



## VISAKHAPATNAM URBAN DEVELOPMENT AUTHORITY

### TENDER DOCUMENT

Application No:

ISSUED TO:

Name of the work : **Supply of seven hired vehicles to VUDA office use for a period of one year from 01-01-2014 to 31-12-2014**

Estimate Amount : **Rs.21,00,000/-**

<b>Date of Supply of Tender Schedules by VUDA</b> Date: 18-12-2013	<b>Date of tender closing</b> Dt. 27-12-2013 - 3.00 PM	<b>Date of Tender opening on:</b> Dt. 27-12-2013 – 3.30 PM
---	---	---

Sl. No.	Quantity	Description	Rate	Nos.	Unit	Amount In Rs.	
01.	12 Months	Supply of six hire vehicles (Bolero/ Tata Sumo/ AC Indica) for office use for one year including hire charges, cost of fuels, maintenance (periodical/regular), driver salary, daily allowances to a total run of 2500 KM per month at 12 hours per day etc. Model: 2011 & Above.	25000/-	Rupees Twenty five thousand only	7	Month	21,00,000/-
<b>TOTAL</b>						<b>21,00,000/-</b>	

#### Conditions:

- 1) Tenderers can download tender document from website and submit along with Demand Draft drawn in favour of the Vice Chairman, VUDA or through IOB Challan.
- 2) The cost of tender schedule including service Tax @ Rs.565/- (500+65) (Non Refundable) by way of demand draft drawn in favour of the Vice Chairman, VUDA or through IOB Challan.
- 3) Rates should be quoted including all taxes, duties, IT @ 2%, Surcharge on IT 2.5% on value of work done and any incidental charges shall be borne by the vehicle supplying Firm / owner.
- 4) The hire charges, cost of fuels, driver salary, daily allowances should be borne by the agency.
- 5) Any major / minor repair charges, maintenance (periodical/regular) should be borne by the agency.
- 6) Taxi hiring Firms / Agencies having own vehicles (Minimum 5 with them) or individual owners having own vehicles minimum 3 with them can participate in the bids / tenders.

- 7) The 2½ % EMD (Refundable) in the shape of Demand Draft drawn in favour of the Vice Chairman, Visakhapatnam Urban Development Authority, Visakhapatnam issued after tender notice publication and the same should be enclosed along with tender schedule application. Failing which the tender schedule will be summarily rejected.
- 8) Alternate arrangements shall be made immediately when any of the vehicle got under repair requiring more than 30 minutes (In the case of repair time exceeds One hour payment will be made to the worked hours only)
- 9) Attested copy of "C" book / invoice of all vehicles proposed to supply should be enclosed to the tender schedule by the Taxi hiring firms / Agencies.
- 10) The payment will be made after completion of the hire period (every month) satisfactorily to the officer to whom vehicle allotted.
- 11) 2011 and above Model vehicles only shall be supplied.
- 12) Working hours of 12 hours per day and maximum travel distance of 2500 km per month shall be scrupulously followed.
- 13) Once a Taxi hiring Firms / Agencies buys a tender schedule he shall not be permitted to return the schedule. No refund of cost of tender schedule is permitted.
- 14) Driver must wear white uniform and should be neat and tidy.
- 15) All applicable statutory Taxes will be recovered from the bills of Taxi hiring Firms / Agencies and TDS certificate will be issued after 10 days of bill payment.
- 16) Hire with VUDA Name board in Bold letters shall be provided on both front side as well as rear side.
- 17) The private vehicles, which are registered as a Taxi can only be hired for Government duty.
- 18) The Owner of the vehicle hired for Government duty should produce the Pollution Control Certificate for every six months.
- 19) The Owner of the vehicle hired for Government duty should produce the valid documents like permit, fitness certificate, insurance, road tax etc., for plying.
- 20) The Owner of the vehicle supplied hired vehicle for Government duty should also produce drivers Professional Driving License with badge of the Driver proposed to be engaged.
- 21) The Taxi hiring Firms / Agencies may drop their sealed covers containing the tenders in the boxes provided for the purpose as per the date and time prescribed in the tender notice at Administrative Wing, 8<sup>th</sup> floor, Udyog Bhavan Complex, Siripuram – 530 003.
- 22) If VUDA requires additional hired vehicles the Taxi hiring Firms / Agencies shall supply at the tender rate without any additional amount.
- 23) The successful Bidder shall come forward to conclude Agreement within 7 days from the date of issue of acceptance letter. Failing to conclude agreement the EMD submitted shall be forfeited and the agency shall be blacklisted for 3 years.

**Signature of the FIRM/Agency**

## **FINANCIAL BID**

Name of work: **Supply of seven hired vehicles to VUDA office use for a period of one year from 01-01-2014 to 31-12-2014.**

\* \* \*

Estimate Contract Value : **Rs. 21,00,000/-**

I / We \_\_\_\_\_, do hereby express willingness to execute the aforesaid work as per the conditions, Rules, Regulations etc. stipulated in the Tender schedule at an overall Tender **(In words \_\_\_\_\_)** Less than / excess over the Estimated value.

The Tendered cost of the work is **Rs. \_\_\_\_\_/- (Rupees \_\_\_\_\_ only)**. If there is discrepancy in expressing tender percentage in Figures or Words whichever is less will be taken in to consideration and if excess or less is not mentioned, the less will be taken in to consideration.

- **Strike out whichever is not applicable.**

SECRETARY,  
URBAN DEVELOPMENT AUTHORITY  
VISAKHAPATNAM

Taxi hiring Firm / Agency