

F.No. 20/Misc.13/1-Vehicle Hire-2022-2023- 2928  
GOVERNMENT OF INDIA  
OFFICE OF THE SUPERINTENDING ARCHAEOLOGIST  
ARCHAEOLOGICAL SURVEY OF INDIA  
KOLKATA CIRCLE, C.G.O. COMPLEX (4<sup>TH</sup> FLOOR)  
BLOCK – DF, SECTOR – 1, SALT LAKE CITY  
KOLKATA-700 064  
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12 DEC 2022

**NOTICE INVITING QUOTATION** (Second Notice)

The undersigned on behalf of President of India hereby invites the rates in sealed quotations from authorized and reputed firms having PAN & GST registration for **providing vehicles as and when required by this office**. The quotations should be sent in sealed cover superscribed with the word “**Quotation for Hiring of vehicle**” at the O/o Superintending Archaeologist, Archaeological Survey of India, Kolkata Circle, C.G.O. Complex, 4<sup>th</sup> floor, Block-DF, Sec-1, Salt Lake City, Kolkata-700 064.

DETAILS OF ITEMS

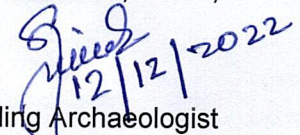
Sl.No.	Description of the vehicles	Quantity	Rate to be quoted
01.	Hire charges of the vehicles : AC- Tempo Traveller (Force) – 26 seater AC- Swift Dezire / Tata Indica / Xcent AC-Fortuner AC-Inova AC-Crysta Inova AC- Xylo / Scorpio / Travera / Ertiga	As per requirement	Per Km and per hour

2. Terms & Conditions :-

- i) The vehicles should be of commercial category and not older than 2019 model. The bidders should produce necessary registration certificate for this purpose.
- ii) White coloured vehicles will be preferred.
- iii) Excellent cleaning as well as sanitization and maintenance, including proper cooling of the AC system of the vehicle will be the responsibility of the Vehicles providing Agency.
- iv) The TDS as per rules will be deducted from the bill/invoice as per provision of the prevailing Rules.
- v) The successful bidder has to enter into an agreement with ASI, Kolkata Circle.
- vi) In case the agency is not providing satisfactory services, like non functioning of AC, sanitization, cleanliness and condition of vehicle, the contract will be terminated by the Department.
- vii) Driver must be familiar with all the roads and routes of West Bengal.
- viii) The Driver must be dressed appropriately, proficient in local language & Hindi language, well mannered with proven integrity, good habits and should always carry a working mobile phone with him.
- ix) The Agency shall not assign or sub-contract the service to other party under any circumstances.
- x) The Driver and Vehicle should report on duty on the given time and place.

Contd....2.../-

- xi) Any repairing cost of the vehicle of any kind whatsoever shall be borne by the bidder.
- xii) Bidder would be required to maintain the details of starting & closing meter of each duty, along with starting & closing time of each duty and obtain the signature of the authorized person/user after duty is over. This record is required to be enclosed in original along with the bill/invoice.
- xiii) The contract shall initially be for a period of **365 days**, extendable further on the basis of performance of last year at the discretion of competent authority.
- xiv) In case of theft or any accident the ASI will not be held responsible whatsoever.
- xv) In case there is any price rise in fuel during the contract period, ASI will not consider compensation or increase in lieu of fuel rise.
- xvi) **The parking charges, Toll Taxes if any, shall be paid by the agency / bidder and will be reimbursed in bill.**
- xvii) **In the cases of outstation journey the Night Halt charges, Lodging & Fooding charges of driver will be borne by the Agency.**
- xviii) Bidders should be registered with the appropriate registration authority
- xix) **Bidders should have valid PAN, GSTIN**
- xx) **The rates submitted should be inclusive of all type of taxes / GST etc.**
- 3. The quotation should reach at the Superintending Archaeologist, Archaeological Survey of India, Kolkata Circle, C.G.O. Complex, 4<sup>th</sup> floor, Block-DF, Sec-1, Salt Lake City, Kolkata-700 064 and should reach latest by **12:00 Hrs.** of **16.12.2022** (the Quotation will be opened on **19.12.2022 at 12:00 Hrs.**).
- 3.1 Conditional quotations and those quotations received after the stipulated date and time will be rejected.
- 3.2 No change in the rates or modification thereof will be permitted.
- 3.3 In all cases payment will be made by NEFT / RTGS after submission of final bill / invoice. Payment will be released after deduction of TDS at source as per rates applicable.
- 3.4 The undersigned reserves the right to reject or accept or prefer any quotation either in full or in part without assigning any reason thereof in the interest of public services.
- 3.5 The undersigned will not be responsible for loss of any quotation in transit or otherwise.
- 3.6 The quotations should be sent to the following address :- O/o Superintending Archaeologist, Archaeological Survey of India, Kolkata Circle, C.G.O. Complex, 4<sup>th</sup> floor, Block-DF, Sec-1, Salt Lake City, Kolkata-700 064.

  
Superintending Archaeologist

F.No. 20/Misc.13/1-Vehicle Hire-2022-2023-

2929-2931

Date :

12 DEC 2022

To

1. NOTICE BOARD of the ASI, Kolkata Circle, Salt Lake, Kolkata.
2. NOTICE BOARD of the Kolkata Sub-Circle Office, Currency Bldg., 1, BBD Bag, Kolkata.
3. ASI web site, Kolkata Circle