



# HOOGLHY RIVER BRIDGE COMMISSIONERS

(A STATUTORY ORGANISATION UNDER GOVT. OF WEST BENGAL)

HRBC BHAVAN

ST. GEORGES GATE ROAD (MUNSHI PREM CHAND SARANI)

KOLKATA-700 021

Ph. No.: 033-2253-4134; Fax No.: 033-2248-5833

Email: [dydir1.pldn@gmail.com](mailto:dydir1.pldn@gmail.com)

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## Notice Inviting Quotation (NIQ)

**N.I.Q. No. - HRBC/DYDRPL/01 of 2020-21 dt. 16.09.2020**

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

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

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 photocopies of PAN Card, GST Registration Certificate and Income Tax Return for AY 2019-20 (FY 2018-19). In case of co-operative society, in addition to above mentioned documents, they shall submit (i) Latest valid documents for verification of the signature of the empowered members of the respective societies, (ii) Registration Certificate/Bye laws issued by the Co-Operative Department to the respective societies and other relevant documents. **Last date of submitting application: 22.09.2020 upto 4.00 PM.**

On scrutiny of the applications, a list will be displayed on the Notice Board on **23.09.2020 at 2.00 PM** giving the names of the agencies eligible for getting the quotation papers which will be issued free of cost on **23.09.2020 from 2.00 PM to 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 in a sealed envelope 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 the **Earnest Money** as stipulated above at the tender box kept at the chamber of the undersigned **on 28.09.2020 from 12 noon to 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.

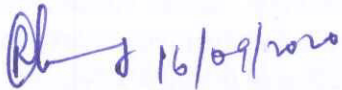
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The agency's quoted price shall be inclusive of driver's monthly remuneration as per terms and conditions given in Annexure-1, social and other costs, incidental costs and all local taxes, duties, bonus (if any) etc. but excluding GST which will be 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.: The Annexures 1, 2 and 3 will be available in the quotation papers to be issued to the eligible agencies.

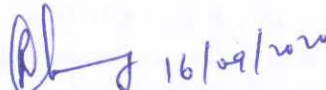
  
ofc Deputy Director (Pl. & Dn.), HRBC

No: HRBC/11P-50/20/160920-1/1(5)

Date: 16.09.2020

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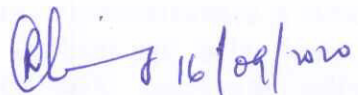
- 1) Vice Chairman, HRBC
- 2) Chief Project Manager, HRBC
- 3) Director (Pl. & Dn.), HRBC
- 4) FA & CAO, HRBC
- 5) Notice Board of HRBC Building.

  
ofc Deputy Director (Pl. & Dn.), HRBC

No: HRBC/11P-50/20/160920-1/2(2)

Date: 16.09.2020

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

  
ofc Deputy Director (Pl. & Dn.), HRBC