



## WEST BENGAL STATE COUNCIL OF TECHNICAL & VOCATIONAL EDUCATION AND SKILL DEVELOPMENT

(A Statutory Body under Government of West Bengal Act XXVI of 2013)

Department of Technical Education, Training & Skill Development, Government of West Bengal  
Karigari Bhavan, 4<sup>th</sup> & 5<sup>th</sup> Floor, Plot No. B/7, Action Area-III, Newtown, Rajarhat, Kolkata – 700 160

Memo no. WBSCTVESD/TED/2024-2025/3154

Dated : 28.01.2025

### Notice Inviting Tender (NIT)

(Through Pre-qualification & Offline Submission of Bid)

**Subject :** Notice Invitation Tender for empanelment of agency for hiring of vehicles for WBSCT&VE&SD

The Competent authority of the Council [WBSCT&VE&SD] invites sealed tender for empanelment of agency for hiring of vehicles for WBSCT&VE&SD

In view of above, bonafide & reputed bidders are hereby requested to submit off line bids as per the details given below.

SI No.	Name of Work	Earnest Money Deposit	Cost of Tender Document	Duration of Work	Eligibility of Bidders
1	Empanelment of agency for hiring of vehicles for WBSCT&VE&SD	10,000/-	NIL	1 Year from the issuance of Work order.	Bonafide & reputed bidders having credentials in similar nature of work atleast Rs 40 Lakhs .
EMD relaxation as per Financial Rule subject to submission of proper documents					

### SPECIAL TERMS OF CONTRACT :-

#### Schedule :-

SI No.	Activity	Scheduled Date
1	Date of uploading of N.I.T. Documents (offline)	28/01/2025
2	Documents download start date (offline)	28/01/2025
4	Bid submission start date (offline)	29/01/2025
5	Bid submission closing date (offline)	07/02/2025 at 2:30 PM
6	Bid Opening date for Technical and Financial proposals: Bid A & Bid B (offline)	07/02/2025 at 4:00 PM

#### 1. Place of Hiring:

a. For Casual / Spot Hiring: Ex-Kolkata .

b. For Monthly Hiring: Ex-Kolkata, North 24 Parganas, South 24 Paragans or any place as and when required.

#### 2. Types of vehicles required to be engaged on hire (with commercial registration only):

(i) Economy Cars: Maruti – Swift-Dzire VX (AC/Non-AC)

(ii) Spacious Cars: Scorpio/XUV 300 etc. (AC/Non-AC)

(iii) Deluxe Cars: Innova / Ertica etc. (AC)

(iv) Luxury Cars: Innova Crysta/XUV 500 (AC)

(v) Bus :26-Seater (Non-AC/AC)



**Earnest Money Deposit :-** Earnest Money of Rs. 10,000/- ( Rupees Ten Thousand ) only is to be remitted through online payable at Kolkata in favour of WBSCT&VE&SD.

**Performance Bank Guarantee :-** The successful bidders has to submit PBG of Rs. 50,000/- . Work order will be issued only after submission of PBG.

Any participating bidder or his/her authorized representative ( who is to be authorized in writing) may remain present when such Tender paper will be opened.

**Eligibility Criteria :-**

The Bid Document should contain

- i) Self attested copy of GST Certificate
- ii) Self attested copy of Valid Trade License
- iii) Self attested copy of PAN Card of Company
- iv) Self attested copy of Professional Tax Registration Certificate.

**General Terms of Contract :-**

- 1) Bidder should have a office at Kolkata.
- 2) The rate quoted will have to be inclusive of all charges whatsoever.
- 3) Bidders with lowest quotation will be selected as the successful bidder.
- 4) The vehicles are required to carry the following documents at the time of engagement of car.
  - (i) Copy of Blue Book (Ownership Book)
  - (ii) Copy of Driving license no. (original)
  - (iii) Copy of Tax Token
  - (iv) Copy of Insurance
  - (v) Copy of Pollution Certificate
- 5) The vehicles will have to be fitted / provided with the following additional accessories/Utilities
  - a) Clean seat covers.
  - b) Quality radio music system
  - c) Reading lamp
  - d) Tissue paper box
  - e) Car perfume
  - f) Seat Belts (front Rear)
  - g) Umbrella during Monsoon

**Termination of Contract :-** The Contract will be terminated if the selected vendor fails to deliver the service within stipulated time bound and work will be assigned to the next lowest bidder at the cost of the defaulting bidder without any further intimation.

**Penalty :-** Penalty @ 10% of the bill value will be imposed if the service of quality differs from the mentioned quality of the product. In this Connection. Penalty will also be imposed @ 5% percent of the bid value, if Service is delayed. Company may be backlisted and debarred from participation of Tender process of WBSCT&VE&SD.

**Force Majeure:-**

If the performance as specified auction may be prevented, restricted, delayed or interfered by reason of:


Fire, explosion, cyclone, floods;  
War revolution, acts of public enemies, blockage or embargo



Any law, order, proclamation, ordinance, demand or requirements of any Government or authority or representative of any such Government including restrictive trade practices or regulations;

Strikes, shutdowns or labor disputes which are not instigated for the purpose of avoiding obligations herein, or; Any other circumstances beyond the control of the party affected;

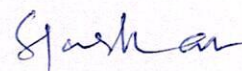
**Settlement of Dispute :-** Any dispute arising in this regard will be settled under jurisdiction of Barasat Court, West Bengal.



Chief Administrative Officer,  
WBSCT&VE&SD

**Copy forwarded for information and necessary action to :-**

- 1) Chairperson, WBSCT&VE&SD
- 2) Members of Purchase Committee, with a request to remain present at the time of opening quotation as stated above.
- 3) Office Notice Board.



Chief Administrative Officer,  
WBSCT&VE&SD

**Annexure - I (Price bid to be filled by the bidder in the Letter head of the Company )**

Sl. No.	Particulars	Base Rate Full day 100 Kms and 10 hrs.	Base Rate Half day 50 Kms and 5 hrs.	Rate per Extra Kilometer above 100 Kms.	Rate per Extra hour above 10 hrs.
i)	<b>Economy Cars:</b> Maruti – Swift-Dzire VX (Non-A/C)				
	<b>Economy Cars:</b> Maruti – Swift-Dzire VX (A/C )				
ii)	<b>Spacious Cars:</b> Scorpio/XUV 300 etc. (AC)				
iii)	<b>Deluxe Cars:</b> Innova / Ertica etc. (AC)				
iii)	<b>Luxury Cars:</b> Innova Crysta/XUV 500 (AC)				
iv)	<b>Bus :26-Seater (Non-AC)</b>				
v)	<b>Bus :26-Seater (AC)</b>				

Date :

Signature

Seal