

**ANDHRA PRADESH URBAN FINANCE AND INFRASTRUCTURE
DEVELOPMENT CORPORATION Ltd., VIJAYAWADA**

O/o MANAGING DIRECTOR

REQUEST FOR QUOTATIONS

FOR SELECTION OF HIRING AGENCY FOR “SUPPLY OF SIX VEHICLES ON HIRE BASIS TO THE O/o APUFIDC, VIJAYAWADA” LOCATED IN 5th FLOOR, DHOOM COMPLEX, Opp. to NTR HEALTH UNIVERSITY, SRINIVASA NAGAR BANK COLONY, VIJAYAWADA, ANDHRA PRADESH – 520008.

Tender Notice No. APUF-14/4/2021-ADMIN SEC-APUFIDC, Dt:01/07/2021

Gentlemen/Madam,

Sub: APUFIDC- Selection of Hiring Agency - Supplying six vehicles on hire basis for office use to APUFIDC, Vijayawada – Sealed Quotations requested - Reg.

1. You are requested to submit your most competitive quotation for “Hiring of six vehicles to the O/o APUFIDC, Vijayawada” for office use for a period of 24 months.
2. Interested firms/travel agencies are requested to submit sealed quotations as per the time schedule shown below:

1	Quotation document download starting date and time	02-07-2021 at 11:00 AM
2	Last date and time for submission of Quotations	16-07-2021 at 3:00 PM
3	Quotations opening date and time	19-07-2021 at 11:00 AM
4	Address for communication	5th floor, Dhoom Complex opp. NTR Health University, Srinivasanagar Bank colony, Vijayawada, Andhra Pradesh – 520008. Contact Number: 9963636391
5	Security Deposit	Rs 50,000/- Demand Draft / Bankers Cheque drawn in favour of “Managing Director, APUFIDC”
6	Quotation Document available Website	www.cdma.ap.gov.in

3. General Terms & Conditions

- i. Quotation document will be available in www.cdma.ap.gov.in.
- ii. Download from above website of RFQ will start from 02-07-2020 at 11.00AM
- iii. The last date & time for submission of filled in and sealed Quotation document is 3.00 P.M on 16-07-2021 in the O/o the APUFIDC, Vijayawada and the quotations received will be opened on 19-07-2021 at 11.00 AM.
- iv. The hire charges include fuel, driver salary, batta and maintenance charges with coverage of 2,500 km/month.
- v. Security Deposit of the successful agency will be retained by APUFIDC and the same will be refundable without any interest after satisfactory completion of contract service period.

- vi. The agency should have registered office within Vijayawada in AP State.
 - vii. The agency should enclose evidence that they have been in the business for a minimum period of the 3(three) years in the last five financial years.
 - viii. The agency should enclose copy of the registration of all Vehicles as proof of the model of vehicle. The proposed vehicle for hiring should be in perfect running condition and of model not earlier than 2018. The vehicles should have good Upholstery, Covers, Interior etc,. Irrespective of vehicle condition, hiring of vehicles of model prior to 2018 will not be entertained, and the security deposit of the agency will be forfeited if the quotation offered by agency is to supply vehicles of model prior to 2018.
 - ix. The kilometers will be counted from the point of pickup to the point of dropping and will be for a maximum running of 2500 km per month. Extra payment will be paid as per GOs in force, if maximum running exceeds 2500 km.
 - x. The private vehicles, which are registered as a taxi can only be hired for Government duty.
 - xi. The log book must be maintained regularly and got initialed by the officer concerned every day and a copy of the log book should be enclosed with the monthly bill for effecting payment.
 - xii. The vehicle along with the driver should be kept at the disposal of officer concerned as per the timings required by the officer.
 - xiii. The agency should be able to provide substitute vehicle/driver whenever there is a breakdown of the vehicle or absence/non-satisfactory performance of the driver without any extra claims for the same and need to be enclosed Xerox copies of R.C. book.
 - xiv. The Driver must possess valid driving license, registration and badge and also to keep all the original documents related to the vehicle as required by the transport authorities with the vehicle.
 - xv. The agency should produce valid documents like permit, fitness certificate, insurance, pollution control certificate, tax etc.
 - xvi. The agency should enclose copies of last three years Income Tax Returns.
 - xvii. Payment for the services rendered will be paid by Managing Director, Andhra Pradesh Urban Finance Infrastructure Development Corporation Ltd., Vijayawada on monthly basis. The hiring agency shall submit invoice along with log sheets in the first week of every month for the services rendered in the previous month.
 - xviii. No extra charges what so ever will not be borne by the Department.
 - xix. a) For defective or delayed or unsatisfactory services, a penalty of 2.5 % of monthly quoted total amount shall be levied and collected from invoice/bills payable.
b) For non-performance or non compliance of any terms and conditions herein, a penalty of 5% of the monthly quoted total amount shall be levied and collected from the invoices/bills payable.
 - xx. Hiring agency quoting the lowest rates will be selected. In case more than one agency quotes the same rates, the agency will be selected on drawl of lots.
 - xxi. The Andhra Pradesh Urban Finance and Infrastructure Development Corporation Ltd, Vijayawada has sole discretion to exercise every right to dispense/alter/amend the contract at any point of time without giving any notice to the hiring agency.
 - xxii. The owner of the vehicle hired for Government duty should produce the pollution control certificate for every six months.
4. Detailed and Abstract Estimate for hiring of vehicles as per the hire charges fixed by the government on monthly rental basis as per G.O.Ms.No.87 Dt: 01-06-2017 of Finance (HR.VI-TFR-VA) Dept. for the use of O/o APUFIDC is:

S.No	ITEM	ESTIMATED COST
1	Rate for providing of 02(Two) Nos hired vehicles (Air Conditioned Cars) as per Serial no 1 (Cost of vehicle should be more than Rs. 15 Lakhs) of G.O.Ms.No.87 Dt: 01-06-2017 of Finance (HR.VI-TFR-VA) Dept. The hired vehicle should be no earlier than 2018 model)	Rs 60,000/-
2	Rate for providing of 01 (One) No hired vehicle (Air Conditioned Car) as per Serial no 2 (Cost of vehicle should be Rs10 Lakhs- Rs 15 Lakhs) of G.O.Ms.No.87 Dt:01-06-2017 of Finance(HR.VI-TFR-VA) Dept. The hired vehicle should be no earlier than 2018 model)	Rs 45,000/-
3	Rate for providing of 03 (Three) Nos hired vehicles (Air Conditioned Cars) as per Serial no 3 (Cost of vehicle should be less than 10 Lakhs) of G.O.Ms.No.87 Dt:01-06-2017 of Finance(HR.VI-TFR-VA) Dept. The hired vehicle should be no earlier than 2018 model)	Rs 35,000/-

5. Each agency shall submit only one quotation.
6. Quotation shall remain valid for a period of 90 days from the date of opening of RFQ.
7. APUFIDC will evaluate and compare the quotations determined to be substantially responsive i.e., which

- a) are properly signed ; and
- b) Conform to all the terms, conditions and specifications.

8. Award of contract

The Contract will be awarded to the agency whose quotation is substantially responsive and the quoted rate is the lowest.

8.1 Notwithstanding the above, the APUFIDC reserves the right to accept or reject any quotations and to cancel the quotation process and reject all quotations at any time prior to the award of contract.

8.2 The agency whose quotation is accepted will be notified of the award of contract by the client prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the work order.

9. The actual number of vehicles to be hired may increase or decrease, as per the requirement and the agency shall provide/withdraw within 15 days, on intimation.
10. The agency has to sign this RFQ and submit along with the Financial Proposal.

P BASANTH KUMAR, MD(PBK), O/o MANAGING
DIRECTOR-APUFIDC

FORMAT OF FINANCIAL PROPOSAL

Name of the agency :-----

Address:-----

Sl. No.	Name of work	Category of Vehicle	No. of vehicles	Hire Charges per Vehicle per month
(1)	(2)	(3)	(4)	(5)
1	Hiring of Vehicles 2018 models and above	Category -I Cost More than Rs.15.00 lakhs	2 Nos.	
2		Category - II Cost Rs.10.00 lakhs to Rs.15.00 lakhs	1 No	
3		Category-III Cost Less than Rs.10.00 lakhs	3 Nos	
Grand Total				

We agree to hire the vehicles as per above terms and conditions with a total contract price of Rs. (Amount in figures) Rs. (Amount in words).

We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in bribery.

Signature of Supplier