



EXPRESSION OF INTEREST

for

ENGAGING **MINI EXCAVATOR** ON HIRE BASIS FOR ONE YEAR FOR
SANITATION, ENGINEERING & TOWN PLANING WORKS
IN RAMAGUNDAM MUNICIPAL CORPORATION

Roc Doc.....

Ramagundam Municipal Corporation
Near Bus stand, Beside Petrol Bunk, Godavarikhani,
Telangana– 505209

Email: ramagundam.corporation@gmail.com

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DISCLAIMER

- a) The information contained in this Expression of Interest ("EoI") document subsequently provided to Applicants (Firms), whether verbally or in documentation or any other form by or on behalf of Ramagundam Municipal Corporation (hereinafter referred to as RMC/The Authority) or any of its employees, is provided to Applicants on the terms and conditions set out in this EoI and such other terms and conditions subject to which such information is provided.
- b) This EoI is not an agreement or an offer by the Authority to the prospective Applicants or any other person. The purpose of this EoI is to provide interested parties with information that may be useful to them in the formulation & submission of their applications pursuant to this EoI.
- c) This EoI includes statements, which reflect various assumptions and assessments arrived at by the Authority in relation to the selection of Agencies. Such assumptions, assessments and statements do not purport to contain all the information that each Applicant may require.
- d) This EoI may not be appropriate for all persons, and it is not possible for the Authority and its employees to consider the objectives, technical expertise and needs of each party who reads or uses this EoI. The assumptions, assessments, statements and information contained in this EoI, may not be complete, accurate, adequate or correct. Each Applicant should, therefore, conduct its own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments and information contained in this EoI and obtain independent advice from appropriate sources. Information provided in this EoI to the Applicants may be on a wider range of matters, some of which may depend upon interpretation of law. The information given is not intended to be an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. The Authority accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on the law expressed herein.
- e) The Authority and its employees/ advisors make no representation or warranty and shall have no liability to any person including any Applicant 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 EoI or otherwise, including the accuracy, adequacy, correctness, reliability or completeness of the EoI and any assessment, assumption, statement or information contained therein or deemed to form part of this EoI or arising in any way in this Process.
- f) The Authority also accepts no liability of any nature whether resulting from negligence or otherwise however caused arising from reliance of any Applicant upon the statements contained in this EoI.
- g) The Authority may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumption contained in this EoI.
- h) The issue of this EoI does not imply that the Authority is bound to select an Applicant or to appoint the Selected Applicant and the Authority reserves the right to reject all or any of the applications without assigning any reasons whatsoever.

1. Invitation for Expression of Interest

- a) Ramagundam Municipal Corporation is the civic governing body of the city. It was constituted in 1982 and was upgraded to special grade municipality in 2003 and finally to corporation. The jurisdictional area of the corporation is spread over an area of 93.87 km² with 50 wards. **The activities of Ramagundam Municipal Corporation are mainly related to Revenue, Sanitation, Engineering and Town planning sections.**
- b) RMC intends to Engaging Mini Excavator on hire basis for one year for sanitation, Engineering and town planning works in Ramagundam Municipal Corporation
- The applications must be received in the manner specified

in the EoI document at the address given below:

Ramagundam Municipal Corporation
Near Bus stand, Beside Petrol Bunk,
Godavarikhani, Telangana, 505209
Email: Ramagundam.corporation@gmail.com
Phone: 08728- 244674

- c) The eligible Agencies / firms shall submit their Applications / EOI as per the requirements specified in this EoI.
- d) The application shall be filled in English and all entries must be typed and written in blue/black ink. Initials of the Authorized representative of the applicant must attest all alterations made while filing the application. Failure to comply with any of these conditions may render the application invalid.
- e) RMC shall not be responsible for any costs or expenses incurred by the applicant in connection with the preparation and delivery of the application.
- f) RMC reserves the rights to cancel, terminate, change or modify this EoI process and /or requirements of the application stated in the EoI, without assigning any reason or providing any notice and without accepting any liability for the same.
- g) Prospective applicants may seek any clarification in this regard from the office of the authorized designator/s indicated below, Ramagundam Municipal Corporation, during the office hours.

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Near Bus stand, Beside Petrol Bunk,
Godavarikhani, Telangana, 505209
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- h) The details can be downloaded from the RMC website mentioned <https://ramagundamcorporation.telangana.gov.in/>

2.Scope ofwork

Engaging **Mini Excavator** hire basis for one year for sanitation, Engineering and town planning works in Ramagundam Municipal Corporation

- The Scope of work includes, Providing / Engaging **MiniExcavator** on hire basis with driver, helper with fuel and other lubricants etc., to run for the works in sanitation, Engineering and town planning works in Ramagundam Municipal Corporation.
- The Agency / Firm,whois willing to provide the said machine to RMC,shall provide the below mentioned services under the scope of work for Providing / Engaging **Mini Excavator** on hire basis with driver, helper with fuel and other lubricants etc., to run for the works in sanitation, Engineering and town planning works in Ramagundam municipal corporation.

I. **Providing / Engaging Mini Excavator on hire basis with driver, helper with fuel and other lubricants etc., for working daily 8 hours and 6 days in a week for a period of one year.**

3.Eligibility Criteria

- The applicant should have a registration of Agency / Firm and submit a valid proof for registration.
- The applicant should have Own vehicle of Mini Excavator and produce vehicle documents or the applicant should produce valid lease document if leased vehicle for this purpose from owner of the said machine along with all valid vehicle documents for one year.
- Preference will be given to the latest and conditioned vehicles. Vehicle should be function as per the RTA conditions.
- .The applicant should also have GST registration certificate and a copy of same also to be submitted with the application.
- The applicant should have valid PAN No.

4.PostEvaluation:

- After Scrutiny and verification of applications the successful Agencies /firms shall receive a confirmation e-mail from Ramagundam MunicipalCorporation.
- All Agencies / firms shall present their applications to the RMC-Officials along with Quotations / financial proposal by the interested parties, RMC shall review and take decision and shortlist the Agencies / firms and the successful party shall be issued with aLoA to conclude agreement to Providing / Engaging **Mini Excavator** on hire basis.

5.Preparation, Submission and Evaluation ofApplicants

- a) The EOI application in prescribed form duly completed and signed along with other necessary documents should be submitted in a sealed cover duly highlighting as “EOI – for Providing / Engaging **Mini Excavator** on hire basis in Ramagundam municipal corporation” along with the name of the Firm and its address.
- b) Incomplete application & unsigned application form/s or non-submission of the same will be summarily rejected. Applications submitted with any pre-condition or additional conditions other than the conditions prescribed and supplied by the RMC will also be summarily rejected.
- c) The applicants are required to submit the following documents towards meeting the eligibility conditions along with the application
 - a. Agency / Firm details as per the format in Annexure –I
 - b. Covering Letter as per the format in Annexure -II
 - c. **Details of Mini Excavator to be engaged in RMC**
 - d. **Own or Lease document from owner of Mini excavator for engaging in RMC for a period of one year. Valid Documents as per the RTA rules**
 - e. GST registration, PAN and other details of Agency / firm
- d) The Applicant shall furnish all the required information as per the format/s and duly signed on each page of the application.
- e) Any information furnished by the applicant found to be incorrect either immediately or later, would render the applicant liable to be debarred from taking up the Services.
- f) No Applicant or its Associate shall submit more than one Application.
- g) RMC reserves the right to seek further information/clarifications from any of the Applicant on the submitted documents and the same shall be sought through a written communication/email.
- h) The applicant shall submit duly filled application with **Annexures – I to III** in the prescribed format and all other relevant documents (Hard Copy), latest by 15:00 on **05-11-2021** at the following address:

Ramagundam Municipal Corporation
Near Bus stand, Beside Petrol Bunk,
Godavarikhani, Telangana, 505209
Email: Ramagundam.corporation@gmail.com
Phone: 08728- 244674
- i) All Agencies / firms shall present their applications to the RMC-Officials along with Quotations / financial proposal by the interested parties, RMC shall review and take decision and shortlist the Agencies / firms and the successful party shall be issued with a LoA to conclude agreement to

Providing / Engaging **MiniExcavator** on hire basis.

- j) The Agencies / firms may be dispensed with at any time giving one month notice in the event of non- performance, under performance or any other reason which would bespecified.
- k) The Providing Mini excavator on hire basis is 12 months and the period will be extendable on satisfactory performance.
- l) Any clarification the queries should be sent to RMC in the following format(Preferablyinexcelfile) through email atRamagundam.corporation@gmail.comwith the subject mentioning the EOI reference and Agency/Companyname.

Date of availability of EOI documents on RMC website	05-11-2021 at 11:00 AM
Clarifications (if any) by	11-11-2021 at 03:00 PM
Last Date of submission of EOI	15 -11-2021 at 03:00 PM

6. Annexures

Annexure – I

Agency /Firm Details

S. No.	Parameter	Details
1	Year of Establishment	
2	Status of Firm (Proprietorship / Partnership/ Any other)	
3	Details of Registration of Agency / Firm	
4a	Name of authorized representative of agency / firm to be contacted.	
4b	Address and phone nos of authorized representative of Agency / firm	
5	GST registration No & registration copy to be enclosed with the application	
6	Details of Mini Excavator to be engaged on hire basis in RMC or Lease document from owner of Mini excavator (details to be enclosed with application)	

Place:

Signature of the applicant

Date:

Name & Designation

Annexure – II

Format of Covering letter (On the Applicant Letter Head)

To:

The Commissioner,
Ramagundam Municipal Corporation
Near Bus stand, Beside Petrol Bunk,
Godavarikhani, Telangana –505209

Dear Sir,

Sub: Expression of Interest for Providing / Engaging **MiniExcavator** on hire basis in Ramagundammunicipal corporation.

-oOo-

In response to your Notice published in your web portal <https://ramagundamcorporation.telangana.gov.in/>, I /We submit my/our application as follows:

We have examined the details given in this EO notice, for selection of Agencies / firms for Providing / Engaging Mini Excavator on hire basis in RMC; I / we hereby submit and acknowledge the following information.

1. Name of the applicant's : _____
2. Full address : _____
 - a. Telephone No : _____
 - b. Office/Mobile No : _____
 - c. Email Id : _____
3. Agency / firm Registration No. and Date : _____
4. GST registration no. : _____
5. Details of machine to be provided / engaged: _____
6. Contact details of the Authorized contact person
 - a. Name/Designation : _____

 - b. Postal Address : _____
 - c. Tel. /Mobile No : _____

d. EmailId : _____

7. I / We hereby certify that all the statements made, and information furnished in the enclosures is true and correct.
8. I/We have furnished all information and details necessary for EO and have no further pertinent information to supply.
9. I/ We agree that the discretion and decision of the RMC in respect of the selection of Agencies / firms is final and binding.

Signature of Applicant

Name & Designation of Signatory Date: _____

Enclosures if any

- 1.
- 2.
3. Etc.

Annexure – III

Financial Status

Agency / firm shall indicate herein his annual turnover during preceding 3 years based on the audited balance sheet/profit and loss account statement.

S. No.	Financial year	Annual Turnover (Rs.)
1.	2018-2019	
2.	2019-2020	
3.	2020-2021	

Note: Certified copies of audited Balance Sheets/ Chartered Accountants' Certificates to be enclosed for each financial year

(Signature of Statutory Auditor)