

RURAL CONNECTIVITY TRAINING AND RESEARCH CENTRE

PANCHAYATS & RURAL DEVELOPMENT DEPARTMENT

GOVT. OF WEST BENGAL

PLOT NO. B/4, SCHOOL AREA (PT.), KALYANI, NADIA

e-mail: [wbretc.kalyani@gmail.com](mailto:wbretrc.kalyani@gmail.com), retc.kalyani@gmail.com

Website: www.retrcwestbengal.com

Memo No.: 3142/Retrc/2026

Date: 15.09.2026

NOTICE INVITING QUOTATION: 15B/RCTRC/2026-27 (2nd Call)

For and on behalf of Rural Connectivity Training and Research Centre (RCTRC), the Manager (Training), RCTRC & Executive Engineer (P&RD) invites item rate quotations from resourceful and bona-fide travel agencies/vehicle owners/bonafide outsiders etc. who satisfy the terms and conditions are requested to quote their rates for providing transportation facilities in different categories of vehicles as mentioned in Annexure-'A'. The rate shall remain valid till 12 months from the date of opening of Quotation. Quotations must be submitted in sealed envelope addressing to the under signed by hand /drop box kept at the RCTRC office or by post clearly mentioning "Quotation for transportation".

Rates once quoted shall remain valid till 12 months from the date of opening of the quotation. Quoted rates cannot be changed within the validity period for any reason whatsoever. The rate should be quoted as per format in letter head of the bidder both in word and figure.

Documents to be furnished:

The following documents to be attached with submission of quotation along with application and financial bid (to be submitted in letter head of the quotationer/bidder).

1. Photo copy of valid trade license.
2. Photo copy of PAN card.
3. Photo copy of valid GST registration.
4. Photo copy of last submitted Income Tax Return.

The last date of quotation submission is 29.09.2026 up to 16.00 hrs and the quotation will be opened on 30.09.2026 at 14.00 hrs.

Intending bidder may present during opening of quotation if so desired. The authority reserves the right to accept or reject all the quotations without assigning any reason what so ever. Award of successful bidder will be given as and when required on the basis of outside training program organize by the Institution.

GENERAL TERMS & CONDITIONS:

- No advance payment will be made in any case.
- Payment shall be made based on availability of funds.
- Vehicles to be arranged within 48 hours of intimation.
- Name & Address of the quotationer must be clearly mentioned on the envelope.


Manager (Training), RCTRC, Kalyani &
Executive Engineer, P&RD
Govt. of West Bengal

(Letter Head of the Quotationer)

ANNEXURE- 'A'

(Financial Bid)

Point of Pickup: NSCBI Airport, Kolkata

Drop off at RCTRC, Kalyani, Nadia

Part - I

<i>Item Description</i>	<i>Rate</i>	<i>Taxes</i>	<i>Total Amount</i>
Toyota Innova Crysta or similar (latest model)			
Mahindra Scorpio Classic S11 or similar (latest model)			
Mahindra Bolero or similar (latest model)			
Five seater luxury cab (latest model)			
Tata Winger (13 seater) or similar			
Force Traveller or similar			
Maruti Ertiga or similar (latest model)			

Part- II

Standby Charges subjected to maximum run of 30 kms

<i>Item Description</i>	<i>Rate</i>	<i>Taxes</i>	<i>Total Amount</i>
7 seater luxury cab (latest model)			
5 seater luxury cab (latest model)			

N.B.: Rates must be quoted considering air conditioning facilities. In case of breakdown of vehicle midway during journey, alternate vehicle must be arranged within least possible time without any extra charges. Rates must be quoted considering tolls, parking charges etc. No payment outside the quoted rate will be entertained. Expert driver & fuel must be provided by the agency. All papers of the vehicle and the driver must be up to date.

(Signature of Bidder/Quotationer)



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Copy forwarded for information to:

1. The Special Secretary to the Govt. of West Bengal, P&RD Dept. & ACEO, WBSRDA.
2. The Chief Engineer (Presidency Zone), P&RD.
3. The Director, RCTRC, Kalyani, Nadia.
4. The Sr. P.A. to the Secretary to Govt. of West Bengal, P&RD Dept.
5. Official Website.
6. Office Notice Board.
7. Guard File.


15/09/26
Manager (Training), RCTRC, Kalyani &
Executive Engineer, P&RD
Govt. of West Bengal