

### **QUOTATION FORMAT FOR HIRE CAR**

1. Name of the agency/company :
2. Name of Owner/Proprietor/Partner/Director :
3. Address of agency/company :
4. Contact telephone / mobile :
5. E.mail address :
6. Small / Luxury car details

1	2	3	4	5	6	7
Category	Monthly hire charges with fuel & km. per month (26 days)	Monthly hire charges without fuel (26 days)	Duty hours per day for monthly hire car. Overtime after duty hours	Daily hire charges per hr./per km.	Off-day rate for monthly car	Any other
Ambassador (Non-AC)						
Indica(Non-AC)						
Indica(AC)						
Scorpio						
Innova						
Indigo						
Tata Sumo						
Tavera						

7. Registration / Trade licence/PAN /Service Tax etc. of Agency / Company (supported by documents) :
8. Details of current engagement (supported by documents/orders) :

### **Conditions**

- a. Car should not be more than one year old and should be in tiptop condition.
- b. All cars should bear upto-date registration, insurance etc.
- c. Quotation to be submitted in the above format through letterhead of the concerned company.
- d. Incomplete form will be rejected. Company reserves the right to reject any or total applications without assigning any reason.

**Please submit your quotation within seven(7) days from the date of display of this notification to WBEIDC Ltd., P&A Department, Webel Bhawan, Block E&GP, Sector-V, Saltlake, Kolkata – 700091.**