

Tender fees Rs: 3,000/-

SHAH ABDUL LATIF UNIVERSITY, KHAIRPUR TRANSPORT SECTION

TENDER DOCUMENT



Hiring of private Buses on rental basis for various routes, to provide Pick & Drop Facility to students of University, for the financial year 2025-26 (extendable to two years)

Senior Transport Officer
Shah Abdul Latif University,
Khairpur



SHAH ABDUL LATIF UNIVERSITY, KHAIRPUR

TRANSPORT SECTION

Technical Evaluation Criteria Specification is as under:

1. Registration with Income Tax Department (FBR) (must be active filer)
2. Registration with Sindh Revenue Board (SRB) (must be active filer)
3. Contactor having at least 05 years experience in the relevant field.
4. Turnover of at least 30.00 Million, in any year during last 03 years.
5. Affidavit that person/contractor/firm has neither been black listed with any procuring agency.
6. Affidavit that contractor is not involved in litigation with any execution agency.

Senior Transport Officer
Shah Abdul Latif University,
Khairpur
Cell: 0322-3166366



SHAH ABDUL LATIF UNIVERSITY, KHAIRPUR
TRANSPORT SECTION

(FIRM/COMPANY/VENDOR PROFILE)

1. Name of the Agency/Contractor: _____
2. National Identity Card Number: _____
3. FBR Registration (NTN) _____
4. SRB Registration (Sales Tax) _____
5. Bank Name & Account: _____
6. Mailing Address _____
7. Telephone/ Mobile Number: _____
8. Experience In This Field: _____
9. Terms & Conditions Mentioned Below: _____ **Agreed**

Pay order of Bid Security in shape of Pay order / Demand Draft @ of 2% of quoted rates
annual quantum/amount.

SIGNATURE & STAMP OF THE BIDDER/ CONTRACTOR _____



SHAH ABDUL LATIF UNIVERSITY, KHAIRPUR
TRANSPORT SECTION

TERMS AND CONDITIONS FOR CONTRACTORS PARTICIPATING IN THE TENDER PROCEEDINGS OF HIRING OF PRIVATE BUSES ON RENTAL BASIS FOR VARIOUS ROUTES TO PROVIDE PICK & DROP FACILITY TO STUDENTS OF UNIVERSITY, MENTIONED IN SBD FOR THE FINANCIAL YEAR 2025-2026 (EXTENDABLE TO TWO YEARS).

1. The bid documents should be submitted in single stage one envelope basis.
2. Bidders have to produce tender fee and call deposit Receipt (CDR)/ bid security 2% of the offered bid in shape of pay order, bank draft **against each route separately in favour of S.A.L University, Khairpur. In case of failure, the tender document will not be entertained.**
3. Details of bid security submitted value_____
- Dated_____ Bank_____
4. All applicable taxes will be deducted from the bills; including income tax and sales tax on prevailing rates and as per relevant Act/Rules.
5. The Shah Abdul Latif University, Khairpur (procuring agency) may reject all or any bid subject to the relevant provision of SPPRA rules.
6. In case of undesirable circumstances on submission / opening date and time or if government declares holiday the tender shall be submitted / opened on the next working day at the same time and venue.
7. The contractor will show / provide physical fitness certificate of each vehicle.
8. That the contractor should clearly agree to operate/ arrange all buses according to the schedule program, which will be issued by the Transport Section SALU, Khairpur from time to time, to pick and drop the university students from prescribed routes with punctuality and regularity without fail.
9. The contractor should quote the rates for a bus for round trip. The contract period would be for 10 months, extendable for further two years with mutual consent.
10. That the contract should also agree that it would be purely on the discretion of the University authority to allow/ permit the transporter to pick and drop either boys or girls students of any route. The Transport Officer is authorized to change the route of any bus instantly according to the need of hour.

11. That just for ensuring and assuring the efficient performance by the contractor, it should be very clearly stipulated and determined by both the parties that the above services are agreed to be rendered by the contractor.
12. That the contractor will be bound and responsible for plying the buses with insurance and in good condition which may suit the educational atmosphere and qualitative standard of the university, as such the vehicle must be self start, neat and tidy, failing which Rs. 500/= per side per bus will be imposed as penalty.
13. That the University shall not be responsible for any damage, wear and tear of the Buses/ vehicles from outside of the campus. In case of any mishap occurs inside the campus and if it is proved that University is responsible then University will pay 50% of total loss. Failure bus would not be counted or included.
14. That the University will pay only for those trips for which buses would be utilized according to the scheduled program issued by the authorities.
15. That in case if the University authorities/students have any complaint about the bus/ buses or staff, the same shall be discussed/enquired into and remedies on the spot, and the university authorities have right to curtail the number of buses on short notice and can stop the service without giving any reason at any time.
16. That during the agreement period if the contractor intends to discontinue the service then he would be under legal obligation to issue the notice for withdrawal of the service at least 45 days in advance, failing which the payment of the remaining bills will not be released to him and also security deposit will be forfeited.
17. That during semester examinations or 15 days before the commencement of the examinations the contractor has no right to issue the notice for withdrawal of the service, if he does so his final bill of payment will be forfeited along with his security deposit.
18. The contractor is bound to arrange more buses if required by authorities within one day, if he fails then he will be penalized by the amount equal to two days payment of a bus. This condition will also apply on the short of bus on any route.
19. That the contractor must ensure the reaching of all buses at departure terminals in time, if any bus/buses found coming late then Rs.1,000/= will be charged as penalty per late coming bus.
20. That the contractor must ensure for supplying proper information regarding plying of buses and in case of misinformation or any bus plied on any route without consent of the Transport Officer, a fine of Rs. 10,000/- per bus would be imposed by the Incharge Transport Section on the recommendation of the concerned officials/ Transport Officer.

21. **That the University would make the payment to the contractor within the period of 15 days from the date of submission of the bill by the contractor. The payment will be released monthly.**
22. The contractor is bound to follow the verbal instructions of Transport Officer in connection with the operation of the service from time-to-time for **increase/decrease** of the number of **buses/routes** .
23. That all the buses must be parked as per the prior instructions of the Transport Officer, in case the bus/ buses are not properly parked or bus/buses found without displaying route board on the windscreen, then Rs.2,000/= will be charged per bus per side as penalty.
24. That buses must reach at starting point at least 15 minutes before departure, failing which Rs.1,000/- per bus will be imposed as penalty.
25. The cleaner of the bus will make the announcement regarding the route at all picking points with in university premises in case of failure Rs. 500/- will be fined per bus per side.
26. The contractor or his representative must be present at the main terminal points at the time of departure of the buses daily.
27. The contractor has to follow the instructions of the Transport Officer, issued from time to time regarding schedule or any problem faced.
28. The buses would be plied according to the schedule given by the Transport Officer to the contractor.
29. The contractor will be bound to report at least 15 minutes before the time of departure of the buses from main campus to the Transport Officer about the position of the buses, route -wise and he will give assurance that route wise required buses are parked in case of failure to do so Rs. 1000/- will be fined.
30. The contractor is bound to ply same registered buses at time of departure which have already entered at time of arrival. In case of failure of any bus the contractor can bring another registered bus, after taking permission from Senior Transport officer/ Incharge Transport.
31. In case non compliance of the instructions of the Transport Section/ Authority or any irregularity, after serving 03 letters, the security deposit will be forfeited and fresh Call deposit will be deducted from the bill of the contractor.
32. If any bus do not pick the students stands on the way will be penalized Rs. 500/- per bus after receipt complaint.
34. There will be no impact of increase or decrease of fuel price on quoted rates

Senior Transport Officer
Shah Abdul Latif University,
Khairpur

ROUTES FOR TRANSPORT ON RENTAL SERVICES

Detail of routes of Buses required for pick & drop services/facility, is as under. However, this schedule is not fixed and it can be changed anytime verbally by order of the transport authorities on need of student's demand/requirement. The decision of Transport section will be final and no any contractor deny/refuse or approach in any court of law.

Bill of Quantity

S #	From	To	Qty of Required Buses (Hino)	Seating capacity
1	Kandiaro	SALU Khairpur	02 Nos.	60-65
2	Mehrabpur	SALU Khairpur	02 Nos.	60-65
3	Pacca Chang	SALU Khairpur	02 Nos.	60-65
4	Sobhodero	SALU Khairpur	01 No.	60-65
5	Sami (Sobhodero)	SALU Khairpur	01 No.	60-65
6	Thari Mirwah	SALU Khairpur	02 Nos.	60-65
7	Agra	SALU Khairpur	01 No.	60-65
8	Ranipur	SALU Khairpur	02 Nos.	60-65
9	Gambat	SALU Khairpur	02 Nos.	60-65
10	Bozdar wada	SALU Khairpur	01 No.	60-65
11	Ahmed Pur	SALU Khairpur	01 No.	60-65
12	Pano Akil	SALU Khairpur	02 Nos.	60-65
13	Kotdiji	SALU Khairpur	01 No.	60-65
14	Kandhra	SALU Khairpur	01 No.	60-65
15	Choondiko	SALU Khairpur	01 No.	60-65
16	Rohri	SALU Khairpur	01 No.	60-65
17	Nangreja	SALU Khairpur	01 No.	60-65
18	Setharja	SALU Khairpur	01 No.	60-65
19	Kumb	SALU Khairpur	01 No.	60-65
20	Khuhra	SALU Khairpur	01 No.	60-65
21	Saleh Pat	SALU Khairpur	01 No.	60-65
		Total Qty	28 Nos.	

Buses will ply from Monday to Friday except any public holiday Arrival timing @ 08:45 A.M. and Departure from Campus. As per schedule issued by competent authority time by time. Agreement would be for twelve months but buses will ply for ten months during 2025-2026. Contract period can be extended on mutual consent for further period subject to the approval of the competent authority i-e Vice Chancellor, SALU, Khairpur.

FORM OF BID SECURITY

(Bank Guarantee)

Guarantee No. _____

Executed on _____

(Letter by the Guarantor to the Procuring Agency)

Name of Guarantor (Scheduled Bank in Pakistan) with address: _____

Name of Principal (Bidder) with Address: _____

Sum of Security (express in words and figures): _____

Bid Reference No. _____ Date of Bid _____

KNOW ALL MEN BY THESE PRESENTS, that in pursuance of the terms of the Bid and at the request of the said Principal, we the Guarantor above-named are held and firmly bound unto the _____, (hereinafter called The —Procuring Agency) in the sum stated above, for the payment of which sum well and truly to be made, we bind ourselves, our heirs, executors, administrators and successors, jointly and severally, firmly by these presents. THE CONDITION OF THIS OBLIGATION IS SUCH, that whereas the Principal has submitted the accompanying Bid numbered _____ and dated as above for (Particulars of Bid) to the said Procuring

Agency; and

WHEREAS, the Procuring Agency has required as a condition for considering the said Bid that the Principal furnishes a Bid Security in the above said sum to the Procuring Agency, conditioned as under:

- (1) that the Bid Security shall remain valid for a period of twenty eight (28) days beyond the period of validity of the bid;
- (2) that in the event of;
 - (a) the Principal withdraws his Bid during the period of validity of Bid, or
 - (b) the Principal does not accept the correction of his Bid Price, pursuant to Sub-Clause 16.4 (b) of Instructions to Bidders, or
 - (c) failure of the successful bidder to
 - (i) furnish the required Performance Security, in accordance with Sub-Clause IB-21.1 of Instructions to Bidders, or
 - (ii) sign the proposed Contract Agreement, in accordance with Sub-Clauses IB-20.2 & 20.3 of Instructions to Bidders, Sindh Public Procurement Regulatory Authority | www.pprasindh.gov.pk

the entire sum be paid immediately to the said Procuring Agency for delayed completion and not as penalty for the successful bidder's failure to perform.

NOW THEREFORE, if the successful bidder shall, within the period specified therefore, on the prescribed form presented to him for signature enter into a formal Contract Agreement with the said Procuring Agency in accordance with his Bid as accepted and furnish within fourteen (14) days of receipt of Letter of Acceptance, a Performance Security with good and sufficient surety, as may be required, upon the form prescribed by the said Procuring Agency for the faithful performance and proper fulfillment of the said Contract or in the event of non-withdrawal of the said Bid within the time specified then this obligation shall be void and of no effect, but otherwise to remain in full force and effect.

PROVIDED THAT the Guarantor shall forthwith pay to the Procuring Agency the said sum stated above upon first written demand of the Procuring Agency without cavil or argument and without requiring the Procuring Agency to prove or to show grounds or reasons for such demand, notice of which shall be sent by the Procuring Agency by registered post duly addressed to the Guarantor at its address given above.

PROVIDED ALSO THAT the Procuring Agency shall be the sole and final judge for deciding whether the Principal has duly performed his obligations to sign the Contract Agreement and to furnish the requisite Performance Security within the time stated above, or has defaulted in fulfilling said requirements and the Guarantor shall pay without objection the sum stated above upon first written demand from the Procuring Agency forthwith and without any reference to the Principal or any other person.

IN WITNESS WHEREOF, the above bounded Guarantor has executed the instrument under its seal on the date indicated above, the name and seal of the Guarantor being hereto affixed and these presents duly signed by its undersigned representative pursuant to authority of its governing body.
Guarantor (Bank)

Witness:

1. Signature _____

Name _____

Title _____

Corporate Secretary (Seal)

2. _____

Name _____

Title & Address _____

Corporate Guarantor (Seal)

FORM OF PERFORMANCE SECURITY
(Bank Guarantee)

Guarantee No. _____

Executed on _____

Expiry Date _____

(Letter by the Guarantor to the Procuring Agency)

Name _____ of _____ Guarantor (Scheduled _____ Bank _____ in _____ Pakistan) _____ with
address: _____

Name _____ of _____ Principal (Contractor) _____ with
address: _____

Penal Sum of Security (express in words and figures) _____

Letter of Acceptance No. _____ Dated _____

KNOW ALL MEN BY THESE PRESENTS, that in pursuance of the terms of the Bidding Documents and above said Letter of Acceptance (hereinafter called the Documents) and at the request of the said Principal we, the Guarantor above named, are held and firmly bound unto the

_____ (hereinafter called the Procuring Agency) in the penal sum of the amount stated above, for the payment of which sum well and truly to be made to the said Procuring Agency, we bind ourselves, our heirs, executors, administrators and successors, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH that whereas the Principal has accepted the Procuring Agency's above said Letter of Acceptance for _____
_____ (Name of Contract) for the _____
_____ (Name of Project).

NOW THEREFORE, if the Principal (Contractor) shall well and truly perform and fulfill all the undertakings, covenants, terms and conditions of the said Documents during the original terms of the said Documents and any extensions thereof that may be granted by the Procuring Agency, with or without notice to the Guarantor, which notice is, hereby, waived and shall also well and truly perform and fulfill all the undertakings, covenants terms and conditions of the Contract and of any and all modifications of the said Documents that may hereafter be made, notice of which modifications to the Guarantor being hereby waived, then, this obligation to be void; otherwise to remain in full force and virtue till all requirements of Clause 9, Remedying Defects, of Conditions of Contract are fulfilled.

Our total liability under this Guarantee is limited to the sum stated above and it is a condition of any liability attaching to us under this Guarantee that the claim for payment in writing shall Sindh Public Procurement Regulatory Authority | www.pprasindh.gov.pk 69

be received by us within the validity period of this Guarantee, failing which we shall be discharged of our liability, if any, under this Guarantee.

We, _____ (the Guarantor), waiving all objections and defenses under the Contract, do hereby irrevocably and independently guarantee to pay to the Procuring Agency without delay upon the Procuring Agency's first written demand without cavil or arguments and without requiring the Procuring Agency to prove or to show grounds or reasons for such demand any sum or sums up to the amount stated above, against the Procuring Agency's written declaration that the Principal has refused or failed to perform the obligations under the Contract, for which payment will be effected by the Guarantor to Procuring Agency's designated Bank & Account Number.

PROVIDED ALSO THAT the Procuring Agency shall be the sole and final judge for deciding whether the Principal (Contractor) has duly performed his obligations under the Contract or has defaulted in fulfilling said obligations and the Guarantor shall pay without objection any sum or sums up to the amount stated above upon first written demand from the Procuring Agency forthwith and without any reference to the Principal or any other person.

IN WITNESS WHEREOF, the above bounded Guarantor has executed this Instrument under its seal on the date indicated above, the name and corporate seal of the Guarantor being hereto affixed and these presents duly signed by its undersigned representative, pursuant to authority of its governing body.

Guarantor (Bank)

Witness:
1. Name: _____
Signature : _____

Corporate Secretary (Seal)

2. Title _____
· _____

(Name, Title & Address) Corporate Guarantor (Seal)

Integrity Pact

Declaration of Charges, Fees, Commission, Taxes, Levies etc. payable by the cater works;
M/s _____, the service provider/ cater
hereby declares that:

(a) Its intention not to obtain the work of any Contract, right, interest, privilege, or other obligation or benefit from the SALU, Khairpur or any Administrative or Financial Offices thereof or any other department under the control of the SALU, Khairpur through any corrupt practice(s).

(b) Without limiting the generality of the forgoing the cater represents and warrants that it has fully declared the charges, fees, commission, taxes, levies etc., paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within the SALU, Khairpur directly or indirectly through any means any commission, gratification, bribe, gifts, kickback whether described as consultation fee or otherwise, with the object of obtaining or including the procurement or service contract or order or other obligations whatsoever from the SALU, Khairpur, except that which has been expressly declared pursuant here to.

(c) The cater accepts full responsibility and strict liability for making any false declaration/statement, not making full disclosure, misrepresenting facts or taking any action likely to degrade the purpose of declaration, representation and warranty. It agrees that any contract/order obtained aforesaid shall without prejudice to any other right & remedies available to the SALU, Khairpur under any law, contract, or other instrument, be stand void at the discretion of the SALU, Khairpur Mir's .

(d) Notwithstanding any right and remedies exercised by the SALU, Khairpur in this regard, cater agrees to indemnify the SALU, Khairpur for any loss or damage incurred by it on account of its corrupt business practice & further pay compensation to the SALU, Khairpur in any amount equivalent to the loss of any commission, gratification, bribe, gifts, kickback given by the company/firm/supplier/agency/service provider as aforesaid for the purpose of obtaining or inducing procurement/work/service or other obligation or benefit in whatsoever from the SALU, Khairpur. It is hereby certified that the terms and conditions have been read, agreed upon and signed.

M/s _____ Contact Person _____

Address _____

Mobile _____ email _____

SIGNATURE & STAMP

SHAH ABDUL LATIF UNIVERSITY, KHAIRPUR
TRANSPORT SECTION

Financial Proposal

S #	Routes of Buses		Bus Seating capacity	Approx: Kilo meters (round trip)	Quoted Rates			Total Amount per bus (for 190 days)	Required quantity of Buses (Hino)	Amount for required buses (for 190 days)
	From	To			Fuel charges (per day)	Service Charges (per day)	Total Amount (per day)			
1	Kandiaro	SALU Khp		180					02 Nos.	
2	Mehrabpur	SALU Khp		100					02 Nos.	
3	Pacca Chang	SALU Khp		190					02 Nos.	
4	Sobhodero	SALU Khp		120					01 No.	
5	Sami (Sobhodero)	SALU Khp		140					01 No.	
6	Thari Mirwah	SALU Khp		134					02 Nos.	
7	Agra	SALU Khp		100					01 No.	
8	Ranipur	SALU Khp		90					02 Nos.	
9	Gambat	SALU Khp		70					02 Nos.	
10	Bozdar wada	SALU Khp		120					01 No.	
11	Ahmed Pur	SALU Khp		50					01 No.	
12	Pano Akil	SALU Khp		140					02 Nos.	
13	Kotdiji	SALU Khp		40					01 No.	

14	Kandhra	SALU Khp		50					01 No.	
15	Choondiko	SALU Khp		110					01 No.	
16	Rohri	SALU Khp		60					01 No.	
17	Nangreja	SALU Khp		110					01 No.	
18	Setharja	SALU Khp		110					01 No.	
19	Kumb	SALU Khp		50					01 No.	
20	Khuhra	SALU Khp		80					01 No.	
21	Saleh Pat	SALU Khp		100					01 No.	
	Total:-									

Contractor Signature & Stamp