(A GOVT. OF INDIA ENTERPRISE)

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#### **NOTICE INVITING TENDER**

Sealed Tenders are invited from reputed transporters for providing NON AC Diesel Car required at BBUNL/BBJ Head Office on monthly hire charges basis for official use as per details given hereunder:-

Dasi	s foi official use as pel uetalis	given hereunder		
1.	TENDER NOTICE NO.	DGM(P-V)/OFFICE CAR/HIRE/ NON AC/		
		COMMERCIAL / 2015		
2.	DATE	23.11.2015		
3.	SCOPE OF WORK/ SERVICE	HIRING OF DIESEL NON AC COMMERCIAL CAR		
		REQUIRED AT BBJ REGISTERED OFFICE ON		
		MONTHLY HIRE CHARGES BASIS FOR OFFICIAL		
		USE.		
4.	PERIOD OF CONTRACT	12 (TWELVE) MONTHS		
5.	NO. OF HIRED CAR	09 NOS DIESEL NON AC CAR(AMBASSADOR		
		OR TATA INDIGO OR TATA INDICA OR		
		EQUIVALENT)		
6.	COST OF TENDER	NIL		
	DOCUMENT (NON-			
	REFUNDABLE)			
7.	EARNEST MONEY DEPOSIT	NIL		
	AMOUNT			
8.	ISSUE OF TENDER	BETWEEN 23.11.2015 TO 07.12.2015 DURING		
	DOCUMENT	OFFICE HOURS.		
9.	LAST DATE AND TIME OF	UPTO 11.30 A.M. ON 08.12.2015		
	SUBMISSION OF TENDER			
10.	OPENING DATE AND TIME	ON 08.12.2015 AT 3.00 P.M.		
	OF TENDER			

**NOTES:-** The award of the order or rejection of the Tenderer's offer and/or cancellation of the tender will be made at the absolute discretion of BBJ. BBJ reserves the right to cancel or accept or reject any or all tender(s), whether lowest or otherwise, without assigning any reason(s), whatsoever thereof. A tenderer whose Tender is not accepted shall not be entitled to claim any cost, charges or expenses incidental to or incurred by him through or in connection with the preparation and submission of the Tender/Offer to BBJ. BBJ also reserves the absolute right to split up and award the requirement between two or more Tenderers.

(A.Neogi) DGM(P-V)

### **SPECIAL CONDITIONS OF THE CONTRACT**

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1.	PERIOD OF CONTRACT	12 (TWELVE) months.			
2.	CAR / DRIVER	a) The car must be in good running condition having valid documents as per PVD, Govt. of West Bengal. b) The car must have necessary safety devices as per rule. c) The driver must have valid Driving License. d) The Transport Contractor must provide a Mobile Phone in working condition to the driver of the vehicle free of cost during the duty hours for proper communication. e) The Transport Contractor must provide clean white seat cover for the car. f) Polishing of the car will be done by the Transport Contractor free of cost at the interval of 3 (three) months. g) The hired Ambassador Cars should not be more than 8(eight) to 10(ten) years old. h) The hired TATA Indica and TATA Indigo Cars should not be more than 3(three) years old. i) Those cars should have VALID COMMERCIAL PERMIT or must obtain valid Commercial Permit within 45 days after receipt of order, they are only eligible to participate the NIT, otherwise no offer will be entertained by BBJ against NIT.			
3.	DUTY HOURS/ KM READING	Duty hours and Kilometer reading will be counted from the Transport Contractor's Garage to notified Place of Reporting and Place of release to Transport Contractor's Garage back.			
4.	OVER TIME	Retention of the car beyond 12 hours in a working day (inclusive Sundays and Holidays) would be treated as OVERTIME which will be paid extra and will be rounded of the nearest half hour both ways.			
5.	FOOD ALLOWANCE FOR WORKING ON SUNDAY/HOLIDAYS	An amount of Rs.30/= (Rupees thirty only) per day will be paid as Food Allowance for duty on Sundays and Holidays while the car is on duty.			
6.	ABSENCE	Hiring charges will be proportionately deducted for the period of absence in duty in a month in all cases.			

7.	FUEL	Diesel and Engine Oil (Mobil) will be paid extra in			
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		the following manner for the Kilometer distance			
		traveled and as per the reading recorded in a Log			
		Book (to be supplied by BBJ) by the Officer traveling			
		plus the distance from the Garage to the place of			
		Reporting /Release:			
		DIESEL 10 KM PER LITRE			
		ENGINE OIL (MOBIL) 300 KM PER LITRE			
8.	PARKING FEES	Parking Charges will be paid by BBJ while the car is			
		on duty.			
9.	RATE	The rate quoted by the Transport Contractor should be			
		exclusive of fuel i.e. Diesel & Engine Oil (Mobil).			
10.	PAYMENT	Payment will be within 30 days from the date of			
		receipt of Clear bill from the Transport Contractor.			
11.	TAXES	a) Contractor's rate for the above work should be			
		inclusive of all taxes but <b>excluding of Service Tax</b> as			
		applicable.			
		b) Payment of Service Taxes will be reimbursed on			
		production of documentary evidence.			
12.	SECURITY DEPOSIT	For due fulfillment of the contractual obligation, the			
		successful bidder shall furnish Security Deposit within			
		15 days of receipt of Work Order in the form of			
		Demand Draft/Pay Order of a Nationalised Bank/			
		-			
		Scheduled Bank, which will be valid till completion of contract. The amount of socurity deposit shall be			
		of contract. The amount of security deposit shall be <b>Rs.5,000.00</b> (Rupees five thousand only)			
40	DDIOF	7			
13.	PRICE	No price-variation of any kind will be allowed in this			
	VARIATION:	contract under any circumstance. Price shall			
		remain firm for entire scope of work.			
14.	POLICE CASE/	BBJ will not be responsible for any Police case,			
	ACCIDENT/DAMAG	Accident, damage of loss whatsoever during the			
	E/ LOSS	tenure of the contract.			
15.	TERMINATION OF	BBJ has the right to terminate any contract any time			
	THE CONTRACT	without assigning any reason.			
16.	RISK PURCHASE	In case the performance of the contractor is not			
	/CONTRACT	satisfactory, the Management reserves the right to			
		withdraw the relevant contract at any time during			
		execution and get the job done through any other			
		agency at the tenderer risk and costs.			
17.	LIQUIDATED	BBJ reserves the right to deduct Liquidated			
17.	DAMAGE	damages from the contractor, due to failure on the			
		part of the contractor to perform the work allotted			
		by the BBJ management.			

18.	JURISDICTION OF COURT	The Courts at Kolkata shall have the exclusive jurisdiction to try all disputes, if any, arising out of this agreement between the parties.		
19.	DOCUMENTS TO BE	(a). COPY OF PAN CARD;		
	SUBMITTED WITH	(b). COPY OF <b>LAST THREE YEARS</b> INCOME TAX		
	EACH OFFER	RETURN ENDING - 31.03.2015;		
		(c). COPY OF VALID TRADE LICENCE;		
		(d). COPY OF EXPERIENCE CERTIFICATE IN		
		CONNECTION WITH DEPLOYMENT OF VEHICLE IN		
		ANY GOVT. ORGANISATIONS/ PSUs /ANY REPUTED		
		PRIVATE ORGAISATION OF <b>LAST THREE</b> YEARS ENDING		
		31.03.2015		
		(e). SIGNATURE WITH DATE AND ALSO OFFICIAL		
		STAMP SHOULD BE DONE ON EACH PAGE OF NIT AND		
		ALSO ON EACH DOCUMENTS.		

(A.Neogi) DGM(P-V)

### SCHEDULE OF RATES

#### SOR-1

SL.NO.	DESCRIPTION	UNIT	RATE (Rs.)
			(Rate should be
			mentioned in Figure
			and Words)
1.	Monthly hire charges (inclusive		
	Sundays & Holidays) for providing		
	car in good running condition		
	having valid documents including Driver excluding Fuel (Fuel will be		
	provided by BBJ) and including all		
	taxes applicable.		
(a).	Diesel Non AC Car (AMBASSADOR)	Month	
(b).	Diesel Non AC Car (TATA - INDIGO)	Month	
(c)	Diesel Non AC Car (TATA INDICA)	Month	
(d)	Equivalent (Type of car and make	Month	
(4)	should be mentioned clearly	Wientin	
	J		
2.	Overtime charges for working	Hour	
	beyond 12 hours in a day		
	(including Sundays and Holidays)		
1	inclusive of all taxes as applicable.		

#### Notes:-

- 1. The hired Ambassador Cars should not be more than 8(eight) to 10(ten) years old;
- 2. The hired cars (TATA India, TATA Indigo, or equivalent) should not be more than 3(three) years old;
- 3. All other terms and conditions of "Special Conditions of Contract" of the NIT will be applicable.

(A.Neogi) Dy.GM(P-V)