



No. 169 /210/2021-2022/Budget-V

Dated: 28-01-2022.

ORDERS

Sub: Osmania University – Hiring of Private Vehicles for official purposes by the University – Revision in Schedule of Rates – Orders – Issued.

Ref: 1. Univ. Orders MR.No.352/A/210/2019-2020/Budget-V, Dt. 16-03-2020.
2. Note MR. No. 473/D(IS)/2021, Dt. 06-01-2022, of the Director, (IS), O.U.

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Through the Orders 1st cited, sanction was communicated for the revision in schedule of rates for Hiring of Private Vehicles in the absence of University Vehicles, based on the then prevailing fuel prices.

2. In view of hike in the prices of Petrol, Diesel and other incidental expenses, in the recent past, the Travel Agencies, with whom the University is hiring the vehicles, have represented for revision in schedule of rates.

3. The Director, Infrastructure, O.U., vide note 2nd cited, have informed that the University has invited Tenders vide Tender Notification No. 327/PR/DIS/2019/Hiring Vehicle, Dt. 09-11-2021, for Hiring of private vehicles for official use of the University. In response to the above Notification, the following tenderers have submitted tender bids:

1. M/s. M.M. Travels, Somajiguda.
2. M/s. Anand Tours & Travels, Hyderabad.
3. M/s. Aditya Travels, Hyderabad.
4. M/s. Vallepu Tours and Travels, Hyderabad.
5. M/s. M.M. Travels, AS Rao Nagar.

4. The Committee at its meeting held on 23-11-2021, evaluated the tender bids of the above firms and after thorough scrutiny of the Technical bids the Committee observed that the following Four firms have qualified in the technical evaluation and declared as "Qualified Bidders"

1. M/s. M.M. Travels, Somajiguda.
2. M/s. Aditya Travels, Hyderabad.
3. M/s. Vallepu Tours and Travels, Hyderabad.
4. M/s. M.M. Travels, AS Rao Nagar.

5. The Committee held detailed discussions and opened the Commercial bids of the above Four "Qualified Bidders" and read out the prices of different firms in the presence of the representatives of the bidding firms and on thorough scrutiny of the Commercial bids of the Four firms the members observed that M/s. M.M. Travels, AS Rao Nagar had quoted the lowest (L-1) prices for 12 items except and where the (L-2) vendor M/s. Vallepu Tours and Travels, Hyderabad, quoted the lowest prices for only Six (6) items. However, the Committee invited the L-1 vendor for negotiation to match the lowest prices of (L-2) only for the six (6) items and submit the revised lowest rates to initiate process. The (L-1) Travel Agency agreed to reduce the rates for the six items and submitted the revised quote to the University for approval.

Contd...2.

6. Further, M/s. Vallepu Tours & Travels, Hyderabad has submitted a representation to the Chairman of the Committee, OSD to Vice-Chancellor, OU requesting to award Hiring of Vehicle contract for the year 2021-22 to their firm and also agreed to supply vehicles to the University at the prices quoted by L-1 bidder as their firm has been giving quality and good services since 05 years to the Osmania University.

7. The Committee reviewed the representation of M/s. Vallepu Tours & Travels, Hyderabad and decided to form a panel of Two bidders of M/s. MM Travel, AS Rao Nagar and M/s. Vallepu Tours & Travels, Hyderabad with the following final negotiated prices as shown below. The above firms have also submitted the negotiated price letter for consideration.

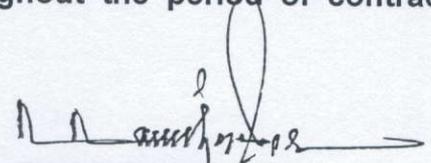
Sl. No	Description	Tata Indica / Bolt / Swift / Ritz	Tata Indigo / Shift Dezire / Toyota Etios / Ertiga / Breezza / Amaze	Totota Innova / Mahindra Scropio / Hyundai Creta
		Basic model Air-Conditioner Cars	Sedan / LUV Air-Conditioner Cars	MUV / SUV Air-Conditioner Cars
1.	Half Day – 4 Hours / 40 Kms.	1,125/-	1,400/-	1,800/-
2.	Full Day – 8 Hours / 80 Kms.	1,450/-	1,800/-	2,800/-
3.	Day & Night 24 Hours / 300 Kms (including the driver services and battha)	3,500/-	3,900/-	5,290/-
4.	Full Calendar month – 300 Hours / 2500 Kms. (Including the driver services and battha)	35,000/-	47,500/-	72,000/-
5.	Extra Hour	100/-	100/-	170/-
6.	Extra Kilometers	10/-	12/-	16/-
Taxes extra as applicable				
Note: The above prices shall continue to be constant through out the contract period.				

8. In view of the above, the Vice-Chancellor, has accorded approval to the proposed revised schedule of rates **(as mentioned at para (7) of these Orders)** for hiring the private vehicles in the absence of University vehicles by various University Offices Viz. Directorate of Academic Audit / Examination Branch / College Development Council / Academic Branch / Departments / Centers / Colleges etc., as per the Terms & Conditions is enclosed (Annexure I).

9. The expenditure on the above score shall be met out of the provision made in the Contingencies-University Office, under the head, **“Payment of Sitting Fee / Remuneration to Inspection Committee Members and the Staff of Academic Branch / Hiring of Vehicles for inspections”**, (Code No. 101-03-14-093).

10. Further, the expenditure in respect of Examination Branch, Colleges, Offices of the Directors / Deans / Head of Departments / Centers / Schemes etc., shall be met from their respective funds.

11. The Revised Schedule of Rates are **effective for a period of Two Years with effect from 01-12-2021, subject to condition that on completion of first year based on the feedback and satisfactory report of the University Officials who have been frequently using the vehicles, the services of both travel agencies for supply of private vehicles on hiring will be continued for the consecutive second year on the same terms & conditions and the prices will be constant throughout the period of contract, as recommended by the Tender Committee.**


FINANCE OFFICER

Forwarded for information and necessary action to:-

1. All the Principals of Campus & Constituent Colleges / Directors / Deans / Head of Departments / Centers and Offices.
2. The Director, Directorate of Admissions, O.U.
3. The Director, Directorate of Academic Audit, O.U.
4. The Director, District PG Colleges, O.U.
5. The Superintending Engineer, University Building Division, O.U.
6. The Dean, Development UGC Affairs, O.U.
7. The Dean, College Development Council, O.U.
8. The Controller of Examinations, O.U.
9. The Additional Controller of Examination (Confidential), O.U.
10. The Director, (Infrastructure), O.U.
11. The Joint Registrar, O.U. i) Administration ii) Accounts/Pre-Audit
12. The Deputy Registrar, O.U. i) Budget Section ii) Treasury iii) Academic iv) Establishment v) Compilation v) Cheque-II, Examination Branch
13. The Assistant Registrar, O.U. i) Special Cell (Non-UGC) ii) Exam Bills. iii) UGC
14. The Secretary to the Vice-Chancellor, O.U.
15. The P.A. to the Registrar / OSD to Vice-Chancellor, O.U.
16. M/s. M.M. Travels, AS Rao Nagar, Hyderabad, Plot No. 41, Shop No. G-1, Krushi Sagar, Arcade, Arul Colony, Dr. A.S. Rao Nagar, Hyderabad.
17. M/s. Vallepu Tours and Travels, F.No. 308, Reliance Residency, Domalguda, Hyderabad.
18. The Superintendent (Budget), O.U – Sanctions file for the year **2021-2022.**

OSMANIA UNIVERSITY, HYDERABAD.

ANNEXURE – I

Enclosure to Orders No. 169 /210/2021-2022/Budget-V, Dt. 28-01-2022.

Terms & Conditions:

Local Travel / Travel for short Distances.

1. Booking for more than 7 hours / 70 Kms will be taken as full day.
2. Extra KM and Extra hour will be only after 8 hours / 80 Kms.

Out Station:

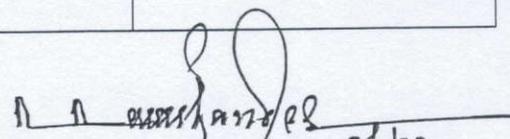
3. The number of days will be the calendar days.
4. The average per day 300 Kms / 24 hours

General:

5. Mileage and time: Will be calculated from Office of Travel Agency to the pickup point, not more than 10 Kms or actual distance whichever is less.
6. Booking will be considered as terminated at 00 hours and thereafter shall be treated as next booking.
7. Payment will be made within 14 (Fourteen) working days from the date of Submission of bills if they are submitted in order.
8. Marginal adjustments will be made when prevailing fuel price (Increase / Decrease) beyond ₹ 10/- (Rupees only).
9. The Travel Agency shall invariably supply the vehicles for use either for City or Outstations as and when required.
10. Outstations will be considered beyond 50 Kms from city and HMDA jurisdiction.

ADDRESS OF TRAVEL AGENCY

NAME OF THE TRAVEL AGENCY	ADDRESS	CONTACT TELEPHONE NOS.
M.M. Travels, AS Rao Nagar, Hyderabad. E-MAIL manishamoltravels@gmail.com	Plot No. 41, Shop No. G-1, Krushi Sagar, Arcade, Arul Colony, Dr. A.S. Rao Nagar, Hyderabad.	(M) 9848220227 9000917666 9030033889 (040) 27140157
Vallepu Tours and Travels, Hyderabad. E-MAIL www.valleputravels@gmail.com	F.No. 308, Reliance Residency Domalguda, Hyderabad.	(M) 9949002414 9666965353 (040) 29703969


FINANCE OFFICER 28/1/22