



উত্তরবঙ্গ কৃষি বিশ্ববিদ্যালয়

পুণ্ডিবাড়ী, কোচবিহার, পশ্চিমবঙ্গ-৭৩৬১৬৫

UTTAR BANGA KRISHI VISWAVIDYALAYA

P.O. PUNDIBARI, DIST. COOCH BEHAR, WEST BENGAL- 736165

ফোন/Phone: 03582-270588 (O)

ইমেল/E-mail: registrarubkv@gmail.com

ওয়েবসাইট/Website: www.ubkv.ac.in

Prof. Prodyut Kumar Paul
Registrar (Acting)

Tender Ref. No. UBKV/Est. (T&P-02)/03/2021-22

Date: 13/08/2021

Inviting of Quotations

Sealed Quotations are being invited under two bid system viz, Part-I Technical Bid and Part-II Financial Bid from reputed agencies/Owners for providing services of Vehicles as below:

Sl. No.	Preferred Types of Vehicle	Number of Vehicle required	Fuel consumption	Period of requirement
01	Ertiga/Marazzo/Scorpio/Xylo	One (May be increased)	Not less than 12 Km/Ltr	One year (24x7)

- **Last date of submission of quotations: 20/08/2021**

Terms & Conditions:

1. Quotations to be submitted with a forwarding letter addressed to The Registrar, UBKV, Pundibari, Cooch Behar.
2. Covers of quotations to be dropped in Specific Tender Box kept at Receipt and Dispatch Section in Registrar Office. UBKV, Pundibari, Cooch Behar.
3. The Bids shall comprises of Self attested Photocopy of the following documents:-
 - i) Photocopy of PAN Card, AADHAAR Card, Voter Card, Driving License etc.
 - ii) Ownership of Vehicle and document proofing the Year of manufacturing if the Vehicle.
 - iii) Declaration of number of such vehicle can be provided.
 - iv) Declaration of rate of Fuel consumption per liter.
 - v) Other documents related to vehicles.
 - vi) **Hiring charge per day.**
4. **Bid Information:**
 - a) The rate quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
 - b) The vendor has to ensure pupation of all Documents related to vehicle.
 - c) The driver has to be provided a mobile phone by the vendor.
 - d) Fuel will be provided by the University.
 - e) Hiring charges of vehicle shall be including of Driver's wages/Charges, fooding etc. The University will not bear any expanses for the driver and maintenance of vehicle.
 - f) **The driver shall have to be present for duty at Vice Chancellor's Bungalow, Rail Ghumti, Cooch Behar at 8.00 a.m. every day in normal routine.** The duty may continue even at night hours as per direction of the competent authority of the University. Sometimes it may happen to move the vehicle from Cooch Behar to Kolkata in service exigency or any part of West Bengal.
 - g) The driver of the vehicle has to posses valid Photo Identity Card and Driving license.
 - h) The driver should be in well dressed as the vehicle is to be used by high level dignitaries and personnel of the University.
 - i) The vehicle cannot be rented anywhere else during contract period.
 - j) The vendor has to submit bill after completion of service of a month and the hiring charge will be cleared in the following month.
5. The University reserves the right to accept or reject any or all tenders without giving any reason whatsoever.

Sd/-
Registrar (Actg).