



**GOVERNMENT OF WEST BENGAL  
OFFICE OF THE DISTRICT MAGISTRATE & COLLECTOR  
DISTRICT CHILD PROTECTION UNIT, ALIPURDUAR**

"DOOARS KANYA" - Integrated Administrative Building  
Po - Alipurduar Court, Dist - Alipurduar, Pin - 736122  
Email Id: - dmapd.dcpu@gmail.com

Memo no: 1403/XXIV-DCPU/XXVI/16/1/19-20

Date: 25/07/2019

**TENDER NOTICE**

Sealed tenders are invited from the reputed agency/ suppliers & interested parties for hiring of vehicle as per specification noted below on monthly rent basis for use by the office of the District Magistrate & Collector, Alipurduar, District Child Protection Unit.

Sl. No.	Type of Vehicle	No. of Vehicle	Type of Fuel used in the vehicle	Work Type
1	New Mahindra Bolero (ZLX Model BS IV Engine) with Commercial permits.	1 (One)	Diesel	On Monthly Basis

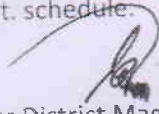
Tender to be submitted in favour of the District Magistrate & Collector, Alipurduar & to be dropped in the "Tender Box" kept at the office of the undersigned from 26.07.2019 to 21.08.2019 in working hours & working days & the same will be opened in the office chamber of the Officer-in-Charge (Social Welfare) at "DOOARS KANYA - Integrated Administrative Building" on 23.08.2019.

**TERMS & CONDITIONS**

1. The successful Tenderer have to place new vehicle within one month from the date of acceptance of the Tender.
2. At the time of Placement of vehicle the successful Tender have to submit following documents.
  - a. Document(s) related to Commercial Permit.
  - b. Registration Certificate.
  - c. Pollution Clearance Certificate.
  - d. Insurance Certificate (First Party).

3. The vehicle must be diesel operated.
4. The contract of vehicle shall initially be for one year which may be extended on yearly basis on satisfactory performance and depending on the tenure of the scheme.
5. Contract may be terminated by giving one month notice from either side without assigning any reasons.
6. The successful Tenderer have to arrange for garage for the vehicle within 2 KM from the Office of the District Magistrate & Collector, Alipurduar.
7. Driver should have valid Driving Licence, good behavior, physically and mentally alert, having mobile phone the cost of which shall be borne by the Tenderer.
8. Temporary arrangement shall be made for vehicle if replacement or other major repairing is required.
9. The tender will be accepted following the guideline of the Transport Department, Govt. of West Bengal vide no 3564WT/3M/81/98 dated 24/11/2008.
10. Earnest money of Rs. 5000/- (five thousand) only in the form of D/Bank Draft payable in favour of the District Magistrate & Collector, Alipurduar which will be released after completion of tender process to the unsuccessful tenderer.
11. Tender form & notice will be available in the District Portal <http://alipurduar.gov.in/>.
12. **Intending tenderer must submit tender in the Tender Box kept in the office of the District Magistrate & Collector, Alipurduar District Child Protection Unit Section, Room no. -114 at "DOOARS KANYA – Integrated Administrative Building", Alipurduar.**
13. The car/vehicle must be maintained by the agency/owner regularly and properly.
14. The owner will be liable to deploy car/vehicle as and when necessary. Punctuality shall have to be ensured.
15. No additional payment will be made for hiring of driver and/ or for boarding and lodging of drivers/or cost for repair etc. arising during accident met by the vehicle, if any.
16. In case of any temporary withholding of service of the vehicle for repair/maintenance/illness of driver etc the vehicle owner will place substitute vehicle of same quality and/or, alternative driver is to be provided for the period of withholding subject to prior intimation to authority concerned.
17. The income tax, GST & other incidental charges shall be levied from the bill as per prevailing rules.
18. In case of any damage by any reason such as accident/explosion/fire/natural calamity/ bandh or hartals etc, the successful Tenderer have to repair the same & cost for the same will be borne by himself / herself.
19. The driver should maintain a log book provided by the owner and duly authenticated by the office. The owner / supplier should submit monthly bill in duplicate along with the logbook duly authenticated by the officials using the vehicle.

20. Rate for the vehicle should be quoted for hiring both in figure & Words clearly on monthly basis. HSD & Mobile will be provided form the office of the District Magistrate, District Child Protection Unit (DCPU) as per Govt. schedule.

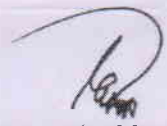
  
For District Magistrate  
Alipurduar

Memo no: 1403/1(10)/XXIV-DCPU/XXVI/16/1/19-20

Date: 25 /07/2019

Copy forwarded for wide circulation to:

- 1 The Additional District Magistrate, Zilla Parisad, Alipurduar.
- 2 The Sub-Divisional Officer, Alipurduar (Sadar).
- 3 The Block Development Officer (All), Alipurduar.
- 4 The DIO, NIC, Alipurduar with request to publish this notice along with forms in the district Website of Alipurduar ([www.alipurduar.gov.in](http://www.alipurduar.gov.in)).
- 5 The PM-MIS with the request to upload the same in the office Web Site ([www.mgnregaalipurduar.org](http://www.mgnregaalipurduar.org)).
- 6 C.A. to the District Magistrate, Alipurduar.
- 7 C.A. to the Additional District Magistrate (Social Welfare), Alipurduar.
- 8 All notice board at "DOOARS KANYA" – Integrated Administrative Building, Alipurduar.
- 9 Office file.

  
For District Magistrate  
Alipurduar