



International Indian Public School
Riyadh
Affiliated to C.B.S.E. New Delhi - Affiliation No 5730010
Under Supervision of Saudi Ministry of Education - Licence No. 6/J
VAT No. 310481587700003

المدرسة الهندية العالمية العامة
الرياض

متمتدة من مجلس المركزي لتعليم الثانوي نيو دلهي - رقم ٥٧٣٠٠١٠
تحت اشراف وزارة التربية والتعليم بالمملكة العربية السعودية - ترخيص رقم ٦/ج



وزارة التعليم
Ministry of Education

06 Feb 2025

IIPS/Adm/TPS/002/2025-26

TENDER NOTICE (School Bus Transportation)

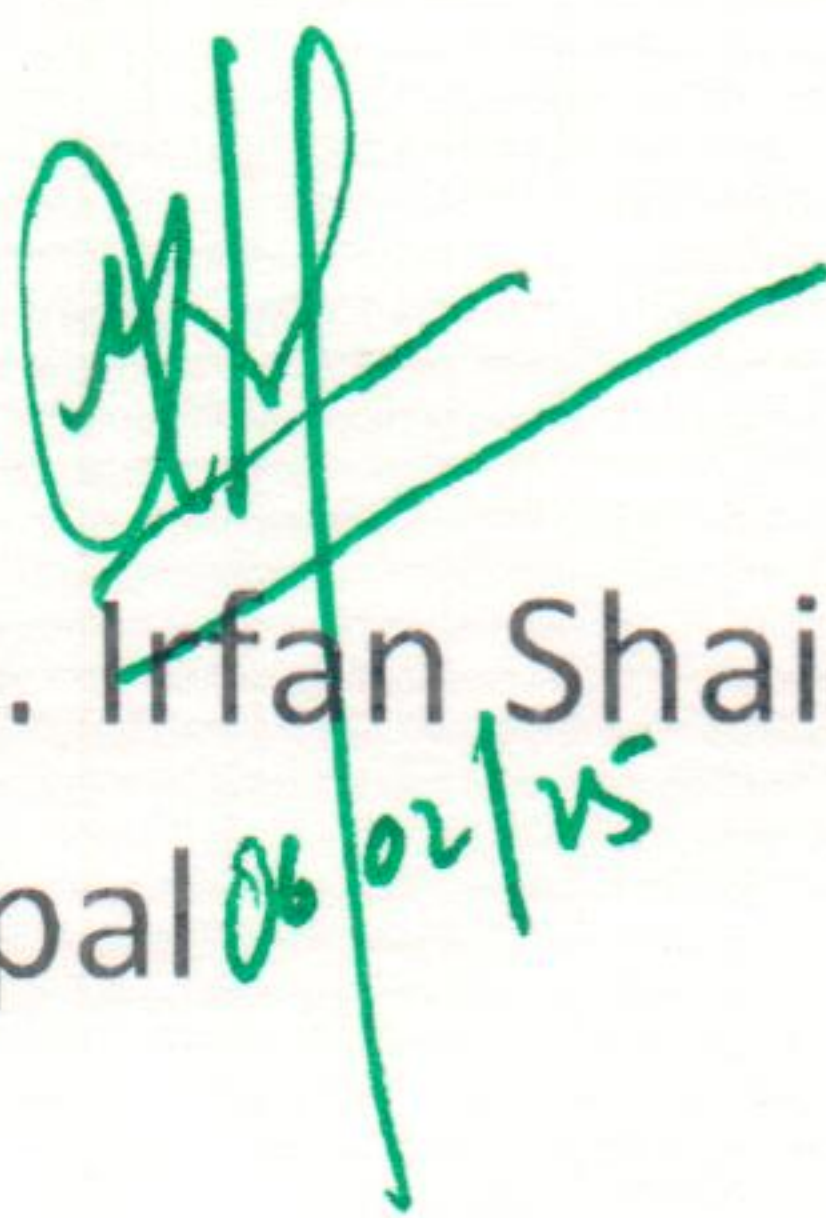
International Indian Public School- Riyadh is inviting sealed tenders from reputable and experienced transportation service providers for School bus transportation for students and staff.

For any further information you can contact Mr. Taher Shareef, Admin Assist on 011 2792316/ Ext. 102 or mobile No. 0544 538413, contact E-mail: principal@iipsr.edu.sa

Bids should be submitted at the reception in sealed envelopes to the below mentioned address.

INTERNATIONAL INDIAN PUBLIC SCHOOL, RIYADH- SULAMANIYAH, Behind Mama Nora
P.O BOX NO. 13740, RIYADH, 11414

Last date and time for depositing the bids: Sealed Tenders should be deposited on 20th Feb 2025, 13:00 Hrs


Mohd. Irfan Shaikh
Principal 06/02/25



SCOPE OF WORK

1. Transportation Services in fully air conditioned buses for transporting School children and staff from and to in Riyadh city.
2. Normal school working hours is from 6:20 A.M to 12:40 P.M in summer, and winter schedule changes to start 1 hour later then winter time would **be 7:20 A.M.**
3. **The CONTRACTOR will provide sufficient stand-by-buses /Mini Buses /Coaster** in case of breakdowns, at proper locations, in order to provide an interrupted service.
4. Bus Transportation service is required during the academic year for other purposes such as Field trips, Sports day events, Special occasions etc in the city limits for free of charge.
5. The representative of the school will be assigned to co-operate and co-ordinate with contractor, as and when required.
6. Contractor and their driver are responsible to follow safety guidelines documents issued by the school.
7. Cleaning the buses every day and maintaining hygiene in bus is contractor's responsibility.



16. Periodic audit will be conducted by School staff for ensuring safety, security, cleanliness and condition of the buses.
17. Vendors should submit only 1 tender. Same person submitting tender with different name will be disqualified

FORMALITIES TO BE COMPLETED BY BIDDERS:

1. All commercial bids shall be sought under two categories i.e technical bids (page 5) and financial Bids (page 6). The financial bids shall only be opened after the technical bids have been found valid.
2. Technical Bid form (filled in) and Financial Bids (filled in) should be submitted in separate sealed cover clearly superscribing on the envelope "SCHOOL TRANSPORTATION SERVICE FOR STUDENTS AND STAFF- IIPS- RIYADH
3. **Sealed technical Bid and Financial Bid should be submitted in separate sealed covers in Principal office.**
4. Interested parties can submit their quotation on or before 20th February 2025 during office hours (7.30 a.m to 1.00 P.m)
5. Open envelopes, bids through Email will not be entertained.
6. Quotations received after due date will not be considered and no liability will be accepted for rejection.



PERIOD OF CONTRACT:

This contract shall be valid for a period of TWO years.

GENERAL TERMS AND CONDITIONS BUT NOT LIMITED TO:

1. School will be only facilitator between second party (CONTRACTOR) and bus user.
2. The school cannot guarantee the students number.
3. School will neither collect nor underwrite the bus fees.
4. The transport fee will be directly collected by the selected contractor employee from the users, there will be no legal liability on school as the school will act as facilitator between the transporter and the bus user. International Indian Public School will have no role to play in fee collection process.
5. A Bank Guarantee SAR 50000/- (Fifty thousand Riyals only) for 2 years
6. The total number of coaster Buses will be approximate for plying in Riyadh will be between 1 to 20 numbers
7. **The latest model Buses or model which is not more than 5 years old will only be accepted.**
8. The timing of pick and drop shall be maintained keeping in mind the school timings.
9. No bus/ mini bus / coaster van should take more students than its allotted seating capacity.
10. All vehicles should have relevant valid documents like registration MVPI, Comprehensive Insurance covering all parties.
11. All related maintenance and repairs would be the contractor's responsibility.
12. All drivers shall at all times be responsible to wear uniform and Identity cards provided by the contracting company and should speak Urdu or English Language
13. **School buses should not be used for transportation of laborers**
14. **All buses / Mini buses should be equipped with excellent Air Condition, GPS, CCTV (30 days recording), First Aid Kit, Fire & Safety Equipment, and any other requirement as per Saudi Government Rules and Regulation for commuting students and teaching staff.**
15. The firm having experience of supplying school buses to any Public/Govt/Private School will be given priority.



1. TECHNICAL BID FORM

1	Name of the Organization (Write in Capital letters)	
2	Contact Address (Write in capital letters)	
3	Telephone, Mobile No. & Fax Number	
4	Email Address	
5	Name of the person who is authorized to sign the contract.	

You are requested to submit copies of the following valid commercial documents of your company along with the TECHNICAL BID FORM.

- Company CR
- Certificate of Chamber of commerce
- License of relevant commercial activity
- GOSI certificate
- VAT registration certificate
- ZAKAT Certificate
- Current client list
- Years of Experience in the field
- List of vehicles specifying the Make/Type, Model, Seating capacity, Validity of Istamara etc. of the buses you propose to supply for the school.
- Nationality of drivers preferably Indian and all should have valid iqama

I hereby certify that the above statements are true and if it is found to be incorrect at any point of time during the execution of the contract, International Indian Public School, Riyadh has the right to take any action, as deem fit against our firm, including disqualifying from the bid.

Name in print and signature of the bidder

Date: _____

(SEAL)



2. FINANCIAL BID FORM

(To Print & submit on the bidders Letter Head)

We, hereby agree that we shall supply our transport service to students and staff of the International Indian Public School-Riyadh as per prescribed and agreed terms and conditions and the rates are given below.

Type of Transport	Unit	Unit rate in SAR (Monthly)
Completely air-conditioned Bus/Mini bus (30 seater or above) for city area distance between 5-30 KM for school Students / Staff, from school (to & fro)		
Completely air-conditioned Bus/Mini bus (30 seater or above) for city area distance between 5-30 KM for school Students / Staff, from school/or Home to school (one way)		

Note:

1. We confirm that we not insolvent in receivership, bankrupt or being wound up, our affairs are not being administered by court or a judicial officer, our business activities have not been suspended and they are not the subject of legal proceeding for the forgoing.
2. We confirm that we have not, and our directors or officers have not been convicted of any criminal offence related to their professional conduct of the making of false statements or misrepresentations as to their qualifications to enter into a contract within a period of two or have not been otherwise disqualified pursuant to administrative suspension of disbarment proceedings.
3. We do hereby confirm that we take the complete responsibility of the contractual terms and conditions.

Name in Print and Signature of the bidder

Date: _____

(SEAL)

