# OFFICE OF THE DISTRICT PRIMARY SCHOOL COUNCIL
## BANKURA

Vidya Bhaban, Machantala, Bankura-722101

☎ 03242-251257 | 03242-251070 | dpscbankura@yahoo.com | www.dpscbankura.org


*Memo No* 2886 *Date :* 18/11/26

**Quotation Notice**

The Chairman, DPSC Bankura invites sealed Quotation for providing a car (A.C. Vehicle) on monthly hire basis for Office of the DPSC Bankura. Accordingly, this vehicle will be hired on Monthly contractual basis for full time (with effect from work order issued) on terms & conditions mentioned in the Bid document.

The commercial bids of the technically successful bidders will be evaluated by the Tender committee based on the criteria of offering the lowest rate for hiring charges including oil.

Terms and Conditions: -

1. The Quotation is to be submitted in the drop box which will be kept at the office chamber of the undersigned on all working days from 18/11/2026 at 10 am to 5 pm. Bid by post will not be allowed.
2. The last date of submission of Bid: 27/11/2026 up to 02 P.M.
3. Date and time of opening of Bid: 27/11/2026 at 05 P.M. in the office of the undersigned. The participants or their representatives may remain present on the scheduled date, time & venue.
4. Interested bidders shall submit the following documents along with bidding rates in a sealed envelope: -
   - Copy of Blue Book (RC) of the vehicle.
   - Copy of insurance papers of the vehicle.
   - Copy of PUC certificate of the vehicle.
   - Copy of PAN of the owner.
   - Copy of GST Registration & Certificate. (if registered under GST)
5. The vehicle quoted for Quotation notice must not be more than three years old. Supporting document has to be submitted with Quotation.
6. The vehicles should be in very good physical & mechanical condition.
7. Wages of Driver, Regular Maintenance/insurance payment of vehicle to be borne by the owner of the vehicle & to be in updated status.
8. Vehicle should have valid Registration and Insurance Coverage.
9. Owner should have to submit one declaration that the same vehicle has not been under any agreement with any other agency/authority or if under any agreement then it will be nullified from the date of agreement (the owner has to submit necessary document against this) and he has to submit PAN card along with.
10. Specification of the vehicle - Motor Cab & Maxi Cab with Engine capacity More than 2000 CC (with Air Condition) as mentioned in the G.O. No. 3564-WT/3M-81/98 dt 24/11/2008 of Transport Department, Govt. of West Bengal.
11. The supplier must have to arrange substitute vehicle in case any mechanical defect breakdown making the vehicle under contract off road which is to be submitted in black & white to the in charge.

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12. After receipt of the letter of acceptance following work order the eligible bidder should place the same mentioned Vehicle to the unit in charges latest within 7 (Seven) days otherwise work order to be treated as cancelled without any further correspondence.

13. The successful bidder will have to sign an agreement with the Chairperson, DPSC Bankura in Annexure-VD over a non-judicial stamp paper worth of Rs. 100/- (one hundred).

14. Quotation to be submitted mentioning Monthly rate abiding G.O. No. 3564-WT/3M-81/98 dt 24/11/2008 of Transport Department, Govt. of West Bengal.

15. Agreement will be made for duration of 03 (Three) years.

16. In case the rates are too close, then vehicle which is of latest model, age, Physical & Mechanical condition will be preferred.

17. The bidder must have I.T., S.T., Road Tax, Insurance payment, Road Fitness certificate, Pollution Certificate & registration of current validity.

18. The undersigned reserves the right to accept or cancel the quotation at any time without showing any reason.

19. Payment Condition: - Bill must be submitted by the Owner of the vehicle by the 7th of each English calendar month.

Sd/-

**Chairman**
**District Primary School Council**
**Bankura**

***Date:*** 18/11/26

***Memo:*** 2886(6)

Copy forwarded for information to:

1) Deputy Director of School Education (Rural Primary), School Education Directorate (Govt. of W.B.), Bikash Bhaban, 7th Floor, Salt Lake City, Kol – 700091, West Bengal.
2) The Controller of Finance, DPSC, Bankura.
3) The Head Clerk, DPSC, Bankura.
4) Accounts Section, DPSC, Bankura.
5) Dealing Assistant, Office Contingency, DPSC, Bankura.
6) Notice Board of this office.

18/11/26

**Chairman/Secretary**
**District Primary School Council**
**Bankura**