

**CONSULATE GENERAL OF INDIA
JEDDAH**

NOTICE INVITING TENDER

**FOR TRANSPORTING PILGRIMS BAGGAGE FROM MADINAH TO MAKKAH
(WITH NECESSARY PERMISSION TO ENTER MAKKAH/MADINAH) DURING
HAJ 1447 H – 2026 G**

No. Jed/Haj/118/01/2026

Dated: 11.12.2025

On behalf of the Haj Committee of India (HCoI), the Indian Haj Pilgrims' Office (IHPO) invites sealed tenders/bids from surface transport companies holding the requisite licenses, registrations, and permissions from the relevant local authorities in the Kingdom of Saudi Arabia. The transport company must have a fleet of at least 70 dynas/trucks (with GPS tracking facility) to facilitate the transportation of baggage for approximately 50,000 Haj Committee of India pilgrims (the actual number may vary based on the final arrival count) from Madinah to Makkah, including the necessary permission for entry into Makkah/Madinah, during Haj 2026.

2. Interested and eligible companies may submit their sealed bids in accordance with the procedure outlined in the Tender Document. The bids should be dropped in the Tender Box marked "**Tender Box**" placed at the Reception of the Consulate General of India, Tahlia Street, Jeddah. The offer must be submitted no later than **31.12.2025 by 1700 hrs..**

3. The detailed Tender Document can be downloaded from:

- The official website of the Consulate General of India, Jeddah: www.cgijeddah.gov.in
- The Central Public Procurement Portal of the Government of India: <https://eprocure.gov.in/eprocure/app>

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On behalf of the Haj Committee of India (HCoI), the Indian Haj Pilgrims' Office (IHPO) invites sealed tenders/bids from surface transport companies holding the requisite licenses, registrations, and permissions from the relevant local authorities in the Kingdom of Saudi Arabia. The transport company must have a fleet of at least 70 dynas/trucks (with GPS tracking facility) to facilitate the transportation of baggage for approximately 50,000 Haj Committee of India pilgrims (the actual number may vary based on the final arrival count) from Madinah to Makkah, including the necessary permission for entry into Makkah/Madinah, during Haj 2026.

Item	Description
Title of work	Transportation of pilgrims' baggage from Madinah to Makkah during Haj 1447 H – 2026 G
Period for which service is required	From 1 st Dhul Qadah 1447 H to 07 Dhul Hijja, 1447 H - during Pre Haj Period of Haj-2026 (Or as per requirement of IHPO)
Purpose	Transportation of baggage for approx. 50,000 HCoI pilgrims from Madinah to Makkah by Dyna/Truck
Requirement	Approx. 70 to 80 dyna/truck (with GPS tracking facility) The company shall provide system access to the Indian Haj Pilgrims' Office for real-time tracking.
Location of work	Madinah to Makkah
Earnest Money Deposit (EMD)	SAR 45,000/-

2. Critical dates:

Sl.No.	Particulars	Date	Time
A	Tender publishing date	11.12.2025	09:00 Hrs.
B	Bid submission start date	11.12.2025	09:00 Hrs.

C	Start date for seeking clarification	Immediate after publishing	
D	Pre-Bid meeting date	23.12.2025	12:00 Hrs.
E	Last date for seeking clarification	30.12.2025	17:00 Hrs.
F	Bid submission end date	31.12.2025	17:00 Hrs.
G	Bid opening date	06.01.2026	11:00 Hrs.

2.1 Auto extension of critical dates: If number of bids received is found to be less than 03 (three) on the end date of bid submission, the last date of bid submission and bid opening date of the Tender will be automatically extended for a period of 03 (three) working days ending at 17.00 hrs. The auto extension shall work on the basis of number of bids received only.

2.2 If any of the above extended dates falls on a Holiday i.e. a non-working day, then the same is to be rescheduled to the next working day.

2.3 This extension will be also applicable in case of receipt of zero bid.

2.4 After extension, the tender shall be opened irrespective of available number of bids on the extended date of opening of tender, even if they are less than 3 (three).

3. Bid Security/Earnest Money Deposit (EMD): The bidder shall furnish, as part of his / her bid, a Bid Security/Earnest Money Deposit of **SAR 45,000/-** as shown in Para 1 above by means of Account Payee Demand Draft, Banker's Cheque, Fixed Deposit Receipt or Bank Guarantee issued from the local Saudi Commercial bank in favour of "**Consulate General of India, Jeddah**". Bids submitted without a valid Bid Security/EMD shall be deemed non-responsive and will be summarily rejected by the Consulate. The bid security/EMD, of the successful bidder may be retained and adjusted the performance security/security.

3.1 The Bid Security/EMD may be forfeited:

(a) if the Bidder withdraws the Bid after Bid opening during the period of Bid validity.
OR

(b) in the case of a successful Bidder, if the Bidder fails within the specified time limit to:

- (i) sign the Agreement; OR
- (ii) Furnish the required Performance Security/ Security Deposit.

3.2 Additionally, the EMD shall be forfeited if the Transport Service provider for transportation of baggage withdraws from the tender/assigned work during the operational phase or fails to provide required number of dyna/truck beyond the

reasonable time frame. The Consulate shall also debar such defaulting contractor from participating in future tenders of the Consulate for a minimum period of one year.

3.3 The Bid Security/EMD deposited with the Consulate will not carry any interest. The Bid Security/EMD deposited shall be discharged when the successful Bidder has signed the Agreement and furnished the required Performance Security. The bid security deposited may be adjusted against the Performance security at bidder's choice.

4. Refund of EMD: If Bid Security/EMD is paid by the bidder then the EMD of rejected bidders will be refunded (except the cases where EMD is to be forfeited).

4.1 In case the tender is cancelled, the EMD of all the participating bidders will be refunded unless it is forfeited by the Consulate.

4.2 If the bidder withdraws his/her bid (i.e. before the end date of submission of tender) then his/her EMD will be refunded automatically after the opening of tender.

5. Performance Security: The Performance Security, amounting to 5% of the contract value, must be submitted by the successful bidder within 15 days of issuance of Work Order by the Consulate. It shall be in the form of an Account Payee Demand Draft, Banker's Cheque, Fixed Deposit Receipt, or a Bank Guarantee issued by a local Saudi Commercial bank in favour of "Consulate General of India, Jeddah". The Performance Security must remain **valid for a period of ninety (90) days beyond the date of completion of Haj season 2026.**

5.1 Refund of Performance Security: The refund of security deposit shall be subject to Consulate's right to deduct penalties as determined on account of deficiency in services and non compliance of terms and conditions of the agreement with the successful bidder.

6. Pre-Bid Meeting: The purpose of the pre-bid meeting is to clarify the issues and to answer the questions on any matter that may be raised at that stage regarding Tender. Non-attendance at the pre-bid meeting will not be a cause for disqualification of a bidder and it shall be presumed that the bidder does not require any clarification. The pre-bid meeting shall be held in Consulate General of India, Jeddah, on the scheduled date & time. The bidder may also seek clarification over e-mail within the specified period.

7. Eligibility of the bidder: The invitation for bid is open to proprietorship bidders including an individual, proprietorship firm, partnership firm, company, registered with the Chamber of Commerce/Zakat, Tax and Customs Authority (ZATCA) /appropriate licensing authority of the Kingdom of Saudi Arabia.

8. General Essential Requirements: In order to qualify in the tender, the Bidders have to accept all the Terms and Conditions of the Tender Document unconditionally. The tenderer shall closely study the Tender Document.

8.1 Each Bidder shall submit only one Bid, either individually, or as a proprietor, or as a partner in a partnership firm. **A Bidder who submits or participates in more than one Bid will cause all the proposals with the Bidder's participation to be disqualified.**

8.2 The successful Bidder will be expected to complete the Work(s) by the Intended Completion period specified in the Tender document.

8.3 REQUIREMENTS

i) Each pilgrim will carry **two check-in baggage pieces**, each weighing **23 kg**.

ii) The selected transport company shall provide adequate number of **trucks/dynas/suitable vehicles** to transport pilgrims' baggage from **Madinah to Makkah** during their Haj movements before the core Haj period or as per requirement of IHPO. The bidder must submit an **undertaking** confirming their ability to provide **at least 70-80 dynas/truck/suitable vehicles, if required, at a single point in time within a 12-hour notice, during Haj-2026.**

iii) The transport company must be equipped with a real-time tracking system. Each truck/dyna/suitable vehicle deployed for transporting pilgrims' baggage must have an active GPS tracking facility. The company shall also provide system access to the Indian Haj Pilgrims' Office for real-time tracking. The bidder shall submit an undertaking confirming compliance with this requirement.

iv) Baggage has to be **picked up from various pilgrim accommodations in Madinah** according to the departure schedule provided by the Indian Haj Pilgrims' Offices, and **delivered to the respective accommodation points in Makkah**. A single vehicle may need to offload baggage at **multiple buildings/locations** in Makkah. Drivers must be strictly instructed **not to dump all baggage at one location**.

v) In cases where baggage is to be delivered to **multiple buildings**, the supplier must ensure that baggage is **not mixed up**. Proper arrangements—such as **separators or similar mechanisms**—must be used in each truck/dyna.

vi) It is the **responsibility of the transport company** to ensure that all vehicles/Driver possess **valid licenses and permissions** from the Saudi authorities to operate between Madinah and Makkah during Haj 2026.

vii) **Preferred vehicle type:** Due to heavy traffic during the Haj period in Madinah and Makkah, **smaller trucks/dynas (less than 6 meters in length)** are preferred.

viii) **Service period:** From 1st Dhul Qadah 1447 H to 07 Dhul Hijja, 1447 H - during Pre Haj Period of Haj-2026 (Or as per requirement of IHPO)

9. Submission of bid: Technical and Financial bids must be submitted in two separate sealed envelopes with “Technical Bid” & “Financial Bid” clearly mentioned on the envelopes. Both the envelopes should be placed in one large envelope duly sealed envelope. Name of the Tender, Tender Reference No., Name and Address, e-mail, mobile numbers of bidder should be written on the larger envelope containing the sealed envelopes with Technical & Financial bid respectively.

9.1. Technical Bid: Technical bid (in a sealed envelope) consisting of following documents/details (Self attested and duly stamped):

- Company Profile, and detailed plan for providing baggage transportation services during Haj 2026, including facility for GPS tracking system.
- Copy of valid license and commercial registration of the company.
- Copy of valid license issued by Transport General Authority (TGA), Ministry of Transport, Kingdom of Saudi Arabia.
- Total number of dynas/trucks (minimum 70) in the fleet, along with supporting documents or proof of leasing arrangements.
- Proof of contract signed with any Haj Mission or Airlines for handling pilgrims' baggage during the previous Haj year (Haj 2025).
- Earnest Money Deposit of SAR 45,000/- as specified in para 3.
- Copy of Company's VAT Registration
- Copy of Company's Bank IBAN letter
- Proof of owning or renting a warehouse in both Makkah and Madinah for handling baggage (submit valid lease agreement/ ownership documents/ or license).
- Annexure–I (duly signed and stamped)

9.2. Financial bid: Interested companies shall submit a **financial bid** specifying the quoted rate **per pilgrim (excluding VAT)** for transportation of **two pieces of baggage per pilgrim, each weighing 23 kg**, using the format provided below. Financial bids that are incomplete or not submitted in accordance with the instructions provided in this document will be **liable for rejection**.

Item	Per pilgrim cost in Saudi Riyal (SR), [excluding VAT]
Transportation of pilgrims' baggage (per pilgrim: 2 pieces, 23 kg each) from Madinah to Makkah during pre-Haj period of Haj -2026	

The financial bid must be submitted on the company's official letterhead, duly signed and stamped by an authorized representative of the company.

9.3 Disqualification Due to Overwriting or Zero Bid: Bidders are advised that any overwriting, alternations, or submission of a zero (0) bid in the financial bid shall lead to automatic disqualification. All entries in the Bid must be clear, unambiguous, and duly filled in accordance with the instructions provided in this Tender Document.

10. Opening of bids:

a) A Tender Evaluation Committee (TEC) of the Consulate General of India, Jeddah will open the bids on **06.01.2026** at **11:00** hrs. in the Consulate. Representatives of the bidders must attend the bid opening.

b) TEC will first evaluate the Technical bids and, technically qualified bidders will be informed of TEC's decision and invited to be present for the opening of Financial bids. Thereafter, financial bids of only technically qualified bidders will be opened, in presence of representatives of technically qualified bidders. The EMD of the remaining bidders who could not meet the requirements of Technical bid would be returned after the bidding process.

(c) In case more than one company quotes the same L1 rate, those companies will be asked to resubmit financial bids (only rates lower than the originally quoted rates will be entertained).

10.1 Decision of L1 bidder & Issue of work order: The L1 bidder will be decided per pilgrim rate and not of overall Bid Value. The ranking of the bidders will be decided based on rate quoted per pilgrim by the bidders, excluding VAT. **If L1 bidder backs out, the bidder will be debarred from participating in tenders floated by the Consulate General of India, Jeddah for minimum one (1) year.**

10.2 The approval for award of work to L-1 Bidder will be accorded by the Competent Authority. Only after such approval, the Letter of Acceptance/Work order to the L-1 Bidder will be issued.

10.3 On receipt of Letter of Acceptance (LOA)/Work Order of the tender issued by the Consulate, the successful tenderer shall execute the contract agreement within 15 days starting from the day the draft Agreement is shared by the Consulate. **Failure to enter into the required contract within the specified period the work order/LOA shall be cancelled.** In addition, the Consulate may debar the bidder from participating in future bids for at least 12 months and the EMD/bid security would be forfeited.

11. **Bid Validity**: The validity period of the tenders shall be from the date of issue of work order to the end of Haj Season i.e. 15th Muharram 1448 H (corresponding to Gregorian 30.06.2026). **The tenderer shall not, during the said period, revoke or cancel the tender or alter the tender or any terms/conditions thereof.** In case the tenderer violates to abide by this, the Consulate will be entitled to take suitable action.

12. **Contract Agreement Document (s)**: This Tender Document shall be deemed to be part of the Contract Agreement.

13. **Sub-letting of work**: No subletting/out-sourcing of work by the successful bidder is permissible.

14. **Payment**: Payment to the companies (successful bidder) for execution of the work will be made either through bank transfer or account payee cheque after the completion of works/services and submission of a valid VAT invoices.

15. **Canvassing in Tender**: Canvassing in connection with the tenders in any shape or form is strictly prohibited and tenders submitted by such tenderers who resort to canvassing shall be liable for rejection

16. **Postponement or cancel of tenders**: The Consulate reserves the right to postpone the date of receipt and opening of tenders or to cancel the tenders **without assigning any reason whatsoever.**

**PROFORMA FOR LETTER OF BID TO BE ACCEPTED UNCONDITIONALLY BY
A BIDDER DURING SUBMISSION OF BID**

LETTER HEAD OF BIDDER

To,

The Consulate General of India, Jeddah

Sub. : **Acceptance of Terms & Conditions of Tender**

Tender reference No.:

Name of Tender:

Dear Sir,

This has reference to above referred bid. I/we have read and examined the conditions of contract, Scope of Work, technical specifications, Bill of Quantity and other documents carefully.

2. I/We am/are pleased to submit our bid for the above work. I/We hereby unconditionally accept the bid conditions and bid documents as available on the website in its entirety for the above work and agree to abide by and fulfill all terms and conditions and specifications as contained in the bid document.

3. I/we here by submit all the documents as required to meet the eligibility criteria as per provision of the bid notice/document.

4. I/We hereby confirm that this bid complies with the Bid validity, Bid Security and other documents as required by the Bidding documents.

5. I do hereby undertake that all the information being submitted by me/us is genuine, authentic, true and valid on the date of submission of tender and if any information is found to be false at any stage of tendering or contract period, I/We will be liable to the following penal actions apart from other penal actions prescribed elsewhere in the tender document.

- a. Cancellation of my/our bid/contract (as the case may be)
- b. Reasonable action as deemed fit by the Consulate

6. I/We hereby undertake and confirm that:

- i. my/our transport company will provide at least **70-80 dynas/truck/suitable vehicles, if required, at a single point in time within a 12-hour notice, during Haj-2026.**
- ii. My/our transport company is equipped with a real-time tracking system and that each truck/dyna/suitable vehicle deployed for transporting pilgrims' baggage is fitted with an active GPS tracking facility. The company shall also provide system access to the Indian Haj Pilgrims' Office for real-time tracking.

7. That I/we accept all terms and condition of the tender document. I/We do not have relationship with any other participating Bidders, directly or through common third parties, that puts us in a position to have access to information about or influence on the bid of another Bidder.

8. I do undertake that if any information and document submitted is found to be false/ incorrect at any time, Consulate may cancel my/our Bid and action as deemed fit may be taken against me/us, including termination of the contract, forfeiture of all dues and banning of our firm and all partners of the firm etc as per the tender document for which I/We shall have no claims against Consulate.

Yours Faithfully,

(Authorized Signatory)
(Signature of the bidder & Official Seal)