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PRODUCTS SERVICES CONTENT

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HOME ([HTTPS://MKP.GEM.GOV.IN/DASHBOARD](https://mkp.gem.gov.in/dashboard)) / BID FINALIZATION

BID DETAILS

TECHNICAL EVALUATION

FINANCIAL EVALUATION

BID AWARDED

1. Bid DETAILS

Bid Number: **GEM/2021/B/1517381** (</showbidDocument/2675946>)

Bid Status: Active

Quantity: 1

Bid Life Cycle (From Publish Date): 90 (Days)

Bid Validity (From End Date): 30 (Days)

Competent Authority Document: [View](#)

Bid Start Date / Time: 14-09-2021 12:44:56

Bid End Date / Time: 08-10-2021 09:00:00

Bid Opening Date / Time: 08-10-2021 09:30:00

Contract Duration: 1 Years(S)

Consignees/Reporting Officer / Delivery Location(S)

Average Turn Over of Last 3 Years: 3 Lakh (s) **Project Experience Required:** Yes

Buyer Details

Name: Kaustubh Deepak Jog

Address: DIRECTORATE OF REVENUE INTELLIGENCE
Kolkata Zonal Unit, Suite 16&17, 8, Ho Chi Minh Sarani,
Kolkata, 700071, India, Kaustubh.Jog@Gov.In, KOLKATA,
WEST BENGAL, Kaustubh Deepak Jog, 033-22823321-

Ministry: Ministry Of Finance

Department: Department Of Revenue

Organisation: Central Board Of Excise And Customs (Cbec)

Office: Directorate Of Revenue Intelligence, Kolkata Zonal Unit, Kolkata

Corrigendum Details

Modified On: 2021-10-01
17:03:26

Bid extended to 2021-10-08 09:00:00

Bid Opening Date : 2021-10-08 09:30:00

Cancel Bid

Extend Bid

Edit Terms

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(https://gem.gov.in/support/government_oms_circulars)

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(https://gem.gov.in/support/terms_conditions)

Policies/Manuals (<https://gem.gov.in/support/buyers>)

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MoUs (<https://gem.gov.in/mou>)



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Bid Number: GEM/2021/B/1517381

Dated: 14-09-2021

Bid Document

Bid Details

Bid End Date/Time	24-09-2021 13:00:00
Bid Opening Date/Time	24-09-2021 13:30:00
Bid Life Cycle (From Publish Date)	90 (Days)
Bid Offer Validity (From End Date)	30 (Days)
Ministry/State Name	Ministry Of Finance
Department Name	Department Of Revenue
Organisation Name	Central Board Of Excise And Customs (cbec)
Office Name	Directorate Of Revenue Intelligence, Kolkata Zonal Unit, Kolkata
Item Category	Monthly Basis Cab & Taxi Hiring Services - SUV; 2500 km x 320 hours; Outstation 24*7
Contract Period	1 Year(s)
Minimum Average Annual Turnover of the Bidder	3 Lakh (s)
Years of Past Experience required	3 Year (s)
Past Experience of Similar Services required	Yes
MSE Exemption for Turnover	Yes
Startup Exemption for Years of Experience and Turnover	No
SHG Exemption for Years of Experience and Turnover	No
Document required from seller	Experience Criteria,Bidder Turnover,OEM Annual Turnover,Additional Doc 1 (Requested in ATC) *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer
Bid to RA enabled	No
Time allowed for Technical Clarifications during technical evaluation	2 Days
Evaluation Method	Total value wise evaluation

EMD Detail

Required	No
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Specification	Values
Core	
Vehicle Type	SUV
Type of car (Please select at least 3 options)	Maruti Suzuki Ertiga , Mahindra XUV 500 , Mahindra Scorpio
Usage Variant	2500 km x 320 hours
Type of Service	Outstation 24*7
Year of Vehicle Model	2020
Km Travelled	Upto 25,000 Kms
Air Conditioning Requirement	A/C
The bidder should not have been blacklisted or debarred by any Central/ State Government/ agency of Central/ State Government/ Public Sector Undertaking/ Regulatory Authority of India at the time of submission of this bid	Yes
Area of Operation	Plains
Addon(s)	

Additional Specification Documents

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Number of Vehicle(s)	Additional Requirement
1	Prabir Kumar Bhadra	742101, Directorate of Revenue Intelligence, Berhampore Sub Regional Unit, 3/20, K. K. Banerjee Road, P.O- Berhampore.	1	<ul style="list-style-type: none"> Duration in Months : 12

Buyer Added Bid Specific Additional Terms and Conditions

1. AVAILABILITY OF OFFICE OF SERVICE PROVIDER: An office of the Service Provider must be located in the state of Consignee. DOCUMENTARY EVIDENCE TO BE SUBMITTED.
2. **Bidder financial standing:** The bidder should not be under liquidation, court receivership or similar proceedings, should not be bankrupt. Bidder to upload undertaking to this effect with bid.
3. Bidder's offer is liable to be rejected if they don't upload any of the certificates / documents sought in the Bid document, ATC and Corrigendum if any.
4. Bidders are advised to check applicable GST on their own before quoting. Buyer will not take any responsibility in this regards. GST reimbursement will be as per actuals or as per applicable rates (whichever is lower), subject to the maximum of quoted GST %.
5. Buyer uploaded ATC document [Click here to view the file.](#)
6. **NET WORTH:** Net Worth of the OEM should be positive as per the last audited financial statement.
7. The Service Provider must own 20% of the bid quantity of vehicles in Service Provider's name or in the name of the proprietor / partner of the Service Provider. Necessary documents relating to proof of ownership will be uploaded by the bidder for verification of the buyer. Such Service Provider owned

ePBG Detail

Required	No
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Splitting

Bid splitting not applied.

1. If the bidder is a Micro or Small Enterprise as per latest definitions under MSME rules, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria". If the bidder is OEM of the offered products, it would also be exempted from the "OEM Average Turnover" criteria. In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.
2. The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of the previous financial year, should be as indicated above in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the bidder is less than 3-year-old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.
3. Years of Past Experience required: The bidder must have experience for number of years as indicated above in bid data sheet (ending month of March prior to the bid opening) of providing similar type of services to any Central / State Govt Organization / PSU / Public Listed Company. Copies of relevant contracts / orders to be uploaded along with bid in support of having provided services during each of the Financial year.
4. Past Experience of Similar Services: The Bidder must have successfully executed / completed at least one single order of 80 % of the Estimated Bid Value or 2 orders each of 50 % of the Estimated Bid Value or 3 orders each of 40 % of the Estimated Bid Value for similar service(s) in last three years to any Central / State Govt Organization / PSU / Public Listed Company. Copies of contracts / work orders and documentary evidence of successful execution / completion in support of Past Experience of Similar Services along with names, address and contact details of clients shall be uploaded with the bid for verification by the Buyer.

Additional Qualification/Data Required

Fleet of owned vehicles with service provider, (Please limit the number to up to 100% of the vehicles demanded or 30 whichever is lesser):1

Drivers on Payroll (in Numbers) (Please limit the number to up to 100% of the vehicles demanded or 30 whichever is lesser):1

Minimum years (up to 5 years) of experience in related field:3

Number (upto 100%) of vehicles demanded should have been provided in a single contract to a government agency in the past three years:1

Number (up to 100%) of vehicles demanded should have been provided in the past year to government agencies:1

Geographic Presence in States:Vehicles should be registered in West Bengal. Branch office address should be in Kolkata/Berhampore

Scope of Work:[1631601963.pdf](#)

Monthly Basis Cab & Taxi Hiring Services - SUV; 2500 Km X 320 Hours; Outstation 24*7 (1)

Technical Specifications

vehicles will be part of the fleet to be deployed by the Service Provider in case he gets the contract against this bid.

8. While generating invoice in GeM portal, the seller must upload scanned copy of GST invoice and the screenshot of GST portal confirming payment of GST.

Disclaimer

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization. Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specification and / or terms and conditions governing the bid. Any clause incorporated by the Buyer such as demanding Tender Sample, incorporating any clause against the MSME policy and Preference to make in India Policy, mandating any Brand names or Foreign Certification, changing the default time period for Acceptance of material or payment timeline governed by OM of Department of Expenditure shall be null and void and would not be considered part of bid. Further any reference of conditions published on any external site or reference to external documents / clauses shall also be null and void. If any seller has any objection / grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

This Bid is governed by the General Terms and Conditions, conditions stipulated in Bid and Service Level Agreement specific to this Service as provided in the Marketplace. However in case if any condition specified in General Terms and Conditions is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws.

---Thank You---

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Additional Terms and Conditions

- a) The Contract of hiring of Vehicle will be for a period of one year starting from the date of awarding of contract. It may be renewed / extended or terminated upon suitable notice.
- b) The list of the vehicles owned by the bidder and the details of the vehicles to be provided to this office should be uploaded in the technical bid. The Contractor should have GST Registration, RC Book of the vehicles, PAN Card and registered with West Bengal Shops & Commercial Establishments Act, 1964, Road Transport Authority and or any other Departments as required under the Law. The tenderer should be a well-established Taxi agency / firm (hereinafter referred to as the agency/firm/contractor).
- c) The vehicles should be registered as Commercial Vehicles and in no case a vehicle which is not registered for Commercial purpose shall be supplied.
- d) The bidder should preferably have past experience of providing vehicles on hire to at least one Government organisation/PSU entity and submit the proof.
- e) The bidder should have the office in West Bengal/**preferably** place of providing the service and should provide the proof of the same.
- f) Agreed rate as per agreement will not be revised during the agreement period.
- g) The vehicle will be used for running in the West Bengal State.
- h) The agency / firm would ensure that the driver employed have valid driving license and clean driving record including track record of not indulging in any major/minor accidents in the past three years. The vehicle or driver should not have indulged in any serious accident in the past three years and a proof of the same in the form of non-claiming of insurance amount from the insurer shall be submitted. The driver of the vehicle must follow traffic rules and all other regulations prescribed by the Government from time to time. The papers related to the vehicles including proper Registration certificate, insurance papers, pollution certificate of the vehicle should be available / kept in the vehicle at all times.
- i) Contractor shall be solely responsible for any/all disputes between him and the personnel deployed by him. The Directorate will not entertain any such dispute and there should be no claim or liability against DRI, KZU, Kolkata or any of its officers

on this account. The Contractor will keep the DRI, Regional Unit Behrampore, indemnified against all actions.

- j) The Contractor should specifically note that the engagement of the service provider under this contract does not in any way confer any right on the Service provider or the persons that may be deployed by him, for claiming any regular employment in this office or any other Government Office .The Service provider should also obtain a written undertaking from the persons deployed by him that they are fully aware that their deployment to work does not confer any right on them for claiming any regular employment in this office or any other Government Office. Attested copy of such undertaking has to be submitted to DRI, KZU, Kolkata at the time of signing of Contract.
- k) The DRI, KZU, Kolkata reserves the right to accept or reject quotation wholly or partly without assigning any reasons thereof or accept more than one offer.
- l) The vehicles should not have LPG/CNG as kits as fuel.
- m) Manufacture year of the vehicles should be 2020 and onwards.
- n) The vehicles will be utilized 7 days in a week.
- o) Vehicles should be kept with sufficient stock of fuel. However, in case of any emergency, if any officer refuels on payment from his pocket, the same should be reimbursed by the contractor on production of the bill.
- p) The agency/firm should have sufficient number of vehicle and drivers with them. In case of breakdown of vehicle or non-availability of driver at any time, the firm shall provide substitute vehicle / driver immediately as the case may be. The drivers employed along with the vehicle should satisfy the following conditions:
- (i) Drivers should have minimum 5 years of experience of driving. They should have valid vehicle transport licenses for driving passenger vehicles.
 - (ii) Drivers should be well versed with the roads and the places in Behrampore District as well as all over West Bengal and should have experience in city as well as highway driving.
 - (iii) Once the driver has been allotted to the vehicle, he should remain with the same vehicle for the contract period. Any change in the designated driver should be on pre-intimation basis at least 24 hours before such change is affected.

- (iv) Driver should be provided with a mobile phone in operation at all times. An alternate contact number for contact should also be provided in case the original number is not reachable.
- (v) Driver should be decent and well behaved and should not have any criminal cases against him and should not have any past history of accidents/alcoholism. Police verification for deployed staff shall be ensured by the service provider.
- (vi) The Car should be kept clean and odor free and suitable for official use.
- (vii) Driver should wear the prescribed uniform i.e., white shirt with white Trousers or alternately Light blue shirt with navy blue trousers and black shoes. Drivers should not consume gutka / pan masala or smoke in the car while driving. Driver's hair and beard should be trimmed.
- (viii) The driver shall not report for duty in an inebriated state. In such an event the department shall have full rights to terminate the contract with immediate effect.
- (ix) If the driver is advised to attend to any guest by the administration the driver should call / sms the guest giving his mobile and vehicle details. Charges for calls / sms will be on the contractor's account.
- (x) Any complaint from the users / staff of the Regional Unit Behrampore with respect to the behaviour / uniform will be viewed seriously and it will be brought to the notice of the service provider, who shall take suitable action and report compliance to the user department within 24 hours from the date of such complaint.
- (xi) Gossiping with the guests and use of mobile phone while driving is not allowed. In case of an emergency, driver should park the vehicle at a convenient parking area with permission of the user and the talk in the mobile to the minimum duration.
- (xii) Driver should report to the vehicle in-charge daily and attend any duties assigned to him from time to time. **Drivers should not use the vehicle for their personal use while on duty.**
- q) The vehicle should be in good running condition. In case, the condition of the vehicle is not found to be satisfactory, they shall be returned for immediate replacement. In case, no replacement is provided on time, a penalty of Rs.1,000/- will be levied on day to day basis. In case the regular vehicle/driver do not report to

duty upon intimation, the vendor shall provide an alternate vehicle/driver. In case of failure to do so, the Regional Unit Behrampore has right to hire a vehicle from the market and the cost incurred has to be borne by the agency/firm. Further, the amount so incurred shall be recovered from the monthly fee payable to the service provider/contractor or liable for deduction from the performance guarantee amount, if required.

- r) Service provider should ensure that vehicle deployed arrives at designated location on time and with full tank fuel. In the event of any break-down, servicing and repairs of vehicles, non-arrival of vehicle without prior intimation/without providing alternate vehicle, the service provider at his own cost shall make alternative arrangement by providing similar or higher class of vehicle(s) for which agreement entered into. Failure to do so will evoke penalty equivalent to amount of Rs.1000 for each day of absence or possible termination of contract.
- s) A daily record indicating time and mileage for each vehicle shall be maintained by the driver in a log book in the prescribed format as per Government's instructions and this log book shall be submitted to the concerned officer in the Regional Unit Behrampore on daily basis.
- t) The contractor (agency/firm) shall not engage any sub-contractor or transfer the contract to any other person. The vehicles must be fitted with Fire extinguisher in proper working condition at all times and the driver should be trained to use them. Periodical maintenance of the equipment should be ensured by the service provider.
- u) There should be at least two sets of white seat covers, towels and napkins in each car. It should be washed and changed every week. There should be an air spray in every car. The items mentioned shall be made available at the cost of the owner of the agency/firm.
- v) It should be ensured that all electrical connections including lights (both front and back), horn, turn indicators, wipers, air conditioning (if requested as an add on), mobile charging and other vehicle systems shall be periodically checked and maintained by service provider to avoid any inconvenience to the user.
- w) Vehicle should always be parked only at the place as advised by the supervisor in-charge and should be available when not booked. If the vehicle needs to be away for some reasons like re-fuelling, petty repairing etc, it should be with the knowledge of the controlling supervisor. Moving away without the knowledge of the controlling



supervisor will be considered as non-available and will be liable for penalty.

- x) Vehicle should compulsorily be fitted with a Stepney, Jack and Wheel Spanner and the drivers should be conversant with replacing a flat tyre.
- y) A penalty of Rs.1,000/- per day per vehicle may be levied in case of unapproved change of vehicle / driver, non-satisfactory performance or lack of proper upkeep of the vehicle or non-observance or violation of any term or condition prescribed above. The number of days will be calculated on the basis of period during which the default continues or on the occasions of occurrence of the concerned events as applicable. However, in case of frequent violations of the terms or conditions, the contract can be cancelled forthwith without any notice.
- z) The vehicle should be registered as a commercial vehicle in the name of the agency /firm with the concerned transport authority of State Government. Self-attested photocopies of Registration Certificate should be attached with the Technical Bid. The in-charge of the agency/firm should be available for contact round the clock. Vehicles should have pollution clearance certificate issued by the competent authority.
- aa) Vehicles to be provided by the contractor have the comprehensive insurance to cover all risk as per the Motor Vehicle Act and relevant rules and regulations of the State Government and Central Government.
- bb) The vehicle should display at a conspicuous place the following: "In case of irresponsible/rash driving or exceeding prescribed speed limits, you may complain to the owner of the vehicle (Name of the owner, Telephone and Mobile No. should be displayed)." All such complaints should be probed into by the owner of the vehicle and action be taken against the erring Driver, if found guilty, under intimation to DRI, KZU, Kolkata.
- cc) The vehicle shall be provided on all days including holidays. dd) The vehicle (1 Large Size) shall be provided on any day including Sunday and Holidays, if required by the Hirer Department. Prior intimation for vehicle in case required on Sundays and Public Holidays will be given 24 hours in advance by the Department.**
- ee) One holiday in a week would be ensured to the driver upon mutual convenience and it need not be only Sunday.
- ff) Avoiding working on weekends/ weekday / holidays will attract penalty of

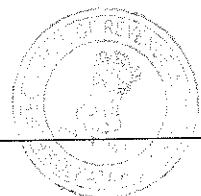


(5)

Rs.1,000/day with denial of weekly off to the driver.

- gg) The service provider should ensure to provide an alternate driver for services on Sundays and closed holidays or any other day in lieu of a holiday to be given to the regular driver. Further, the holiday/Sunday driver in case of weekly off for the regular driver shall be earmarked & intimated to the DRI, Regional Unit Behrampur.**
- hh) Failure to provide alternate or non provision of vehicle on Sunday/Closed holiday in lieu of regular driver will attract penalty of Rs.2000/-.**
- ii) All the penal amounts are also liable for deduction from the Security Deposit/ Bank Guarantee amount, if required.
- jj) The rates quoted should be inclusive of the GST component. All other taxes, toll fee, levy, insurance charges, Fuel, Repairs & Maintenance, Driver charges and any other incidental charges etc., would be borne by the Agency/Firm.
- kk) The contractor shall be solely responsible for timely payment of wages / salaries, other benefits, allowances to Drivers deployed and all other statutory / other dues payable as per Central / State Government / Municipality Rates / other Laws etc., as applicable to the personnel deployed that might become applicable under any Act or Order of the Government. DRI, Regional Unit Behrampore shall have no liability whatsoever in this regard.
- ll) The contractor will comply with all the Legal Rules, Regulations and Statutory obligations cast on him as per the Central / State Government / Municipality / Local Bodies relating to such deployment of personnel.
- mm)The liability to pay all taxes / duties / other levies of Local Bodies, State & Central Government or any other Authority in respect of services rendered will vest with the contractor.
- nn) Non-receipt of payment from Directorate shall not be a reason for his defaults in payment of salary to the drivers & other statutory payments or his liabilities, if any, during the contract period. The Service Provider shall continue to provide the agreed services to the Directorate.
- oo) The contractor should be financially sound enough to ensure timely payment of payment of charges for his drivers, fleet operations, even in case of delayed payment from the department on administrative reasons and should convey his acceptance.

- pp) The contractor shall make regular, timely and full payment of labour charges, salaries and other payments as due, as per the labour laws or any other laws to its personnel deputed under the Service contract.
- qq) The DRI, Regional Unit Behrampore shall be at liberty to withhold any amount in full or in part for default in service and / or for the loss incurred by the DRI, Regional Unit Behrampore shall have to be paid by the service provider. The decision of the DRI, Kolkata Zonal Unit will be final and binding on the contractor and shall not be subject to any dispute or arbitration and the penalties imposed will be recovered from the amount / payment due to the service provider.
- rr) *All disputes will be subject to local jurisdiction only.*
- ss) Rates once finalized will be fixed for the contract period or such extended period. Upward change in rates will not be considered due to any hike in Petrol / Diesel / CNG Prices, taxes or any other reason during the period of contract.
- tt) Tax Deduction at Source (TDS) at applicable rates as prescribed by Income Tax Department, GST Act will be deducted at the time of payment.
- uu) *Proof of payment of appropriate GST and other statutory payments for the personnel will be required to be submitted to this office regularly.*
- vv) The vehicle should have necessary permits from the transport department/authority. This office will not be responsible for any traffic rules violation / Contravention of Motor Vehicle Act challans, loss, damage and accident to the vehicle or any other vehicle or injury to anybody. In case of any accident, all the claims arising out of it shall be met by the agency/firm.
- ww) It is obligatory for the agency/firm that drivers are paid not less than minimum wages prescribed under Minimum Wages Act fixed by the Government from time to time and preferably within first week of the month without waiting for the payments of the bill by the Commissionerate.
- xx) The service provider shall be solely responsible for any claims by any third party and / or employees of user department travelling in the vehicle for any injuries caused by the driver of the vehicles whether by accident or otherwise.
- yy) No conditional bids shall be entertained by this office and all conditional bids will be rejected summarily.
- zz) If any of the terms and conditions above, is not found fulfilled during the currency of contract, the DRI, Kolkata Zonal Unit reserves the right to terminate the contract without assigning any reasons thereof. However, in normal course this contract can be terminated with a notice period of one month by the either side. The liability of



(3)

DRI, Kolkata Zonal Unit will be limited to the hiring charges agreed in the contract.
aaa) In case of any dispute, the decision of the DRI, Kolkata Zonal Unit be final and binding. Any matter not specifically covered by this agreement shall be decided by the DRI, Kolkata Zonal Unit, Kolkata.

