



**ANDHRA UNIVERSITY**  
VISAKHAPATNAM, ANDHRA PRADESH, INDIA

NAAC - Accredited "A++" Grade with a CGPA of 3.74 out of four point scale  
"ISO 9001 : 2015 Certified"

No. A-III(1)/Gen/S&B/hiring of Tractor for 1 year/2025-26

Dt:01-12-2025

**QUOTATIONS CALLED FOR HIRING OF ONE TRACTOR AND TROLLEY WITH DRIVER ON  
MONTHLY BASIS FOR ONE YEAR TO WORK AT SANITATION AND BEAUTIFICATION  
DEPARTMENT, ANDHRA UNIVERSITY, VISAKHAPATNAM**

Andhra University, Sanitation and Beautification Department require to hire one tractor and trolley with driver for daily sanitation activities on monthly basis for one year to work at Sanitation & Beautification department

The interested firms/ agencies may submit their institutional prices (excl. GST 18%) to the Registrar, Andhra University, Visakhapatnam on or before **09-12-2025 by 04:00 PM**

**TERMS AND CONDITIONS**

1. The firm/Agency should enclose the details of Vehicle Registration, Insurance copy of the tractor
2. The tractor shall operate on all working days from 07:30 AM to 05:00 PM. On Holidays/Sundays, the tractor shall operate from 07:00 AM to 12:00 PM. **If the vehicle is required to operate after 12:00 PM on Holidays/Sundays, no additional payment shall be charged.**
3. The maintenance of the tractor shall be borne by the owner. The University will provide only the diesel. In case the vehicle does not report for duty, the owner must provide a replacement vehicle; otherwise, the amount for that day will be deducted from the monthly payment.
4. The bill for the current month shall be credited by the 10th of the following month in favour of the firm/agency.
5. The quotations should reach the office before the due date and time either in person or by post. Quotations received after the stipulated time will not be accepted. For postal delays the concerned authorities are not responsible.
6. Incomplete quotation schedule in any form will be rejected.
7. The bidders shall furnish a Demand Draft drawn in favour of Registrar, A.U., Vsp., towards Security Deposit/EMD for an amount of Rs. 20,000/- at the time of submission of bid.
  - (a) After completion of the evaluation process & after concluding the agreement, the EMD of the unsuccessful bidders will be refunded
  - (b) Security Deposit/EMD shall be forfeited if a bidder withdraws his bid during the period of bid validity and also in the case of failure of supply of tractor
  - (c) Interest or any other charges will not be payable on the above EMD
8. Quotations will be opened at **05:00 P.M** on **09-12-2025** in the chamber of the Registrar, Andhra University, Visakhapatnam
9. The acceptance of quotation will be communicated to the successful bidder only.
10. If the Sanitation & Beautification Department is dissatisfied with the work, the University may terminate the services without prior notice and forfeit the Security Deposit.

(K. RAM BABU)  
REGISTRAR

**Registrar**  
**Andhra University**  
**Visakhapatnam**