(Inviting Tenders for Hiring Of Vehicles)

PRASAR BHARATHI
INDIA'S PUBLIC SERVICE BROADCASTER
AKASHVANI::HYDERABAD

No.Hyd.5(3)/Transport/AV-Hyd/2026-G Date: 11/11/2026

NOTICE INVITING e-TENDER

SUB : Tender for supply, manning and running of taxies/cars/vehicles viz.,

A. Amaze/Accent/Swift Dezire or Similar Cars **(Sedan)** for hire on "**Monthly Contract Basis** (**One vehicle** for Local and Out Station Trips within the jurisdiction of State of Telangana and **Two vehicles** for Local Trips (Within the Hyderabad City/ Muncipal limits)) for official use of Akashvani, Hyderabad(Main Station., RNU & CBS).

B. **i.** Amaze/Accent/Swift Dezire or Similar Cars **(Sedan), ii.** Innova/Bolero/Xylo/ Scorpio/ XUV-300/700/Tavera/Sumo or Similar Car **(SUV), iii.** Innova Crysta/ Hycross or Similar Car **(SUV Premier)** for hire on **"As and when required basis"** for both local and outstation trips for official use of Akashvani, Hyderabad, RNU & CBS.

1. Tenders are invited through GeM from the reputed parties from city of Hyderabad having experience for supply of vehicles of latest models of 2024 or later for use by Akashvani, Hyderabad(Main Stn., RNU & CBS), in two bid system i.e. Technical & Price Bids for a period of ONE year.

2. Tenderers are requested to go through the tender documents in detail, before filling up the tender documents, attaching relevant supporting documents/ information and giving their offer as per the Price Bid. The bids should be strictly as per the tender document and editing, addition, deletion or modification of the tender document as is not permitted. If such action is observed at any stage, such tender will not be considered and will be rejected.

3. Tenderers are requested to submit their bids in two bid system – Technical Bid and Price Bid as per the conditions stated in the tender document and submit their online tender as mentioned in GEM Addendum. Modification, change of last date, if any etc., will be uploaded on the GeM web-site only. Tenderers are requested to verify the website regularly.

4. Akashvani, Hyderabad will not be responsible for delays, if any, in receipt of the tender documents. The tender documents received after the closure of the time and date are liable to be rejected. Tenders submitted by e-mail/fax/manual will not be accepted under any circumstances.

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TERMS & CONDITIONS:

1. Only such agency/agencies that possess at least 4(Four) vehicles in the name of proprietor/ firm that are registered as commercial vehicles in Telangana State are eligible to participate in the tender. They are required to show proof of owning vehicle by submitting copies of valid documents such as Registration Certificate, Insurance, pollution certificate, Road tax receipt along with the tender. Non-submission of any of above will render rejection of Tender.

2. The transporter should have an experience of 3 years in this field and proof of experience has to be submitted.

3. The attendance of bidders/ their representatives to the pre-bid meeting is compulsory or else their tenders will be rejected.

4. The transporter has to provide the vehicles along with the drivers at the disposal of Akashvani, Hyderabad both for monthly contract basis and also as & when required basis when they are engaged by the stations. All the vehicles should have permit with insurance to ply.

5. For every trip mileage reading will start and terminate at the Station or Pick-up and Dropping Points. The vehicles shall take the shortest route possible to reach the destination and there shall be no deviations or extra trips unless directed by the competent authority.

6. The supplier shall ensure that each and every vehicle deployed on hire to the concerned Station has a High Security Registration plate (HSRP) on it and is covered by an appropriate comprehensive insurance policy. Driver must carry valid Driving license/ PUC / other documents as per traffic norms.

7. To ensure the safety of staff members' especially female, proper GPS system may be made available in all the vehicles provided by the concerned transporter as per the norms of the Government from time to time.

8. Hired vehicles should be in good condition and of latest models of 2024 or later.

9. The price should be quoted for engagement of vehicles on both "monthly contract" basis and "as and when required" basis,excel sheet provided in the Financial Bid only. The price quoted should be inclusive of rent, fuel charges and Driver's wages . If required, only Toll charges and parking fee would be paid extra for local and non-local trips.

10. GST on total value of bill as applicable shall be paid as Reverse Charge Mechanism by Akashvani, Hyderabad.
11. Statutory taxes as applicable shall be recovered from the amounts payable to the agency.

12. Toll gate/parking fee if any will be reimbursed on production of receipt along with the bill.

13. The bids should be valid for 90 days from the date of opening.

14. Successful bidder has to deposit 5% of total value of contract as the performance security before entering into the contract.

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15. Trip sheet for each vehicle has to be maintained and got signed by the authorized person after reaching the destination. All the particulars viz., name of the driver, Name of the persons who travelled in the vehicle and opening and closing kilometer readings should be entered separately for every trip. The trip sheets are to be attached to the bill and submitted for arranging payment.

16. Drivers deputed should have minimum 3 years' experience and possess valid license. They should follow dress code and should be well mannered with the officials travelling in the Vehicle. They should be able to handle minor repairs in case of emergency while travelling. It is the responsibility of the agency to verify the character / antecedents of the drivers deputed. This office will not pay any charges imposed on the driver by police/RTA for violation of rules by the driver.

17. In case of any breakdown or maintenance of vehicle, the agency should provide alternate vehicle immediately under intimation to the officer in charge of transport so that officials travelling will reach destination in time. If he fails, any amount incurred by the office in engaging other vehicles will be recovered from the agency. This office will not be responsible for any kind of damage/accidents of vehicles, loss of life/injury to the driver or any third party during deployment.

18. The agency will be responsible for any loss of life/ injury caused due to negligence or bad driving of the driver to the officials travelling or any kind of equipment that is being transported in the vehicle.

19. The transporter should have full knowledge of Indian Motor Vehicle Act and concerned transporter shall remain responsible for any lapse of not following such rules during the tenure of contract.

20. Printed terms and conditions of the tenderer will not be considered as forming part of the tender.

21. The supplier shall make his own arrangement for stay of his driver at outstation trip. The concerned transporter shall remain responsible for all kind of injuries or accident caused to his driver/staff and Akashvani, Hyderabad will not be liable in this matter.

22. The transporter shall ensure that the vehicles deployed on hire to Akashvani, Hyderabad are in excellent working condition, engine-wise as well as appearance-wise. The Concerned Transporter shall also ensure that the speedometers of such vehicles are in perfect working order and sealed. The accuracy of meter reading should tally with the actual distance of run at any instant and controlling / authorized officer shall have full power to check up the meter correctness and to take action to recover the actual loss to Akashvani, Hyderabad.

23. This office will terminate the contract, in case service is not satisfactory and also has a right to discontinue the service at any time without assigning the reason. Based on satisfactory performance, the contract shall be extended to 6 months or one year subject to mutual acceptance under prevailing terms &conditions.

24. Hiring of vehicles on Monthly Basis for the disposal of AV, Hyd.(Main, RNU & CBS) for 365 days and 24X7 and No weekly off and holidays will be given under any circumstances.

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PAYMENTS TERMS

1. The firm will submit the current month bill in the first week of next month.
2. The payments shall be made to vendor when the bills are sanctioned by the Department.
3. The payments shall be made after deduction of relevant penalties, if any.
4. The service provider understands that the rate quoted by him/ her are inclusive of –
   a. Fuel Costs (petrol/ diesel/cng/electric charge)
   b. Driver wages
   c. Maintenance and Service Charges
5. All the distances shall be calculated from the reporting point. No payments shall be made for journey from garage to reporting point.
6. The Security Deposit @ 5% (epbg) of the total value of the contract will be refunded to the Contractor after the payment of the final bill and on successful completion of the contract after making such deductions/recoveries as may be necessary. No interest will be paid on the deposit.

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SCOPE OF WORK : Tender for supply, manning and running of taxies/car/vehicles viz.

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M Phanikumar 11/11/26
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