

No.RO/VJA/VehicleHiring/640
Government of India
Ministry of Road Transport & Highways
Regional Office, Vijayawada

Door No.38-2-3/2, Gorledalapanna Veedhi, Near American Hospital, Punnammithota Vijayawada-520010. Tele: 0866-2970220 ; Fax: 0866-2571985

Dated: 19.08.2019.

To
Senior Technical Director,
NIC, Transport Bhawan,
New Delhi -110 001.

Sub: Uploading of Notice for Bid on Ministry's website for hiring of Vehicle on contract basis at RO, Vijayawada, MoRTH Office.

Sir,

Please find enclosed herewith Notice for inviting quotation for hiring of Vehicle on contract basis at RO, Vijayawada, MoRTH Office. It is requested to upload the notice on Ministry's website.

Encl: As above

Yours faithfully,


(Bitra Sai Sreenivas)

Asst. Executive Engineer
For Regional Officer, Vijayawada.

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520010. Tele: 0866-2970220 ; Fax: 0866-2571985

Dated: 19.08.2019.

NOTICE INVITING QUOTATION

1. Regional Officer, Ministry of Road Transport & Highways, Vijayawada invites sealed quotations for hiring of vehicle on monthly basis.
2. The detailed notice inviting quotation and terms & conditions can be obtained from the address of communication given below from 20.09.2019 to 09.09.2019 on any working day between 10:00 hrs to 17:00 hrs on payment of non-refundable document fee of Rs.100/- (Rupees One Hundred Only) in the form of Demand Draft, in favour of "RPAO MORTH, Hyderabad or can be downloaded from the Ministry's website i.e. www.morth.nic.in and the document fee mentioned above, may be enclosed with the bid.
3. The sealed envelope shall be submitted on or before 10.09.2019 by 16:00 hrs and will be opened on 11.09.2019 at 15:00 hrs.
4. Address for communication and for bid submission.

OFFICE OF THE REGIONAL OFFICER, MINISTRY OF ROAD TRANSPORT &
HIGHWAYS (GOVT. OF INDIA), DOOR No.38-2-3/2, GORLEDALAPANNA VEEDHI, NEAR
AMERICAN HOSPITAL, PUNNAMITHOTA,
VIJAYAWADA-520010, ANDHRA PRADESH.


(Bitra Sai Sreenivas)
Asst. Executive Engineer
For Regional Officer, Vijayawada.

Copy to:

1. Senior Technical Director, NIC, Transport Bhawan, New Delhi -110 001 for uploading on Ministry's website.

Request for proposal for hiring of vehicle

(A) Terms & Conditions:

1. Proposals are invited from reputed agencies/individuals who can provide AC vehicles to Regional Office, Ministry of Road Transport & Highways, Vijayawada as detailed in BOQ on monthly hire basis.
2. The vehicle will be hired initially for a period of One year. However on the basis of satisfactory performance the period can be further extended upto three years.
3. The rates for hiring of the vehicles of categories as detailed in Annex-I.
4. The vehicles should be in good condition & vehicle Make (Bolero or similar make) not prior to year 2015 with driver having proper uniform/mobile etc. It is requested to kindly send the complete proposals with details at following address on or before 14.08.2019 up to 16:00 hrs. Superscripting on the envelop - "PROPOSALS FOR HIRING OF VEHICLE".

OFFICE OF THE REGIONAL OFFICER, MINISTRY OF ROAD
TRANSPORT AND HIGHWAYS (GOVT. OF INDIA), DOOR No.38-2-3/2,
GORLEDALAPANNA VEEDHI, NEAR AMERICAN HOSPITAL, PUNNAMITHOTA,
VIJAYAWADA-520010, ANDHRA PRADESH.

5. Furnishing of vehicle registration certificate and other documents to the satisfaction of Regional Officer, Ministry of Road Transport & Highways, Vijayawada. All necessary taxes for operating the vehicle shall be fully paid by the agency as per prevailing Motor Vehicle Act with comprehensive insurance cover. All the cases related to accident/damages/compensation shall be the responsibility of vehicle owner.
6. The vehicle will generally be stationed at the place of deployment. However, in case of any night stay at places other than their place of deployment, no night allowance or out station allowance will be paid by Regional Officer, Ministry of Road Transport & Highways, Vijayawada.
7. The agency shall also make available Drivers having valid driving license and minimum 3 years experience in the trade/profession.
8. The rates will be inclusive of all taxes, driver salary & other benefits, repair & maintenance, POL etc., except service tax/GST. The service tax/GST will be reimbursed by MORTH R.O. VIJAYAWADA only after production of proof of deposit. No increase in rate shall be accepted due to increase in prices of diesel, petrol etc., during the tenure of Contract.
9. TDS shall be applicable as per income Tax Act.
10. The daily duty chart with the mileage covered during the day should be got Counter-signed from the officer concerned daily. Vehicle utilized beyond 3,000 Km. after adjusting shortfall of current quarter shall be paid as per extra Km. charge.
11. The payment will be made within 15 days on monthly basis as per certificate given by officer concerned after verifying the total mileage of the month on submission of pre-printed Bill.
12. The driver should be in sound mental and physical condition and should perform

the duty sincerely and diligently. He should not take alcohol during duty hours. He shall have minimum 3 years experience in four wheeler light vehicle.

13. In case of vehicle failure, the agency shall arrange for an alternative vehicle immediately or shall bear the actual expenses incurred by the officer for hiring a taxi.
14. The contract can be terminated on culmination of contract or at any time if the performance of service is not satisfactory without notice however the agency can terminate the contract any time with a notice of 30 days.
15. The vehicle shall be parked in office/ residence of officer in-charge, after working hours.

(B) Earnest Money / Bid Security:-

1. The bidder shall furnish, as part of the quotations, Earnest money/Bid Security of the amount of Rs.1000/- for each vehicle.
2. The Earnest Money shall be in the form of Demand Draft in favour of "RPAO MORTH Hyderabad", payable at Hyderabad.
3. Any quotation not accompanied by an acceptable Earnest Money shall be rejected by the Employer.
4. The Earnest Money of unsuccessful bidders will be returned within 28 days from the date of opening of tender.
5. The Earnest Money of the successful bidders will be converted in to performance security on issue of work order & commencement of service.
6. The bid shall be valid for 45 days from the date of opening.

(C) The Bid Security / Earnest Money will be forfeited:-

7. If the Bidder withdraws the Bid after expiry of date and time of submission of Bid.
8. In the case of a successful bidder, if the bidder fails to commence the service within 7 days time after acceptance of work order.

(D) Performance Security:-

- a. The Earned Money / Bid Security submitted by the selected bidder amounting to Rs. 1000/- for each vehicle shall be converted into performance security.
- b. The performance security (without any interest) shall be refunded within one month after the successful completion of the Contract.

Signature of the authorized
Representative of Travel agency.

Bid Documents

Name of the work: - Hiring of one vehicle on monthly basis for Regional Office, Ministry of Road Transport & Highways, Vijayawada.

Time period: - One Year (extendable upto three years)

BOQ

"Hiring of vehicle for Regional officer, Ministry of Road Transport & Highways, Vijayawada"

Sr. No.	Name of Item	Unit	Rate be Quoted by the Bidder on monthly basis	
			In Figures	In Words
1.	Providing, running & maintenance of vehicle of Bolero or similar make as per terms and condition. Travel upto kms per month.	Fixed charges (upto 3,000km)		
		Extra Km charge		

Note: Selection of bidder will be made on the basis of lowest rate quoted on monthly fixed charges basis.

Name, Signature &
Seal of Travel Agency.

Regional officer,
MORTH, Vijayawada.

