

Request for Quotation for Procurement of Innova Hycross VX 7S Hybrid Vehicle

Ref: File/Official/New/Car/Purchase2023

Date: 27.12.2023

1. The Association of Indian universities (AIU) an Apex Inter-University organization under the aegis of Department of Higher Education, Ministry of Education, is registered as a society under the Societies Registration Act, 1860. It provides a forum for administrators and academicians of member universities to exchange views and discuss matters of common concern. It acts as a bureau of information exchange in higher education and brings out a number of useful publications, including the “Universities Handbook”, research papers and a weekly journal titled “University News”.
2. AIU intends to invite offline sealed quotations (as per format prescribed at Annexure A) for procurement of **Innova Hycross VX 7S Hybrid Vehicle in white color** from authorized dealers of Toyota located in Delhi. The brief details are as under:

RFQ No. and Date	File/Official/New/Car/Purchase2023 Dated 27.12.2023
Description	Procurement of Innova Hycross VX 7S Hybrid Vehicle in white color.
Last Date for submission of sealed quotation	Two weeks from issue/upload of RFQ on AIU’s website i.e. <u>09.01.2024</u>
Date of opening of Sealed Quotation	Next working day of last date of submission of quotation i.e. <u>10.01.2024</u>
Delivery of Vehicle	Preferably Within 30 days of the work order.
Payment Terms & Conditions	The payment will be released by AIU as per extant norms and upon confirmation from bidders for vehicle delivery & inspection and submission of GST invoice.
Validity	The quotation shall be valid for a period of 03 (three) months from the date of opening of sealed quotes/bids
Other conditions	Bidder shall be an Indian Authorized Agency/ dealer of Toyota engaged in selling of New Vehicles and having its Sales Office & Service Centre in Delhi. The Agency should be registered & license holder under PAN, TAN & GST and should not have been banned by any Govt/ CPSEs /Banks during the last 3 years. The bidder should provide an undertaking for the same.

3. AIU reserves the right to reject any or all quotes/bids or cancel/withdraw the RFQ for the subject without assigning any reason whatsoever and in such case no bidder/intending bidder shall have any claim arising out of such action.
4. The evaluation of bids shall be done only on basis of lowest quote and supply of vehicle in possible shortest time.
5. The sealed quotations may be submitted to the Joint Secretary (General Administration) at the below mentioned address on or before the last date of submission:

**JOINT SECRETARY (GENERAL ADMINISTRATION)
ASSOCIATION OF INDIAN UNIVERSITIES
AIU HOUSE 16, COMRADE INDRAJIT GUPTA MARG OPPOSITE
NATIONAL BAL BHAWAN, NEAR I.T.O., DELHI 110002
011- 23230059 (EXT. 235)**

Quotation for supply of Innova Hycross VX 7S Hybrid (White Color) Vehicle in AIU, Delhi

Ref: File/Official/New/Car/Purchase2023

Date:_____

1	Name of the Company/ Agency/ Firm	
2	Authorized Dealer certificate (Copy attached)	
3	Sell office & Service Centre Address	
4	Telephone & Mobile nos. of contact person	
5	Email for communication	
6	Company Registration Certificate / Partnership Deed (Copy attached)	
7	Bank Details (Account Name, Bank name & Address, IFSC etc.)	
8	Vehicle Ex-Showroom Cost (in Rs.)	
9	Road Tax & Delhi Registration Cost (in Rs.)	
10	Vehicle Delhi Plate Number Cost (in Rs.)	
11	TCS (in Rs.)	
12	FastTag Charges (in Rs.)	
13	Extended Warranty Cost (in Rs.) and details.	
14	Insurance cost (in Rs.)	
15	Discount, if any (in Rs.)	
16	GST/ other Taxes (in Rs. & %)	
17	Total On Road Cost (in Rs.)	
18	Delivery time Period (immediate / in days) for supply of vehicle at AIU (Delhi	

Signature:

Dealer's Agency Name:

Date:

Dealer's Address:

Place:

Authorized Person Name:

Email/Mobile No.:

Note: The above should be duly signed and stamped by the authorized signatory.