BANKURA UNIVERSITY
(West Bengal Act XIX of 2013- Bankura University Act, 2013)
Main Campus, Bankura Block-II, P.O.: Purandarpur, Dist.:
Bankura, Pin- 722155, West Bengal
Office of the Registrar

No: RO/BKU/536/2026 Date:19/11/2026

TENDER NOTICE

Sealed quotations are invited for hiring of 4 seated, 7 seated cars & goods carrier vehicles on demand as per the requirement for Official purposes of the University. Detailed terms and Conditions of tender can be seen on the University's Website www.bankurauniv.ac.in. Interested parties may please submit sealed tender within 10 days of publication in Newspaper.

Sd/-
Dr. Saurabh Dutta
Registrar (Addl. Charge)
Bankura University

TERMS & CONDITIONS

1. The tender must contain the following mandatory information in the given table below:-

(i)	***Type of Vehicle***	**4 Seated Car**	**7 Seated car**
(ii)	***Rate per KM for AC Car*** (Rs.)		
(iii)	***Rate per KM for Non AC Car*** (Rs.)		
(iv)	***For out station duties with night halt charge.*** (Rs.)		

(i)	***Type of Vehicle***	**Tata Ace or any Similar Goods Carrier Vehicle**	**Tata 207 or any Similar Goods Carrier Vehicle**	**Tata 407 or any Similar Goods Carrier Vehicle**
(ii)	***Rate per KM*** (Rs.)			

2. The vehicles should not be more than 2 years old.
3. The rates quoted in tender should be final as it is proposed to hold no negotiation.
4. Tenders submitted with incomplete information will not be considered.
5. Tenders received upto 4.00 P.M. on last day of (on the tenth day of publication in Newspaper).
6. Minimum four tenders will be required for consideration of a particular type of vehicle.
7. Payment of Toll Tax / Parking Charges (both) will have to be paid on demand by the vendor only, subject to afterwards reimbursement on furnishing of the total bills / receipts.
8. The vehicle alongwith driver should be made available immediately on demand.
9. The owner of the vehicle will have to execute a Rate Contract with the Bankura University for hiring of the vehicle preferably for 3 years.
11. If the owner of the vehicle wish to enter into Rate Contract for 3 years, percentage increase in second and third year must be quoted specifically.
12. Drivers shall have either a police verification certificate or two character & good conduct certificate from two Gazetted Officers of Central/State Government.
13. The Drivers of the vehicle provided must follow traffic rules and other regulations prescribed by the Govt. from time to time. Drivers should be familiar with all important places in West Bengal.
14. As these vehicles are to be used by the senior officers of the respective offices. The firm should ensure that the driver to be provided must possess valid driving license with two years experience and carry all the necessary documents (Registration Certificate, Insurance Papers, PUC Certificate etc.) with him. The Driver must always be in a common uniform and must be well mannered and courteous and should always carry a mobile phone with them. As it will enable the officer to contact them at any time.
15. The Vehicle required on demand as per the requirement.
16. The vehicle should report to the place of requirement as per directions of the respective office. The mileage will be counted from the place where the duty starts and to the place where the duty ends. The billing will

be affected from the place of Reporting and Relieving.

17. The vehicles should be insured comprehensively and should have necessary pennits from the Transport Department/Authority.
18. The respective office will not be responsible for any challan, loss, fine, penalty, damage or accident to the vehicle or to any other vehicle or injury.
19. The payment will be made on submission of pre-receipted bills(s) duly supported by duty slip(s) duly signed by the concerned officers.
20. The supplier of the vehicle should have at least 1 year of experience in the tour and travel business in providing taxis in the Government Sector and should have adequate number of vehicle of its own with them.
21. The transporter/vehicle owner must have all requisite clearance certificates etc. from the concerned Government agencies as per rules.
22. The telephone facility (24 hours) must be available with the transporter/agency.
23. A certificate to be produced by the transporter from the competent authority to certify proper status/functioning of the 'Kilometer'.
24. The Undersigned reserves the right to reject incomplete and unjustified quotations without any notice and explanation.
25. The prospective bidders must have valid upto date Trade License, clearance of Income Tax Return, Professional Tax clearance certificate, PAN Card, GST Registration Certificate, clearance of GST return etc. Photocopies of the same must be submitted alongwith Quotation.

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