



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 / 3<sup>RD</sup> MSO BUILDING

पाँचवाँ और छठा तल / 5<sup>TH</sup> & 6<sup>TH</sup> FLOOR

डी एफ ब्लॉक, सेक्टर १ / DF BLOCK, SECTOR I

साल्टलेक, कोलकाता-६४ / SALT LAKE, KOLKATA - 700064

File No.BSI-295/1/(Misc.)/ANIIDCO/GNIHDP/2026-27/ 5-8 30

Date: 28/09/2026

(For BSI Website)

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

Sir/Madam,

The Botanical Survey of India, Kolkata invites Quotation for the **Vehicle Hiring Services** from reliable providers from Great Nicobar 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,  
3<sup>rd</sup> MSO Building, 5<sup>th</sup> 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 **07.10.2026 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.

प्रेषित/DESPATCHED

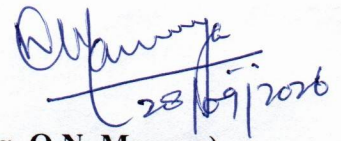
28/9/26

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,



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

Encl.: Annexure-A

**ANNEXURE-A**

**PROFORMA FOR SUBMISSION OF QUOTATION**

**SOURCE POINT: JOGINDER NAGAR FIELD CAMP**

| Sl.No. | Description                                                                                    | Vehicle Type | Qty/Unit     | Rate<br>(for AC)<br>₹ | Rate<br>(for Non-<br>AC)<br>₹ | Total<br>amount<br>incl. GST<br>(for AC) | Total Amount<br>incl. GST<br>(for Non-AC) | Remarks if<br>any |
|--------|------------------------------------------------------------------------------------------------|--------------|--------------|-----------------------|-------------------------------|------------------------------------------|-------------------------------------------|-------------------|
| 1      | Hiring Charges for 10 hrs & 100 Km upto <b>Indira point (Full day)</b>                         |              | 01 / Per Day |                       |                               |                                          |                                           |                   |
| 2      | Hiring Charges for 10 hrs & 100 Km- <b>Local trip (Full day)</b>                               |              | 01 / Per Day |                       |                               |                                          |                                           |                   |
| 3      | Hiring Charges for 5 hrs & 50 Km- <b>Local trip (Half day)</b>                                 |              | 01 / Per Day |                       |                               |                                          |                                           |                   |
| 4      | Hiring charges for Two wheeler<br>(Petrol/fuel charges will be borne from the Project Account) |              | 01 / Per Day | -NA-                  | -NA-                          | -NA-                                     |                                           |                   |

*DL.*