



NOTICE INVITING QUOTATION

N.I.Q. No.: 01/HID/2025-26

Dated: 31.10.2025

Sealed quotation in prescribed proforma is hereby invited by the Executive Engineer, Howrah Irrigation Division, I & W Dte., Govt. Of West Bengal, from bonafide and resourceful firms/owners/ agencies in connection with following work:

“Supplying one no. Non A.C. Vehicle, luxury taxi permit including driver on daily basis, as and when required, for the use of the Executive Engineer, Howrah Irrigation Division, I & W Dte., Shibpur, Howrah, PIN-711103.

Intending quotationers may have prescribed forms, additional terms and conditions and other particulars free of cost for the above work from the office of the undersigned, during office hours as per the following schedule.

	<u>Date</u>	<u>Time</u>
1. Date of Publication of NIQ	31.10.2025	
2. Last date for receiving application.	07.11.2025	Up to 12.00 p.m.
Date for issue of prescribed format for quotationers. (Free of Cost)	10.11.2025	Up to 04.00 p.m.
3. Last date for receiving Quotation.	13.11.2025	Up to 02.30 p.m.
4. Date and time for opening quotation.	13.11.2025	after 03.30 p.m.

Memo No:

2274(9)

Executive Engineer

Howrah Irrigation Division
DPMU-Howrah, WBMIFMP

Date- 31.10.25

Copy forwarded for information:-

- 1 .The Chief Engineer & Project Director, SPMU, WBMIFMP, 9th Floor, Jalsampad Bhavan, Salt Lake, Kolkata-91.
- 2 The Additional Project Director-IV, DPMU-II, WBMIFMP, 9th Floor, Jalsampad Bhavan, Salt Lake, Kolkata-91.
- 3 The Project Manager, Project Management Consultant, Tractebel Engineering Private Ltd., 9th Floor, Jalsampad Bhavan, Salt Lake, Kolkata-700091.
- 4 The Sub Divisional Officer, Lower Damodar Sub Division-I, Mahishrekha, Howrah.
- 5 The Sub Divisional Officer, Lower Damodar Construction Sub Division-III, Ulughata, Howrah.
- 6 The Sub Divisional Officer, Trans Damodar Drainage Sub Division, Amta, Howrah.
- 7 Estimating Section, Howrah Irrigation Division., Shibpur, Howrah, PIN-711103.
- 8 Account Section, Howrah Irrigation Division., Shibpur, Howrah, PIN-711103.
- 9 NOTICE BOARD, Howrah Irrigation Division., Shibpur, Howrah, PIN-711103.

Executive Engineer

Howrah Irrigation Division
DPMU-Howrah, WBMIFMP

পশ্চিমবঙ্গ সরকার
সেচ ও জলপথ অধিদপ্তর

নির্বাহী বাহুরার এর করণ
হাওড়া সেচ বিভাগ
ওমকারমল জেটিয়া রোড
শেখ-বেটানিকেল গার্ডেন, বান-লিকপুর
পিন-৭১১১০৩, দুরাহা-০৩৩-২৬৮৮ ১৫২১
ইমেইল : dpiu.howrah21@gmail.com
ee-howrahdivn@wbicwd.gov.in



GOVERNMENT OF WEST BENGAL
IRRIGATION AND WATERWAYS DIRECTORATE

OFFICE OF THE EXECUTIVE ENGINEER
HOWRAH IRRIGATION DIVISION
ONKARMAL JETIA ROAD, P.O.-BOTANICAL GARDEN,
P.S.-SHIBPUR, DIST.-HOWRAH, PIN-711103,
PHONE NO- 033-26881521
Email id- dpiu.howrah21@gmail.com
ee-howrahdivn@wbicwd.gov.in

TERMS AND CONDITIONS

1. The vehicle must be in good/road worthy condition and shall have upto date fitness certificate, tax clearance certificate, valid commercial licence and permit in the State of West Bengal from the concerned authorities.
2. Initially the period of contract will be for 1 (one) year. The undersigned reserves the right to extend the contract.
3. The contract will be terminated on the basis of 1 (one) months' notice to be served from the both ends.
4. The Superintending Engineer, Additional Project Director-IV, DPMU-II, WBMIFMP, reserves the right to accept/reject the rate(s) quoted by the participants.
5. Fuel and lubricants like diesel/ Petrol and motor oil shall have to be supplied by the successful quotationer for which payment will be made as per local market rate on the basis of consumption of fuel and lubricants.
6. The successful quotationer may have to place the vehicle for the test run and checking at his own cost.
7. Quotationer shall have to bear all servicing expenditure for periodical servicing, maintenance, daily washing, cleaning, repair works including cost of spare parts and labour charges what so ever.
8. Payment in respect of driver's wage, D.A. etc. shall have to be borne by the quotationer and hire charge for the vehicle shall be inclusive of all these expenditures. The successful quotationer shall have to arrange proper garaging facility of the vehicle at his own cost, risk and responsibility.
9. The quotationer shall have to provide other vehicles of identical specification with driver in the event of supplied vehicle being out of order/under servicing and maintenance or repair or being not available for any reason what so ever, failing which hire charges of that day/days will not be paid.
10. If quotationer fails to comply with any of the above conditions, the undersigned reserves the right to take any action against the quotationer as may deem fit and proper.
11. The undersigned also reserves the right not to accept the lowest quotation or any other without assigning any reason thereof and also reserves the right for cancelling all the quotations.
12. Self-attested copies of Registration Certificate, Blue Book of the vehicle, upto date fitness certificate, pollution control certificate, upto date clearance certificate of tax and token , commercial licence, Pan Card etc will have to be submitted at the time of application.
13. The vehicle will be hired on daily basis for which payment will be made by the Executive Engineer, Howrah Irrigation Division by Account Payee cheque in favour of the supplier on the basis of the bill in triplicate.
14. **Normal duty hours will be 10 (ten) hours per day (excluding reporting and releasing time).** The duty period may be extended as and when required as per necessary in the interest of Govt. Work.
15. The vehicle shall have to be supplied with driver who will be responsible to report for duty with vehicle at the prefixed station within the stipulated time unless otherwise specified. The driver with vehicle in running condition will have to sign approved and issued Log Book on arrival as a token of his reporting for duty.

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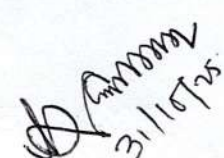
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16. The vehicle will be hired on daily basis. No payment will be made for the vehicle if it is not available for any reason what so ever which disrupt journey and if another car of same type does not replace it in good condition. In the event of failure of driver with pre intimation to attend duty as per fixed programme and time, recovery at the rate of hire charges for that day/days would be made.
17. The quotationer whose quotation will be accepted will have to start the work as per the date mentioned in Work Order.
18. Distance allowed is maximum 5 (five) KM for upward journey plus 5 (five) KM for downward journey, total 10 (ten) KM or the actual distance whichever is less from reporting place to garage.
19. Over time charges in excess beyond 10 (ten) hours will be allowed. Maximum half hour will be allowed for reporting and also after releasing in calculating over time allowances.
20. The authority will not have any liability arising out of any type of accident on whatsoever while the car is in use by the authority. The authority will not be liable to pay any damage to the owner, the driver or any third party arising out of accident of the car.
21. The owner of the vehicle whose quotation will be accepted shall have to execute a formal agreement with the Executive Engineer, Howrah Irrigation Division.
22. The authority reserves the right to extend the validity of contract for hiring of vehicle with supplier/owner beyond the expiry of the contract period on the same terms and conditions and rates etc on mutual agreement by both sides.
23. Any claim for escalation of rates due to any reason during the execution of work including extending time period will not be entertained in any way.


31/10/25
Executive Engineer
Howrah Irrigation Division
DPMU-Howrah, WBMIFMP

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PROFORMA FOR QUOTING RATES

Ref: N.I.Q. No.: 01/HID/2025-26

Dated: 31.10.2025

Name of Work: - "Supplying one no. Non A.C. Diesel Vehicle, luxury taxi permit including driver on daily basis, as and when required, for the use of the Executive Engineer, Howrah Irrigation Division, I & W Dte., Shibpur, Howrah, PIN-711103.

1. (a) Name of the Quotationer/Owner/Firm :
(In block letters.)
(b) Full postal address with phone No. :
2. Name, Make, Model, No. of the Vehicle and Year of manufacture. :
3. Daily hire charge in Rupees (per day)
(To be quoted by the applicant both in figures and words):
4. Consumption of fuel & lubricating oil
a. Diesel/Petrol :
b. Mobil :
5. Overtimes Charges :

[Handwritten signature]
31/10/25

Executive Engineer
Howrah Irrigation Division
DPMU-Howrah, WBMIFMP

[Handwritten initials]
31/10/25

Signature of Quotationer
and full address with seal.