



HOOGLY RIVER BRIDGE COMMISSIONERS

(A STATUTORY ORGANISATION UNDER GOVT. OF WEST BENGAL)

HRBC BHAVAN

ST. GEORGES GATE ROAD (MUNSHI PREM CHAND SARANI)

KOLKATA-700 021

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Notice Inviting Quotation (NIQ)

N.I.Q. No. - HRBC/DYDRPL/03 of 2021-22 dt. 06.09.2021

Name of work: Providing Services of Driver for Inspection Vehicle (I.V.-1) of HRBC.

Sealed quotations are invited from experienced Service Providers for providing services of **1 (one) driver** for inspection vehicle (I.V.-1) of HRBC as per terms and conditions given in the Annexure-I.

To receive quotation papers, intending agencies shall first submit application to the undersigned on their letterhead giving particulars of the company, nature of services usually performed etc. along with **self-attested** photocopies of **PAN Card, GST Registration Certificate and Income Tax Return** for AY 2020-21 (FY 2019-20). **Last date of submitting application: 15.09.2021 upto 2.00 PM.**

On scrutiny of the applications, a list will be displayed on the Notice Board on **15.09.2021 at 4.00 PM** giving the names of the agencies eligible for getting the quotation papers which will be issued free of cost on **16.09.2021 upto 4.00 PM** from the chamber of the undersigned.

The stipulated Earnest Money for participating in the quotation process is **Rs.5000/= (Rupees five thousand only)** in the form of a Demand Draft drawn in favour of "**Hooghly River Bridge Commissioners**" payable in Kolkata. The Earnest Money of unsuccessful quotationers will be returned against application after the issue of LOA/Work Order to the successful quotationer. The Earnest Money of the successful quotationer will be returned after signing of agreement as mentioned hereinbelow.

The agency shall submit a sealed envelope containing (i) its **Financial Offer (Quotation)** on Staff Month Basis for a period of 1(one) year **on its letterhead as per proforma** given in Annexure-2 **along with the quotation paper issued by the undersigned** and (ii) the **Earnest Money** as stipulated above at the tender box kept at the chamber of the undersigned **on 20.09.2021 upto 3.00 PM. Quotations will be opened on the same day at 3.30 PM.** Quotationers' representatives willing to be present during opening of the quotations may do so by furnishing authorization letter. **Quotations submitted without the Earnest Money and the quotation paper issued by the undersigned will be summarily rejected.** The lowest quotation will generally be accepted but HRBC reserves the right to reject any or all quotations without assigning any reason.

Date and Time Schedule:

Sl.No.	Particulars	Date & Time
1	Date of Publishing NIQ in newspaper	08.09.2021
2	Last date of submitting application to receive quotation papers	15.09.2021 upto 2.00 PM.
3	Date of issue of quotation papers to eligible agencies	16.09.2021 upto 4.00 PM
4	Date of submission of quotations	20.09.2021 upto 3.00 PM.
5	Date of opening quotations	20.09.21 at 3.30 PM.

Contd... P/2

The agency's quoted price shall be inclusive of driver's monthly remuneration as per terms and conditions given in Annexure-1, social and other costs, incidental costs and all local taxes, duties, bonus (as per existing rules) etc. but excluding GST which will be paid by HRBC as applicable. The driver proposed to be deputed must be competent enough with experience of not less than 5 (five) years in driving. The period of service can be extended for a period of further 1(one) year with the same terms and conditions and at the same rate of payment, if both the Employer and the Agency agree.

The successful quotationer shall have to submit in the form of a Demand Draft a Performance Security amounting to 2.5% of the Contract Price i.e., 2.5% of the cumulative quoted staff-month price for 12 months and immediately thereafter enter into an agreement on a 100-rupee stamp paper as per the proforma given in Annexure-3 after the issue of Letter of Acceptance (LOA). After the signing of agreement, the Earnest Money submitted by the agency at the time of bidding will be returned. The Performance Security will be returned after the successful completion of the service period.

HRBC reserves the right to cancel the tendering process at any stage.

- N.B.: (i) The Annexures 1, 2 and 3 will be available in the quotation papers to be issued to the eligible agencies.
(ii) If any of the stipulated dates as above happens to be a holiday for HRBC, it will default to the next working day.
(iii) Bidders are requested to visit the HRBC website regularly to check if any corrigendum to N.I.Q is issued.



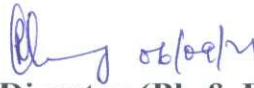
Deputy Director (Pl. & Dn.), HRBC

No. HRBC/11P-50/20/060921-1/1(6)

Date: 06.09.2021

Copy forwarded for information to:

- 1) Vice Chairman, HRBC
- 2) Secretary, HRBC
- 3) Chief Project Manager, HRBC
- 4) Director (Pl. & Dn.), HRBC
- 5) FA & CAO, HRBC
- 6) Notice Board of HRBC Building.



Deputy Director (Pl. & Dn.), HRBC

No. HRBC/11P-50/20/060921-1/2(2)

Date: 06.09.2021

- 1) Copy of NIQ (abridged form) sent to Advertisement agency for publication in the newspaper **Aajkaal Patrika**.
- 2) Website of HRBC, i.e. www.hrbc.org.in



Deputy Director (Pl. & Dn.), HRBC