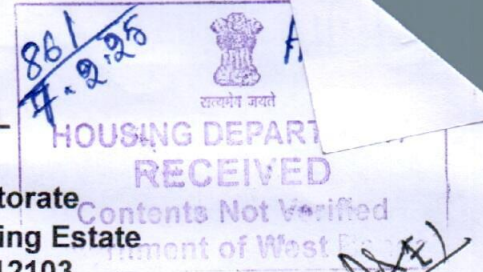




GOVERNMENT OF WEST BENGAL
Office of The Assistant Engineer
Hooghly Sub-Division, Housing Directorate
Qtr. No. B-2/2, Rabindranagar Rental Housing Estate
G.T.Road, P.O. + Dist: Hooghly, Pin: 712103.
Email Id.: hooghlysubdivisionhd@gmail.com



Memo No. 44/ Q1 / HSD

1st CALL

Date:- 05.02.2025

N.I.Q. No: - 01 of 2024-25 of Assistant Engineer, Hooghly Sub-Division, Housing Dte.

NOTICE INVITING QUOTATION

Quotations in sealed cover are invited from the bonafide Car Owners for hiring a good conditioned Diesel Car having commercial Registration Number on daily basis for use as an inspection Vehicle as per following terms and conditions and will be received by the Assistant Engineer, Hooghly Sub -Division, Housing Directorate as intensioned below :-

- 1) Last Date and Time of Application:- **17.02.2025** up to **2.00 P.M.**
- 2) Last Date and Time for Issue of Quotation Paper: - **20.02.2025** up to **2:00 P.M.**
- 3) Last Date and Time for Submission of Quotation Paper: - **27.02.2025** up to **2:00 P.M.** & will be opened by him **27.02.2025** at **3:00 P.M.**

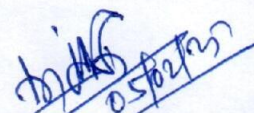
Terms and conditions for Hiring Diesel Car

1. The car must be at least of BHARAT STAGE-II / BS-V / VI / Higher Model category having contract permit and in "Tip-Top" conditions and supporting documents are required for obtaining permission for participation in the quotation.
 - a) Insurance clearance certificate.
 - b) Tax clearance Certificate.
 - c) Registration Certificate.
 - d) Pollution Clearance certificate.
 - e) Driving licence of Driver.
 - f) Fitness Certificate of Car.
2. The car will be used by the Assistant Engineer, Hooghly Sub-Division, Housing Directorate to travel within Hooghly, Bankura district, Purba Burdwan and occasional Officer tours in the Districts. The head Qtr. of the car will be at Office of the Assistant Engineer, Hooghly Sub-Division, Housing Directorate.
3. (a) The car will be hired for 10 (Ten) hours a day counted from the time of reporting duty to the time of released. The time and place of reporting of the car will be intimated to the Driver by the Officer using the car.
 (b) The extra working hours beyond initial 10 (Ten) hours an overtime @ Rs.20/- (Twenty) Only per hour shall be paid.
4. The owner should provide driver holding valid license at his own cost.
5. All repairs and running maintenance of the car shall be done by the Owner at his cost.
6. (a) The car should be of good condition with all fitting etc. Diesel should be calculated 12 K.M. Run / Liter and Mobil/ Lubricant should be 1 (one) liter per 500 K.M. run. The Department will not issue fuel lubricant day to day to the car. The owner of the car has to provide his car with necessary fuel, lubricant etc. at his own cost and the same be paid to the owner along with his monthly hire charges bill as the prevailing rates.
 (b) All other charges, payment of taxes royalty etc. including cost of daily cleaning, parking all repairs and maintaining of the car are to be done and borne by the owner at his cost.

No. Add. Secy - 306.
 dt - 10/2/25.

(Signature)
 Assistant Engineer
 Hooghly Sub-Division
 Housing Directorate

- (C) For any down of the car hired, the owner should provide a substitute same condition car at the correct time of reporting.
7. The car will not normally be required on Saturday, Sunday and Holidays and if required prior intimation will be given to the driver, the payment will be made on the number of days the car actually used.
 8. (a) A "Log Book" will be maintained by the department which will be at the custody of the driver and the K.M. reading for the daily journey will be entered in the Log Book.
 (b) If the Meter ceases to function, the distance trouble should be calculated as per as Practicable and to be entered in the Log Book. No claim against such distance shall be entertained.
 (c) The distance traveled calculated from garage to reporting place and back journey to garage will be Restricted to 5 (five) K.M. each way and recorded to the Log Book for taking into account in the Consumption of Diesel, Mobil etc.
 9. The owner of the car shall indemnify in respect to the following cases.
 - a) Damage caused to and/or by the car due accident.
 - b) For any legal action , court case of compensation , payable arresting out of the car or its Driver.
 - c) Taxes or surcharges levied by Central or State Govt. The Department will not be responsible for any of the materials stated above.
 10. The agreement may be terminated after giving 15 (Fifteen) days' notice from either side. If the Owner fails to provide car or a substitute car for 2 (Two) successive days without intimation, it will be at the option of the department to discontinue the hiring of the car with immediate effect and no claim will be entertained in this respect.
 11. The formal order for hiring will be issued by the Assistant Engineer, Hooghly Sub-Division, Housing Directorate, RHE Rabindranagar, Flat no.B-2/2, Hooghly ,Dist.-Hooghly ,Pin-712103.
 12. The payment of hire charges will be made by the Executive Engineer , Bankura Division ,Kankata RHE Flat No.A-1, Kenduadihi, Bankura ,Dist –Bankura ,Pin-722102. The bill for hiring of car along with the bill for cost of fuel ,lubricant ,over time etc. should be submitted to him in triplicate along with Log Book for each Calendar month in the first week of the following month. Proof of rate of fuelPurchase should be submitted along with bills.
 13. The successful Quotation has to enter into agreement in duplicate WB Form No-2911, 2 (Two) Nos. &1 (One) No copy or plain with the Assistant Engineer, Hooghly Sub-Division , Housing Directorate by Paying cost of WB form No.2911 and Quotation documents as per government rule in vogue.
 14. Earnest money is required to be deposited by the lowest participant at the time of executing formal agreement in the shape of Demand Draff @ Rs.2500/- (Rupees Two thousand five hundred) only to be drawn in favour of The Executive Engineer , Bankura Division , Housing Directorate, Other Statutory deduction would be made as per Government Rule.
 15. The vehicles is for 10 month only and 21 days per month (Avg), So quotation value is maximum upto (10 Month) X (21Days) x Rs.475.00 per day = Rs.99, 750.00 (Rupees Ninety nine thousand Seven hundred fifty) only.

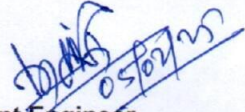

 Assistant Engineer
 Hooghly Sub Division
 Housing Directorate

Memo No:- 44 /Q1/HSD (1-5)

Dated :- 05.02.2025

Copy forwarded to :-

1. The District Magistrate, Hooghly for his kind information.
2. The Executive Engineer, Bankura Division, Housing Directorate for his kind information.
- ✓ 3. Additional Secretary, Housing Department for display on the Website of Housing Department.
4. The Assistant Engineer, Bankura Sub-Division, Housing Directorate for his kind information.
5. Office Notice Board.


Assistant Engineer
Hooghly Sub Division
Housing Directorate