



Institutional Strengthening of Gram Panchayats (ISGP) Program-II
DISTRICT COORDINATION UNIT, NADIA
Panchayats & Rural Development Department
Government of West Bengal

Nadia Zilla Parishad

P.O. Krishnagar, Dist-Nadia, PIN- 741101

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Dtd.14.06.2017

INVITATION OF QUOTATION FOR VEHICLE HIRING

In connection with the implementation of World Bank supported Institutional Strengthening of Gram Panchayats Program Phase-II in West Bengal, Expression of Interest(EOI) is invited for hiring Vehicle on daily basis by the District Coordination Unit for ISGPP-II, Nadia under ISGP Program-II, Panchayats & Rural Development Department, Govt of West Bengal from the Owner of Commercial Diesel Car with good credential for official use in Nadia District.

- 1) The owner of Sumo (Diesel), Bolero(Diesel), Ambassador (Diesel) (preferred) etc. with BS-III or IV Model those are registered on or after 01.01.2007 only can apply.
- 2) 01 (One) No. of Vehicle is required for District Co-ordination Unit for ISGP Program-II, Nadia situated at Nadia Zilla Parishad Bhawan, Krishnanagar, Nadia and 01(One) required for Sub Divisional Unit for ISGP Program at Ranaghat and 01(One) required for Sub Divisional Unit for ISGP Program at, Tehatta Sub Division.
- 3) Daily hiring charges plus usual fuel and other lubricants as per existing rate of the transport department, Govt. of W.B. dry car hiring charges should be quoted by the bidder.
- 4) The contract should be signed between District Coordinator of DCU for ISGPP-II, Nadia and Car Owner on a Non-judicial stamp paper worth Rs50/- initially for 6 months from the date of Agreement. The Contract may be extended for further period subject to mutual consent and satisfactory performance of the Contractor.
- 5) The car will be used only in the working days(i.e. not exceeding 23 days in a month) of a particular month. In exceptional cases the car may be used in holidays as per approval of the undersigned.
- 6) The car owner should submit the monthly bill in prescribed format within the first 2(Two) working days of the next month and the bill amount will directly transferred to the bank account of the car owner within fifteen(15) working days from submission of the bill.
- 7) ITDS will be deducted from the Gross bill amount as per the Govt. norms.
- 8) In case of any accident, all the claims arising out of it has shall be met by the contractor.
- 9) The vehicle will be kept in good running condition and well maintained.
- 10) If any vehicle goes out of order the contractor shall provide a substitute commercial vehicle immediately.
- 11) The driver should have valid driving license, familiar with Nadia roads and must follow traffic and other regulations prescribed by the Govt. from time to time. The driver should maintain the norms of his duties and must be disciplined.
- 12) The contractors and drivers shall be bound to carry out the instructions of the District Coordination Unit for ISGP Program-II, Nadia as well of the officers with whom the vehicles are assigned.
- 13) Counting of distance will be from the starting point of the user officer and closing at the point where the officer completes his/her journey. Additional km's may be claimed for garage in-out purpose not exceeding 4(four) km's per day.
- 14) Counting of time will be from the starting point of the user officer and closing at the point where the user officer completes his /her journey.
- 15) Intending parties are requested to furnish complete details in the questionnaire given in annexure-I to this document. All necessary document of vehicle must be submitted along with the application.
- 16) Interested parties should return the complete Expression of Interest document, including annexure-I and II duly

Invitation of Quotation for "Vehicle Hiring For ISGP Programme-II at Nadia"

- 17) The quotations should be dropped in the Tender box kept in the office of District Coordination Unit for ISGP Program-II, Nadia. **The offer should be dropped latest by 15.00 hours on 28.06.2017**Late/ delayed offers shall not be opened. Offers received by due time and date will be opened in District Co-ordination Unit for ISGP Program-II, Nadia, Zilla Parishad Bhawan, Krishnanagar, Nadia at 15.30 hours on 28.06.2017. Authorised representatives of the quoting parties may remain present during the opening of offers.
- 18) In the event of offer found acceptable, the selected party/parties will be require to furnish the original copy of all necessary documents regarding vehicle/s along with proof of identity of the owner and PAN along with one passport size photograph. Original documents shall be returned immediately after verification.
- 19) Request received against this quotation shall be evaluated by the undersigned and his /her decision will be treated as final. S/he may reject any or all of the offers without assigning any reason whatsoever.

Kaushik Chatterjee

(Kaushik Chatterjee)

Assistant District Coordinator, In Charge
DCU for ISGPP-II, Nadia

No. 116/ISGPP/NAD/2017

Dt. 14.06.2017

Copy forwarded for kind information to:

- 1) The Additional Executive Officer, Nadia Zilla Parishad
- 2) The Sub Divisional Officer, Krishnanagar
- 3) The Sub Divisional Officer, Ranaghat
- 4) The Sub Divisional Officer, Tehatta
- 5) The District Panchayat & Rural Development Officer, Nadia
- 6) Finance Manager, ISGPP-II, Kolkata

Kaushik Chatterjee

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Assistant District Coordinator, In Charge
DCU for ISGPP-II, Nadia

Assistant District Co-ordinator In-Charge

