



RASHTRIYA RAKSHA UNIVERSITY

An Institution of National Importance

At .Lavad, Ta.Dahegam, Dist-Gandhinagar-382305

INVITATION FOR EXPRESSION OF INTEREST (EOI)

for

The hiring of non-AC Buses on rent for seven days

AT

RASHTRIYA RAKSHA UNIVERSITY, LAVAD, DAHEGAM,
GANDHINAGAR.

(EOI No: 04 Issued on: 14th November 2024)

INVITATION for QUOTATION for Hiring of Buses on Rent for 07 days Rashtriya Raksha University.

Rashtriya Raksha University is a Pioneering National Security and the Police University of India. Our university is destined to grow as a model security Educational University in India. It aims at providing security and strategic Education in interdisciplinary areas.

Rashtriya Raksha University is inviting a quotation from vendors for the hiring of buses on Rent for one year.

General Instructions & Conditions: -

The applicants have a minimum of 3 (three) years' experience in 'Bus Rentals' with a reputed Govt. / Public Sector Enterprises / Banks / other reputed agencies (provide work certificate in this regard).

The Company/applicant should own & possess buses and they should have registration for commercial use.

The vehicle should be owned/co-owned or authorized to be provided by the Company/applicant and have a valid tax permit.

The company should have its Office & Garage either Ahmedabad / Gandhinagar / Dahegam vendors should apply whose registered offices are in the suburbs of Ahmedabad / Gandhinagar / Dahegam or diameter of 40 kilometers from our university campus. So, it should be convenient for our university to reach out to you in case of urgency.

All drivers must have uniforms, mobile phones & driving licenses in their own name.

Lavad - Dehgam - 382305 Gandhinagar, Gujarat, INDIA

Phone: +91 79-68126800, Fax: +9179-68126820, Website: www.rru.ac.in



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Prices are to be submitted for each category of buses on both per Kilo-meter, per Day, indicating night charges, minimum charges, and applicable taxes.

L1 rates for selected categories of buses will be computed. Vendors willing to provide a selected buses at these L1 rates will be issued a work order for 07 days (according to the needs raised by the university within these 07 days) to provide service. *

SCOPE OF WORK: -

The Vendor will provide buses and they should have registration for commercial usage.

These buses must have a clean interior, upholstery, well-maintained exterior & noiseless drive.

The driver should have valid driving licenses, uniforms & smartphones. They should be courteous, well conversant with roads/routes around Ahmedabad/ Gandhinagar and Dahegam suburbs, and able to converse in Gujarati & Hindi with good communication skills in English as well.

All the papers viz. insurance, registration, road tax, and pollution related to the bus must remain with the drivers applicable as per Government norms.

In case the vendor fails to provide a bus upon our request, the university shall be free to cancel the contract of the vendor and de-list him from the panel without any notice.

In case of any breakdown of the bus en route, a replacement should be immediately sent.

The rate quoted should exclude all taxes. However, all applicable taxes should be mentioned separately.



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PRICE BID FORMAT

Sr. No	Name of Vehicle	Ahmedabad railway station, Sabarmati Railway station, and airport pick up	Base Rate 100 K.M., 16 Hours (Exclusive of GST)	Full day charge until mid-night	Extra K.M. Rate	Extra Hours Rate	Minimum Charges, if any (Driver Allowance)	Night Hold Charges, If any	No. of vehicles available
1	56 Seats Non-AC Bus								
2	50 Seats Non-AC Bus								
3	44 Seats Non-AC Bus								

- Please define all rates as per the given format.
- All bidders can bid with all available vehicle types.
- **Local vendors are preferable to boost the economy.**

The following documents are to be attached with the Quotes:

- Identity proof (Aadhar Card/ Voter ID/ Passport),
- GST Details (If applicable),
- PAN card
- Residential Proof
- Details of Existing Office (If any) including their Registration
- Police verification Certificate*
- Insurance Certificate*
(* will be required to be submitted by the selected vendors)
- Trade License.
- Registration under the Shops and Establishment Act. Of your existing office.
- Feedback from at least two clients (Government/Semi-government/public sector undertakings, banks/MNCs) also indicating the period of bus hire service provided by the contractor.
- Service Tax Registration
- List of the owned bus (category-wise) with details viz. Model, Registration Number, Date of Purchase, etc.

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The university reserves the right to call for proof/verify the furnished information.

SAFETY AND LABOUR LAWS: -

Bidder shall comply with the provision of all laws including Labour Laws, rules, regulations, and notifications issued thereunder from time to time. All safety and labor laws enforced by statutory agencies and by RRU shall be applicable in the performance of this EOI and Bidder shall abide by these laws.

Bidder shall take all measures necessary or proper to protect the personnel, work and facilities and shall observe all reasonable safety rules and instructions. No smoking or consumption of alcohol/any other prohibited substance shall be permitted while on duty by any of the bidder's personnel in RRU premises or during work hours.

The Bidder shall report as soon as possible any evidence which may indicate or is likely to lead to an abnormal or dangerous situation and shall take all necessary emergency control steps to avoid such abnormal situations.

PENALTY POINTS:

A point system will be in operation under which operational failures, depending on type and frequency, will entail point penalties. The liability of the bidder will not only be in terms of these points but also to the extent of the recommendations of the Institute. Every point will entail a financial obligation of Rs. 100/- on the part of the bidder subject to a maximum of Rs. 10,000/- or 5% of the gross payment to the bidder per bus, whichever is less.

Points Allocation:

Sr. No.	Particular	Penalty points (units) per day
1	Non-availability of a Complaint book or not providing the book for registering a complaint such as cleanliness, uniform, etc.	10
2	Low Responsiveness (Not resolving the complaint within 2 days)	10



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3	Unprofessional behaviour/improper hygiene of driver or lack of cleanliness in vehicle	10
4	Late arrival or early departure	10
5	Complaints about different types of facilities not working properly in the vehicle	10
6	Complaint about non wearing of specified uniform by the Driver	10
7	Change of Vehicle without the consent of the Institute's administration	10
8	Rough/rash driving reported	10
9	Misbehaviour by contractor's employees with RRU students/faculty/staff members/Guests/Visitors etc.	10
10	False Billing	10
11	Violating any other terms of the agreement.	10



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DECLARATION OF THE TENDERER

The above information is true to the best of my knowledge and if any information is found untrue or false. I/we may be debarred from the EOI process/being given the contract.

I/We agree to abide by the terms and conditions stipulated by the university.

I/We understand that the university reserves the right to accept or reject any or all the EOI either in full or in part without assigning any reason therefor.

I/We understand that after empanelment, I/We would be under the obligation to supply cars to Rashtriya Raksha University, Lavad at the lowest quote given in the price bid by the co-bidders, under each category.

No other firm/company having one of our Partners/Directors as its Partner/Director has applied for empanelment.

I/We understand that

- i) Prices will be all-inclusive (except applicable taxes)
- ii) The cost of mineral water bottles, face tissue papers, first aid boxes, and newspapers in the vehicle will not be paid extra.
- iii) Parking / Toll charges shall be reimbursed to the VENDOR on the production of valid receipts.

Signature

(Name and Seal of the Vendor)

The last date to submit EOI is 18/11/2024 before 15:00 hrs. Bidder can contact chandrakant.yadav@rru.ac.in for any query.