



भारत सरकार
Government of India
केंद्रीय जल आयोग
Central Water Commission
मधेनमंडल
Meghna Division

No.MD/SIL/JE/HQ/08/2017/396-402

Dated: 22/02/2019

NOTICE INVITING QUOTATION

Sealed quotations are invited on behalf of the President of India, from the bonafide and registered contractors/firms for 'Hiring of Inspection Vehicle in the Office of The Executive Engineer, Meghna Division, CWC, Silchar, during the financial year 2019-20' as per enclosed schedule of quantities (Annexure-I) and special condition of contract (Annexure-II).

The quotation will be received in the office of the undersigned i.e. Meghna Division, CWC, Silchar-6, during the working hours up to **15.00 hrs. on or before 28/02/2019** and shall be opened on the same day at 15.30 hrs by the undersigned in presence of the interested bidders or their authorized representatives who desire to remain present at the time of opening of quotations.

Description of Works	Estimated Cost (INR)	Last date & time for receiving quotation	Date & Time for opening quotation	Location
Hiring of Diesel 4WD SUV Vehicle with Driver (with POL) with engine cubic capacity between 2000cc to 2500cc, BS-IV complaint and ground clearance not less than 180 mm for the official duties local at Silchar and out of station, North Eastern states (Assam, Meghalaya, Tripura, Manipur, Mizoram, Nagaland, Arunachal Pradesh) including all charges i.e. repairs, maintenance and POL etc.	<u>4,84,800/-</u>	<u>28/02/2019</u> 15:00 Hrs.	<u>28/02/2019</u> 15:30 Hrs.	O/o the Executive Engineer, Meghna Division, CWC, Ist Link Road Silchar-6, (Assam).

Terms and Conditions:-

1. The quotation completed in all respect must reach to Office of the Executive Engineer, Meghna Division, CWC, Silchar, as on or before 28/02/2019 upto 15:00 Hrs.
2. The bidder shall submit **EMD (Earnest money deposit) of Rs. 9696/- (Rs. Nine Thousand Six Hundred Ninety Six) only**, along with the quotation in the form of Demand Draft/ Treasury challan/call Deposit/ Banker's cheque/ Fixed Deposit receipt drawn on a Scheduled Nationalized Bank in favour of **Executive Engineer, Meghna Division, CWC Silchar, payable at SBI, Silchar.** Quotations received without EMD will be rejected.

जल बंधन - जल संयंत्र
Address: सी-इडब्ल्यू-मजीलिक रोड (मेन), विपरती लने-2, सिलचर (असम)-788006 / CWC, Link Road (Main), Opposite Lane No.2, Silchar (Assam)-788006,
ई-मेल/E-mail: eemmd_cwc2008@rediffmail.com, eemmd-cwc@nic.in, दूरभाष संख्या / Phone No: 03842 - 242358/240224, फैक्स / Fax: 03842 - 240224



भारत सरकार
Government of India
केंद्रीय जल आयोग
Central Water Commission
मधेनमंडल
Meghna Division

3. The rates are to be quoted F.O.R. destination inclusive of packing forwarding, freight, insurance, if any, at the office of the Executive Engineer, Meghna Division, CWC Silchar.
4. The rates should be inclusive of all local taxes such as Service Tax etc **except Goods and Services Tax (GST) which shall be paid separately as per rule and prevailing rates.**
5. Rates of GST should be clearly mentioned as applicable.
6. The rate of works should be quoted both in figures as well as in words.
7. The quotation number with date of its opening has to be clearly mentioned on the top of the quotation and sealed cover.
8. Quotation may be dropped in the Tender/Quotation box kept in the office of the undersigned or may be sent by the registered post. (Marked as quotation for 'Hiring of Inspection Vehicle in the Office of The Executive Engineer, Meghna Division, CWC, Silchar-6') to the undersigned so as to reach on or before the date and time stipulated for receiving the quotation. No quotation will be entertained after the stipulated time.
9. Any correction in the quotation should be clearly attested by the authorized person.
10. The undersigned reserves the right to cancel/reject in part of full of any /all the quotation without assigning any reason and without any financial involvement from either side.
11. Normal duty hours shall be from 9.00 A.M to 6.00 P.M; however, during emergencies or any other circumstances, the driver shall work beyond duty/ working hours for which no extra payment shall be paid by the Department. The welfare part of the driver shall be taken care of by the agency.
12. Any fine due to traffic shall be liability of the contractor. Nothing extra shall be paid by the department.
13. The service history of the vehicle should be provided with the quotation.
14. During the contract period security of vehicle provided shall be the responsibility of contractor. The contractor shall provide fire extinguisher for fire fighting in the vehicle at his own cost.
15. Any person who is in government service or any employee of the department shall not be a partner directly or indirectly with the service provider.
16. In the event of any dispute or differences arising out of this contract, the same shall be referred to the sole arbitration of the EE, MD, CWC, Silchar, Assam whose decision shall be final and binding.
17. Engineer-in-charge shall not provide any residential accommodation to the drivers/ helpers engaged with the vehicle (s) hired and the contractor shall make their own arrangement for stay of the persons engaged by them for the work.
18. It must be ensured that the vehicles are not emitting excessive/ harmful pollutants into the atmosphere and are within the permissible limits. Vehicle shall obtain Pollutants under control (PUC) certificate from the authorized agencies.



जल बचत - जल संयोज

Address: सी.डब्ल्यू.सी. लिंक रोड (मैन), विपरकी लवे-2, सिलचर (असम)-788006 / CWC, Link Road (Main), Opposite Lane No.2, Silchar (Assam)-788006,
ई-मेल/E-mail: eemdc_cwc2008@rediffmail.com, eemdc-cwc@nic.in, दूरभाष संख्या / Phone No: 03842 - 242358/240224, फैक्स / Fax: 03842 - 240224

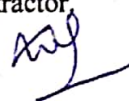
Annexure-I**SCHEDULE OF QUANTITIES**

Name of work: - Hiring of Inspection vehicle including POL with driver for the office of the Executive Engineer, Meghna Division, CWC Silchar during the Financial Year 2019-20.

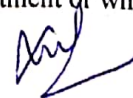
Sl. No.	Description of Work	Unit	Quantity	Quoted Rate (INR)		Quoted Amount (INR)
				In Figure	In Words	
1.	Hiring of Diesel 4WD SUV Vehicle with Driver (without POL) with engine cubic capacity between 2000 cc to 2500 cc, BS-IV complaint and ground clearance not less than 180 mm for the official duties at local at Silchar and out of station in North Eastern States (Assam, Meghalaya, Tripura, Manipur, Mizoram, Nagaland, Arunachal Pradesh) including all charges i.e. repairs, maintenance etc.	Month	1			
2.	Vehicle running rate per Km (inclusive of POL cost etc)	Km	1000			
3.	Night halt charge	Nos.	5			
	Total Monthly charge					
	Hire charge of Vehicle per Annum inclusive all local taxes (excluding GST)					
	Total Amount in words:					
	Rate of GST (in %)					

SPECIAL CONDITION OF CONTRACT

1. The agency/contractor shall deploy the vehicle like Bolero, equivalent like Scorpio, Xylo etc. The make of the vehicle should be of the year 2014 or later and it should be registered within the state.
2. The vehicle shall be provided by the agency/contractor for local at Silchar as well as outside journey to CWC sites located in North Eastern states (Assam, Meghalaya, Tripura, Manipur, Mizoram, Nagaland, Arunachal Pradesh) as and when required.
3. In case of any brake down or disruption due to any reason, the vehicle shall be replaced by a substitute vehicle on the spot immediately by the agency/contractor and no extra charges shall be payable for that. In case the agency/contractor fails to provide equivalent arrangement in the department / officer will make alternate arrangement at the cost of agency/contractor.
4. The contract will be terminated by giving 15 days prior notice in case the services are not satisfactory.
5. Entry tax/Permit tax, to enter other states shall be borne by the agency/contractor.
6. Once rates quoted by the agency/contractor shall be final, nothing extra shall be paid on account of rate increase of fuel, lubricant etc.
7. All expenditure involve in connection with petrol / Diesel / pollution check, repair and maintenance of vehicle, road taxes, insurance and any other incidental expenditure shall be borne by the agency including all government levies and challans (if any).
8. The vehicles shall be kept neat & clean and in good working condition maintained well during contract period.
9. The agency/contractor should ensure that the driver carries all the necessary documents like Registration certificate, insurance paper, PUC certificate etc. with him.
10. The distance Milo meter of vehicle shall be accurate.
11. The rate shall be quoted inclusive of all local taxes such as service tax etc. except GST which shall be paid separately as per rule and prevailing rate.
12. The Agency/contractor shall comply with the government/RTO rules and regulations government notifications before deployment of vehicles, including all RTO formalities for operating the hired vehicle.
13. The agency/contractor shall be responsible for safety and security of vehicle and shall also be responsible for compensation and damages due to any dispute between the agency/contractor and its staff. Department shall not be responsible for any dispute between the agency and its staff.
14. The payment shall made monthly basis either by cheque or demand draft on production of bill /challan in triplicate of duly verified/signed by the authorized officer. Deposit of EPF, ESI and etc. in respect of driver engaged shall be responsibility of agency/contractor.



15. The driver should have a valid driving license with him, shall be well mannered with good behavior, should be in neat & clean uniform and should not be drunk at all while on office duty.
16. The vehicles shall be run as per the schedule of the trips/timings, route and as directed by the Engineer-in-charge or the work from time to time either by return notice / telephone /mobile.
17. The vehicle shall be in good running condition throughout the contract period. The duration of local duties at site and outside trips etc. shall be as per instructions issued by the Engineer-in-charge of work.
18. The contractor shall compensate and make good all damages or loss of property or personnel injury to the passengers or to any other third party as a result of road accidents or on account of whatsoever cause while operating these vehicles.
19. The contractor shall ensure that the driver engaged by him to drive the vehicle, fulfill and fully comply with the requirement of Motor Vehicle Act ,1988 and other statutory provisions.
20. When the driver of the vehicle is not available due to the being on leave, due to sickness or otherwise, contractor will arrange another driver immediately.
21. Once rates quoted by the agency/contractor shall be final, nothing extra shall be paid on account of rate increase of fuel, lubricant etc.
22. The firm/contractor/agency must have valid PAN, Service Tax/ GST Registration Number, latest ITCC (enclose copy of Income Tax Return filed for FY 2017-18) at the time of submission of tender.
23. The contractor /Agency should be registered with Labour Commission, EPF, ESIC and should have a valid certificate from Labour Commissioner, EPF and ESIC.(Copy of the same shall be enclosed)
24. The liability under relevant sections of Motor Vehicle Act 1968 and IPC causing death or permanent liability developed in the vehicle supplied by the contractor, the hiring authority has no responsibility of whatsoever and will not entertain any claim in this regard under the provision of the law.
25. The engagement and employment of drivers and payment of wages to them as per existing provisions of various labour laws and regulations is the sole responsibility of the contractor and any breach of such laws or regulations shall be deemed to be breach of this contract.
26. The contractor shall assign the job of driving of hired vehicles only to qualified experienced licensed drivers and also assume full responsibility for the safety and security of the officers/officials as well as essential store items while running the vehicle by ensuring safe driving. The attested copy of driving license of the driver should be submitted during the contractual period. The Executive Engineer, Meghna Division, CWC, Silchar and his representative shall have no direct or indirect liability arising out of such negligent, rash and impetuous driving which is an offence under section 29 of IPC and any loss caused to Executive Engineer, Meghna Division, CWC, Silchar and his representative, have to be suitably compensated by contractor.
27. The responsibility of safety & security of the vehicle during the contract period shall be of the contractor and the department will not be responsible for any loss or damage of the vehicle in any case including while on duty within the premises of the Department or while on tour to out stations.



28. The meter reading should tally the actual distance of run at any instant and authorized officer shall have full power to check up the meter for its correctness and to take action accordingly.

29. Responsibility for payment of wages to Driver:-

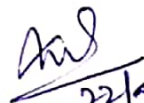
- a) A contractor (Employer) shall be responsible for payment of wages to M.V. Driver employed by him and such wages shall be paid before the expiry of such period as may be prescribed.
- b) The Contractor shall have to issue an appointment order in favour of the person employed by him as MV Driver, giving full details of minimum wages to be paid, his employee code, ESI & EPF account No, Service tax (GST) etc on his letter head.
- c) The Contractor shall have to issue identity card in favour of the person employed by him as MV Driver, in prescribed format.
- d) Executive Engineer, Meghna Division, Central Water Commission, Silchar has been nominated a representative from department side is authorized to be present at the time of disbursement of wages by the contractor and it shall be the duty of such representative to certify the amounts paid as wages in such manner as may be prescribed.
- e) It shall be the duty of the contractor to ensure the disbursement of wages in the presence of the authorized representative i.e. EE, MD, CWC, Silchar.
- f) The monthly wages of the driver shall be made regularly by the agency, even if bill payment delays from department. Such payment/wages will not be paid from department.
- g) The Monthly rate for vehicle per Km is inclusive of all maintenance, servicing, cost of spares & lubricants, salary, EPF, ESI, ST and other benefits to the driver/manpower deployed, charges towards Road Tax/SRT/TP, Insurance and other statutory levies as applicable to all parties concerned agencies.

30. Penalties: - penalties will be imposed in case of following conditions:

- a) In case, the vehicle and driver provided by the Agency/contractor does not report at the reporting address as per the scope of work at prescribed reporting time, a penalty of Rs. 400/- shall be imposed on each such occasion.
- b) In case of breakdown of a vehicle during journey or after reporting for the duty, a penalty of Rs. 200/- shall be imposed for each such occasion. In such cases, the vehicle is to be replaced by a suitable vehicle or faulty vehicle is to be repaired within one hour of breakdown failing which an additional penalty of Rs. 100/- shall also be imposed.
- c) In the cases of breakdown of vehicles, if the suitable vehicle as replacement or repaired vehicle as in clause-30 (b) is not provided even after one hour from the breakdown then controlling officer shall have the liberty to wait for another one hour period during which suitable vehicle will be provided by the contractor or abandon the vehicle/journey at once depending upon situation and circumstances. If the vehicle/journey is abandoned or no vehicle is provided within two hours of breakdown then a deduction equal to pro-rata amount for that day shall be made from the monthly bills, however Kilometer run from reporting place up to the breakdown place shall be counted in the total Kilometer run by the vehicle for that month.



- d) In case the meter is found tampered with, a penalty of Rs 2000/- shall be levied, and shall render the Contractor liable to any or all of these sanctions which can be forfeiture of its performance security, imposition of liquidated damages and/or termination of the contract.
- e) If any loss to government properties/materials shall occur due to negligence of duties, it shall be responsibility of Agency/contractor and Agency/contractor shall have to pay or recovered from the bills for losses as per decision of Engineer-in-charge. The amount of losses shall be determined by department and shall be binding on the Agency/contractor. No claims of Agency in this respect shall be entertained.


22/12/2018
(Ramavtar Verma)
Executive Engineer
MD, CWC, Silchar