

GOVERNMENT OF WEST BENGAL
OFFICE OF THE DEPUTY DIRECTOR OF HORTICULTURE
DISTRICT HORTICULTURE OFFICE, DEPT. OF F. P. I. & HORTICULTURE
NORTH 24 PARGANAS ZILLA PARISHAD BHAWAN (GROUND FLOOR), RISHI BANKIM SARANI, BARASAT, PIN- 700124
PHONE NO. – 033-25843128

NOTICE INVITING QUOTATION
(NIQ No. 04/DHO/Bst/2019-20 dated 23/10/2019)

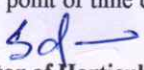
Scaled quotations in prescribed format from reliable and bonafide owner(s)/agencies having commercial, non-air-conditioned motor cab (standard) with good condition and currently registered including driver are hereby invited for office use in the office of the undersigned.

Scaled quotations super scribed on the envelop as “Hiring Vehicle including driver for office use at the District Horticulture Office, North 24 Parganas, Barasat” to be submitted in the office of the undersigned positively, clearly mentioning following items as per terms and condition on or before **31/10/ 2019 within 2 pm** i.e. last date of submission and will be opened at 3 pm on the same date.

Rate of Dry Vehicle/ Day (Rs.)	Millage of Vehicle/ lit. of fuel-Diesel (Km/lit.)	Lubricant Requirement (Km/ lit.)	Remarks

Terms and conditions:

- For rate etc. of the vehicle of Notification No. 3564-WT/3M-81/98 dated 24.11.2008 of the Finance Department, Audit Branch; Govt. of West Bengal should be consulted.
- One particular non-air-conditioned vehicle with commercial registration** must be provided by the owner/agency.
- Quotations may be dropped in the drop-box to the office of the undersigned during the office hours in any working day on or before **31/10/ 2019** and up to **2 pm** on last date of submission i.e. **31/10/ 2019**.
- The requirement of Vehicle will be on monthly basis with maximum 20-22 days a month in office days.
- Normal duty hours will be 10 (Ten) hours per day and may be increased if necessary.
- Fuel Consumption Charges will be allowed as per existing Govt. norms (i.e. Fuel 1 Ltr. For 12 km & Mobil oil 1 Ltr. For 500 km run).
- Transport Permit should be for all-over the West Bengal.
- The owner should provide the car with driver possessing valid license & sufficient experience in driving. The wages, allowances, tiffin, meal etc. of the driver will be borne by the owner/agency.
- Repairing works will be done by the vehicle owner/agency at his/their own cost.
- The owner/agency of the vehicle must take endeavour to place substitute vehicle of similar category in case of major break down of the vehicle.
- Car should be insured against fire, accident, theft or other natural calamities.
- All types of taxes i.e. Road Tax etc. will be paid by the owner/agency of the vehicle.
- All valid papers regarding Registration of vehicle, permit, Insurance, Fitness, pollution, Road Tax, Income Tax etc. should be submitted with the quotation papers for the said purpose.
- Bank details of the owner/agency of the vehicles should have to be submitted for proper payment.
- Day to day movement of the vehicle shall have to be maintained in a Log Book and to be signed by the driver as well as by the user.
- The reporting time of the vehicle will be fixed by the office of the undersigned.
- In the first week of each month the owner/agency of the vehicle must submit the monthly hiring charges bill in duplicate for the preceding month along with signed logbook of that month.
- Payment will be made normally by money transfer through NEFT/RTGS in favour of the bank account of the vehicle owner/agency subject to the availability of fund. No part payment will be made.
- Maximum 10 (Ten) kilometre distance between the garage of the vehicle and the place of reporting will be allowed.
- The Quotationers will abide by all terms and conditions as framed by the Transport Department, Government of West Bengal time to time.
- The Deputy Director of Horticulture, North 24 Parganas has every right to discontinue the car if dissatisfied or any other reason by giving a notice with 7 (seven) days' time.
- The Deputy Director of Horticulture, North 24 Parganas has every right to accept or cancel the quotation(s) at any point of time during the tender process or afterwards.


Deputy Director of Horticulture,
North 24 Parganas, Barasat

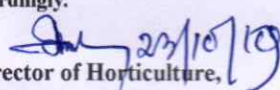
Memo No 467 (15)/DHO/Bst

Date: 23/10/2019

Copy forwarded for information and taking necessary action to the:

- Mission Director & Director of Horticulture (Tech.), Dept. of F.P.I. & Horticulture, Mayukh Bhaban, Kol- 91.
- Deputy Director of Agriculture (Admn.), North 24 Parganas.
- Treasury Officer, Barasat-II Traesury, North 24 Parganas.
- District Informatics Officer, NIC, North 24 Pgs with a request to upload this quotation notice along with document in website.
- Superintendent, Head Post Office, North 24 Parganas, Barasat.
- Office-In-Charge, Police Station- Barasat.
- Sub-Divisional Officer, Barasat/ Basirhat/ Bangaon Sub-Division, North 24 Parganas.
- Asstt. Director of Agriculture (Admin.), Barasat/ Basirhat/ Bangaon Sub-Division, North 24 Parganas.
- Asstt. Director of Horticulture (All), District Horticulture Office, North 24 Parganas.
- Asstt. Director of Horticulture, Basirhat Sub-Division, North 24 Parganas.
- Station Master, Barasat Railway Station, North 24 Parganas, Barasat.
- C.A. to The Sabhadhipati, Zilla Parishad, North 24 Parganas.
- C.A. to The District Magistrate, North 24 Parganas.
- C.A. to The Addl. District Magistrate (Dev.) & A.E.O., North 24 Parganas Zilla Parishad Bhaban.
- Office file.

*SL No. 8 & 9 are requested to attend during the opening of tender/quotation for necessary processing accordingly.


Deputy Director of Horticulture,
North 24 Parganas, Barasat