

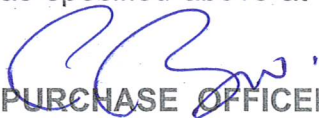
ANDHRA PRADESH PUBLIC TRANSPORT DEPARTMENT (APSRTC)	
HEAD OFFICE : MOBILE No : 9959262740	
GST No : 37AAAGP3279H1Z1	Email : cosc1@apsrtc.ap.gov.in ,
	PURCHASE SECTION O/o the VC&MD, RTC HOUSE /PNBS VIJAYAWADA -520 013.
	ENQUIRY No: PO(C)/I/2/R/2026-27 dt. <u>20.05.2026</u>
	DATE OF OPENING: <u>24.06.2026</u> at 15.00 hrs.

Dear Sirs,

In case you can supply and give immediate delivery of the following articles or commodity in the quantity mentioned below please quote your rates, affix signature on this enquiry form after filling it up for all details and send it on to us so as to reach us before **15.00 hrs** on

Your tender and the supply, in case your Tender is approved will be subject to the Terms and conditions on the enclosure.

The enquiry covers will be opened on the **same day** of receipt as specified above at **15.00 hrs** when you or your representative may be present.


PURCHASE OFFICER(C) I

S. No	Full Description of Commodity or Articles	Qty	Unit	Place & Time of Delivery	REMARKS
1.	COPIER PAPER A4 size 75 GSM	42,245	Reams	Material to be Delivered to Zonal Stores, VJA as per delivery schedules to be given by COS/VJA Zone	Annexure: A – Tender terms Annexure: B – PRICE BID Annexure: C – Questionnaire Annexure: D – General Terms & Conditions. Annexure: E1 – A4 Copier paper Specifications. E2 & E3 – LR copy Specifications, artwork & Printing matter E4 & E5 – Star Document (MTD 46) Specifications, artwork & Printing matter.
	COPIER PAPER A3 size 75 GSM	200			
2.	STAR DOCUMENT (MTD – 46)	55,65,000	Nos.		
3.	PRE PRINTED LR COPIES	1,26,68,000	Nos.		
NOTE: Specific Rate of GST should be mentioned; even rate is inclusive of Taxes. We do not have any 'C' or 'D' form.					

I / We here by agree to supply to the APPTD(APSRTC) the articles or commodity in the quantities mentioned above at the afore-mentioned reason and we further agree that our Tender and supply. In case the purchase order is placed with us finally, will be governed by the terms and conditions enclosed. We further state that the quotation given above will stand good for a period of 12 months from the day the Tenders are opened.

TENDERER's SIGNATURE with SEAL

TERMS AND CONDITIONS OF TENDER AND SUPPLY

1. Enquiries must be returned in a closed sealed cover addressed to the Purchase Officer(C) I, Stores & Purchase Department, RTC House APPTD(APSRTC), Vijayawada-520013. Tenders due on different dates should not be sent in one cover. Quotations received after the stipulated date And time will be rejected.
2. Offers, which are not sent in the APPTD(APSRTC) Enquiry Form or in which condition of Enquiry Form are modified may be rejected. Tenderers are requested to return the Enquiry Form even when they are unable to quote, duly writing the words "NO QUOTATION" or 'REGRET'.
3. The unit and rate shall either to type written or neatly hand written in ink. The unit and rate should be entered both in figures and words. Alterations, if any, should be duly attested by the tenderer before submission of tender.
4. The rate must be for the unit specified and quoted FOR Destination, Packing & Forwarding and Freight charges, if any shall be quoted specifically. Vague remarks 'Extra' will not be accepted.
5. GST, Insurance and any other charges shall be quoted specifically. APPTD(APSRTC) does not enjoy 'C' or 'D' or any other forms at present.
6. All Forms of discounts shall be mentioned specifically.
7. **10 Samples, should be submitted for each item (4 items i.e. "Copier paper A4 size 75 GSM, Copier paper A3 size 75 GSM", Star Document (MTD 46) & Pre Printed LR copies" along with the Tender form as per the given Specifications, artwork & printing matter as mentioned at Annexure E1 to E5. Samples should be submitted on 'free of cost' along with the offers to the concerned PSO@I, otherwise offer will be rejected. Testing charges are to be borne by the Tender participant only.**
8. Supplies shall be made strictly as per the specifications laid down in the enquiry / PO or as per the sample submitted and approved. If the supplies are not as per specifications / sample submitted, the supplies shall be rejected.
9. Lead time required for commencing supply and the supply capacity shall be indicated specifically.
10. **Brand make of the product shall be indicated.**
11. Validity: The offer shall be valid for a period not less than 180 days from the date of opening of Tenders for the placement of Purchase Order. The rates shall be kept firm for the quantity of the Purchase Order or till such period of 12 months from the date of Purchase Order whichever is later. However, the variation in Statutory Levies " if any during this period shall be accepted subject to prior approval.
12. The Corporation reserves the right to cancel the tenders, without assigning any reasons and to call for fresh quotations. The Corporation also reserves the right to reject any or all the offers received, without assigning any reasons.
13. In case tenderer fails to supply ordered material in time or fails to supply the material as agreed, the corporation reserves the right to purchase the ordered material elsewhere and recover the extra expenditure incurred, if any, from the tenderer.
14. Material shall be supplied to the respective SO II strictly as per the delivery schedules.
15. In regard to suitability / acceptance of the material, the opinion of the respective inspecting authority, as communicated by the respective Stores Officer II shall be final. The tenderer shall replace the rejected material or reimburse the cost of rejected material, if paid in advance.
16. Payment terms shall be stated specifically. The normal terms of payment is within 30 days from the date of receipt of material.
17. All bills for payment shall be submitted directly to respective Accounts Officers, along with the tenderers copy of R.O. in case of credit payments. All payments will be arranged through Account Payee crossed cheques only. The suppliers are requested to indicate the name of the Bank, Branch, Type of Account & Account No. on their bills/invoices.
18. Tenderer or his authorized representative may be present at the time of tender opening. No further enquiries in this regard will be entertained.
19. a) Whenever firms are asked to submit samples along with the tender and tested the firm shall bear the test charges.
b) Whenever random samples are tested out of supplies made by the firm, the test charges will be borne by the Corporation when the sample meets the specification and the firm has to bear the testing charges along with penalties for shortfall of specifications, as applicable, when the sample fails to meet the specifications.
20. Ex-stock offer requested for immediate / staggered supply.
21. All disputes or litigations are subject to the jurisdiction of Andhra Pradesh.


PURCHASE OFFICER (C) I

TENDERER'S SIGNATURE with SEAL

ANDHRA PRADESH PUBLIC TRANSPORT DEPARTMENT (APSRTC)
ENCLOSURE TO TENDER NO. PO(C)I/2/R/2026-27.

PRICE BID

Sl. No.	ITEM DESCRIPTION	REQUIRED QTY.	Basic Rate Per each Ream. Rs. Ps.	GST %	Net Rate Per each Ream Rs. Ps.
1.	COPIER PAPER A4 size (75 GSM)	42,245 Reams			
2.	COPIER PAPER A3 size (75 GSM)	200 Reams			
Sl. No.	ITEM DESCRIPTION	REQUIRED QTY.	Basic Rate Per each Rs. Ps.	GST %	Net Rate Per each Rs. Ps.
3.	PRE PRINTED LR COPIES	1,26,68,000 Nos.			
Sl No.	ITEM DESCRIPTION	REQUIRED QTY.	Basic Rate Per/1000 Nos. Rs. Ps.	GST %	Net Rate Per/1000 Nos. Rs. Ps.
4.	STAR DOCUMENT (MTD - 46)	55,65,000 Nos.			


 PURCHASE OFFICER (C) I

SIGNATURE OF THE TENDERER

ANDHRA PRADESH PUBLIC TRANSPORT DEPARTMENT (APSRTC)
ENCLOSURE TO TENDER NO. PO(C)I/2/R/2026-27.
TO BE FILLED AND RETURNED ALONG WITH YOUR QUOTATION

1	Bulk Volume Discount, if any		
2	Goods & Service Tax @ (%)/HSN Code		
3	FOR Particulars		
4	Freight charges @ or Extra amount of the Unit quoted (by road)		
5	Forwarding charges (amount or %)		
6	Packing charges (amount or %)		
7	Insurance Charges		
8	GST. Registration .No.		
9	Payment Terms		
10	Validity of your quotation		
11	Brand of the material offered		
12	Your Manufacturer's Name		
13	a) Registered with Small Scale Industries or not b) Copy of Registration Certificate enclosed c) If registered, furnish the Registration No.		
14	EMD - paid or not (Furnish DD. No & Date)		
15	Testing Charges - paid or not (Furnish DD. No & Date)	1 . Copier Paper A4 size:	
		2 . Copier Paper A3 size:	
		3. LR copies :	
		4 . Star Document :	
16	10 Samples -- Submitted or Not.	1 . Copier Paper A4 size:	
		2 . Copier Paper A3 size:	
		3. LR copies :	
		4 . Star Document :	
17	Whether tender conditions signed or returned		
18	DELIVERY TIME : 1.Monthly Production Capacity: 2. Supply capacity to APPTD(APSRTC) :		
19	MONTHLY SUPPLY CAPACITY Committed quantity to APPTD(APSRTC)		
20	WARRANTY PERIOD		
21	1. Contact Person : 2. Mobile No. : 3. Mail ID :		

IMPORTANT NOTE: Quotation will not be considered if this form duly filled in is not accompanied along with your tender.

SIGNATURE OF THE TENDERER


PURCHASE OFFICER (C) I

ANDHRA PRADESH PUBLIC TRANSPORT DEPARTMENT (APSRTC)

General Terms & Conditions of Tender: Case No- PO(C)I/2/R/2026-27.

(Tender participants are requested to sign on the terms & conditions form as having accepted to the terms & conditions and enclose to the Quotation)

1. Sealed tenders are invited for the supply of **“Copier paper A4 size 75 GSM, Copier Paper A3 size 75 GSM, Star Document (MTD 46) & Pre Printed LR copies”** as per the specifications enclosed & requirements are shown in the enquiry. But, it must be distinctly understood that the demands must necessarily fluctuate and no definite quantities can be guaranteed. The quantity indicated is subject to variation by 20% more.
2. Rate should be quoted as per Tender Enquiry for supply at our APPTD (APSRTC) – Zonal Stores/VJA, on FOR Destination basis.
3. If any rate reduction at the time of supply of the material, the same should be extended to the APPTD(APSRTC).
4. GST and Insurance charges, if any applicable should be clearly mentioned.
5. GST Registration No & HSN code.
6. **The price variation clause is not acceptable.**
7. **Make/Brand/Pattern name of your product should be furnished clearly and enclose brochures.**
8. a) A sum of **Rs.20,000/- (Rupees Twenty Thousand Only)** should be paid towards **Earnest Money Deposit and Rs. 1,180/- (Rupees One Thousand, One Hundred and eighty only)** as **Tender fee (non-refundable)** in the form of Demand Drafts in favour of **“ Public Transport Department/Government of Andhra Pradesh, Current Account No. 41314187169, IFSC Code : SBIN0020169, SBI, Seetharampuram Branch, Vijayawada** above said Demand Drafts should be enclosed to the quotation (cheques are not acceptable), failing which your quotation will be ignored. No interest will be payable on the EMD. This amount will be refunded to the unsuccessful Tender participants after finalization of Tender. **Testing charges (Non refundable) for an amount Rs 5,000/- per each item (for 4 items Rs.20,000/-)** shall be paid by the firm against the free samples of **Copier paper A4 size 75 GSM, Copier paper A3 size 75 GSM, Star Document (MTD 46) & Pre Printed LR copies** submitted along with their quotation. **Separate DD's should be taken for EMD, Tender fee & Testing charges.**(Each item – single DD – 4 DDs for 4 items).
 b) For submission of sample for LR copies as per specifications, the required holograms may be collected from Purchase Officer@I./APSRTC/HO.
9. Quotation without EMD will be ignored and requests for waving EMD will not be entertained.
10. Lead time required for commencing supply, manufacturing capacity and supply capacity to APPTD(APSRTC) should be indicated. The tender participant should enclose a self-test certificate of their product from a recognized/reputed Test House.
11. If the firm is on Rate Contract with Association of State Road Transport Undertakings or Director General of Stores & Disposal, a copy of the same may be enclosed to their quotation.
12. If the firm is supplying above said items to any other reputed organization, Copies of the Purchase Order should be enclosed to their quotation.
13. Tender participants should keep their offers open for six months from the date of opening of tenders. Any increase in rates within the period will not be entertained and may result in the forfeiture of Earnest Money Deposit.
14. The successful tender participant is requested to ensure that the rates will hold good and kept firm for 12 months from the date of issue of Purchase Order or till the completion of supply of ordered quantity whichever is later. No increase in rates will be accepted within this period of 12 months.
15. Tender qualified by vague and indefinite expression, such as subject to prior sale or subject to stock being available will be rejected.
16. **Guarantee/Warranty** (Unconditional) should be given for free replacement against any material or manufacturing defects.

17. Tender should be submitted in sealed covers before **15.00 hrs** on dt **24.6.2026** duly prescribing on the cover **“Tender for the supply of Copier paper A4 size 75 GSM, Copier paper A3 size 75 GSM, Star Document (MTD 46) & Pre Printed LR copies at RTC House, PNBS, APPTD(APSRTC), Vijayawada-520013.** Tenders which received after due date and time will be rejected.
18. **Tenders will be opened at 15.00 hrs, on date: 24.6.2026** in the chambers of the Purchase Officer(C)I. Tender participants or one of their authorized representatives can witness at the time of opening of the tenders.
19. The Corporation does not bind itself to accept the lowest or any other tender for the whole or part of the requirements mentioned in the schedule. The Managing Director reserves the right to distribute the order and has also the right of rejecting all or any item without assigning any reasons thereto. Tender participants are at liberty to quote for the whole or any portion of the tender but for the full quantity.
20. Acceptance of tender will be intimated to the successful tender participant and if some delay is likely to occur, tender participant will be required to keep their offers, open for a further period as may be found necessary.
21. The Managing Director reserves the right to invite fresh tenders and to place orders against any quantity of any item in this tender.
22. The successful tender participant will be required to pay **Security Deposit of Rs. 5,00,000/- (Rupees Five Lakhs) or 5% of the total value of the order whichever is lower** by way of Demand Draft or Bank Guarantee as per our proforma from a Nationalized Bank (valid for 24 months from the date of issue) as a security for good and faithful performance of the contract. The DD shall be drawn in the name of **“ Public Transport Department/Government of Andhra Pradesh, Current Account No. 41314187169, IFSC Code : SBIN0020169, SBI, Seethampuram Branch, Vijayawada** within seven days from the date of intimation through letter of Intent, failing which the offer will be liable for treating as null and void and Corporation will be at liberty to forfeit the **EMD of Rs.20,000/-**. No interest is payable on these deposits. Requests for waving off the Security Deposit will not be entertained. Security deposit will be liable for forfeiture in case of default in ensuring supplies.
23. The delivery of materials should be made in one installment or installments as directed by the Corporation.
24. Supplies shall be made strictly as per the specifications laid down in the enquiry/PO. If the supplies are not as per specifications, the supplies will be rejected.
25. With regard to suitability/acceptance of the material, the opinion of the respective inspecting authority, as communicated by the respective Stores Officer shall be final. The tender participant shall replace the rejected material.
26. **PAYMENT** Terms shall be stated specifically. Our Normal **Payment term is “100% payment within 30 days from the date of receipt & Suitability”**. Payment will be arranged through NEFT/RTGS only.
27. In the event of the offered material not being supplied at the appointed time, it is liable to be rejected. It shall also be open to the administration to cancel the Purchase Order and purchase else where (on the account and at the risk of the contractor, the stores or any consignment) the material which the successful tenderer has failed to deliver and if the same is not available, the best and nearest substitute will be procured and in such an event the successful tenderer shall be responsible for all accruing loss or damage which the APPTD(APSRTC) will be entitled to deduct from the firm's bills or from any money that may be due or become due to the firm.
28. In case of non-supply/delayed supplies the Corporation reserves the right to divert quantities to other sources and impose penalties as decided. Penalty will also be imposed in case of defects noticed in the supplies. **Penalty of 10% on invoice value shall be charged in case of delayed supplies.**
29. After issuance of LOI, the successful tenderer must give acceptance within 7 days and submit Security deposit within 15 days, if not submitted the Security deposit, allotted share will be cancelled.
30. **Penalty of 5% on invoice value shall be charged in case of failure of sample for shortfall of specifications.**
31. The security deposit will be refunded on the successful completion of the contract in all respects and having faithfully carried out terms and conditions of the contract and no sum of money is out-standing against them in any manner.

32. Any clarification required to the terms and conditions of this tender should be referred to the **Purchase Officer (C)I, APPTD(APSRTC), RTC House, Vijayawada- 520013 Contact No: 9959262740** prior to placing of Purchase Order and once Purchase Orders are placed, they are firm and therefore should be adhered to strictly and complied with accordingly.

33. All disputes or litigations are subject to the jurisdiction of Andhra Pradesh State.


Purchase Officer (C)I

I certify that I have studied the above conditions and agreed to abide by them.

Signature of TENDER Participant

APPTD(APSRTC) LOGISTICS

- Please utilize APPTD(APSRTC) Logistics Services all over Andhra Pradesh and at '3' Interstate Locations i.e., Hyderabad, Bangalore & Chennai.
- Parcels, Couriers & Bulk Loads (<10 Ton) can be delivered at your Door Step with Door Delivery Facility available at '84' locations.
- For Business Details contact Dy. Chief Manager (Commercial-2), Mobile No. 9100948675 (or) visit [www.APPTD\(APSRTC\)logistics.in](http://www.APPTD(APSRTC)logistics.in)

DY. CHIEF MANAGER (COMMERCIAL-2)

24
49

Specifications of Copier Paper, A4 size :

S.NO.	PARAMETER	REQUIREMENT	
1	G.S.M.	75 ± 2.5% GSM	
2	ISO Brightness , Min, Percent	85	
3	Opacity , percent, Min	88	
4	One minute Cobb test, both sides, g / ^m 2 , Max	30	
5	Surface strength Dennison, (wax pick)	No pick on 12A.	
6	Smoothness for both sides – (Bendsten) m 1 /min, max	300	
7	Ash content (at 900 ⁰ C), percent by mass, Max	16	
8	Taber Stiffness, Min	Machine direction (MD)	2.0
		Cross direction (CD)	1.0
9	Tear Index , m.N. ^m 2/g, min	Machine direction (MD)	3.5
		Cross direction (CD)	4.5
10	Tensile Index, N.m/g, min	Machine direction (MD)	40
		Cross direction (CD)	25

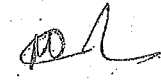
Ch. Smith
ATM-II (IT), 12/02/1
HO/APSRTC/VJA

SPECIFICATIONS FOR STAR DOCUMENT (MTD 46) :

48

Star Document (MTD-46) size 9x12x1:

1. Paper should be 60 GSM Cream wove manufactured by A grade mill
2. The parameters of the paper are
 - a. Brightness 68% (min)
 - b. Opacity 85% (min)
 - c. Breaking length
 - Cross direction 2500 meters (min)
 - Machine direction 4100 meters (min)
 - d. PH 5% (min)
 - e. One minute cob test 22 g/m² (max)
3. Micro perforation should be given One centimeter inside from the edge, after the marginal punch on both the sides.
4. New Generation punches shall be used for marginal punches of the stationery.
5. i) APSRTC Logo (3.5" diameter) should be printed with 5% screen as tint in the centre of the sheet.
ii) For the Star Document the printing on both sides as given in the sample.
6. Should be packed in 1000 sheets packs either shrink wrapped or placed in polythene bag and packed with corrugated boxes.
7. Size, Quantity, Package, GSM, Net Weight, Month and year of manufacturing etc., shall be mentioned on every package slip.
8. Each sheet shall be type numbered with given serial number.


Dy CSM (O)
Dy. CHIEF TRAFFIC MANAGER (O)
RTC HOUSE :: VIJAYAWADA



స్టాటిస్టికల్ అండ్ టికెట్ ఎకౌంటల్ రికార్డ్

DAY & DATE :
 No.
 (47)

*No. 4/8105000

DEPOT / WB. No. / CONDUCTOR / DRIVER / TIM. No. / PRV WB-DT / Target AMT

SER. No. / TRAY No. / ST. No. / ST. No. / OP TKT No. / AMT to REMIT / Time & Route / VEH. No. / INC. Rs. / INC. Rs. / IMPREST Rs. / AMT-RMTD.

ఈ సర్వీసుకు అయ్యే ఖర్చు / TIME OUT / TIME IN / C. SHORT / DIFF

నిర్ణీత కి.మీ. / ప్రయాణించిన కి.మీ. / రద్దయిన కి.మీ. / రద్దుకు గల కారణం.

ఇన్సెంటివ్ రాబడి పై సిలింగ్ పట్టివేయబడినది. / ప్రయాణీకులను కోరినచోట దించండి. / ఈ సర్వీసుకు అయ్యే ఖర్చును సంపాదిద్దాం మన సంస్థ అభివృద్ధికి పాటుపడుదాం.

15/స్టార్ తీసుకొను ఎ.డి.సి. నింపవలసిన వివరములు / ఇంకొస్తు పైకం రూ. 150/- లు కండక్టరుకు / డ్రైవరుకు శాశ్వతముగా ఇవ్వబడినది.

టిక్కెట్ ఓఫెసింగ్ నెం. / టిక్కెట్ కోజింగ్ నెం. / జమచేయవలసిన మొత్తం / ఎడిసి. సంతకం

MTD141 వివరములు

టిప్పుల వారి ఆదాయము			
సం.	వివరములు	ఎగువ రూ/-	దిగువ రూ/-
1			
2			
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ప్రయాణీకులకు ఇవ్వవలసిన పైకము

A. జమ చేసిన నగదు వివరములు / నోట్లు / రూ. / 2000x = / 500x = / 200x = / 100x = / 50x = / 20x = / 10x = / 5x = / 2x = / 1x =

కండక్టరు / డ్రైవరు సూచనలు / రిమార్కులు : వివరములు

టిక్కెట్ నెం. / పైకము విలువ / ప్రయాణీకులకు ఇవ్వవలసిన పైకము / పైకము అక్షరాలలో

వాణిజ్యములు / నగదు మొత్తం / అంకెలలో / అక్షరాలలో / ఇవ్వవలసిన పైకం రూ. / తేడా (+/-) రూ.

B. ఇతరములు / అగ్గిలరీ వేబిల్లు మొత్తం / పోలీసు వారెంట్ల మొత్తం / టోల్ గేట్ మొత్తం / ఇతర డిపోలలో జమ / స్కూల. మొత్తం

సొంత పైకము			
	కండక్టరు	డ్రైవరు	ఎడిసి/టిఐ
అనుమతించిన పైకము రూ.			
సంతకం స్టాఫ్ నెం.			
తనిఖీ జరిగి సమతుల్య పైకము రూ.			
సంతకము			
పోలీసు వారెంట్లు			

కండక్టరు/డ్రైవరు ఎడిసి / సంతకం / స్టాఫ్ నెం. / కండక్టరు/డ్రైవరు సామగ్రి / ఇచ్చిన సమయం / తీసుకున్న సమయం

పంచ సూత్రాలు - ప్రగతి మెట్లు:


- ముఖ్య కూడలిలో 2 ఏ.లు బస్సు అపి ప్రయాణీకులను ఎక్కించుకుని వెళ్ళాలి. (హాట్ & గో)
- బీగ్గరగా పిలిచి బస్సు నింపండి. (షోట్ & లోడ్)
- మార్గమధ్యములో చెయ్యి ఎత్తిన చోట ప్రయాణీకులను ఎక్కించుకోండి. (హాయిల్ & బోర్డ్)
- ప్రయాణీకులను కోరినచోట దించండి. (ఎలైట్ ఆన్ రిక్వెస్ట్)
- మన బస్సు ఉన్నది ప్రయాణీకుల సేవకే వారితో మర్యాదగా ప్రవర్తించండి. (క్రెడియన్. బిహేవియర్)

నెం. / రూ. పై / అగ్గిలరీ వేబిల్లు

కండక్టరు/డ్రైవరు సంతకం / ఎడిసి. సంతకం

Features required for APSRTC Logistics Pre-printed LR

Physical features:
1. APPM Maplitho Paper
a. GSM: 80
b. Brightness: 80% min.
c. Opacity: 85% min.
d. One minute cob test 25 g/m2-max.
e. Tensile Index N.m/g min MD-40 & CD-25
2. Size - A4
Security features:
1. Stock number printing in "Penetrating Ink" at three places Customer copy, Booking point copy and Destination point copy. Penetrating colour LR- Magenta colour.
2. "APSRTC HOLOGRAM" hot stamping of hologram supplied by APSRTC
Other features:
1. Printing LR format in front side and Terms & Conditions on reverse side in Royal Blue colour.
2. Destination point copy in Magenta colour.
3. Single Perforation line (one horizontal & one vertical).
4. "Guilloche Pattern" as page border.
5. "Opaque Text" of APSRTC emblem at two places (Consigner point copy, destination point copy).
Packing conditions:
1. The stationery should be packed as bundle of 500 LRS with sequence communicated by APSRTC.
2. Any missing numbers in the bundle shall be communicated during supply


DY. CHIEF MANAGER(C-2)
A.P.S.R.T.C, RTC HOUSE
VIJAYAWADA-520013

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APTD (APSRTC) LOGISTICS

Head Office: APSRTC RTC House
1st Floor, PNBS, Vijayawada - 520 013

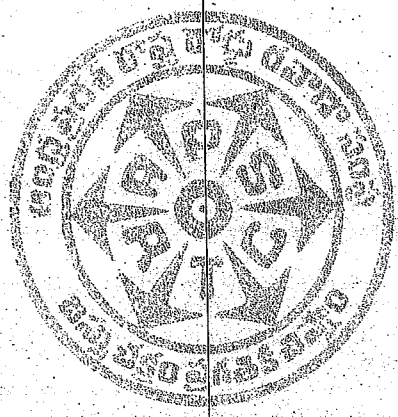
CENTRAL COMPLAINT CELL
☎ 0866-2570006
📧 WhatsApp No: 7993355619
✉ Email: logistics@apsrtc.ap.gov.in
🌐 Website: www.apsrtclogistics.in

GSTIN: 37AAAGP3270H1Z1
AI/0000001

Consignor :

Consignee :

125



Booking clerk signature

Bill amount non refundable on cancellation *[Signature]*

Booking point copy

Destination point copy

APSRTC GSTIN: 37AAAGP3270H1Z1

AI/0000001 *[Signature]*



AI/0000001 *[Signature]*

Customer Signature

Received in good condition & Signature *[Signature]*

TERMS AND CONDITIONS FOR TRANSPORT OF GOODS BY APSRTC LOGISTICS

1. a) All consignments with proper packing will only be accepted for booking through APSRTC vehicles and are carried entirely at owner's risk. Except under special circumstances and/or for good reasons, the Corporation will not take any responsibility for damage/shortage for the booked consignments.
- b) I.D. Proof (Aadhaar, Voter I.D., Driving License and PAN Card etc.) is mandatory at the time of booking and delivery for non registered customers.
2. a) In case of consignment lost or damaged, the Corporation liability is limited to shipment value or declared value of the item, insured at the time of booking, subject to documentary proof (invoice).
- b) Rs. 25/- per LR will be charged at the time of booking for issue of COF (Certificate of Fact) for consignments already insured.
3. No claim will be entertained without invoice, other relevant documents and declaration at the time of booking.
4. Transportation of goods excludes all dangerous item viz. Explosives, Hazardous, Inflammables, Contraband, prohibited, bullion, guns, currency notes, original documents, Jewellery or any other item not worth carriage
5. The Corporation reserves the right to refuse or to accept goods for booking without assigning any reasons.
6. LR once generated cannot be cancelled / transferred and money will not be refunded.
7. This docket is NOT NEGOTIABLE through any bank.
8. The consignor is responsible to provide the forms, documents, declaration etc, required as per the Government Authorities.
9. e-way bill part-A has to be handed over by the consignor for consignment whose value is Rs. 50,000/- or more as per statutory requirement.
10. The consignor is liable for all consequences arising out of non declaration/in correct declaration of the contents of the consignment.
11. If any proceedings against the Corporation or its employees are taken by the Government Authorities for defect or deficiency in the documents/forms/declaration etc the Corporation will be at liberty to detain the goods at the risk of consignee/consignor unless and until the loss suffered by the Corporation in that respect is made good.
12. The Corporation has the right to arrange transport of the consignment or part through their own vehicles or through other modes.
13. The Corporation will be at liberty to transship goods from one vehicle to another at the Corporation's option.
14. **Timings, departures and arrivals are not guaranteed and are subject to change without notice and Corporation will not be responsible for damages and loss due to delays.**
15. The Corporation is not responsible for the contents of packages if the packages are delivered in the same apparent condition in which they are tendered for despatch by the consignor.
16. The Corporation is not responsible for loss or damage to goods by breakage/evaporation/theft weather condition, strikes, lock-out, riots, civil or political disturbances, explosion, fire or accident to vehicles by which goods are transported or fire to godown where goods are stored.
17. The Corporation is entitled to levy and collect freight at the prevailing rates calculated either on the basis of actual weight of the consignment or on the volume by CDM (Cubic Decimal Meters) calculation basis, whichever is higher.
18. The Corporation has the right of re-measurement, re-weighment, re-classification of items, before the goods are delivered and collect the difference amount that may have been omitted or undercharged apart from levy of penalty as per the instructions in force.
19. Freight and other charges, if not pre-paid are payable at the time of delivery. The Corporation has lien on goods carried for freight and other charges not paid.
20. In case of credit transactions, the claims arising out of any transactions shall not be entertained. If the bills are not paid on or before due date. The consignor/consignee shall not be entitled to set off/adjust the freight arbitrarily from the bill against any claims made by them on the Corporation.
21. For all the goods that are not taken delivery from our office within the grace period allowed (within 2 days of receipt at destination) are subject to levy of demurrage charges existing on the date of delivery.
22. The Corporation reserves the right to sell in public auction the undelivered consignment, other than perishables, that are lying at a station for more than 30 days even after sending due notices to Consignee or Consignor as the case may be.
23. In case of perishables lying undelivered the Corporation reserves the right to sell them at any time after receipt in public auction without any written notice to Consignee or consignor.
24. No claim can be made against the Corporation for damage, short delivery or deterioration of goods etc. if a certificate of damages and Shortages is not obtained from the person in control of the office effecting delivery in the form prescribed by the Corporation, at the time of delivery.
25. **Any claim must be lodged by the consignor/consignee in writing at the booking office of the Corporation within 7 days after the completion of transit of the docket. Any such claim by consignor after 7 days there of Corporation will not be entertained.**
26. No employee/Manager of the Corporation shall modify these terms and conditions.
27. Suit shall not be entertained against the Corporation after the expiry of 3 months from the date of booking.
28. The courts in the state of Andhra Pradesh only shall have jurisdiction in respect of all claims and matters arising out of booking of the consignment or of the entrustment of the goods for transport.

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