



**Government of West Bengal  
West Bengal Group D Recruitment Board  
Utility Building, HIDCO, 2<sup>nd</sup> Floor  
Action Area IIC, (Near Mangaldeep rotary)  
New Town, Kolkata - 700161**

Website: [www.wbgdrb.in](http://www.wbgdrb.in); E-mail: [wbgdrb2016@gmail.com](mailto:wbgdrb2016@gmail.com)

Memo No: 305

/WBGDRB/M-7/2016

Date: 01.03.2017

**Invitation of sealed quotations for hiring of vehicles**

Sealed quotations are invited from bonafide/ reputed organizations and Firms for providing the following services for the office of West Bengal Group D Recruitment Board at Utility Building, Action area-IIC, 2<sup>nd</sup> Floor, New Town, Kolkata -700161 as per details below:-

- 1) Casual hiring of Non-AC, sedans like Ambassador/ Indigo/ D'zire for at least 12 hours a day, for 2 days on 13<sup>th</sup> May and 14<sup>th</sup> May 2017.
- 2) The tentative number of vehicles that may be required per day will be 60 (approx).
- 3) The vehicles will perform local duties of the Board. Since the vehicles will perform examination-related duties, utmost reliability of the Agency, driver and the vehicle are necessary.
- 4) The Agency, quoting the rates, must have I.T. clearance certificate, VAT registration and Service Tax registration.
- 5) The rate for providing the services should be quoted per day basis, inclusive of all Taxes applicable.

**Supplementary clauses:**

1. The vehicles should, mandatorily have Commercial/Transport Category of registration with valid documents pertaining to permit, certificate of fitness, insurance and pollution certificate at the time of hiring by the Authority.
2. The Driver of the vehicle engaged by the Agency, on official duty against hiring, should possess valid driving licence along with a contact cell phone number.
3. Authority reserves the right to accept or reject all or any of the rates received and any vehicle if not satisfied to the authority.
4. After the rates are finalised, the selected agency shall have to execute a bond with the Authority for pledging their acceptance of the terms and conditions and undertake a commitment to provide maximum Number of vehicle/as demand for hire by the Authority.

The quotations should be submitted to The Chairman, W.B.Group D Recruitment Board, in sealed cover, latest by 15th March 2017 (up to 3 PM) and the same should be accompanied by copies of PAN card and Income Tax Return for the last Assessment Year.

Sd/-

Chairman

W.B.Group D Recruitment Board

