



**Government of West Bengal  
Department of Agriculture  
Project Management Unit  
SUFAL BANGLA  
2<sup>nd</sup> Floor, Uttarapan Civic Centre. Maniktala  
Kolkata- 700054, E Mail. [sufalbangla@gmail.com](mailto:sufalbangla@gmail.com)  
Phone. 09433395012, 07890019155**

**NIT No- PD/PMU/SB/05/2014-15 dated 25/3/2015**

**NOTICE INVITING TENDER**

Sealed tenders are invited from reputed transporters/fleet owners having capacity to supply 2(two) vehicles on hire basis for the use of Project Director, Project Management Unit, Sufal Bangla, for a period of one year on contract/outsourcing basis.

Last date for submission/receipt of tender(s) is 7/4/2015 upto 14.00Hrs., which will be opened by the Tender Committee in the presence of tenderers or their authorized representatives on the same day at 15.00 Hrs. in the Office of the undersigned at 2<sup>nd</sup> floor, Uttarapan Civic Centre, Maniktola, Kolkata- 700054. The tenders received after the above said scheduled date and time will not be considered. No tender by FAX or mail will be entertained.

Sd/-

**Project Director**



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## Price Bid

Sl no	Mass Emission Standard	Category of vehicles	Basic rate	Per day	Per Km	Per Hr.	Maximum Ceiling of rate
1	<b><u>Bharat Stage-III</u></b> Purchase on or after 01/05/2008 with Diesel / LPG/ CNG engine	Motor Cab (Standard) (Non-AC)	Monthly		NA	NA	<b>Rs. 475/- Per day per car.</b> Monthly rate is for 10 hrs a day and additional charges @ Rs. 20/- per hrs beyond 10 hrs. Fuel allowed for monthly hiring 1lit for 12 Km in case of motor cab. Mobil oil @ 5lit per 2500 Km
			Casual	NA			<b>Rs. 13/-per Km per car of Rs. 75/- per Hr per car whichever is higher.</b> Rate is inclusive of fuel charges and all other charges. Minimum charges shall be the charges of 4 Hrs.
		Motor Cab/ Maxi Cab with engine Capacity less than or equal to 2000 CC with Air-Conditioned	Monthly		NA	NA	<b>Rs. 525/- Per day per car.</b> Monthly rate is for 10 hrs a day and additional charges @ Rs. 20/- per hrs beyond 10 hrs. Fuel allowed for monthly hiring 1lit for 12 Km in case of motor cab. Mobil oil @ 5lit per 2500 Km
			Casual	NA			<b>Rs. 15/-per Km per car of Rs. 120/- per Hr per car whichever is higher.</b> Rate is inclusive of fuel charges and all other charges. Minimum charges shall be the charges of 5 Hrs.

During the period of contract, the rates will not be revised every time with the revision of any taxes by the Government of West Bengal or by the Government of India. The prospective bidder may quote the rates accordingly taking into consideration of this aspect. The columns shall be clearly filled in ink legibly or typed. The tenderer should quote the number, rates and amount tendered by him/them in figures and as well as in words. Alterations, if any, unless legibly attested by the tenderer shall disqualify the tender. The tenderer shall take care that the rate and amount may be written in such a way that interpolation is not possible. No blanks should be left which would be otherwise made the tender liable for rejection.



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**Terms & Conditions:-**

1. The contract shall be valid for a period of one year. The Department reserves the right to curtail or to extend the validity of contract on the same rates and terms and conditions at the discretion of the Department.
2. The Contractor will have to provide the replacement of Driver in case of any eventuality. The Department has the right to ask the Contractor for removal of any Driver, who is not found competent or disciplined.
3. In case of breakdown of vehicle, the contractor shall replace the breakdown vehicle within one hour failing which the undersigned has the right to hire vehicle from any other sources at the expense of the contractor.
4. The contractor shall provide names, addresses of the drivers along with their driving licence number and copies within one week of the award of the contract.
5. The contractor shall not employ any person who has not completed eighteen years of age. The contractor shall comply with all the statutory provisions as laid down under various Labour Laws/Acts/Rules like Minimum Wages, Provident Funds, ESI, Bonus, Gratuity, Contract Labour Act and other Labour Laws/Acts/Rules in force from time to time at his own cost. In case of violation of any such statutory provisions under Labour Laws or any other law applicable by the Contractor, there will not be any liability on the Department.
6. The Department will be under no legal obligation to provide employment to any of the personnel of the contractor after expiry of agreement period and the Department recognizes no employer-employee relationship between the Department and the personnel deployed by the contractor/agency.
7. Any person who is in Government service or an employee of this Department should not be made partners to the contract by the contractor directly or indirectly in any manner whatsoever.
8. The contractor shall indemnify the Department against all other damages/charges for which the Government/Department may be held liable or pay on account of the negligence of the contractor or his staff or any person under his control whether in respect of accident/injury to the person or damages to the property of any member of the public or



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any person or in executing the work or otherwise and against all claims and demand thereof. The Department shall not be responsible financially or otherwise for any injury to the driver or person deployed by the contractor during the course of performing the duties.

9. The Department reserves the right to terminate the contract without assigning any reason by giving the notice of 30 days to the contractor.

10. Vehicles provided by the Department should bear commercial Taxi Cab Registration Numbers and should have comprehensive insurance and Drivers so provided with the vehicles shall have commercial LMV Driving Licence and Badges.

11. The vehicles should conform to the Pollution norms prescribed, if any, by the Transport Department of Government of West Bengal.

12. The vehicle and Driver shall remain available all the time as per Duty Roster and shall not leave place of duty without prior permission.

13. The contractor shall be responsible for total maintenance of the vehicle provided by him. Vehicle provided should be in good running condition.

14. In case of breakdown of any vehicle, the contractor shall replace the breakdown vehicle within one hour failing which the Department has the right to hire vehicle from any other sources at the expense of the contractor.

15. Operation and function of vehicles and Drivers shall be governed by Motor Vehicles Act/Motor Vehicles Rules and West Bengal Motor Vehicles Rules and these shall be the responsibility of the contractor.

16. The dead mileage in any case should not be more than five Kms. one way.

17. No advance payment will be made.

18. The contractor will maintain separate log book which will also be verified/countersigned by the concerned officer.

19. The bills in triplicate should be made date-wise by the contractor and should be submitted to the Accounts section of the Department on monthly basis.

20. The Department will deduct on account of Income Tax at source at per prescribed rate of Income Tax Act from the each bill.

21. The Department reserves the right to vary the numbers of vehicles hired as well as to relax the terms and conditions in the public interest.



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22. The prospective bidder shall furnish the following documents along with their financial bid:-

- (a) Self attested copy of PAN No. card under Income Tax Act;
- (b) Self attested copy of Service Tax Registration Number;
- (c) Self attested copy of Valid Registration No. of the Agency/Firm;
- (d) Terms and conditions duly accepted/signed with the stamp of the prospective bidder.

23. Contractor may supply additional vehicle on requirement at per the accepted agreed rate.

Sd/-

**Project Director**