



Government of West Bengal  
Office of the Chief Medical Officer of Health  
Department of Health & Family Welfare  
South 24 Parganas

Administrative Building, M R Bangur Hospital Complex, 241, Deshapran Sashmal Road, Tollygunge, Kolkata 33.  
Mail Id- cmohs24pgs@gmail.com, Website- www.spghealthgov.in, Phone no / Fax - 033-2422 1037, 033-2422-0124

Memo No.: CMOH (SPG) /VEH/ 4223

Date: 20-05-2026

Tender for Hiring Dry Vehicle

Sealed Tender are hereby invited from the bonafied Travel Agencies/Vehicle owners/Individuals for hiring Motor Cabs to be used in monitoring & supervising day to day district level different programme activities under DH&FWS, South 24 Parganas. The rate would be as per the Government Notification 3564-WT/3M-81/98 dated 24.11.2008 which are as noted below :

Sl No.	Types of Vehicles	Quantity	Dry Vehicle Rate (Rs. Per day)	( Km per liter)
1.	Motor cab - Non AC	07 (Five) Dry Vehicle)	Rs. 475/- (for 10 hrs & addl @ Rs.20 per hour beyond 10 hrs.)	12

The Tender should be dropped in the office of the undersigned on or before 28th May 2026 up to 2:00 pm positively. The office will not be responsible for any delay in submission. The Tender will be opened on 28th May 2026 at 3.00 PM onward. The committee reserves the right either to accept or to reject any application for enlistment or deployment without showing any reason there of remaining within the purview of Law.

The tenderers have to submit photocopy of valid documents in a sealed envelope. The envelop should be superscripted with "Tender for hiring of vehicle for DH&FWS, South 24 Parganas."

CMOH & Secretary DH&FWS  
South 24 Parganas  
Date: 20.05.2026

Memo No.: CMOH (SPG) /VEH/ 4223 / 1 (9)

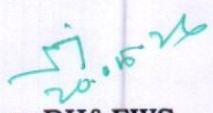
Copy forwarded for information and necessary action to:

1. The Addl. District Magistrate (Development), South 24Parganas
2. The Dy.CMOH-I/II/III/DMCHO/ZLO/DTO/DPHNO/CMOH, South 24Parganas
3. The District Information & Cultural Officer, South 24Parganas
4. The Accounts Officer, CMOH Office, S24Pgs.
5. The Dy.ADHS, CMOH Office, S24Pgs.
6. The DPMU, CMOH Office, South 24 Parganas with a request to upload the notice at www.spghealthgov.in
7. The DIO, NIC with a request to upload the notice at www.s24pgs.nic.in
8. The IT Manager, SH&FWS, West Bengal for web publishing at www.wbhealth.gov.in
9. Office Copy(MM Unit)

CMOH & Secretary DH&FWS  
South 24 Parganas

### Terms & Conditions

1. Monthly rate should be offered including dry vehicle with driver. The rate should not cross the maximum permissible limit as laid down in the GO 3564-WT/3M-81/98 dt.24.11.2008.
2. P.Oil & Lubricant will be supplied by the department as applicable vide memo no. 3564-WT/3M-81/98 dt. 24.11.2008
3. As per vide memo no. 3564-WT/3M-81/98 dt. 24.11.2008. Monthly rate is for 10 hours a day and additional charge @ Rs. 20.00 per hour beyond 10 hours. Fuel allowed for monthly hiring is 1 litre for 12 Km in case of Motor Cab, and Mobil oil @ 5 litres per 2500 Km run.
4. The vehicle should be Public Service Vehicle (Commercial) registered under any RTO of West Bengal and not registered before January,2008.
5. Vehicles are to be provided from 9 am to 7pm for all the day (except Sundays/ Holidays) of the month along with the driver. The vehicle should be kept ready at all time for movement at any place for any time on emergency basis as per Memo no. 560-F(Y) dated-15.02.22.
6. Contract period primarily is limited to Twelve (12) months and may be renewed maximum two consecutive terms for further period of twelve months on providing satisfactory service which is subject to approval of DH&FWS, S24Pgs & sanction of competent authority. The contract will be completely temporary in nature & may be terminated on 30 days notice from either side.
7. Maintenance of vehicle, payment of all taxes etc. should be borne by the owner/agency.
8. Repair works, if required, on any day should be done with prior approval of the undersigned. If the repair works continue for 2/3 days, owner/agency has to provide vehicle in replacement at once.
9. Driver with or without vehicle should not move at any time on each day without seeking permission of the undersigned and suitable driver should be replaced at once, if the driver is not able to perform the duties due to his illness or otherwise. The driver must carry a valid mobile no.
10. The vehicle will be graced for 8 km/day on average for movement from garage to office.
11. The vehicle should be kept in tip-top condition for all time.
12. One printed log book which will be supplies from the Office, should be maintained by the driver with authentication of the concerned Officers / CMOH & Secretary DH&FWS, South 24 Parganas..
13. Photocopy of valid & up-to-date **Registration Certificate, Tax token, Contract Carriage Permit, Insurance Premium, Pollution clearance, Fitness Certificate of the vehicle & experience certificate** in same type of job at Govt./PSU if any for vehicle owner (**Trade License, PAN Card, P.Tax registration certificate/challan & experience certificate in same type of job at Govt./PSU if any**) of travel agency must be submitted with the bid document. Any individual should submit the proposal only with mentioning the brand & model of vehicle proposed but all the supportive documents like Registration Certificate, Tax token, Insurance valid Fast track certificate, Contract Carriage Permit should be submitted at the time of placing vehicle to the office.
14. The successful bidder should submit up-to-date copy of Tax token, Insurance, Pollution & Fitness Certificate at the time of next renewal.
15. Successful bidder has to provide vehicle within 7 days from the date of issue of work order.
16. Bill should be submitted along with the monthly fuel statement & photocopy of log book within 7<sup>th</sup> of the next month. Taxes & Govt. duties as levied may be deducted from the bill by the undersigned.
17. All the documents should be copied in A4 size & have clear view.

  
**CMOH & Secretary DH&FWS**  
**South 24 Parganas**

**TECHNICAL DETAILS :**

- 01. Name of vehicle owner/Travel Agency/Individual : .....
- 02. Address for communication : .....
- Mobile : .....
- 04. Trade license : .....
- 05. Pan Card : .....
- 06. P.Tax registration : .....
- 07. Experience in same type of job if any : .....
- 08. Name & brand of vehicle : .....
- 09. Registration No. : .....
- 10. Year of registration : .....
- 11. Contract Carriage Permit valid Upto : .....
- 12. Road Tax paid upto : .....
- 13. Insurance covered upto : .....
- 14. Pollution certificate valid upto : .....
- 15. Vehicle deserve BS-IV or above : .....
- 16. C.F Valid Paid upto : .....
- 17. Fast Track Certificate upto : .....

**Commercial Details**

Rate of hiring charge per month (Motor Cab) Rs.....

Date : .....

Signature:.....  
(Travel Agency/Vehicle owner/Individual)