



Memo No.- DDU/FO/197/T&Q/2025

Date: 09/02/2025

NOTICE INVITING QUOTATIONS

Urgent sealed quotations are invited for the office of the Vice Chancellor, Dakshin Dinajpur University, for engagement of **Diesel TOYOTA / INNOVA Seven / Eight Seater Good Quality CAR** for use of the Office of the **Vice Chancellor, Dakshin Dinajpur University**.

Interest bidders may note that the vehicle should be white in color, along with air conditioner system with a beacon & hooter and provision for placement of the signage of the University at both in the front & the rear.

The vendor shall be responsible for keeping all statutory dues including insurance premium & shall hold the university harmless in case of any liabilities.

The price should be quoted inclusive of all taxes and duties inclusive of GST / Month.

(01) Rate should be quoted along with the Fuel & Mobil consumption Litter / K.M. separately.

(02) Fuel should be supplied by the bidder and it should be claimed as per current rate. Lubricant should be lowest in market rates.

It is also be quoted in two option :

- a. On daily Basis clearly mentioning the minimum Kilometers and hours as also for additional hours.
- b. On monthly basis please quote your terms mentioning separately driver's night charge for outstation / overnight duties per diem.

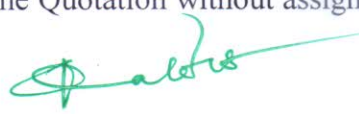
The bidders have to submit up to date I. Tax, P. Tax, GST Clearance Certificate along with Quotation document in the same Sealed Cover.

The PRICE should be quoted inclusive of all taxes, duties including Driver etc. And is to be mentioned both in figures and words.

Experience of supplying such vehicle to any University / Govt. Office is desirable.

Any Correspondence / approved bill from any University / Govt. Office shall be considered as evidence. The last date of submission of Quotation is on **18/02/2026** upto **03:00 p.m.** the same will be opened at **04:00 p.m.** The interest bidders may be present at the time of opening of the Quotation.

The undersigned reserves the right to accept or reject any or all the Quotation without assigning any reason thereof.


KALIDAS HALDER (WBA&AS)
Finance Officer
Dakshin Dinajpur University

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Copy forwarded for information to:

1. University (DDU) website.
2. Notice Board.
3. Office Copy.


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Finance Officer, Dakshin Dinajpur University