भारतीय वनस्पति सर्वेक्षण
BOTANICAL SURVEY OF INDIA

भारत सरकार
GOVERNMENT OF INDIA
पर्यावरण, वन एवं जलवायु परिवर्तन मंत्रालय
MINISTRY OF ENVIRONMENT, FOREST & CLIMATE CHANGE

सत्यमेव जयते

भारतीय वनस्पति सर्वेक्षण / BOTANICAL SURVEY OF INDIA
सी.जी.ओ. कॉम्प्लेक्स / CGO COMPLEX
तृतीय एम. एस. ओ. भवन / 3RD MSO BUILDING
पाँचवाँ और छठा तल/ 5TH & 6TH FLOOR
डी एफ ब्लॉक, सेक्टर१/ DF BLOCK, SECTOR I
साल्टलेक , कोलकाता-६४/ SALT LAKE, KOLKATA – 700064

File No.BSI-295/1/(Misc.)/ANIIDCO/GNIHDP/2026-27/ 6449 **Date: 03/ 11/ 2026**

(For BSI Website)

Sub: Reinvitation of quotation for Hiring of Vehicle Services for the field survey tours under the "Great Nicobar Holistic Development Project" of Botanical Survey of India, Kolkata – reg.

Sir/Madam,

The Botanical Survey of India, Kolkata reinvites Quotation for the **Vehicle Hiring Services** from reliable providers from Great Nicobar Island, A & N Island for the purpose of field survey tour by the project team under the "Great Nicobar Holistic Development Project" of Botanical Survey of India, Kolkata.

Quotations may be submitted in the format in the original letter head as per **Annexure-A**.

Terms & Conditions:

1. The Vehicles have to be supplied as per the requirement as and when required for **One year period** from the date of issue of Purchase Order.
2. Quotation must be submitted are addressed to:-

   The Director,
   Botanical Survey of India,
   Headquarters, CGO Complex,
   3rd MSO Building, 5th Floor,
   DF-Block, Sector-1,
   Salt Lake, Kolkata – 700064.
3. The Rates quoted should be inclusive of all taxes (GST, etc.).
4. **Submission Deadline:** Please submit your Quotations on or before **13.11.2026 by email (bsi.grtnicobar@gmail.com).**
5. Late/Delayed quotations will not be accepted.
6. Providers must engage an experienced driver holding a valid license for the purpose.
7. Providers must have experience of supplying vehicles to other Govt. departments in Campbell Bay, Great Nicobar.
8. The vehicle must be fit to operate continuously in rough, rugged terrains, muddy forest tracks, on road and off-road remote conditions typical of Great Nicobar.
9. Vehicles must be maintained in optimal working condition, and breakdowns, if any require immediate replacement by the service provider.
10. Routine maintenance, lubricants, and punctures are entirely the service provider's responsibility.
11. Field survey vehicles are explicitly permitted to transport field equipment, field kits, and plant collection samples and other survey materials.

12. The service provide/driver must maintain a physical, bound Log Book/Trip Sheet inside the vehicle. For every single trip, the driver must accurately record, Date of the journey, starting and ending kilometer, places visited and the user member of the project team must sign the entries in the log book/trip sheet.
13. **Payment terms**: Payment will be made on **monthly basis** as per the vehicles provided during the month and submission of Invoice/Bill for the same. The trip sheets or certified copies of the log book entries must be submitted along with monthly invoice presented for payment processing. Bank mandate form may also be attached.
14. The Competent Authority reserves the right to cancel the Quotation without assigning any reason.

This issues with the approval of D/BSI.

Thanking you,

Yours Sincerely,

03/11/2026

(Dr. O.N. Maurya)
Scientist-E (Admin.)

Encl.: Annexure-A

प्रेषित/DESPATCHED
03/11/26

ANNEXURE-A

PROFORMA FOR SUBMISSION OF QUOTATION

SOURCE POINT: JOGINDER NAGAR FIELD CAMP

WITH AC						
Sl.No.	**Description**	**Vehicle Type**	**Qty/Unit**	**Rate (in Rs.)**	**GST (in Rs.)**	**Total amount incl. GST (in Rs.)**
1	Hiring Charges for 10 hrs & 100 Km- **Local trip (Full day)**		01 / Per Day			
2	Hiring Charges for 10 hrs & 100 Km upto **Indira point (Full day)**		01 / Per Day			
3	Hiring Charges for 5 hrs & 50 Km- **Local trip (Half day)**		01 / Per Day			

SOURCE POINT: JOGINDER NAGAR FIELD CAMP

WITHOUT AC						
Sl.No.	**Description**	**Vehicle Type**	**Qty/Unit**	**Rate (in Rs.)**	**GST (in Rs.)**	**Total amount incl. GST (in Rs.)**
1	Hiring Charges for 10 hrs & 100 Km- **Local trip (Full day)**		01 / Per Day			
2	Hiring Charges for 10 hrs & 100 Km upto **Indira point (Full day)**		01 / Per Day			
3	Hiring Charges for 5 hrs & 50 Km- **Local trip (Half day)**		01 / Per Day			

TWO - WHEELER						
Sl.No.	**Description**	**Vehicle Type**	**Qty/Unit**	**Rate (in Rs.)**	**GST (in Rs.)**	**Total amount incl. GST (in Rs.)**
1	Hiring charges for Two-wheeler (Petrol/fuel charges will be borne from the Project Account)		01 / Per Day			