



PASCHIM BANGA GRAMIN BANK
REGIONAL OFFICE : HOWRAH
20/1/5 Bhagaban Chatterjee Lane, Howrah -711101
Telephone No. 2677 6221-6227 ; FAX – 2677 6220

Date:24/08/2021

Notice Inviting Tender

Price quotation is invited in a sealed envelope in the enclosed format for hiring of passenger car having commercial number plate with A.C. facility for official use as per following terms:

1. Payment will be made on monthly basis through account transfer.
2. Fixed amount will be paid upto 2000Kms. run.
3. For run above 2000Kms. additional cost will be provided @Rs.12.00 per K.M.
4. Toll Tax and Parking charges will be paid in actual.
5. Duty hours will be 8:00 AM to 8:00PM
6. For run before and after duty hours ,if required , overtime will be paid,the rate of which will be negotiated.
7. The car should not be more than 4 years old.
8. The car should be kept in perfectly maintained conditions.
9. Contract period:Three years.However,Bank reserve the right to terminate the contract at any time by giving one month's prior notice.
10. All documents related to ownership ,car registration certificate,insurance,road tax receipt of the car,pollution certificate for the car,fitness certificate of the car and driving licence of the driver should be submitted (**PHOTOCOPY**) duly signed by applicant along with originals for verification.
11. Last date for submission of tender is 04/09/2021 within 4:00PM into the Tender box kept in this office for this purpose.The tender will be opened on 04/09/2021 at 4:30PM.
12. If same price is quoted by more than one applicant, bank reserve the right to select anyone.

This Office reserves the right to amend,alter or withdraw any of the terms unilaterally.
Bank reserves the right to cancel this notification at any time without assigning any reason.


Senior Manager
Accts & GAD.

Format for application in response to Tender notice dated 24/08/2021 for car hiring.

Name of the applicant:	
Residential Address:	
Business Address:	
Mobile No.	
Car make and Model:	
Car registration number and year valid upto:	
Road Tax paid upto:	
Insurance details including validity date:	
Pollution valid upto:	
Fitness certificate valid upto:	
Car Chassis no.	
Car Engine no.	
Rate of Hire charge offered:	

The following documents in support of KYC of the applicant is enclosed(Please tick):

- 1.Aadhar Card
- 2.Voter ID Card
- 3.Driving License
- 4.PAN Card

I hereby declare that the above information are true to the best of my knowledge

I put this application having read and understood the intent and content of the tender notice.

Full Signature of the applicant