

Government of West Bengal
Water Resources Development Directorate
Office of the Executive Engineer (A-M), Kolkata (Agri-Mech) Resources Division,
Mayukh Bhavan, 1st Floor, Salt Lake, Kolkata-700091
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NOTICE INVITING QUOTATION NO. 03 OF 2025-26 OF E.E. (A-M), KOLKATA (A-M) RESOURCES DIVISION

1. INVITATION:

Sealed Quotations in plain paper for the following Quotation are invited by the Executive Engineer (Agri-Mech), Kolkata (Agri-Mech) Resources Division, Mayukh Bhavan, 1st Floor, Salt Lake, Kolkata-700091, on behalf of the Governor of West Bengal from eligible, bonafide Motor Car owners, firms etc for Hiring Charges of Motor Cab (Luxury Taxi) (Bharat Stage-III Standard Non Air-Conditioned) with tip-top running condition for the office of the Executive Engineer (AM), Kolkata (AM) Resources Division, Mayukh Bhavan, 1st Floor, Salt Lake, Kolkata-91.

A short description of the Quotation and time for completion of the works are noted below.

NIQ No.	SHORT DESCRIPTION OF THE WORK	PERIOD OF WORK
1	2	3
NIQ-03 OF 2025-26	PROVIDING 01(ONE) NO. MOTOR CAB (LUXURY TAXI) (BHARAT STAGE-III STANDARD, NON AIR-CONDITIONED) WITH TIP-TOP RUNNING CONDITION (HIRE CHARGES SHOULD BE QUOTED ON DAILY BASIS) FOR INSPECTION OF SITES & OFFICIAL USE BY THE OFFICE OF THE EXECUTIVE ENGINEER (AM), KOLKATA (AM) RESOURCES DIVISION, MAYUKH BHAVAN, 1 ST FLOOR, SALT LAKE, KOLKATA-91	06 (SIX) MONTHS (FROM 01.04.2026 TO 30.09.2026)

2. SCHEDULE OF PROGRAMME:

Last Date & Time of receiving of Application for issuing of Quotation Documents	: 23.03.2026 upto 16.00 hour
Date & Time of issuance Quotation documents	: 24.03.2026 upto 16.00 hour
Last Date & Time of receiving Quotation documents	: 27.03.2026 upto 15.00 hour.
Date & Time of opening of Quotation	: 27.03.2026 after 15.30 hour

**Note: If due to any administrative reasons the date of opening & other related dates stated above regarding this Quotation be declared a holiday, the same will be treated as on the next working day at the same time & same place. For further details please contact with the office of the undersigned at any working day (except holiday).*

3. INFORMATION OF QUOTATION DOCUMENTS:

Quotation should be accompanied by a set of self-attested photocopies of the following (valid upto date) documents to the Quotation Inviting Authority within the schedule date & time.

- Income Tax PAN Card.
- Valid permit as Luxury Taxi with permission throughout West Bengal & valid contract carriage permit.
- Valid Pollution Certificate (PUC).
- Certificate of the Valid Insurance Policy.
- Road Tax Clearance Certificate.
- Blue Book.
- In case of 2nd hand vehicle if ownership transfer is not completed then the following documents should be submitted - i) Agreement between two parties against this purchase deal and ii) Power of Attorney.
- Past experience if any, for undertaking works of same/similar type job under any Govt. Department/ Semi Govt. Organization/ Govt. Undertaking as per clauses of terms & condition along with copy of work order and payment certificate in support of credential.
- All other documents as may be required in support of credentials in original along with a set of self-attested photocopies should be submitted.

No telegraphic application/application received through courier service shall be entertained under any circumstances.

4. SUBMISSION OF QUOTATION:

Each Quotationer shall submit the Quotation consisting of full set of document duly filled up in a sealed envelope. The sealed envelope addressed to Quotation Inviting Authority shall be super scribed on the left hand corner with the following:-

Contd....

a) Name of Work: