



Government of West Bengal
Office of the District Magistrate and Collector
District Project Office, SSM
Chinsurah, Hooghly

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NIG

no.SSM/Hoog/AC/2(VIII) / 04

Date: 01 / 08 / 2018

Notice Inviting Quotation

1. Sealed quotations are hereby invited from eligible, reliable, resourceful and bonafide vehicles owners / Travel agencies for providing a Diesel Commercial Mahindra BOLERO SLX in good condition on monthly hiring basis for the District Project Office, SSM, Hooghly.
2. The rates of hiring charges of a diesel commercial Mahindra BOLERO SLX must be quoted in prescribed format (**Annexure- I**) and Terms & conditions of the quotation as follows: -
 - (i) Per day hiring charge of a diesel commercial Mahindra BOLERO SLX for monthly hiring of the vehicle **excluding fuel cost** of running the vehicle (Fuel to be issued by the District Project Office, SSM, Hooghly for running mileage 1 litre diesel for every 10 K.M. run and 1 litre mobil for every 500 K.M. run). Mobil charge to be provided @ Rs.200/- per lt and it should be claimed by the supplier at the time of submission of bill.
 - (ii) The vehicle should generally be used during the office hours. If however the situation so demands, the vehicles may be used beyond the office hours and holidays also.
 - (iii) The owner of the vehicle should be in a position to replace the vehicle on contract with another vehicle in the event of mechanical defects or repairing of the former.
 - (iv) The monthly hiring bill should be submitted by 10th day of the next month on a regular basis. The office will not be responsible for delayed payment due to delayed submission of monthly hiring bill.
3. The quotationers must submit the following documents along with the quotation:
 - (i) Earnest money of Rs. 1000/- (Rupees One Thousand) in the form of Demand Draft drawn in favour of **"General Components SSM, Hooghly", payable at Chisurah.**
 - (ii) Copy of PAN Card, Upto date **Professional Tax return.**
 - (iii) Copy of **Service Tax no.**
 - (iv) Valid up-to-date clearance of vehicle permit, Registration No., Motor Vehicle Tax, Insurance, Pollution clearance certificate and others relevant papers.
4. In case of the lowest quotationers the quoted rates shall remain valid up to 31.08.2019.
5. Sealed quotation duly filled in should be dropped on any working day in the box kept at the Project Office, SSM, New Administrative Building (2nd Floor, Room no. 210) by 17.08.2018 at 2 p.m. The words **"Sealed Quotation for Office Vehicle"** should be superscripted on the cover containing the quotation. Quotations will be opened on the same date at 3 p.m. in the chamber of District Project Officer, SSM, Hooghly.
6. The undersigned reserves, the right to accept or reject any / all quotations without assigning any reasons what so ever.

District Project Officer,
SSM, Hooghly

Date: 01 / 08 / 2018

Memo no.SSM/Hoog/AC/2(VIII) / 1310 (7)

Copy forwarded for information with the request to cause wide publicity through office Notice Board: -

1. S.D.O, Sadar.
2. The Secretary, Hooghly Zilla Parishad.
3. The N.D.C, Hooghly.
4. D.I.O, N.I.C, Hooghly with a request to publish the notice in the District website. (Soft copy attached).
5. C.A to the District Magistrate, Hooghly.
6. P.A. to the Addl.District Magistrate (Dev), Hooghly.
7. Office Notice Board.

District Project Officer,
SSM, Hooghly

Annexure - I

Quotation for rate of a Diesel Mahindra BOLERO SLX vehicle on regular hiring basis for District Project Office, SSM, Hooghly.

Name & address of the quotationer	Vehicle Registration No	Model of the vehicle & year of making	Validity of road permit	Validity of Motor vehicle tax	Validity of insurance	Validity of pollution clearance certificate	Quotated rate Amount (In Rs.)

Signature of the quotationer