

RUSTAMJI INSTITUTE OF TECHNOLOGY

BSF Academy, Tekanpur Gwalior-475005 (M.P)

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No. 12102/Prov/RJIT/2022/.....

Dated: ___/___/2022

To

M/s _____

SUB:- Notice inviting tender for hiring bus / buses for Transport of RJIT Students

1. On behalf of the Chief Administrator, RJIT, BSF Academy Tekanpur, Adm officer RJIT invites limited tender for Hiring of Bus/buses for the transport of RJIT students as per terms & conditions mentioned below:-

- a) The maintenance of vehicle, filling of fuel, salary of driver etc will be borne by the owner of the vehicle
- b) During the period of contract, if services of vehicle found unsatisfactory, then the contract can be cancelled at any stage and security money will be forfeited by the institute.
- c) EMD of **Rs 25,000/-** in shape of DD/BD in favour of Chief Administrator, RJIT drawn on SBI branch, BSF Academy, Tekanpur Code no-8284 shall be enclosed with the tender.
- d) Vehicle should be registered with RTO ,Gwalior for hiring at RJIT, BSF Academy, Tekanpur
- e) The Contractor should be registered /authorized for hiring of Vehicles and having GST No. / PAN No. of firm.
- f) The Vehicle should preferably be either new or less than 03 years old and travelled less than 50,000 Kms.
- g) It should have double door facility with properly working emergency door
- h) Seating capacity of vehicle should be 32, 48 - 52 students
- i) Vehicle will bear Institute name on outer body & all rules of RTO Gwalior will be obeyed.
- j) The overall inner, outer & under condition of the vehicle should be in good condition.
- k) The certified copies of Bus registration, valid Insurance, fitness certificate& permit along with verified photo IDs of Driver & Attender should be provided by the owner & timely renewal should be done by the transporter. The Institute will not have any Liability over these issues.
- l) There should be fire extinguishers, first aid box, curtains & door mat in each bus.
- m) There should be an attender in each bus to take care of bus and its commuters.

- n) Driver should have valid HMV Driving license for driving such bus. Driver & attender should wear proper uniform with badge displaying their names
 - o) The driver & attender must have valid mobile Number and should be available on phone.
 - p) Driver & attender Medical fitness certificate should be enclosed.
 - q) Bus /buses will be required for 05/06 working days (Monday to Saturday)
 - r) If required, the contractor may be asked to provide additional buses on prior information for which extra payment will be added to next monthly bill.
 - s) At the time of maintenance, sudden breakdown, accident of any other reason the contractor will have to arrange the alternative bus / buses immediately at no extra cost. RJIT will bear no responsibility in such cases.
 - t) The bus /buses will be normally hired for period of one year which may be reduced / extended based on our need & performance of the contractor.
 - u) Security deposit equal to 10% of the yearly charges will be deposited by the L-I contractor in shape of FDR at the time of agreement. FDR will be prepared in the name of Chief Administrator, BSF Academy, Tekanpur.
 - v) The bus services may be temporarily suspended during the contract period.
 - w) The bus will have to be approved by a committee appointed by Principal, RJIT.
 - x) The bus staff should be well behaved and will have to follow the instructions of the authorized persons of the institute.
 - y) The contract may be terminated on one month notice from both sides.
2. The contractor will provide vehicles on approved rates & up to approved period in case of any fault the penalty will be charge by the institute.
 3. Quotations containing envelope of Quotations for hiring of vehicle in RJIT be enclosed in properly sealed enveloped addressed to the Chief administrator RJIT BSF Academy, Tekanpur in the format placed at **appendix – "C"**.
 4. The last date for **submission of tender is 25th Nov 2022 by 1530 hrs.** the tenders will be **opened by a BOO Constituted by the Chief Administrator, RJIT BSF Academy, Tekanpur on the same day at 1600 hrs** in the presence of the interested bidders who may like to remain present at their own cost & risk.
 5. Chief Administrator, RJIT, BSF Academy, reserves the right to reject any all tenders without assigning any reason thereof.

PRINCIPAL
RJIT, BSF TEKANPUR

Appendix – "C"

Our minimum rates for hiring of Bus will be as given below: -

Route/Approx. Length (KM)	Rate per Month (Rs.)			Rate per KM (Rs.)		
	32 Seater	48 Seater	52 Seater	32 Seater	48 Seater	52 Seater
HAJIRA						
MORAR						
BAHODAPUR						
KRG						

Terms & Conditions (if any)

Date

Signature of Tenderer

Palce

(Name of Tenderer)

To,

Chief administrator
Rustamji Institute of Technology,
B.S.F. Academy, Tekanpur
Gwalior (M.P.)

SUB: REG. HIRING OF VEHICLE FOR TRANSPORT OF RJIT STUDENTS.

Dear Sir,

I/we hereby submitted my tender i.e. _____ in
RJIT regarding hiring of buses on contract basis.

2. I/we have understood all the instructions mentioned in the Tender Enquiry and have thoroughly examined the terms & conditions of tender and my/our offer is strictly in accordance with the requirements.
3. I/we accepted all the Terms & Conditions & will comply with them.

(Full name and address of the Firm)