



ASANSOL DURGAPUR DEVELOPMENT AUTHORITY

(A Statutory Authority of the Government of West Bengal)

Durgapur Office :

1st Administrative Building, City Centre
Durgapur - 713216,
Ph. No. (0343) 2546716, 2546815
Fax No. : (0343) 2545793
e-mail : adda.dgpr@gmail.com
ceoadda.ud@gmail.com

Website : www.addaonline.in

Asansol Office :

Vivekananda Sarani (Senraleigh Road)
Near Kalyanpur Housing More, Asansol - 713305
Ph. No. (0341) 2257377
Fax No. (0341) 2257379
e-mail : adda.asl@gmail.com
ceoadda.ud@gmail.com

Ref. No. ADDA/DGP.

Date :

NOTICE INVITING TENDER

Sealed tender is hereby invited from bonafide suppliers for obtaining the rates of **Renault Duster/Ford Ecosport/Honda CR-V, BS-IV** on monthly hire basis at the Office of Asansol Durgapur Development Authority, Durgapur for the period of 03(three) years. The terms & conditions of tender are as follows: -

TERMS AND CONDITIONS

1. The purchase date of aforementioned vehicle shall be April 2017 or afterwards.
2. The vehicle must have all West Bengal Commercial Permit & Carriage Permit as per Govt. rules in vogue.
3. The tenderer must submit self attested copies of valid trade licence & copy of PAN Card.
4. The Diesel & Mobil oil will be supplied by the department @ 1 (one) liter of Diesel per 10 K.M. run for above mentioned car & 5 (five) liters of Mobil per 2500 km. run of the vehicle.
5. Rate should be quoted on monthly basis including wages of driver, Taxes, Royalty etc. including cost of daily cleaning, repairs & maintenance of vehicle etc. which are to be done & borne by the owner of the vehicle.
6. For any break down of the hired vehicle, the owner will have to provide a substitute vehicle of a similar type vehicle having a C. C. Permit immediately.
7. Log Book will be maintained by the officer using the vehicle. The meter reading for daily journey & fuel used by the vehicle will be entered in the Log Book daily. If the meter for mileage / Kilometerage found out of order, the distance traveled should be calculated as practicable & entered in Log Book.
8. The owner of the vehicle shall indemnify this department on a Non Judicial Stamp paper that the following will be the responsibility of the owner of the vehicle:
 - i) Damage caused to any by the vehicle due to accident.
 - ii) Payment for any legal action, court case or compensation payable arising out of the vehicle.
 - iii) Payment of Taxes or surcharge levied by the Central / State Govt.
9. The payment of bill for hiring of the vehicle should be submitted in duplicate after completion of each calendar month within the 1st week of the next month addressed to the Chief Executive Officer, Asansol Durgapur Development Authority.
10. The quotation will be received by ADDA office at City Centre, Durgapur - 16 up to 3.00 p.m. on ~~.....11-08-2017.....~~ & will be opened on the same day at 3.30 p.m. in presence of the tenderers who may choose to attend.
11. The Authority will decide about the model and nos. of vehicle is to be hired and will inform intimation to selected tenderers.

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12. The vehicle owner must submit a set of self attested copies i.e. Certificate of Registration, Commercial Permit, Insurance Certificate, Road Tax Token, Smoke Test Certificate etc. as per Govt. norms with the quotation and produce the original copy at the time of issuing work order.
13. An amount of **Rs.5000/-** in the form of **Bank Draft or Pay Order** in favour of **Asansol Durgapur Development Authority payable at Durgapur** must be enclosed as Earnest Money along with the tender.
14. The security deposit will be refunded to the unsuccessful tenderers whereas the same for the successful tenderer will be kept with the Authority as security deposit.
15. The vehicle may be used beyond office hours also and for that purpose no overtime allowance will be paid from the Authority and the vehicle will be under of control of ADDA for 24hrs.
16. Agreement for hiring of vehicle will be valid for 01 (One) year. The agreement may be terminated by the Authority for unsatisfactory service with one month's notice.
17. The Authority reserves right to reject any or all the applications without assigning any reasons.
18. All original papers which are mentioned in this NIT is to be submitted within 21 days from the issuance of the acceptance letter to the successful bidder. Otherwise, the acceptance letter may be cancelled and earnest money may be forfeited also.

For details visit our website www.addaonline.in

Sd/-

Chief Executive Officer

Asansol Durgapur Development Authority

Memo. No. ADDA/DGP/.....^{29/2011-12/182(9)} Dated.....²⁴⁻⁰⁷⁻²⁰¹⁷

Copy forwarded for information with request to paste a copy of the Tender Notice on the office Notice Board for wide publicity to: -

1. The S.D.M, City Centre, Durgapur - 16.
2. The M.D., S.B.S.T.C., Durgapur-01
3. The Assistant Executive Officer (Land), ADDA, Durgapur
4. The Assistant Executive Officer (Admn.), ADDA, Durgapur.
5. The Assistant Executive Officer, ADDA, Asansol.
6. The Secretary, Durgapur Municipal Corporation, City Centre, Durgapur - 16.
7. The System Manager, ADDA with a request to upload this notice in ADDA website.
8. The Post Office, City Centre, Durgapur-16.
9. The Accounts Section, ADDA, Durgapur - 16.

Chief Executive Officer

Asansol Durgapur Development Authority