliable bonafide owners of Motor Cab having contract carriage permit from Regional Transport Authority for hiring of [Motor Cab & (Non-Air Conditioned) BS-VI] purchased on or after 01.05.2018 with Diesel/Petrol for the use of the Office of the Sub-Divisional Officer, Etamogra Irrigation Sub-Division, Etamogra, Purba Medinipur, on daily rate basis rate should be quoted with all taxes and all charges as mentioned below. Quotation must be made in daily rent basis.

Quotation papers will be issued to the intending quotationers free of cost at any working days upto 16 hrs. after checking necessary papers which needs to be dropped in sealed cover super scribed quotations for supplying Motor Cab in this office by 2:00 p.m. on 31.10.2025. The same will be opened on 31.10.2025 at 04:30 p.m. in presence the attending Quotationers or their authorized representatives. The following terms and conditions will be applicable.

Terms and conditions:

1. The vehicle to be supplied, should be Diesel/Petrol Motor Cab in good running condition proper license under the state Registration and Motor vehicle Act.
2. Repair with supply of spare parts to keep the vehicle in good running condition, will have to be done by the owner of the vehicle at his own cost as and when required.
3. The owner will have to supply the Diesel/Petrol Motor Cab with Driver having valid License and commercial permit and sound health and free of any type of addiction.
4. The quotationer's rate would be inclusive of payment of Driver's salary, T.A. etc. if any.
5. Diesel/Petrol /Mobil oil will be supplied by the office for running of vehicle at the rate of Consumption as specified below:-
 - i) Diesel/Petrol for Motor Cab 12 (Twelve) k.m. per liter.
 - ii) Mobil for Motor Cab @ 5(Five) liter per 2500 k.m. run.
6. Necessary servicing of the vehicle will have to be done by the owner at his own cost after every 1600 km run.
7. The rate of hire charges should be quoted on daily basis in words & figures and inclusive of all taxes including cost of repairs and spare parts lubricants other than running Mobil oil if any required for smooth running of the vehicle during the period of hire.
8. This office will not bear any responsibility in case of accident of the vehicle.
9. Normally the vehicle should be placed for duty for a period of 10(ten) hrs a days.
10. Vehicle will have to undertake long tours in and outside Contai Town. The driver should be prepared to halt outside Contai Town; with own arrangement and for which no extra Payment will be made.
11. The Car will be placed under the charges of I & W. Dte., Officers as will be mentioned in the work order.
12. The driver should possess his valid license, blue book, tax token, insurance, pollution certificate, Log Book & other relevant documents as required and are to be kept along with the vehicle.


Sub-Divisional Officer
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Etamogra, Mahishadal
Purba Medini

13. The vehicle will have to be kept in the Garage at reasonable distance to be arranged by the owner of the vehicle for which no extra payment will be made.
14. The validity of the contract will be normally for one year from the date of written order for placements of the vehicle. The validity of the contract for hiring the vehicle may be extended beyond the expiry of contract period on the same terms and conditions and rate on mutual agreement by both the side.
15. The vehicle may be withdrawn/ released on one month's notice from either side.
16. The quotationer will have to furnish one declaration that hired vehicle has not been placed in any other Officer on agreement basis for the period of hiring.
17. The brand and Registration No. of the car should be quoted in the quotation.
18. The owner of the vehicle must possess carriage contract permit of the vehicle. The owner of the vehicle have to arrange for plying the vehicle in other District, State if necessary.
19. In case of break down or repair of vehicle a suitable substitute vehicle must be placed without any extra charges.
20. The vehicle must be insured against accident, theft at the cost of the owner.
21. The car must be in good condition and well maintained, if required the intending quotationers may have to bring tile car and may have to make a rest run at the cost of the owner to verify the condition of the Car.
22. The vehicle must have requisite Blue-Book, D.C.R. ad relevant documents upto date of certificate for Tax payment and Pollution Control arrangement.
23. The owner must have Telephone facility along with alternate mobile number by which communication will be made whenever necessary.
24. On driving mode, use of Mobile Phone is strictly prohibited.
25. The undersigned reserves the right to reject any or all the quotations so received without assigning any reason what -so-ever.
26. The driver should be authorized by the owner.
27. If the vehicle not report to duty, without any prior information, the authority may terminate the vehicle.

[Signature] 28/10/2025.

Sub-Divisional Officer
Etamogra Irrigation Sub-Division (I & W.Dte.)
Etamogra, Purba Medinipur

Memo No : 627^E/1(7)

Dated : 28.10.2025

Copy forwarded for information & wide circulation to. :-

- 1) The Superintending Engineer, Western Circle- III, & W Dte. Tamluk, Purba Medinipur.
- 2) The Executive Engineer, Contai Irrigation Division, Irrigation & Water Ways Directorate.
- 3) The Sub-Divisional Officer, Contai / Egra / Etamogra Irrigation Sub-Division under Contai (I) Division.
- 4) Regional Transport Authority, Contai Purba Medinipur.
- 5) Notice Board of the office
- 6) Estimating Section /Accounts Section / Establishment section.
- 7) D.V.C. cell, website.

Sd/-

Sub-Divisional Officer
Etamogra Irrigation Sub-Division (I & W.Dte.)
Etamogra, Purba Medinipur

Schedule

(For NIO No. 01/EISD OF 2025-26)

Name of Work ::- Monthly hiring (per day basis) of a Diesel /Petrol driven Non-A.C Motor Cab (Luxury Taxi) (minimum 4 seat capacity) on daily basis for official use of Etamogra Irrigation Sub-Division, Etamogra, Purba Medinipur.

A. Particulars of the Vehicle:

SL. No.	Particular	
1.	Name and Address of the owner	
2.	Registration no. of the vehicle	
3.	Year of manufacture	
4.	Engine no.	
5.	Chassis no.	
6.	Any other feature	

B. Rate per day: (In figures) Rs.....

(In words) Rupees.....

Signature of the owner

Sd /-
Sub-Divisional Officer
Etamogra Irrigation Sub-Division (I & W.Dte.)
Etamogra, Purba Medinipur