

NEW TOWN KOLKATA DEVELOPMENT AUTHORITY

(A statutory authority under Government of West Bengal)

03, M.A.R, Jyoti Basu Nagar, Kolkata-700156

Memo No. 1074/ NKDA / Admn – 17 / 2009 (Part – III)

Dated: 06.06.2011

NOTICE INVITING QUOTATION NO. 01/ Admn of 2011 - 2012 of NKDA

Name of work :- Hiring of 08 (eight) Luxury (Diesel) Ambassador / Tata Indica and 01 (one) Tata Sumo/Bolero car having licensed carriage contract permit from Regional Transport Authority for the office of New Town Kolkata Development Authority, at Jyoti Basu Nagar.

Sealed quotations are hereby invited from reliable and bona fide owners of Luxury (Diesel) Ambassador / Indica / Tata Sumo / Bolero car having Contract Carriage Permit from Regional Transport Authority for hiring of 08 (eight) Luxury (Diesel) Ambassador Car / Indica / Tata Sumo / Bolero 01(one) for use in the office of the New Town Kolkata Development Authority on monthly rental basis for a period of 01 (one) year on the terms and conditions stated herein below. Rates should be quoted with all taxes and other charges. Quotaion(s) in sealed cover super scribing "Quotation for providing Ambassador / Indica / Tata Sumo / Bolero Car on hire basis for the use of the office of the New Town Kolkata Development Authority, Jyoti Basu Nagar, Kolkata-700156 as per format given in the Annexure to be duly filled in should reach this office by 2.30 p.m. on 28.06.2011 and shall be opened on the same day at 3.00 p.m. in presence of the attending quotationers or their authorized representatives. In case of any clarification, intending bidders may contact the office of the New Town Kolkata Development Authority on any working day during office hours within the 27.06.2011.

Other terms and conditions are as follows:

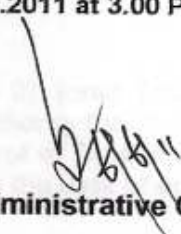
1. Each car shall have Contract Carriage Permit from the Regional Transport Authority for plying in the district of Kolkata and its adjoining districts.
2. Each car must be in good running condition both in regards to body and engine with necessary pollution clearance certificate and to be provided with efficient driver who will be well conversant in driving in Kolkata & its suburban districts. The driver should have valid driving license. The wages and allowances etc. of the driver will have to be paid by the owner of the car.
3. The car will normally run within local areas and the areas of the adjoining districts and the duty hours of the driver will not normally exceed 10 (ten) hours a day, but if required, they will have to halt at any place within the state of West Bengal and no extra payment on this account will be entertained.
4. Each car will be hired on monthly rental basis. Normally the car will be utilized in all working days in a month including Saturdays (excepting Sunday and government holidays, on the date of strike etc., unless extraordinary circumstances arise). However, in exceptional cases, the car may also be utilized on holidays / Sundays.
5. The date of purchase of the car should not be before 01.01.2005.
6. Diesel and Mobil oil will be supplied by the Office/Agency subject to the condition that the car will have to give fuel consumption @ 1 (one) Ltr. for journey of 12 (twelve) K.M at the minimum and Mobil consumption @ 5 ltrs. per 2500 K.M. in case of Ambassador / Tata Indica and @ 01 (one) ltr. for journey of 10 (ten) K.M at the minimum and Mobile consumption @ 5 ltrs.per 2500 K.M in case of Maxi Cur (Tata Sumo etc.)

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7. Necessary major and minor repairs and maintenance work of the car including cleaning, washing etc. will have to be arranged by the owner of the vehicle at his own cost. The mileage to and fro will be allowed as per government rules from garage during reporting time of the vehicle and release time of the vehicle.
8. Day to day Log Book shall have to be maintained and to be signed by the driver as well by the officer(s) using the car. In case of any dispute officer's record in this regard will be the final and binding to the owner of the vehicle.
9. The owner of the vehicle shall mention in details all the material information sought for in the annexure of this memo at the time of dropping his/ her quotationer along with other supporting papers/documents. Any vehicle purchased before the stipulated period will not be entertained and ultimately will be liable to rejection.
10. If the original car fails to report for normal duty for any reason like break down, servicing etc. the owner shall arrange one substitute for the original one. The charge will have to be borne by him/her. In any circumstances, if the owner fails to arrange substitute the officer shall have the right to arrange for a Car from open market as deems fit for the purpose. The cost for hiring a car from outside shall be recovered form the bill(s) to be submitted by the owner of the vehicle.
11. If any car is involved in any accident while on journey or in a rest and / or liable to any prosecution due to rough or irregular driving not conforming to the existing traffic rules, the officer using the car will not be responsible for the same. The owner and driver concerned will be responsible and liable for the same.
12. If the car owner does not report to the offices in time as per time schedule by the officer, the car may be rejected for that day without assigning any reason thereof and no payment for that day will be paid to the owner.
13. As soon as acceptance order is received by the lowest quotationer, he should communicate the name of the driver with residential address and contact no(s). to this office without fail. Any subsequent change(s) of the driver and vehicle will have to be reported to this office well in advance.
14. The undersigned reserves the right to accept or reject any or all of the tender(s) without assigning any reasons.
15. The car will be taken initially for 06 (six) months. If the service of the vehicle is found satisfactory the contract may be extended provided having (i) Upto date Tax clearance, (ii) Pollution under control certificate, (iii) Valid Contract Carriage Permit from the concerning R.T.A, (iv) Insurance payment certificate, v) Upto date fitness certificate, vi) Upto date registration certificate. If the service of the vehicle is found unsatisfactory, the contract will be terminated with seven days' Notice from the side of this Authority.
16. In case of withdrawal of the car, the owner will have to serve intimation to that effect with clear 30 (thirty) days ahead failing which necessary action may be taken against him.

17. Income tax etc will be deducted from the bill as per existing government rule.

Last date of application and permission: 24.06.2011 up to 12.00 noon.
Last date of submission of quotation : 28.06.2011 up to 2.30 P.M.
Date of opening : 28.06.2011 at 3.00 P.M.



Administrative Officer

New Town Kolkata Development Authority

Memo No. 1074/1(12) / NKDA / Admn - 17 / 2009 (Part - III)

Dated: 06.06.2011

Copy forwarded for information and necessary action to:

1. The District Magistrate, North 24 - PGS.
2. The District Magistrate, South 24 - PGS.
3. The Executive Officer, Bidhannagar Municipality.
4. The Executive Officer, Rajarhat Gopalpur Municipality.
5. The R.T.O. Barasat.
6. The Finance Officer, New Town Kolkata Development Authority.
7. The Executive Engineer, New Town Kolkata Development Authority.
8. The Officer in Charge, New Town Police Station.
9. The Post Officer, New Town.
10. System Manager, New Town Kolkata Development Authority, with the request to upload.
11. .P.A to Chairman, New Town Kolkata Development Authority.
12. Office Notice Board.



Administrative Officer

New Town Kolkata Development Authority

ANNEXURE TO THE MEMO. NO. – 1074 / NKDA / Admn – 17 / 2009 (Part – III) Dated: 06.06.2011
OF NEW TOWN KOLKATA DEVELOPMENT AUTHORITY.

Expression of Interest

Notice Inviting Quotation No. 01 / Admn Of 2011 - 2012 OF NKDA

Schedule of the work:-

Hiring of 08 (eight) Luxury (Diesel) Ambassador/Indica and 01 (one) Tata Sumo/Bolero Car having licensed carriage contract permit from Regional Transport Authority for the office of New Town Kolkata Development Authority, at Jyoti Basu Nagar, under the control of Chief Executive Officer, New Town Kolkata Development Authority, Kolkata for 01 (one) year from the date of engagement.

DECLARATION

Sl. No.	Description of the Vehicle (Diesel)	Rate to be quoted on daily rental basis.
1.	Model of the car	
2.	Registration No of the Luxury (Diesel) Car	
3.	Date and year of purchase.....	
4.	Upto date registration certificate (copy attached) Yes / No.	
5.	Valid Tax Token (copy attached) Yes / No.	
6.	Valid policy schedule cum Insurance certificate (copy attached) Yes / No.	
7.	Upto date pollution under control certificate (copy attached) Yes / No.	
8.	Upto date fitness certificate (copy attached) Yes / No.	
9.	Upto contract carriage permit (copy attached) Yes / No.	
10.	Condition of the Luxury (Diesel) car	
11.	Any other document / information	

I do hereby declare that I have gone through the terms and conditions contained in Memo. No. 1074 /NKDA/Admn – 17/2009 (Part – III) dated 06.06.2011 and in the event of my selection, I shall provide my vehicle with driver having valid driving license and shall abide by all the terms and conditions. I also declare that the information furnished herewith are true to the best of my knowledge and believe.

Signature of the Owner of the Car with date

Vehicle no

Address

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