

Government of West Bengal
Office of the Chief Engineer
Municipal Engineering Directorate
Bikash Bhavan, South Block (1st Floor),
Salt Lake, Kolkata – 700 091

No. ME / 1929 / IV-40/2016

Date: 09.03.22

Notice Inviting Quotation

Sub: Temporary hiring of vehicle for Government duties under the Office of the Chief Engineer, M. E. Directorate, Department of Municipal Affairs.

Quotation No : ME/CE/03 of 2021 – 22

Sealed quotations in plain papers are invited for supplying Diesel motor cab (Non air conditioned) on temporary basis for a period of 1 (one) year having contract carriage permit or license as Luxury Taxi throughout West Bengal on hire basis for the office of the Chief Engineer, Municipal Engineering Directorate as per the particulars laid down below. The owner of the vehicle who intends to quote their rate for hire charges of vehicle shall have to furnish the following particulars in his sealed quotation.

- i) Rate to be quoted on hire charges of vehicle per day basis, including of all taxes and charges.
- ii) Type of make of vehicle
- iii) Year of manufacture (Model)
- iv) General condition of the vehicle
- v) Registration number of the vehicle
- vi) Total run covered by the vehicle up-to-date
- vii) Copy of valid permit & blue book, fit certificate, insurance (3rd party) and pollution free certificate.

Normal hours of the duty of the vehicle will be generally 9.00 A.M. to 7.00 P.M. unless otherwise instructed which may be exceeded occasionally. However, additional charges @ Rs. 20.00 (Rupees Twenty) only per hour will be paid after completion of initial 10 hours duties calculated on the basis of reporting time. The area of operation will be normally in Kolkata, but may extent any other places within State of West Bengal. The fuel bills of the vehicle will be paid as follows :

I) Diesel @ 12 Km / Liter & II) Mobile @ 500 Km / Liter.

Payment of hire charges will be made by the Chief Engineer, Municipal Engineering Directorate by crossed A/C payee Bank cheques after deduction of taxes (Income tax) admissible as per Rule to the owner of the vehicle on basis of monthly bill (in triplicate) to be submitted to this office by the owner of the vehicle.

During halt-age of the vehicle outside Head Quarter, the owner / driver is to make his own arrangement of fooding & lodging of the driver. No extra payment whatsoever other than this shall be made.

The owner will supply required diesel and mobil for the journeys done by the vehicle from time to time from reporting of duty till release. **The cost of Diesel and Mobil will be made as per market rate of IOC on production of receipts.**

The owner of the vehicle will supply the vehicle with the driver. The driver will report with the vehicle for duty at the appointed place at 9.00 A.M. every morning unless and otherwise instructed. **Reporting mileage will be given maximum upto 10 km per day.**

The driver on arrival with the vehicle in running condition shall arrange to sign the Log Book (which may be issued to him after obtaining his signature) as a token of his reporting for duty with the vehicle. The pay and wages etc. of the driver will be borne by the owner of the vehicle. The hire charges will be paid on the basis of daily attendance of the vehicle in running condition at schedule hour. If, or any particular days the driver is unable to arrive with the vehicle in running condition at the appointed time, no hire charges will be paid for that day.

The vehicle will be required to report normally every working day, unless special instruction is given for using car on holidays. The car shall have to place on duty on all days including holidays, if instructed. **If the vehicle not being used in holidays or non-working days, the particulars days will be treated as stand by and daily wages will be paid for those stand by days.**

The owner of the vehicle will be responsible for all type of repairs and maintenance of the vehicle including periodical servicing. The owner will supply necessary lubricants required for servicing and keeping the vehicle in perfect running condition.

The owner of the vehicle shall remain responsible for commercial license, insurance charge, pollution free certificate and such other relevant pertaining to the car as per rules for supplying the vehicle on hire and this office will not be held responsible for any sort of accident, damage etc whatsoever. In case, the car is out of order or fails to report within half an hour's notice for tour outside Kolkata, the owner shall have to arrange for immediate replacement, failing which a deduction shall be made @ Rs. 500.00 per day from monthly hire charges bill and no payment will be made for fuel.

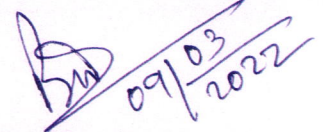
The vehicle will be tested before hiring and only the vehicle in perfect running condition with good condition of body and approved upholstery will be accepted for hire.

The owner of the vehicle whose quotation is accepted will be required to execute an agreement with the undersigned.

Hiring of the vehicle may be discontinued at any time with 21 (Twenty one) days' prior written notice from either side without mentioning any reason.

The undersigned reserves the right to reject any or all the quotation without assigning any reason thereof.

The last date and time limit of receipt of the quotation is on 17th March, 2022 upto 2-00 PM and will be opened by the undersigned on the same day at 2-30 PM in presence of the intending quotationers or their authorized representatives.



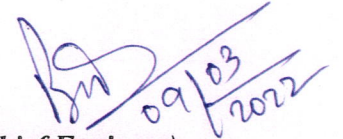
**Chief Engineer
Municipal Engineering Directorate
Govt. of West Bengal**

No. ME/1929/16/1V-40 /2016

Date: 09.03.22

Copy forwarded for information to:

1. The Pay & Accounts Officer, Kolkata P.A.O-III, 1B, Market Complex, Salt Lake.
2. The Superintending Engineer, H.Q., M. E. Dte.
3. The Executive Engineer, H.Q., M. E. Dte.
4. The R.T.O. Bidhannagar
5. The Executive Engineer, 24-Pargonas-II, M. E. Dte.
6. The Assistant Engineer, CE's Office, M. E. Dte.
7. The Junior Engineer (Civil), CE's Office, M. E. Dte.
8. The Head Assistant, Chief Engineer's office, M. E. Dte.
9. Office Notice Board



**(Chief Engineer)
Municipal Engineering Directorate
Govt. of West Bengal**