



Government of West Bengal
Office of the MSVP, Malda Medical College & Hospital
PS- English Bazar, Malda - 732101
E_mail: msvpmlmch@gmail.com

Memo No-MSVP/MMCH/ 6823

Dated, Malda, the 02/09/ 2026

Notice Inviting Quotation

Sealed Quotation are hereby invited from the owner/Car hire service provider of the vehicle who deals in or adopt in providing hiring service of the vehicle to any office or any private party or from bonafied outsiders under the following terms & condition:

Sl No.	Specification of the Vehicles required	Quantity	Rate	Remarks
(i)	(ii)	(iii)	(iv)	(v)
01	Hiring Of Commercial Non-AC Vehicle (Maxi Cab) of MMC&H, Malda. (Office Purpose)	01 (24 X 7) CALL BOOK PURPOSE	Rs.490/-Monthly rate is for 10 Hours a DAY & Additional Charges @ Rs. 20/- per Hour beyond 10 Hours Fuel allowed for monthly hiring is 01 liter form 12 KM & Mobile @5 Liter per 2500 KM.	Good condition of vehicle as per motor vehicles rules

Terms & Condition:

- Rate shall be inclusive of all i.e. insurance claim, tax levied on the vehicle, charges for pollution certificate, charges for rendering certificate of fitness, etc.
- The vehicle should be commercial license.
- Date of submission of Quotation:-02/09/2026 during office hours to 11/09/2026 till 1 pm. Quotation will be opened on 11/09/2026 at 1 pm at the office of the undersigned.
- The photocopy of the valid (I) Certificate of the Registration of the vehicle, (II) Certificate of fitness, (III) Pollution certificate, (IV) Tax Token, (V) Insurance Certificate shall be required to be submitted along with the tender paper.
- In case of syndicate of transporters, the photocopy of valid Memorandum of Association shall be required to be submitted along with the tender paper.
- In case of Co-operative of transporters, the photocopy of valid (i) Memorandum of Association, (ii) Society Registration Certificate, (iii) Latest Audit Report conducted by the Statutory Authority shall be required to be submitted along with the tender paper.
- The vehicle shall be registered in any district of West Bengal.
- The offer in respect of the vehicle registered outside this State shall summarily be rejected.
- Income Tax and other incidental charges shall be levied from the bill as per I.T. Act, 1961 and relevant Acts and Rules. The rates and procedures shall be revised as the parent Acts, Rules, Orders will be revised time to time.
- In case of lessee of a vehicle, the photocopy of valid proper deed with owner of the vehicle shall be required to be submitted along with the tender paper.
- No repair charge either in petty or heavy nature, no charges due to the breakage of vehicle during (i) accident or (ii) normal circumstances and (iii) 'Bandh' or 'Hartal' shall be given.
- No demurrage charge/repair charge shall be given to the contractor due to the damage inflicted to the vehicle due to explosion/fire/natural calamities.
- No washing charge of vehicle, no charges for removal of dent shall be paid to the contractor.

14. During any accident any compensation to the public in the shape of causing injury to (i) any public, (ii) any cattle, (iii) any permanent/ temporary structure shall be borne by the contractor himself.
15. The driver shall be provided by the contractor with the following items :
 - i. Valid Driving License to drive that particular vehicle.
 - ii. Proper Identity card issued by the contractor.
 - iii. No Objection Certificate to drive the vehicle.
 - iv. Proper dress.
16. No remuneration and food shall be provided to the driver by the office.
17. The contractor shall provide seat cover, towel and car freshener along with the vehicle.
18. The driver so appointed shall maintain a proper Log Book provided by the contractor and duly authenticated by concerned authority.
19. The contractor shall change the driver within three days after the complain from the undersigned in respect of (i) misbehavior, (ii) theft of articles/ money, (iii) intoxication during discharge of duty.
20. No over time allowance shall be paid to the driver by the office.
21. The driver should maintain the Log book and shall place it before the officer concerned after the completion of journey mentioned brief history of tour for signature of the officer concerned.
22. During the contract period if the vehicle question is not fit for use, the contractor is liable to replace and provide a vehicle with driver of similar nature to the office immediately with intimation to the office.
23. The death of the contractor/mental retarded condition / insolvency of the contractor / dissolution of the office or any unnatural circumstances that binds terminator of contract shall cause termination of contract from any or both ends automatically.
24. The driver so appointed by the contractor should not posses any criminal record.
25. The photocopy of (i) PAN card, (ii) Income tax return for the last financial year shall be attached to the tender paper.
26. No fees shall be levied on the issue of such tender format.
27. The authority shall not bind himself accept the lowest rate.
28. The authority reserved the right to accept /reject any or all tender without assigning any reason thereof.

Memo No-MSVP/MMCH/

6823/1(10)

Copy Forwarded to:-

1. The D.H.S, West Bengal, Swasthya Bhvan, Saltlake City, Kol-91.
2. The District Magistrate, Malda
3. The Principal, MMC, Malda
4. The ADM (G), Malda.
5. The Additional Medical Superintendent, MMC&H, Malda.
6. The Accounts Officer, MMC&H, Malda.
7. The All Assistatn Superintendent(NM), MMC&H, Malda
8. The DIO NIC, With request to upload the same in the district website.
9. The In-Charge, IT Cell,Department of Health & Family Welfare,Swasthya Bhawan, GN-29,Sector-V,Salt lake City, Kolkata-700091 With request to upload the same in the department's website.
10. Guard file.

MEDICAL SUPERINTENDENT CUM VICE PRINCIPAL
MALDA MEDICAL COLLEGE & HOSPITAL
MALDA

Dated, Malda, the 02/02/ 2026

MEDICAL SUPERINTENDENT CUM VICE PRINCIPAL
MALDA MEDICAL COLLEGE & HOSPITAL
MALDA

(QUOTATION APPLICATION FORM)

To
The M.S.V.P
MMC&H, Malda

Sub: - Submission or rate your invited Memo No-

Sir,

As per your invited Memo No-
our best possible rate.

Dated-

we are submitting

Sl No.	Specification of the Vehicles required	Quantity	Rate (as per Transport dept.Notification No- 3564-WT/3M-81/98 Dated-24/11/2008	Rate (Should be quoted)
(i)	(ii)	(iii)	(iv)	(v)
01	Hiring Of Commercial Non- AC Vehicle (Maxi Cab) of MMC&H, Malda. (Office Purpose)	01 (24 X 7) CALL BOOK PURPOSE	Rs.490/-	Rs.

Thanking You

Respectfully