Office of The Judge-in-Charge, Nezarath, Sadar Civil Court, Berhampur, Murshidabad

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Tender Notice

No. 198/N Dated Berhampore , the 7th August, 2025

Sealed tenders are invited for hiring one diesel /LPG/CNG engine Commercial vehicle [Motor Cab & Maruti Omni, (Standard, Non-A/C) / Maxi Cab (Non-A/C)] in good condition preferably Bolero/Swift Dzire etc. and of similar category [Mass emission standard BS III/IV and preferably not more than 3 years old with commercial permit] with driver from the resourceful and reliable bona fide car owners on monthly rental basis for administrative purpose of Berhampore Sadar Sub-Division under the Judgeship of Murshidabad (**in terms of Judicial Department's Order No. I/625553/2025 dated 28.03.2025**) on the following Terms and conditions.

Terms and Conditions:

1. The intending participants in the tender process shall have to quote his rate both in figures as well as words along with vehicle registration numbers, chassis no. Engine no.,Year of Model ,make of the vehicle and also consumption of fuel and lubricant (Mobil).The rate shall be inclusive of all charges i.e insurance claim, tax levied on the vehicle, charges for pollution certificate, charges for rendering certificates of fitness etc.

2. The photocopies of the valid (1) certificate of Registration of the vehicle (2) Certificate of fitness (3) Pollution certificate (4) Tax Token (5) Insurance certificate shall be required to be submitted along with the tender paper strictly.

3. The vehicle must be insured against any accident at the cost of the owner. All papers related to the car should be available in the car. The driver while on tour must be equipped with his authenticated driving license along with necessary papers.

4. The owner of the vehicle will place the vehicle with driver always without fail. The driver shall have to report with the vehicle in running condition. Normal duty hours of the vehicle will be from 9.00 A.M to 7 P.M which may be extended occasionally as and when required. Such duty may be extended also in Government Holidays and other executive holidays in case of exigency.

5. The rate contract will be as per Government order no.3564-WT/3M-81/98 dated 24.11.2008 and based on that the **hiring rate (monthly basis) will be not more than Rs.490/- for Maxi Cab and Rs. 475/- for Motor Cab & Maruti Omni at which monthly rate is for 10 hours a day and additional charge @ Rs.20/- per hour beyond 10 hours. Fuel allowed for monthly hiring is 1 litre per 12 km in case of Motor Cab, Maruti Omni and 1 litre for 10 km in case of Maxi Cab other than Maruti Omni.** Mobil oil will be @ 5 litres per 2500 Km of run.

6. The driver should maintain a Log Book and shall place it before the officer concerned after completion of the journey mentioning brief history of tour for signature of the officer concerned.

7. The successful bidders shall change the driver within three days after the complaint from the undersigned in respect of behavior/theft of article, money, if found in intoxication during discharging his duties.

8. The contract initially will be for a period of one year as per the existing Government order from the date of agreement and during the tenure the authority reserves every right to terminate the contract without assigning any prior reason. However the owner of the vehicle or the person supplying vehicle may render 1 month notice citing proper reason thereof during agreement if he is not willing to continue further.

9. The successful bidder so determined by the office shall enter into a contract after placing his vehicle with all necessary papers as asked for in Tender by executing terms of the contract/agreement by a Ten rupee non judicial stamp paper with the officer nominated by District and Sessions judge, Murshidabad which may be terminated anytime without assigning any reason thereof.

10. The fuel consumption on daily basis will be as per the G.O mentioned.

11. No escalation of rate shall be provided within the contract period.

12. During the contract period if the vehicle in question is not fit for use, the contractor is liable to replace and provide a vehicle with the driver of similar nature to the office immediately so that inconvenience should not cause to the officers.

13. No monthly hire charges shall be admissible for the period of vacation if not otherwise directed. It is to be strictly noted that the vehicle must ply during Christmas Vacation and in other remand duties as per direction to be issued from this office.

14. As no prayer in respect of revision of consumption of fuel shall be entertained, therefore the rate should be quoted by the contractor keeping in view of such consideration.

15. **Commencing Date for submission of Tender : 8.8.2025**

16. **Last Date of submission of Tender is 28.08.2025 upto 4.00 pm and the same will be opened in presence of all bidders at 5 p.m at the chamber of the Addl. District and Sessions Judge, 5th Court, Berhampore, Murshidabad in the same date.**

17. **The Tender Box will be available till 8.8.2025 upto 4.00 p.m at the adjoining area in the English office of the Ld. District Judge, Murshidabad.**

18. Due preference would be given to the car which is of Brand new in nature.

19. Once after approval of the car, the successful bidder has to make demonstration of the car to ensure the vehicle is okay in all aspects with all required facilities.

For further information and download necessary details please visit ***murshidabad.dcourts.gov.in***

Sd/- P. Banerjee
Judge-in-Charge, Nezarath, Civil Court,
Berhampore, Murshidabad.

Memo. No. Dated Berhampore, the 7th August, 2025

Copy forwarded for publication in the Notice Board of the following establishment, if any, to the :

1. Ld. District Judge's Notice Board.
2. CJ.M.Office Notice Board, Berhampore.
3. Sub-Divisional Officer, Berhampore.
4. B.D.O. Berhampore
5. Notice Board, Executive Engineer Berhampore. P.W.D..
6. Notice Board, Railway Station ,Berhampore.
7. Notice Board Information & Broadcusting , Berhampore.
8. Notice Board , R.T.O.Berhampore.
9. District Magistrate , Murshidabad.
10. Supdt. Of Police, Murshidabad.
11. Chairman, Berhampore Municipality.
12. Gorabazar Nimtala, Berhampore.
13. Notice Board, Settlement Office. Berhampore.
14. Notice Board, Court Complex , Berhampore.
15. Judge-in-Charge, Nezarat , Civil Court, Berhampore/Kandi/Lalbagh/Jangipur.
16. Notice Board ,Municipality Office.Berhampore.
17. The System Officer, Judgeship of Murshidabad at Berhampore with a direction to download the Tender Notice along with Tender Form (Part I and II) in the website of the Judgeship of Murshidabad.

Prarthana Baneja
Judge-in-Charge, Nezarath, Civil Court,
Berhampore, Murshidabad

Tender Form (Part - I)

Tender for hiring of ~~1~~ commercial vehicle in the Court at Berhampur, Msd.

1. Name of The Tenderer/ Owner : .....
2. Father's/Husband's Name : .....
3. Residential Address of the Tenderer/ Vehicle Owner.....
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4. Status of The Tenderer(Proprietorship/Partnership/Pvt/Ltd Co):.....
5. Address of The Registered Office:.....
.....
6. Details of Registered Vehicle (in the name of tenderer):

No	Make/Model	Registration No. and Year	Details of Contract carriage permit	Tax Token Details	Pollution Certificate Details

Copy of Registration Certificate, Insurance Policy, Road Tax Contract Carriage Permit and Pollution Certificate are to be attached.
(Please use separate sheet if required)

7. PAN Details(Copy to be enclosed):.....
8. Account Details of the Owner in the Bank (Account No. IFS Code, Name of the Bank and its address) :.....
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9. Name of the contact person (s) with valid contact Number:.....
10. Rate offered by Tenderer per day .....

Place

Date

(Signature)

Tender Form (Part - II)

"Declaration of The Tenderer"

1. That I/We ..... am/are hereby submitting tender to the company to enter into rate contract for providing vehicle on hired basis for total contract period including extension if any.
2. That I am/We are well acquainted with the fact about providing sufficient credentials for me to the judgeship of Murshidabad and the information provided thereof is true to the best of my knowledge and belief and any misleading information in the prescribed Tender format if found thereof will enable the authority to take appropriate steps against me as per rules of law without any further information.
3. I/We carefully read the general and specific terms and conditions for providing vehicles on hired basis for the period prescribed in the Tender and I solemnly declare that the terms & conditions are acceptable to me/us & binding on me.
4. I do hereby declare that no case either Civil or Criminal is pending either against me or any of my near relatives in any Court within this Judgeship.

Place :

Date :

(Signature)