

हृगली डक एन्ड पोर्ट इंजिनियर्स लिमिटेड  
( भारत सरकार का प्रविष्टान )

**HOOGLY DOCK & PORT ENGINEERS LTD.**

(A Government of India Undertaking)  
SHIP BUILDERS – SHIP REPAIRERS – ENGINEERS

Nazirgunge Works: Nazirgunge, Satyen Bose Road,

P.O. – Danesh Shaikh Lane; Howrah-711 109



**Registered Office:**  
1, R. N. Mukherjee Road,  
Kolkata – 700 001



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**AN ISO 9001 UNIT**

Website : [www.hooghlydock.gov.in](http://www.hooghlydock.gov.in)

Date : 12.02.09

To  
M/s.....

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**SUB: HIRING OF POOL CARS FOR NAZIRGUNGE WORKS**  
**REF: TENDER ENQ.NO. 20/0100/07-08/68 & 40/Pool Car/E- 154**  
**DT. 12.02.2009 DUE DT. 18.02.2009**

Sealed tender is invited for hiring of Pool cars for Nazirgunge Works. Actual Requirement of vehicles with tentative route and other Standard Terms & Conditions are detailed in Annexure – A attached herewith.

Submit your sealed quotation complete in all respect superscribing the Tender no. within the specified Due Date.

Thanking you,

Yours faithfully,  
for Hooghly Dock & Port Engineers Ltd.

Encl: as stated above.

**HEAD (MATERIALS)**  
**NAZIRGUNGE WORKS**

Enclosure to Enq.no. **20/0100/07-08/68 & 40/Pool Car/E-154 date:12.02.09**

**TENDER SPECIFICATION FOR HIRING OF POOL CARS FOR  
NAZIRGUNGE WORKS**

1.

<b>Sl.no.</b>	<b>Type of Vehicle</b>	<b>Quantity</b>	<b>Proposed Route</b>
a)	Non – A/C Ambassador	1 No	Bally – NW & back for Hd(NW)
b)	- do -	1 No	Thakurpukur – Baghajatin – Kasba – Harish Mukherjee Rd. – Mandirtala – NW & back.
c)	- do -	1 No	Madhyamgram - Sodepur – Paikpara – Shyambazar – Beadon St. NW & back.
d)	- do -	1 No	Belur – Ramrajatala – D.S. Lane – NW & back
e)	Non- A/C Ambassador	1 No.	Shyamashree Cinema – Mandirtala – Nimtala – NW & back

**NOTE:**

In addition to Pool Car Duty, Cars will be engaged for official duties during working hours as per requirement of the company.

2. **Scope of Service:**

The service comprises of supply Non-AC Diesel Driven Ambassador Car and Non-AC Tata Sumo in perfect running condition with DRIVER, FUEL, LUBRICANTS, ESSENTIAL STORES & SPARES, on all working days including Saturdays within and outside the limits of Howrah/Kolkata/Hooghly. However, in case of emergency requirement, car may be required for use on Sunday & Holidays with prior intimation.

3. **Contract Period:**

One year from the date of engagement.

4. **Garage Out/Garage In:**

A] One hour for both ways whose Garage is within 10 Km from reporting /releasing place.

B] Two hours for both ways whose Garage is beyond 10 Km from reporting/releasing place.

5. **Minimum Duty Hours:-**

12 Hours on full Working days and 6 hrs. on Saturdays. For Sunday or Holidays duty beyond 6 hrs. will be considered as Full Working day.

6. **Registration:**

All cars must have Commercial Registration. The supplied vehicles must have Insurance including Passenger's Coverage as per Motor Vehicle Act.

7. **Penalty for Absent / Late Reporting of Car:**

In case of non-availability of Vehicle, you are to arrange suitable alternative vehicle of similar standard. However, even in totally un-avoidable situation when alternative arrangement of the vehicle could not be made to and fro Taxi fare which will be incurred by the officers of the route would be deducted / recovered from your bill as penalty.

12. **Payment:**

Payment would be made once in a month and tentatively within 30 days from the date of submission of bill duly certified by our Head(P&A), Nazirgunge Works.

13. **Escalation:**

In case of increase / decrease in fuel cost, the rate of car would be increased / decreased suitably considering fuel consumption @ 0.1 Lit/Km.

Escalation will be considered as per below noted formula:-

Amount of Escalation to be allowed per KM : Rs. (B – A) x 0.1

A = Pre – escalation Fuel Price

B = Post escalation Fuel Price.

Escalation in Rate per Hour = Increase in Rate per Km x 10.

14. **Cancellation of contract:-**

In case of un-satisfactory performance or non fulfillment of terms, the contract may be cancelled or discontinued with a notice period of 30 days on either side.

15. **Inspection:**

All vehicles shall be in good working condition. P&A Deptt. will inspect vehicles, prior to engage in service. All statutory documents for on road duty of the cars as per Motor Vehicle Act must be available.

16. **Other terms & conditions:**

- i] Driver to be modest and properly dressed preferably having Cell phone. In case of any misbehavior of the driver, he would have to be replaced.
- ii] In case of poor performance or non-fulfillment of terms, contract may be cancelled with a notice period of 30 days.
- iii] In case of withdrawn of service by the agency, 30 days prior notice is to be given.
- iv] Road tax, Insurance, Permit fees and all other statutory fees to be paid by transporter.
- v] Parking Fees, Toll Taxes, if paid by transporter, to be billed separately on weekly basis, which will be reimbursed subsequently.
- vi] All major and minor repairing of the Car to be carried out by transporter at own cost.

for Hooghly Dock & Port Engineers Ltd.

Head (Materials)-NW