

ANDHRA PRADESH STATE ROAD TRANSPORT CORPORATION

No. PR/9(01)/2025-PRD

VC & MD's Office, RTC House,
Vijayawada, Date: 24.11.2025.

NOTIFICATION

Sub:-**ADVERTISEMENTS** – Calling of fresh tenders for release of APSRTC advertisements in daily Newspapers through private Agencies – Notification Issued – Reg.

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Tender applications are invited from the interested Advertising Agencies for participation in Limited Tenders for releasing of A.P.S.R.T.C. Advertisements in the daily Newspapers through private agencies who are having offices in and around Vijayawada. The period of contract is initially for Two years and extendable for one more year based on satisfactory performance.

The following documents should be enclosed to the tender form by the tenderer.

- 1) A copy of latest INS Accreditation Certificate.
- 2) Empanelment of Agency in the I & PR list.
- 3) Firm's Registration Certificate.
- 4) Details of experience.
- 5) Details of C.E.O./General Manager.
- 6) Details of infrastructure.
- 7) Details of man power professionals on roll with agency.
- 8) Details of Client list.

The minimum quoted amount is not less than 15% and tender will be awarded to the whom quoted highest rate of commission to the APSRTC.

Therefore, all the interested tenderers are hereby informed to participate and submit the sealed tender applications in the Tender Box provided at the office of the Public Relations Officer, R.T.C. House, Vijayawada on **04.12.2025 before 14-00 Hrs.** The Tender will be opened on the same day (04.12.2025) at **15-00 Hrs.** in the presence of Tenderers.

APSRTC reserves the full rights to cancel/reject the tender at any stage without assigning any reason.

J. Ganapati Reddy
PUBLIC RELATIONS OFFICER

Encl: (1) Tender application (2) Terms & Conditions.

Copy submitted to CM (P) & BS for favour of information please

Copy to V&SO, RTC House, VJA with a request to provide one constable on 04.12.2025 to monitoring security arrangements from 10 A.M. to till finalization of tender process.

Tender Application Form

(To release A.P.S.R.T.C Advertisements in daily Newspapers)

To

The Vice-Chairman & Managing Director,
A.P.S.R.T.C., R.T.C. House,
VIJAYAWADA.

Sub: **ADVERTISEMENTS** – Release of A.P.S.R.T.C. advertisements in daily Newspapers –
Quotations called for - Reg.

Ref: Your Office **Lr.No.PR/9(1)/2025-PRD, Dt.24.11.2025.**

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In response to the Notification cited, our Agency is willing to release A.P.S.R.T.C. advertisements in daily Newspapers and offered discount of _____% (_____percentage in words) on DIPR tariff rates of daily Newspapers and we agree and abide to the terms & conditions made by A.P.S.R.T.C.

The details of our Agency is as follows and copies enclosed.

- 1) INS Accreditation Certificate No. _____, Date: _____
valid from _____ to _____.
- 2) Empanelment of Agency in the I & PR list and valid from _____ to _____
- 3) Firm's Registration Certificate No. _____, Date: _____
- 4) Experience.
- 5) Details of CEO/General Manager:

- 6) List of employees with numbers working in the Agency
- 7) Details of Clients list.
- 8) Details of infrastructure.
- 9) Address of the Agency at Vijayawada. Contact Ph.No. _____
Mail id: _____

Signature of C.E.O./General Manager
of the Advertising Agency
with Office seal and stamp

TERMS & CONDITIONS

- (1) Art Work has to be prepared by the Agency to the draft Tender Notice/e-Auction/other Notices which shall be sent by the P.R.O. either in Telugu or English or both as preferred by A.P.S.R.T.C.
- (2) After designing of Art Work, it must be sent to P.R.O., Head Office, Vijayawada through e-mail for scrutiny/approval and should attend the corrections/modifications, if any, made in the Art Work matter.
- (3) On receipt of approved Tender Notice from the concerned APSRTC Unit Officer from whom the requisition is received for publication in Newspapers, the same will be sent to the Agency for publishing in the selected daily Newspapers along with Release Order.
- (4) The copies of Newspapers in which Tender Notices are published must be submitted in two sets along with bill while claiming for payment.
- (5) GST @ 5% (SGST @2.5%+CGST@2.5%) or the rates applicable from time to time on the arrived amount after deducting the discount given by the concerned Newspapers on the DIPR approved rates as well as rebate amount offered by the Agency towards advertising charges.
- (6) The bills shall be submitted in triplicate along with Advance Receipt and two sets of Newspaper editions in which Ad is published.
- (7) Any mistakes/errors caused in publishing of Tender Notice approved by P.R.O., Head Office, Vijayawada, the Agency is held responsible and shall bear the cost of re-publishing in such cases.
- (8) The period of contract is for a period of Two years initially and may be extended for one more year basing on the satisfactory performance of the Agency.
- (9) A.P.S.R.T.C. is at liberty to appoint one or more Agencies for publication of Advertisements for its convenience.
- (10) APSRTC reserves the full rights to cancel/reject these tenders at any stage without assigning any reason.
- (11) If any reason the Agency fails to release APSRTC advertisements prescribed time, they are liable for imposing of appropriate penalty and may be recovered from the bill concerned.
- (12) Tender forms may please be downloaded from apsrtc website <https://www.apsrtc.ap.gov.in> (Tenders) in other contract works.

PUBLIC RELATIONS OFFICER

Signature of the Tenderer