



RAJIV GANDHI UNIVERSITY OF KNOWLEDGE TECHNOLOGIES- A.P.

(Established through A.P. Government Act 18 of 2008)

Ongole Campus, Ongole-523 225, Prakasam District.

Website: rguktong.ac.in

e-mail: ao@rguktong.ac.in

Ref No: RGUKT/ONG/Rent/Hiring Car/2024

17.02.2024

NOTICE INVITING QUOTATIONS

Sealed Quotations are hereby invited by RGUKT Ongole Campus, for “Supply of 1(one) no. hire car from Diesel/petrol Swift/KUV 100 or equivalent to RGUKT Ongole Campus. Reliable persons & firms for supply of 1 (one) no. Diesel/petrol Swift/KUV 100 or equivalent with valid commercial permit Mass Emission Standard BS-IV(Preferable) purchased on or after 10-05-2022, on monthly hiring basis following **G.O.MS.No. 87** Finance (HR VI-TFR-VA) Department, for the official use of RGUKT Ongole Campus for a period of **one year** and may be extended if necessary.

Last date of receiving for Sealed quotation : 24/02/2024

Description : See Annexure-I

Address for Communication: The Administrative Officer,
RGUKT Ongole Campus, Kurnool Road,
Near Santhanuthalapadu- 523225
Prakasam District, Andhra Pradesh.

Terms & Conditions:

1. The Bidder should be a registered firm and have a GST registration.
2. The Car owner or bidder must be register under commercial vehicle category.
3. Bidders are requested to follow the given price bid format to quote the vehicle charges.
4. The quotations must be addressed to “**The Director, Rajiv Gandhi University of Knowledge Technologies, Ongole Campus, Kurnool Road, Near Santhnuthalapadu- 523225, Prakasam District, Andhra Pradesh.**”
5. The Car Owner should apply to the undersigned for issue of specific format for quoting rate on production of Original Registration Certificate, Luxury permit certificate, upto date clearance certificate of Road Tax, Insurance, Pollution certificate, valid driving license of the concerned Driver and must submit the self-attested photocopy of all the documents along with application. The application will be received at the office of the undersigned on all working days within office hours up to 5 P.M of 24-02-2024.
6. The Car Owner must submit in a sealed cover quotation, N. I. Q. No. on the top of the envelop to the office before 5:00 P.M. of 24-02-2024 after which no quotation will not be entertained.
7. The acceptance of the quotation will rest with the M.C.C. who does not bind himself to accept the lowest quotation and reserve the right to reject any or all quotations without assigning any reason there to. After acceptance of the lowest quotation, the successful bidder must have to made an agreement at RGUKT Ongole Campus.
8. Fuel, other lubricants, brake oil, gear oil etc. shall have to be supplied by the car owner, payment will be made only for Diesel/petrol. If at any stage it is found that the consumption of fuel

has been made beyond the permissible limit, the recovery will be made from his bill in full. The hire charge of the Diesel/petrol Swift/KUV 100 or equivalent shall be inclusive of payment of the Driver wages & all related expenditure.

9. The car owner shall have to bear expenditures for all kinds of washing, repairing, servicing, supply of spare parts for repairing of the vehicle, hire charges of garage etc.
10. All kind of taxes and insurance must be paid by the car owner.
11. The vehicle along with the driver will be at the disposal of the undersigned officer for performing duty till the period of duty ceases. The vehicle will have to be replaced immediately by another diesel car of same specification without any extra cost, if the earlier car becomes unserviceable due to break down or any other causes.
12. The RGUKT Ongole will not be held responsible for any damage by car. It will ply entirely at the risk of the owner of the vehicle. The standby payment will not be allowed.
13. The vehicle must be in good condition and with commercial permit. The car may be placed for servicing once in a month at the own cost of the supplier and fitness certificate should be produced to the undersigned in regular course.
14. The driver of the vehicle should be instructed and responsible for day-to-day reporting to the undersigned with the vehicle as per time and requirement. Log book will be maintained for which will be issued by the RGUKT Ongole Campus.
15. The payment will be made in favour of the supplier on the basis of the bill submitted after submission of "Self-declaration by supplier of car rental services to Authorities "on monthly basis.
16. The contract may be terminated at any time anything found wrong.

Sd/-
Administrative Officer

Annexure - I

Name of Work: - Supply of 1 (one) no. Diesel Bolero / Scorpio for use of RGUKT Ongole Campus

Ref: **G.O.MS.No. 87** Finance (HR VI-TFR-VA) Department.

(To Be Filled Up by The Car Owner)

1. A) Name of the Owner :

B) Full Address :

C) Phone No. :

2. A) Driver's Full name :

B) Driver's full address :

C) Driving License No. :

D) Driver's Contract No .:

3. Registration no. of the car & date of Registration:

4. Model with Year :

Signature of the Car Owner

Price bid format (should be printed in letter head)

Reference:

Date:

Valid till:

To

The Director

Rajiv Gandhi University of Knowledge Technologies,

Ongole Campus, Ongole, Prakasam district, Andhra Pradesh.

I/we here by submitting estimate for hiring charges of the vehicle listed below

S. No	Vehicle Model	Monthly Hiring Charges including GST (Rs)

- I/ We shall be bound by a communication of acceptance/rejection by Rajiv Gandhi University of Knowledge Technologies, Ongole Campus, Ongole.
- I/ We have understood and agree the terms and conditions mentioned in the notice inviting quotations.

Name:

Contact No:

Signature:

(Office Seal)