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**Memo No.: 648 Date: 06/09/2016**

**GOVT. OF WEST BENGAL**

**IRRIGATION & WATERWAYS DIRECTORATE**

**OFFICE OF THE SUB – DIVISIONAL OFFICER**

Damodar Head Works Sub – Division, DVC New Colony, Sadhudanga, Durgapur – 713202.

Contact: 0343-2556219 / 2555640

**NOTICE INVITING QUOTATION NO. 01 OF SDO/DHW SUB-DIVISION 2016-17**

Sealed quotation in the prescribed format are hereby invited by the Sub– Divisional Officer, Damodar Head Works Sub – Division, Durgapur -02 from bonafide owner for Supplying a Diesel Generator set (12KVA) of monthly Hire Charge basis for a period of 1 year at the Office premises of the D.H.W. Sub-Division, Durgapur – 2.

Two pages, one containing general terms and conditions and the other containing additional terms and conditions, are attached along with this NIQ.  
**Name of Work:** “Supplying a Diesel Generator set (12KVA) of monthly Hire Charge basis for a period of 1 year at the Office premises of the D.H.W. Sub-Division, Durgapur – 2.”

**Important Dates:**

**Date of N. I. Q.: 06/09/2016**

**Last date of application of Quotation: 14/09/2016**

**Last date of Issue of Quotation:** **16/09/2016**

**Last date of receiving Quotation** (at the Office of the undersigned): 20/09/2016 up to 15.00 hours.

**Date of opening of Quotation** (intending quotationers may remain present): 20/09/2016 after 15.00 hours.

The quotationers should submit following details in his official pad duly signed by him along with attested copies of all necessary documents such as certificates of fitness, Pollution control, Tax clearance, insurance, License and Registration etc. The quotationers are also to submit the terms and condition pages can be obtained from this office on any working day during office time or alternatively can be neatly and accurately typed on A4 pages. Non availability of any of the above documents may make the Quotation void.

1. Name of the owner :
2. Address of the owner with contact no :
3. Name of the operator :
4. Address of the operator with contact no :
5. Monthly hire charge ( both in digit and word ) :
6. Hourly running charge ( both in digit and word ) :

Sub-Divisional Officer

Damodar Head Works Sub-Division

Durgapur – 02

**Memo No.: 648/1/(4) Date: 06/09/2016**

Copy forwarded for info. & wider publication to the:

1. EE/DHW-DVN
2. Accounts Section & Estimating Branch of DHW-DVN.
3. SDO Guskara Irrigation Sub-Dvn.
4. SDO DC no. II Sub-Dvn.

Sub-Divisional Officer

Damodar Head Works Sub-Division

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**General Terms and Condition against NIQ No. 01 of 2016-17**

1. The Generator must be in good condition with appropriate up to date certificates of fitness, Pollution control, Tax clearance, insurance, License and Registration etc. The successful quotationer shall have to place the Generator within a day for test run and checking at the quotationer’s own cost. The quotationer shall have to bear all cost for expenditure regarding servicing, maintenance, repair including cost of spare parts and labour charges, tax payments etc.
2. In the event of power cut, the generator must start immediately – any delay in this regard will lead to termination of the agreement and imposition of appropriate clause in WBF No. 2911 as the department deems fit.
3. Fuel and lubricants shall have to be supplied by the quotationer. Payment will be made monthly only for monthly hire charge and hourly running charge multiplied by total hours of run in a month. Payments in respect of operator’s wages, TA, DA, PF, etc shall have to be inclusive of all these expenditures. The successful quotationer shall have to arrange for garaging facility, for which will be given, of the generator at his own cost as per instruction.
4. In the event of supplied Generator being out of order / under servicing, maintenance and repair, the quotationer shall have to replace it with another Generator of indentical specification.

And if for any reason whatsoever, the service of the generator becomes unavailable the hire charge for those day / days shall be deducted from the bill on pro-rata basis and the department may arrange another generator for the sake of uninterrupted power supply, then excess cost for such arrangement by the department shall be calculated in comparison with actual cost as would have been involved had the service was given by the generator in respect of which this agreement has been made and such excess cost shall be covered from running bills of the quotationer. The non availability of the operator also will be treated as per this rule.

1. The acceptance of the quotation fully lies on the Executive Engineer, Damodar Head Works Division who reserves the right to reject the lowest quotationer or any other quotationer without assigning any reason.
2. The successful quotationer will have to execute a formal agreement in appropriate no. Of WB From with the Executive Engineer, Damodar Head Works Division.
3. Usual recovery as per rule will be made from the running bills on a/c of security deposit, income tax etc. as applicable.
4. The department may terminate the agreement at any time without any reason. No compensation will be paid in that case. One month’s notice will normally be given for termination of the agreement from either side.

I agree to abide by all the terms and conditions as stated above.

Date: Signature of the quotationer:

Place: Office Seal of the quotationer:

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**Additional Terms and Conditions against NIQ No. 01 of 2016-17**

1. The generator will be hired on monthly basis for which payment will be made by the Executive Engineer, Damodar Head Works Division by A/C payee Chaque in favour of the quotationer on the basis of the bill submitted.
2. The area of normal running of the generator is the office premises of the Executive Engineer which may be extended to any place inside DVC New Colony. In that case the transportation and reinstallation to be done by the quotationer without any extra claim for the same.
3. The generator to be supplied with its operator.
4. The department shall not have any liability arising out of any accident while the generator is in use by the department whether or not the accident was caused due to negligence of the operator. The department shall not be liable to pay any damage / consumption to the quotationer / operator or any other person who may be affected by the accident.
5. The department reserves the right to extend the validity of the contract with the quotationer beyond the expiry of contract period at the same terms and conditions and rate under mutual agreement by both the sides.
6. Any claim for escalation of rate of hire charge, over time charge, running charge due to any reason such as fuel price revision etc. Will not be entertained.
7. The generator to be placed within 3 days after receiving of the work order.
8. The generator to be in good condition to the satisfaction of the department and emissions must follow all environmental norms as stipulated by pollution control board.
9. Operator with capricious, erratic, arrogant attitude of alcohol addiction should be immediately replaced otherwise the agreement will be terminated. It may further lead to imposition of clause 3 of WBF No. 2911.
10. The generator may be required to run for any no. of hours in a month starting from as low as nil.
11. The lowest to be determined on the basis of the aggregated amount of monthly hire charge and hourly running charge multiplied by 15.
12. The usual service service time is 8 hours (during office time) on all working days.

I agree to abide by all the terms and conditions as stated above.

Date: Signature of the quotationer:

Place: Office Seal of the quotationer:

Sub-Divisional Officer

Damodar Head Works Sub-Division

Durgapur - 02