



Ref: TSCCL/Projects/33(Public Bike Sharing)/2018

REQUEST FOR PROPOSAL FOR
**“Engagement of Agency for Installation,
Operation and Maintenance of Public Bike
Sharing System in university campuses and
recreational areas” under Implementation
of the Smart City Mission in Tirupati”**

FINANCIAL BID

Issued by:

**The Managing Director,
Tirupati Smart City Corporation Limited,
Tirupati Municipal Corporation,
13-29-M9-1-00, Tilak Road, East Tirupati - 517501,
Chittoor District, Andhra Pradesh.
Email: tsccltirupati@gmail.com**

TIRUPATI SMART CITY CORPORATION LIMITED

Ref: TSCCL/Projects/33(Public Bike Sharing)/2018

Tirupati Smart City Corporation Limited (“TSCCL”) desires to invite Request for Proposal [RFP] for selection of “**Engagement of Agency for Installation, Operation and Maintenance of Public Bike Sharing System in university campuses and recreational areas**” under **Implementation of the Smart City Mission in Tirupati**”. The detailed RFP including EMD, TOR, Eligibility criteria etc., can be downloaded from website of www.tender.apecurement.gov.in from 04-10-2018 onwards.

The last date for online submission of bids is 25-10-2018 before 16:00 hrs Indian Standard Time (“IST”). Opening of Bid is schedule at 02-11-2018 at 17:00 hrs IST. All other details including any extension, clarifications, amendments, corrigendum, addendum etc., will be uploaded on the below mentioned website and may not be published in any other sources. Therefore, the bidders are advised to regularly visit the websites to keep themselves updated and privy to the latest information.

For more details contact:

Tirupati Smart City Corporation Limited,
Tirupati Municipal Corporation, 13-29-M9-1-00, Tilak Road,
East Tirupati - 517501, Chittoor District, Andhra Pradesh.

Website:

<https://tender.apecurement.gov.in>

For any queries related to the Bidding Documents please send an email to

E-mail : tsccltirupati@gmail.com

cc : Rajendra.Raut@aecom.com

Sd/-

**Managing Director
Tirupati Smart City Corporation Limited
Tirupati**

**Duly signed by the Authorised Signatory
of the Bidder with official Stamp**

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DISCLAIMER

The information contained in this Request for Proposal document (the "RFP") or subsequently provided to Bidder(s), whether verbally or in documentary or any other form by or on behalf of the Employer or any of their employees or advisors, is provided to Bidder(s) on the terms and conditions set out in this RFP and such other terms and conditions subject to which such information is provided.

This RFP is not an agreement and is neither an offer nor invitation by the Employer to the prospective Bidders or any other person. The purpose of this RFP is to provide interested entities with information that may be useful to them in preparing their bids (the "Bid") including all the necessary submissions and the financial offers pursuant to this RFP. This RFP includes statements, which reflect various assumptions and assessments arrived at by the Employer in relation to the Project. Such assumptions, assessments and statements do not purport to contain all the information that each Bidder may require. This RFP may not be appropriate for all persons, and it is not possible for the Employer, its employees or advisors to consider the investment objectives, financial situation and particular needs of each party who reads or uses this RFP. The assumptions, assessments, statements and information contained in this RFP may not be complete, accurate, adequate or correct. Each Bidder should, therefore, conduct its own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments, statements and information contained in this RFP and obtain independent advice from appropriate sources.

Information provided in this RFP to the Bidder(s) is on a wide range of matters, some of which depends upon interpretation of law. The information given is not an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. The Employer accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on law expressed herein.

The Employer, its employees and advisors make no representation or warranty and shall have no liability to any person, including any Bidder under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this RFP or otherwise, including the accuracy, adequacy, correctness, completeness or reliability of the RFP and any assessment, assumption, statement or information contained therein or deemed to form part of this RFP or arising in any way during the Bidding Process.

The Employer also accepts no liability of any nature whether resulting from negligence or otherwise howsoever caused arising from reliance of any Bidder upon the statements contained in this RFP.

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The Employer may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumptions contained in this RFP.

The issue of this RFP does not imply that the Employer is bound to select a Bidder or to appoint the Selected Bidder for the Project and the Employer reserves the right to reject all or any of the Bidders or Bids without assigning any reason whatsoever.

The Bidder shall bear all its costs associated with or relating to the preparation and submission of its Bid including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by the Employer or any other costs incurred in connection with or relating to its Bid. All such costs and expenses will remain with the Bidder and the Employer shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by a Bidder in preparation or submission of the Bid, regardless of the conduct or outcome of the Bidding Process.

The Bidder should carefully note down the cut-off dates for the carrying out each e-tendering process / activity. Every effort is being made to keep the Website upto date and running smoothly 24 x 7 by the Service Provider. However, Employer takes no responsibility, and will not be liable for, the website being temporarily unavailable due to any technical issue at any point of time. In that event Employer will not be liable or responsible for any damages or expenses arising from any difficulty, error, imperfection or inaccuracy with this Website. It includes all associated services or due to such unavailability of the Website or any part thereof or any contents or any associated services. The bidders must get their activities of e-tendering processes done well in advance so as to avoid any inconvenience due to unforeseen technical problem if any. The Employer will not be responsible for any incomplete activity of e-tendering process of the bidder due to technical error/ failure of website and it cannot be challenged by way of appeal, arbitration and in the Court of Law. The bidder must get done all the e-tendering activities well in advance.

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Important Dates

S. No.	Activity	Deadline
1	Release of RFP	04-10-2018
2	Last date of receipt of Pre-Bid queries	10-10-2018 at 13:00 Hrs
3	Pre-Bid Meeting	10-10-2018 at 15:00 Hrs
4	Posting of response to Pre-Bid queries	15-10-2018 at 17:00 Hrs
5	Last date for online submission of Bids	25-10-2018 at 16:00 Hrs
6	Date of submission of Hard Copies of documents - Demand Draft of Bid Processing Fee + [EMD / Bid Security] - Original Bank Guarantee + 02 Sets of Photostat copies + 01 set of Soft Copy (Non-Writeable CD/DVD Copy)	29-10-2018 at 17:00 Hrs
7	Date of opening of Pre-qualification Bids	02-11-2018 at 17:00 Hrs
8	Declaration eligible / qualified bidders	Will be notified later
9	Date of Technical presentation	Will be notified later
10	Date of opening of Financial bids	Will be notified later
11	Validity of Bid	180 days from Bid Due Date

Note:

1. All above events shall be held at "Tirupati Municipal Corporation / TUDA Office, Tirupati"
2. In the event of the date specified above being declared as a state holiday the due date shall be the next following working day.
3. Request to all the aspirant Bidders to submit their bids through online on AP e-procurement web portal : <https://tender.apecurement.gov.in> on or before the time as specified in Sl. No.: 5
4. Sealed Bids [Sl. No.: 06 - Hard Copies submission] received after due date and time will be rejected.

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Annexure 4 – Formats for Submission of the Financial Bid

A. Preamble

1. The Price Schedule shall be prepared in compliance with the Instructions to Bidders, General and Particular Conditions of Contract for Engagement of Agency for Installation, Operation and Maintenance of Public Bike Sharing System in university campuses and recreational areas.
2. A rate or price shall be entered against each item in the Priced schedule. The cost of Items against which the Bidder/ Service Provider has failed to enter a rate or price shall be deemed to be covered by other rates and prices entered in the Price Schedule and that component work shall be executed free of cost.
3. The whole cost of complying with the provisions of the Contract shall be included in the Items provided in the Priced Schedule, and where no Items are provided, the cost shall be deemed to be distributed among the rates and prices entered for the related Items of Work.

Financial Bid

The Bidder has to provide the financial bid in the formats as given here. Bidders shall give the required details of all applicable taxes, duties, other levies and charges etc. in respect of direct transaction between Authority and the Bidder. **The financial bid must be uploaded on e-procurement only** and **should not** be printed or submitted with Prequalification / Technical Bid.

Bidders shall quote for the entire scope of contract on a “overall responsibility” basis such that the total bid price covers Bidder’s all obligations mentioned in or to be reasonably inferred from the bidding documents

Prices quoted by the Bidder shall remain firm during the entire contract period and not subject to variation on any account.

The bidders shall quote in their proposals a firm lump sum price as per schedules provided for the entire scope of Engagement of Agency for Installation and entire Operation and Maintenance period of Public Bike Sharing System in university campuses and recreational areas.

The prices quoted shall be lump sum and on for destination basis inclusive of all taxes and duties. For the purpose of clarity, applicable taxes as on the date of submission of bid shall be quoted.

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- a) **All priced quotations should be in Indian Rupees only.** – Bidders are requested to quote the price in figures and as well as in the words in the same box / place.
- b) The bidder should quote his lowest firm prices valid for the duration and completion of the contract. No enhancement of prices for what so ever reason will be allowed once the offer is accepted. Quotation should carry the name of the manufacturers for the plant offered.

The prices quoted by the Bidder shall be fixed.

A bid submitted with an adjustable price quotation shall be treated as non-responsive and rejected.

Any conditional bid with any deviations from the terms and conditions of RFP shall be disqualified.

The prices quoted by the Bidder in the Price Proposal Submission Sheet and in the Price Schedules shall conform to the requirements specified below.

- The price of the goods quoted should be on the basis of delivery to site on for destination basis [at Tirupati] including all customs duties and taxes, Entry tax, GST, transportation, packaging, transit insurance, service tax, sales and other taxes already paid or payable on the components and raw material used in the manufacture or assembly of goods quoted. The price quoted should be inclusive of all FOR Tirupati.
- The prices quoted shall be lump sum and on for destination basis inclusive of all taxes and duties. For the purpose of clarity, applicable taxes as on the date of submission of bid shall be quoted.
- **A bid submitted with an adjustable price quotation shall be treated as non-responsive and rejected.**

Note:

***Rate per Unit / Unit Price inclusive of following:**

- All priced quotations should be in Indian Rupees only.
- Unit Price at Destination or Delivery point at Tirupati, Chittoor District, Andhra Pradesh, India.
- The price for inland transportation, insurance and other local costs incidental to delivery of the goods to their final destination (i.e., at Tirupati).
- The unit prices quoted shall be with comprehensive warranty.

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- The Bidder shall quote for Estimate Schedule (along with basic price, GST and other charges such as installation and onsite comprehensive warranty maintenance service charges, if any) and Comprehensive Warranty in the specified places for all the materials, equipments & machineries having Technical Specifications mentioned in this bid document.
- The price of equipments & machineries (Ex-works, Ex-factory, Ex-showroom, Ex-warehouse or off-the-shelf, as applicable), including all duties and sales and other taxes (Inclusive of GST).
- On components and raw material used in the manufacture or assembly.
- On the previously imported equipment / machineries of foreign origin quoted ex-showroom, ex-warehouse, or off-the-shelf.
- Any Indian duties, sales and other taxes which will be payable on the goods if this Contract is awarded;
- Unit price including all applicable taxes/ customs duties/levies such as taxes, Entry tax, GST, Excise duty, Works Contract Tax, Octroi, Cess, transportation, packaging, transit insurance, service tax, sales and any other taxes and duties that are applicable for such contracts in the State of Andhra Pradesh as on the date of Opening of bid shall be considered and even already paid or payable on the components and raw material used in the manufacture or assembly of goods quoted.
- The prices quoted shall be lump sum and on for destination basis inclusive of all taxes and duties. For the purpose of clarity, applicable taxes as on the date of submission of bid shall be quoted.
- The bidder should quote his firm prices valid for the duration and completion of the contract Engagement of Agency for Installation, Operation and Maintenance of Public Bike Sharing System in university campuses and recreational areas. No enhancement of prices for what so ever reason will be allowed once the offer is accepted.

General

1. The Schedules do not generally give a full description of the equipment to be supplied and the services to be performed under each item. Bidders shall be deemed to have read the Technical Specifications and other sections of the bidding documents and reviewed the Drawings to ascertain the full scope of the requirements included in each item prior to filling in the rates and prices. The entered rates and prices shall be deemed to include for the full scope as aforesaid, including overheads and profit.
2. If bidders are unclear or uncertain as to the scope of any item, they shall seek clarification in accordance with the Instructions to Bidders in the bidding documents prior to submitting their bid.

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Pricing

3. Prices shall be filled in indelible ink, and any alterations necessary due to errors, etc., shall be initialled by the Bidder.

As specified in the Conditions of Contract, prices shall be fixed and firm for the duration of the Contract.

4. Bid prices shall be quoted in the manner indicated and in the currencies specified in the Instructions to Bidders in the bidding documents.

For each item, bidders shall complete each appropriate column in the respective Schedules, giving the price breakdown as indicated in the Schedules.

Prices given in the Schedules against each item shall be for the scope covered by that item as detailed in the Technical Specifications, Drawings or elsewhere in the bidding documents.

5. Where there are errors between the total of the amounts given under the column for the price breakdown and the amount given under the Total Price, the former shall prevail and the latter will be corrected accordingly.

Where there are discrepancies between amounts stated in figures and amounts stated in words, the amounts stated in words shall prevail.

6. Payments will be made to the Contractor in the currency or currencies indicated under each respective item.
7. Items left blank will be deemed to have been included in other items. The TOTAL for each Schedule and the TOTAL of the Grand Summary shall be deemed to be the total price for executing the Facilities and sections thereof in complete accordance with the Contract, whether or not each individual item has been priced.
8. When requested by the Employer for the purposes of making payments or part payments, valuing variations or evaluating claims, or for such other purposes as the Employer may reasonably require, the Contractor shall provide the Employer with a breakdown of any composite or lump sum items included in the Schedules.

**Duly signed by the Authorised Signatory
of the Bidder with official Stamp**

Financial Bid

Dated: DD/MM/YYYY

To
The Managing Director,
Tirupati Smart City Corporation Limited,
C/o Tirupati Municipal Corporation,
Tilak Road, Tirupati - 517501,
Chittoor District, Andhra Pradesh, India

Sub: Financial Bid for **“Engagement of Agency for Installation, Operation and Maintenance of Public Bike Sharing System in university campuses and recreational areas” under Implementation of the Smart City Mission in Tirupati.”**

Ref: Your RFP Notification No. _____ dated _____

Dear Sir,

Having gone through this RFP document and having fully understood the Scope of the Project and the Scope of Work for the Project as set out by AUTHORITY in the RFP. I / we are pleased to inform that I / we would deploy the following resources for undertaking the entire activities involved in this RFP No.____. We also quote the amount that we would be charging from the Authority. The quote is inclusive of all applicable taxes and charges.

Sl. No.	Name of Work (1)	Rate per unit in INR excluding GST. (2)	Present Applicable GST (3)
1.	Supply and Installation of Public Bike Sharing System [Entire the scope except, Operation and Maintenance]		
2	Operation and Maintenance cost for 1000 bikes and 30 stations		
	1 st Year O&M Cost (in Rs)		
	2 nd Year O&M Cost (in Rs)		
	3 rd Year O&M Cost (in Rs)		
	4 th Year O&M Cost (in Rs)		
	5 th Year O&M Cost (in Rs)		
	6 th Year O&M Cost (in Rs)		

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	7 th Year O&M Cost (in Rs)		
	8 th Year O&M Cost (in Rs)		
	9 th Year O&M Cost (in Rs)		
	10 th Year O&M Cost (in Rs)		
	Total Cost (Supply and Installation+ 10 years O&M Cost)(in Rs)		

I / we have reviewed all the terms and conditions of the RFP and would undertake to abide by all the terms and conditions contained therein. I / we hereby declare that there are and shall be no deviations from the stated terms in the RFP Document.

We the undersigned, examined the conditions of contract, specification, special conditions of contract, basic parameters of the proposed scheme and subsequent Addendums for the above mentioned works. We have examined understood and checked these documents and have ascertained that there is no ambiguity in the employer's requirement. We accordingly offer to complete the work in conformity with such documents for the lumpsum price as given here under.

We agree to take up the work of as per the Employers requirements at a lumpsum price of (in figures)
 (in words).

If this offer is accepted we will provide the specified performance security, commence the work within 15 days from the date of issue of letter of acceptance and complete the work within accordance with the above named documents within the period stipulated for completion. We guarantee that the works will then confirm with the performance security included in the RFP.

We understand that you are bound to accept the lowest or any RFP you may receive.

Yours faithfully,

For and on behalf of (*Name of Bidder*)

.....

*Duly signed by the Authorised Signatory of the Bidder
 (Name, Designation, Address and official stamp)*

Date : DD/MM/YYYY

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 of the Bidder with official Stamp**

Price List for repair and servicing work

The price mentioned here will be firm for the entire period of the contract

Serial Number	Name of the Repair / Service	Brief description of the repair / servicing that will be done	Unit	Quantity	Unit Price (In ₹)	Time required for undertaking repair
1	2	3	4	5	6	7
1						
2						

Name :
Signature :
Date : DD/MM/YYYY

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Fare Structure

The proposed fare structure for the system as determined by the TSCCL is given below. There are four main components to the fare and payment structure:

1. Security Deposit
2. Subscription Fee
3. User Fees
4. Processing Fee

Security Deposit- A refundable Security Deposit will be charged on all users to ensure safety of the system's cycles. Lack of a security deposit could lead to theft of cycles or the cycles not being returned back to the system and being discarded around the city.

The Security Deposit should be linked to the insurance amount of cycles and should not exceed an insurance amount per cycle. Ideally the security deposit charged from each user should be the insurance amount/cycle. This will be charged on all kinds of users for the length of their use/membership, at the end of which it would be returned, in case there has been no case of missing cycles attributed to the person's account.

Subscription Fees- Users may if they prefer subscribe to the system to become a member. Not all users who are registered with the system are required to become members. Members are granted with the benefit of unlimited number of cycle hires of the trip lengths half an hour or lesser during the time of their membership.

Three types of membership will be offered in the system.

- One-Year Pass- Membership valid for a year
- Three Month Pass- Membership valid for three months
- One-Month Pass - Membership valid for a month

The indicative subscription fee for each membership is given below (for university campuses):

Subscription Type	Fee (Rs.)
One Year Pass	999
Three Month Pass	299
One Month Pass	149

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User Fees - The indicative fees that users pay based on the amount of time cycles were borrowed each time before it is returned to the system. The below indicative pricing structure is relevant to University campuses only

Time	Non Member- User Fees (Rs.)	Member- User Fees (Rs.)
0-30 mins	5	0
30 mins- 1 hours	10	
1 hour- 2 hours	25	
2 hours- 3 hours	50	
3 hours- 4 hours	100	
4 hours- 6 hours	150	
6 hours- 8 hours	250	
>8 hours	350	

NOTE: TSCCL may wave-off the user fees or use some other means for students for duration of about 3 months to promote PBS usage and inculcate interest in this mode of commuting in university campuses.

The indicative pricing structure for visitors is tabulated below. After assessing the market demand, it will be possible to introduce realistic quarterly and annual packages. The below indicative pricing structure is relevant to Nagarvanam Forest preserve and Sri Venkateshwara zoological park only.

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User Fees - The indicative fees that users pay based on the amount of time cycles were borrowed each time before it is returned to the system.

Pricing Structure for rented cycles		
Package	Adults (Rs.)	Kids (Rs.)
0 mins to 1 hour	20	10
1 hour to 4 hours	50	25
Day Package	100	50
Monthly Package	600	300
Pricing Structure for cycle owners		
Package	Adults (Rs.)	Kids (Rs.)
0 mins to 1 hour	10	0
1 hour to 4 hours	30	0
Day Package	50	0
Monthly Package	300	0

Processing Fee - An amount of Rs. 50 is charged as processing fee for issuing a card to a user. Members are exempt from this charge.

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