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| **RFP for Providing, Running and Maintenance of Vehicle** |

**Request for Proposal (RFP)**

**Providing, Running and Maintenance of One New Vehicle [SUV (Innova or equivalent)] on Monthly Hiring Basis for NHAI, Project Implementation Unit – Bangalore (Expressway), Karnataka**

**Introduction**

The National Highways Authority of India (NHAI), through Project Director, PIU – Bangalore (Expressway) hereby invites Tenders from experienced firms/ Tour and Travel Agents/individuals having adequate experience for Providing, Running and Maintenance of one new vehicle [SUV (Innova or equivalent) on monthly hiring/rental basis.

**Purpose**

The purpose of this RFP is to select a qualified vendor to provide, run and maintain one new vehicle [SUV (Innova or equivalent)] on a monthly hiring basis for NHAI, Project Implementation Unit – Bangalore (Expressway), Karnataka.

**Scope of Work**

Provide a new vehicle [SUV (Innova or equivalent)] that meets the specifications outlined in the RFP.

Run and maintain the vehicle in good working condition, including all necessary repairs and maintenance.

Provide a qualified driver with a valid driving license and experience in driving on highways.

Ensure that the vehicle is available for use by NHAI staff as needed.

Comply with all applicable laws and regulations.

**Proposal Guidelines**

Proposals should be submitted in accordance with the following guidelines:

Proposals must be submitted in a sealed envelope and must be received by the NHAI office at the address provided in the RFP by the deadline specified in the RFP.

Proposals must be complete and must include all of the information requested in the RFP. Proposals must be submitted in English.

Proposals must be signed by an authorized representative of the vendor.

**Timeline**

The following is the timeline for the RFP process:

RFP release date: [Date]   
Proposal submission deadline: [Date]   
Vendor selection: [Date]   
Contract start date: [Date]

**Qualifications / Evaluation Criteria**

Vendors will be evaluated based on the following criteria:

Experience in providing, running and maintaining vehicles Experience in working with government agencies   
Financial stability   
Quality of the proposed vehicle   
Quality of the proposed driver   
Price

**Proposal Submission Requirements**

Proposals must include the following information:

A cover letter   
A technical proposal   
A financial proposal   
A list of references

**Budget / Cost Proposal**

Vendors must submit a detailed cost proposal that includes all of the costs associated with providing, running and maintaining the vehicle. The cost proposal must be in Indian Rupees (INR).

**Terms and Conditions**

The successful vendor will be required to enter into a contract with NHAI. The contract will include the following terms and conditions:

The term of the contract will be one year.

The vendor will be responsible for providing, running and maintaining the vehicle in good working condition. The vendor will be responsible for providing a qualified driver with a valid driving license and experience in driving on highways.

The vendor will be responsible for ensuring that the vehicle is available for use by NHAI staff as needed. The vendor will be responsible for complying with all applicable laws and regulations.

NHAI may terminate the contract at any time for any reason.

**Contract Terms**

The successful vendor will be required to enter into a contract with NHAI. The contract will include the following terms:

The term of the contract will be one year.

The vendor will be responsible for providing, running and maintaining the vehicle in good working condition. The vendor will be responsible for providing a qualified driver with a valid driving license and experience in driving on highways.

The vendor will be responsible for ensuring that the vehicle is available for use by NHAI staff as needed. The vendor will be responsible for complying with all applicable laws and regulations.

NHAI may terminate the contract at any time for any reason.

**Contact Information**

For more information, please contact:

Project Director

NHAI, PIU -Bangalore (Expressway)

Sy. No.13, 14th Km,

Near Deepak Bus Stop,

Nagasandra, M. S. Ramaiah Enclave,

Bangalore – Tumkur Road (NH -4),

Bangalore – 560 073, Karnataka

Email: piubngexpressway2016@gmail.com

**Appendices / Attachments**

The following appendices are attached to this RFP:

Appendix A: Terms of Reference (TOR) for Technical Bid Appendix B: Bill of Quantity (BOQ)

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