

**Office of The Chief Executive Officer, Dr. YSR Aarogyasri Health Care Trust,
MGM Capital Building, Mangalagiri – 522508, Guntur Dist., ANDHRA PRADESH
Ph: :0863 - 2222802 / 2259861**

**HIRING OF CARS – SHORT TENDER NOTICE
(Short Tender No. Dr. YSR AHCT/06/2021, Dt: 24.06.2021)**

DT: 24-06-2021

Sealed quotations are invited from interested Transport Operators/Agencies for hiring vehicles for the office usage of Dr. YSR Aarogyasri Health care Trust, MGM Capital Building, Mangalagiri. The requirements are as under:

SERVICE PACKAGE – 1 (For Trust Office)

Sl. No.	Particulars make / model vehicle	Size	No. of Vehicle	Hire charges	Office for which vehicle required	Date w.e.f. which vehicle required
1.	Operational Vehicle - Toyota Etios /Swift Dzire / TATA Indigo/ Maruti Ertiga, etc.	4 Seater	4	As per GO. Ms. No. 87, Dt: 01.06.2017, Finance Dept.	Dr. YSR Aarogyasri Health Care Trust, MGM Capital Building, Mangalagiri.	01.07.2021

(As Per G.O .MS.No. 87 Dated: 01-06-2017 FINANCE (HR.VI-TFR-VA) DEPARTMENT)

SERVICE PACKAGE - 2 (For 108&104 Services)

Sl. No.	Particulars make / model vehicle	Size	No. of Vehicle	Hire charges	Office for which vehicle required	Date w.e.f. which vehicle required
1.	Operational Vehicle - Toyota Etios /Swift Dzire / TATA Indigo/ Maruti Ertiga, etc.	4 Seater	2	As per GO. Ms. No. 87, Dt: 01.06.2017, Finance Dept.	Dr. YSR Aarogyasri Health Care Trust, MGM Capital Building, Mangalagiri.	01.07.2021

NOTE : **One bidder have to file Tender Document for ONE SERVICE PACKAGE only.**

The interested parties may submit their tenders to the CEO, Dr. YSR Aarogyasri Health Care Trust, MGM Capital Building, Mangalagiri. The terms and conditions are available in Annexure-I to this notice and can be downloaded from our website www.yusraarogyasri.ap.gov.in The bid forms i.e., Technical Bid and Financial Bid are available as Annexure -II and Annexure—III, respectively. The duly filled in tenders in sealed covers to be submitted on or before 12th July 2021 3.00 p.m.

Dr. A. Mallikarjuna Rao, IAS,
Chief Executive Officer,
Dr. YSR Aarogyasri Health Care Trust,
MGM Capital Building, Mangalagiri.

BID SCHEDULE

Schedule of Bidding process (with times where applicable)	Bid Notification	Schedule
	Last date for the submission of Bids	12.07.2021 up to 3.00 Pm
	Opening of Bids	12.07.2021 5.00 Pm
	Probable Date for issuing Letter of Award of Contract	15.07.2021
	Tentative Effective Implementation Date	01.08.2021

Annexure-I

TERMS AND CONDITIONS FOR TENDER

1. The vehicle shall preferably be a new one and must have a valid taxi permit to run in the state of Andhra Pradesh.
2. The vehicle shall be at the disposal of the Dr. YSR Aarogyasri Health Care Trust for all the days of the month, The vehicle shall be parked at the parking of the respective office.
3. The vehicle shall be provided along with a driver and fuel. Though the vehicle in normal circumstances runs for 6 days a week, in case of necessity, it shall be provided on any day.
4. The owner of the vehicle shall bear all the repairs and maintenance of the vehicle. Except hiring charges, no other charges will be paid by the Dr. YSR Aarogyasri Health Care Trust. Adequate spares such as Bulbs, Belts, Spare Tyres etc in good condition shall be kept in the vehicle at all times along with tools for use, if necessary.
5. Dr. YSR Aarogyasri Health Care Trust is in no way responsible for any loss/damage to property or life because of negligence of driver or poor maintenance of vehicle or due to an accident. The Transport Contractor/Enterprise/Individual shall comply with the relevant rules and regulations of the Motor Vehicle Act applicable at present and as may be enforced from time to time.
6. Dr. YSR Aarogyasri Health Care Trust will not be responsible for any injury sustained by the employee(s) of the Transport Contractor/Enterprise/Individual during the performance of their duties and also any damages or any compensation due to any dispute between the Transport Contractor/Enterprise/Individual and its employees/workers.
7. The employees of the Transport Contractor/Enterprise/Individual shall not be considered as the employees of the Dr. YSR Aarogyasri Health Care Trust for any purpose.
8. The vehicle shall have unlimited passenger liability insurance. All the claims arising out of any accident shall be met by the vehicle provider.

9. The driver should have a valid driving license and must carry the same with him all the time while on duty and also should wear clean white and white uniform as prescribed by the RTA and should follow traffic rules and other regulations prescribed by the Government from time to time.
10. The driver must observe all the etiquette and protocol while performing the duty and should carry a mobile phone in working condition.
11. The vehicle provider shall arrange for an alternative suitable vehicle at his own cost immediately in case of breakdown of the vehicle supplied.
12. In case of failure to provide alternative suitable vehicle, hire charges on pro-rata basis shall be deducted from the monthly hire charges.
13. Change of vehicle and the driver will be allowed only in exceptional circumstances. The antecedents of drivers must be free from any criminal record. Complete particulars of the drivers along with local and permanent addresses and their photographs should be submitted to the Office of the CEO, Dr. YSR AHCT.
14. A daily Logbook indicating opening and closing meter reading, time-in and time-out shall be got signed by the driver concerned from the officer/official using the vehicle. On the basis of the above Log-Book of each day, the Transport Contractor/Enterprise shall prepare monthly bill in respect of each vehicle separately and submit the same to the Controlling Officer at the relevant station of duty.
15. The monthly hire charges which will be paid after making statutory deductions like income tax etc.
16. The term of the contract shall be for one year from 01-08-2021 to 31-07-2022 and may be continued for one more year at the discretion of the department.
17. The department reserves the right to terminate the contract with a one-month notice.
18. In case the supplier wants to withdraw from the contract, he has to give 3 months notice.
19. An Earnest Money Deposit (EMD) (returnable if the bid is not successful) of Rs. 5,000/- (Rupees five thousand only) through demand draft favoring the CEO, Dr. YSR AHCT, MGM Capital Building, Mangalagiri should be enclosed with the Technical bid. No interest will be payable on the EMD, The EMD of the successful bidder will be retained till the completion of the contract. In case the successful bidder fails to sign the contract or does not start the assigned work in stipulated time, the EMD will be forfeited.
20. The tenders will be opened before the Tender Committee on 12.07.2021 at 3.00 PM in the office of the CEO, Dr. YSR Aarogyasri Health Care Trust, MGM Capital Building, Mangalagiri - 522508.

Copy to the Notice Board

Copy to the Web-Manager, www.ysraarogyasri.ap.gov.in, Guntur.

TECHNICAL BID

1. Name and address of the Vehicle vender/Firm/owner:
2. EMD demand draft of Rs.5000/- details
 - (i) Demand Draft No. & Date:
 - (ii) Issuing Bank Name with address:
3. PAN (enclosing copy of PAN Card):
4. GST (Registration) No. (Certificate letter copy to be enclosed) (if registered):
5. Details of vehicle(s): (Make, Petrol/Diesel year of purchase, number & date of registration):
6. Any other remarks:

Signature of the Owner/
Authorized Signatory

Place:

Date:

DECLARATION

hereby certify that the information furnished above is full and correct to the best of my/ our knowledge. I understand that in case of any deviation is found in the above statement at any stage, the company/ agency/ owner/ contractor will be blacklisted and will not have any dealing with the Department in future.

(Signature of authorized signatory with date)

FINANCIAL BID

- 1. Basic fixed monthly rent for 2500 kilometers per month:**

- 2. Rate per extra km, when used beyond 2500 kilometers/per month after all adjustments as per the contract conditions:**

**Signature of the Owner/
Authorized Signatory**

Full Name -----

Name of Contractor/firm -----

Phone/Mobile No.-----