

West Bengal tourism development corporation limited

(A Govt. of West Bengal Undertaking)

Saltlake Sector II , DG Block, Kolkata 700091

Email : visitwestbengal@yahoo.co.in

Website : www.wbtdcl.com / www.wbtourism.gov.in

No. 1462 /WBTDCL/ IV-15

Dated : 5 .9.2018

NOTICE INVITING QUOTATION **NIQ 08/WBTDCL/2018 - 19 (OPERATIONS) 2nd call**

The Managing Director, West Bengal Tourism Development Corporation Ltd. Udayachal Tourist Lodge, 1st Floor, DG Block, Sector - II), Kolkata, West Bengal, invites Quotations from reputed experienced and financially sound Car Rental Providers to provide rental commercial cars to WBTDCL Ltd on the occasion of Sharadotsav 2018 from 13.10.18 to 21.10.18 on temporary basis. No. of vehicles required will be informed 7 days prior to the occasion. The quantum of requirement of vehicles may increase or decrease during the period of contract.

The tender document may be down loaded from www.wbtdcl.com

Eligibility of bidder:

Indian companies Partnership firm/sole Proprietary firm registered to take up tendered items of work and whose annual turnover in the last three financial years were more than Rupees ten lakh are eligible to participate in this tender. Further, the bidder should have capability and experience in providing different types of hired car like **Ambassador, Indica, Indigo Tata Sumo, Tavera, Scorpio, Innova, Swift Dzire, SX4 etc. with AC or non AC mode.**

. SCOPE OF WORK

- ☐ As and when required the agencies have to provide good quality cars on hire with good driver who are soft spoken, polite and punctual.
- ☐ The agencies should not compromise with the quality of cars, punctuality and behaviour of the drivers.
- ☐ The cars taken on hire may have to go beyond Kolkata Metropolitan Area and also may stay at night there itself.

TERMS AND CONDITIONNS FOR PROVIDING HIRE CAR

1. There is no daily maximum/minimum limit of the distance to be run for vehicles on hire. It will be as per the requirement of WBTDc on all days if necessary. The payment will be made as per the conditions agreed to.
2. The vehicle must be made available as per the requirement whenever required.
3. Vehicles on hire must have proper permits/licenses/registration etc. from the appropriate Government and should not be of a make prior to 2012. **The contractor must provide copies of R.C Book as proof of holding ownership of vehicles. At least a fleet of 10(ten) vehicles should be in the own name of the agency participating in the tender.**
4. The vehicles on hire may be required to ply continuously in the day time and occasionally late night hours also.
5. The cost of petrol/diesel/fuel/oil and other expenses of incidental cost and all the expenses of the driver are to be borne by the contractor and he should always keep the vehicle in good condition as road worthy.
6. The contractor must be in a position to provide/supply the vehicle for hiring immediately from the date of issue of the work order.
7. In case the vehicle on hire goes out of order or if the driver is not available, the contractor must be able to provide another substitute vehicle in good condition and road worthy with a driver immediately without any delay and without any extra charges.
8. In case of an accidents/traffic violations the contractor will be solely responsible for all follow up remedies including legal process/expenses if any and WBTDc Ltd will not bear any cost/responsibility in any way for the men and materials. The contractor will compensate the damages for all materials and /or their parties fully without involving WBTDc Ltd and indemnify WBTDc Ltd against loss/damage occurring while the vehicle is under use. The vehicle must be insured as per Govt. norms
9. The contractor should make his own arrangements for parking the vehicles during the course of hire.
10. Mileage/Kilometer will be counted from the place of picking up in the morning/or any time and dropped in the evening/or any other time plus the actual distance of the parking place or 5 Km in one way whichever is less.
11. Proper formal uniform, Courtesy and good behaviour on the part of the Driver is essentially required. The payment will be deducted as deemed proper by the Competent Authority if any deficiency is found in uniform, courtesy and behaviour of the driver. **The copy of the driving licence of Drivers must be submitted by the contractor. The contractor should also submit the Police Verification Report of the drivers.**
12. The driver should maintain a Duty slip as per the proforma given by this office.
13. While on duty the driver should keep with him proper records of the vehicle/valid driving license, insurance paper, Pollution under control certificate etc. and submit the documents for verification by transport/police//any other authorities on demand.

14. The contractor is solely responsible for the payment of challan/accidents or any unforeseen happenings and this office is not at all responsible on this account.

15. The office is empowered to return the vehicle if it is felt that it is not road worthy and no payment will be made for the said journey.

16. In case the vehicle is withdrawn for maintenance and repairs, substitute vehicle in good running condition should be arranged immediately by the contractor.

17. It is the responsibility of the contractor to get the journey trip each day, verified with the entries made in duty slip by the officer who utilized the vehicle.

18. Vehicle should report at least 15 minutes before the appointment time irrespective of place of duty.

Penalty will be imposed for delay of exceeding 30 minutes, if the vehicles are not placed at the disposal of the officer at the appointed date, time and place. The penalty will be @ Rs.200/- of the claim in respect of each such delayed trips.

MD, WBTDCLtd reserves the right to terminate the agreement at any time without assigning any reason.

The contractor shall submit the bill in duplicate to this office after completion of the Sharadotsav 2018 assignment.

**INFORMATION TO BE
GIVEN BY THE BIDDER**

1. Name of the bidder

2. Firm/Company :

3. Address

4. Regd. Office

5. Telephone No. :

Office

Residence

Mobile

FAX

:

6. Name of
Proprietor/Partner/Director
signing the tender document. :

:

7. Income Tax Return
Particulars :

8. Permanent Account Number (PAN) :

9. Details of Experience :

10. GST Regt No.

Proforma for Financial Bid

Name of the Agency:

Price Schedule: Daily Option

Rate(all inclusive including all taxes and levies except GST & parking charges) for Taxis as indicated below. Fuel –wise rates of the vehicles should be shown in separate columns in the Financial Bid

| Make/Type of Cars | Rate for full day(12 hrs and 100 kms) (In Rs.per day) For Petrol/Diesel/CNG commercial vehicle | Extra per km beyond 100 kms (Rs.per Km) | Extra per hour beyond 12 hrs (Rs.per hour) |
|--------------------------|--|---|--|
| Ambassador NAC | | | |
| Ambassador AC | | | |
| Indica AC | | | |
| Maruti Swift Dzire AC | | | |
| Indigo AC | | | |
| Innova AC | | | |
| Sumo AC | | | |
| Sumo NAC | | | |

Bids duly **sealed** should be hand delivered so as to be received on or before 12th September 2018 up to 13.00 hours at the following address: Managing Director, West Bengal Tourism Development Corporation Ltd.; Udayachal T. Lodge Building 1st Floor, DG Block, Sector-II, Salt lake City, Kolkata -700 091.

DGM(Operations)
WBTDCLtd