



# NEW TOWN KOLKATA DEVELOPMENT AUTHORITY

(A Statutory Authority Under Government of West Bengal)  
3, Major Arterial Road, New Town, Kolkata - 700 156

Memo No.: 6341/NKDA/Admn-471/2014

Dated: 05-12-2014

## NOTICE INVITING QUOTATION N.I.Q NO. 08/ADMN/NKDA OF 2014-15

Sealed Quotations are invited by the Chief Executive Officer, New Town Kolkata development Authority from resourceful, bonafide and experienced suppliers/operators for hiring of break-down van (15 Ton capacity) on monthly rental basis including cost of P.O.L as may be required to run the vehicle as per accepted norms and procedure.

Last date of Submission of Quotation paper : 15-12-2014  
Date of Opening : 15-12-2014

Up to 2.00 P.M  
at 2.30 P.M

### General Terms and Condition

1. The intending quotationer will have to submit quotation in a sealed cover along with Xerox copies of valid certified of Permanent Account Number (PAN) of Income Tax Department within 2.00 P.M. of the schedule date of submission of quotation paper.
2. Copy of address, along with one address proof document of the Supplier/Operator will have to be submitted.
3. The undersigned being the accepted Authority reserves the right to reject any of all the quotations without assigning any reason and he will not be bound to accept either the lowest quotation or any of the quotations.
4. No Quotation will be entertained if sent by post/Courier.
5. Quotation should be submitted in sealed cover and superscripted with the Name of the Work with N.I.Q No. and date.
6. The rates are to be quoted both in words and figures. The rate quoted is valid for acceptance up to 6(Six) months from the date of opening of the quotation.
7. The quotationer should sign all corrections in the quotation duly initialed. The quotationer must sign each page of the quotation documents.
8. Quotationer who will sign on the quotation of behalf of a company or firm must produce the registered documents in respect of their competency to do so, failing which the quotation may be treated as informal.
9. The quotationer are bound by the terms and conditions along with the specification, notice for inviting quotation, Special Terms and Condition, if any, and schedule of hiring documents to be made which form part and parcel of the quotation documents.
10. Conditional quotation will not be entertained and shall be deemed as 'informal'.
11. The quotations to be received, will be opened in presence of Quotationers or their authorized representatives who may be present at the time of opening if they so desire. The Quotationers of their authorized representative may be permitted to put their signature on quotation opening register/sheet.
12. Income Tax will be deducted as per Govt. orders issued from time to time and would be applicable on the date of making payments of bills.

13. In case of sudden closure of office due to reasons beyond the control of the undersigned, the last date and time as indicated above will automatically be deferred to the next working day without further notice.
14. Unless otherwise stipulated, the Break down van to be placed on hire as per special terms and conditions and technical specification as annexed hereto.
15. If the lowest quotationers withdraw his offer before acceptance or refuse to deploy break down truck without giving any satisfactory explanation for such withdrawal, he shall be disqualified for submitting quotation to this authority for a period as may be decided by the undersigned.
16. In case of any inadvertent typographical mistake if found, the amount quoted does not correspond with rate written either in figure or in words, hence the rate quoted by the quotationer in words shall be taken as correct.
17. The provision of the Power of Attorney either general or special must be registered one, if any. Otherwise the department shall not be bound to cognizance of such power of Attorney
18. Hire charges once accepted shall remain valid for the entire period for contract and no escalation in between the contract shall not be entertained for reasons whatever.
19. The owner shall furnish the postal address of his office
20. Any corrigendum to the quotation will be circulated through Official Website of New Town Kolkata Development Authority ([www.nakdamar.org](http://www.nakdamar.org)). Participants are requested to follow the website.

  
Chief Executive Officer  
New Town Kolkata Development Authority

Memo No.6341/1(1)/NKDA/Admn-471/2014

Dated: 05-12-2014

Copy forwarded for information and circulation to:-

1. **Shri Sabyasachi Dutta, Member of Legislative Assembly.**

  
Chief Executive Officer  
New Town Kolkata Development Authority

Memo No.6341/1(7)/NKDA/Admn-471/2014

Dated: 05-12-2014

Copy forwarded for information and necessary action to :

1. The Finance Officer, New Town Kolkata Development Authority
2. The C.P. Bidhannagar Police Commissionerate.
3. The D.C. Traffic, Bidhannagar Police Commissionerate
4. The I.C. New Town Police Station, New Town.
5. The Traffic Inspector, New Town Traffic Guard.
6. The P.A to the Chairman, New Town Kolkata Development Authority.
7. Office Notice Board
8. Official Website of New Town Kolkata Development Authority ([www.nkadamar.org](http://www.nkadamar.org))

  
Chief Executive Officer  
New Town Kolkata Development Authority

N.I.Q No.8/Admin/NKDA/2014-15

Sl. No.	Name of Work	Qty.	Place of Duty	Duty Hrs.	Period of Contract	Eligibility	Earnest Money	Accepting Authority
01	Hiring of Breakdown Truck (15 Ton Capacity)	01 (One) No.	New Town P.S. New Town Kolkata : 156	07 x 24	01 (One) Year.	Authorized agent/operator of breakdown Trucks to any Govt./semi govt. dept./ Public undertakings/local bodies in the state of West Bengal	2% of the accepted value at the time of making agreement in Bank draft/Banker's Cheque of any Nationalized/Scheduled Bank in India drawn on any service branch at Kolkata.	Chief Executive Officer, NKDA



Chief Executive Officer  
New Town Kolkata Development Authority



SPECIAL TERMS AND CONDITIONS

1. New Town Kolkata Development authority (NKDA) shall engage and make payment to the owner of the accepted Break Down truck and the duties of the hired Break Down Truck shall be placed under New Town P.S for the effective period of the contract.
2. The owner is required to maintain the Break Down truck as his Own cost and also operate the same without any extra payment for exclusive use of the Break down truck by New Town P.S During the period under contract, the Break Down truck cannot be used by others. However, NKDA shall have the right to utilize the same on such government purpose as may be deemed essential in consultation with New Town P.S
3. The Break-Down shall be maintained at the own cost of the owner and NKDA shall not pay any further amount other than such monthly rent on any account.
4. The owner shall be responsible to possess the vehicle covered with comprehensive insurance and permit for Break-Down truck to ply within 24 Parganas (North) and pay all Government fees, Taxes, charges etc.
5. The monthly hiring charge as may be quoted shall inclusive of all costs as stated in sub para -3 above, including cost of fuels/lubricant/for operation of the Truck on an average of 500 Km per month i.e. for 6000 Kms. Per year. In case of operation of the same exceeds such kilometer as fixed, then the additional cost of fuel @ 5 Km/Liter and the cost of Lubricant @ 2500 Km/5 Ltr. On prevailing price basis, shall be paid by NKDA.
6. The driver/Khalasi to be engaged shall meet the criteria fixed for driving & operation as per M.V Act/Rules.
7. The owner shall be responsible for payment of wages to the driver/ Khalasi and others if any engaged by him. The owner shall be responsible for observance of all labour laws in this regard.
8. The Successful owner should have to submit to NKDA the purchase order along with full payment price made to the vehicle manufacturer/dealer within 15 days from the date of issue of job order. In default, the order shall be cancelled.
9. During the period under contract, the vehicle shall be under exclusive use of New Town P.S. and the operator shall be responsible for keeping the vehicle in roadworthy condition and shall provide skilled driver and khalasi having valid licence for operation of the vehicle as per requirement of New town P.S.
10. During the period under contract, the vehicle breaks down or remains out of order, the owner shall supply such type of alternate vehicle forthwith without causing no hindrances to the work so specified for.
11. In case of violation of provision of rule 10 (above) deduction at penal rate as may be demined by the authority shall be deducted from the monthly payment of the owner.

**Chief Executive Officer  
New Town Kolkata Development Officer**

**ANNEXURE – III**

Schedule of supply/ Operation of Break-Down Truck on monthly basis, for the period

From ..... to ..... ( 1 Year = 365 days )

Sl. No.	Description of items	Qty.	Unit	Rate	Amount
1.	Hiring of Break-Down Truck (15 Ton Capacity) including maintenance and payment of the staff (Khalasi,mechanics,operators) and cost of fuel, lubricant and other allied costs as per specification and terms and conditions of the quotation document(For 3 trips per days @ 8 hours per trip for 365 days).				
	Total				
( Rupees ..... )					

above.

I/We agree to execute the work at the rate quoted

Bidder / Supplier /Operator

Date :