

**TENDER NOTICE FOR SUPPLY OF BUSES FOR AZIZIA
TRANSPORTATION**

I. INTRODUCTION

Consulate General of India, Jeddah, invites sealed quotations from Naqaba Sayyarat approved and licensed transport companies for providing buses to the Indian pilgrims of Azizia (including Mukhattat Al Bank, Bin Humaid, Abdulla Khayat and other contiguous areas) for their movement to and from their accommodation to Haram Sharief (including tunnels) during Haj-2020. The quotation should be submitted to Vice Consul (Haj), Consulate General of India, Jeddah latest by **Thursday, 30 January 2020** (till 1700 hrs). Technical and Financial bids must be submitted in two separate sealed envelopes with "Technical Bid" & "Financial Bid" clearly mentioned on the envelope. Both the envelopes should be put in a bigger sealed envelope at the time of submission to the Consulate.

2. Before submission of technical and financial bids, the interested companies are advised to attend a pre-bid meeting at Consulate General of India, Jeddah on **Monday, 20 January 2020 (1200 hours)**. They are also advised to go through this tender notice to apprise themselves of the process of selection of the company to be awarded the contract and terms and conditions of the contract.

II. STAGES OF PROCESS OF BID EVALUATION:

3. **Technical bid:** The interested companies should submit a technical bid (in a separate envelope) consisting of the filled Technical bid form along with the following documents /details:

- (i) Copy of Company's valid license and Registration with Naqaba Sayyarat.
- (ii) Details of proposed plan of movement of buses and transportation of pilgrims.
- (iii) Detailed profile of the company.
- (iv) Earnest Money of SAR 500,000 in the form of cheque duly certified by the Bank and payable in favour of "**Consulate General of India, Jeddah**". Bids without the earnest money deposit will be disqualified.

4. Evaluation of technical bid:

- (i) The technical bids will be opened on **Monday, 03 February, 2020 at 1200 hrs.**
- (ii) A designated Committee will assess the companies for fulfillment of the following criteria:

- a. Copy of Company's valid license and Registration with Naqaba Sayyarat.

Note: License should be in the name of the bidding company. Submitting copy of license of another company, even if from the same group of companies, will be considered invalid.

- b. Proposed plan of movement of buses and transportation of pilgrims.
- c. Company should have its own bus fleet registered in its name;
- d. Company should have at least 100 buses of 2018 & above model, having a capacity of 45 & above. The details should be provided in the duly filled Technical Bid Form.

The Committee Members will do physical verification/checking of the model buses at their depots as well as checking of documents. Date of physical verification will be confirmed after opening of the technical bids (it is tentatively scheduled on 04-05 February 2020).

- e. While evaluating the maximum number of pilgrims that a bidder is technically qualified for bidding, it will be ensured that the number does not exceed 250 pilgrims per buses (of

approved model and of the company's own fleet) proposed to be supplied by the company.

- f. Earnest money of SR 500,000 in the form of a bank certified Cheque;
- g. Should have a pre-existing office in Makkah or should submit an undertaking to have well-equipped office in Makkah during the Haj season;
- h. The company should have experience of at least 2 years of providing buses to Haj Mission(s) of any country with similar volume in the last 7 years and transporting minimum of 20,000 Hajjis in a year in those 2 years.

5. Financial bid:

- (i) The Company should submit filled Financial Bid Form, giving quotation per pilgrim transported between Azizia (including Mukhattat Al Bank, Bin Humaid, Abdulla Khayat and other contiguous areas) and Haram Sharief.
- (ii) Rate quoted per pilgrim transported should not exceed SR 200/- inclusive of VAT and all other applicable taxes & charges (if any).

6. Evaluation of financial bid:

- i. Only those companies will be considered for selection which qualify at the technical stage.
- ii. The bid evaluation Committee will open the financial bid on **Wednesday, 05 February 2020 (1200 hrs)**.
- iii. Contract will normally be awarded to the lowest evaluated bidder (L1) whose bid has been found to be responsive and who is eligible and qualified to perform the contract satisfactorily as per the terms and conditions incorporated in the corresponding bidding document. While evaluating the maximum number of pilgrims that a successful bidder can cater to, the rule mentioned in 4 (ii) (e) above will be followed i.e. the company can bid for maximum of 250 pilgrims per bus offered.
- iv. In view of the large volume of transportation requirement for the Indian Haj pilgrims, the Consulate may award the work to more than one company at the rates offered by the lowest responsive bidder (L1) in order to avoid dependency on one particular agency. While awarding the contract, priority will be given to the sequence of eligible companies which have quoted the lowest price in the bidding price. In this regard, the decision of the Evaluation Committee will be final.

III. REQUIREMENTS:

7. Details of the services that are to be provided by the company are indicated below:

Sl. No.	Description
(i)	<p>The requirement of Consulate General of India, Jeddah is low floor buses of 2018 and above model for round-the-clock transportation of about 110,000 Indian pilgrims (exact number to be confirmed later) between Azizia (including Mukhattat Al Bank, Bin Humaid, Abdulla Khayat and other contiguous areas) and Haram Sharief. Number of buses required may vary from 50 to 450 per day depending on schedule.</p> <p>The bidding companies should indicate the number of buses (which meet the specified technical requirements) proposed to be provided, and the number of pilgrims proposed to be catered to by these buses, by enclosing the duly filled Technical Bid Form.</p> <p>Note: The number of pilgrims (110,000) provided is indicative. Exact number of pilgrims will be intimated later.</p>
(ii)	<p>In addition to the buses (with 45 or more seats) each company shall provide at least one coaster (20-25-seater) bus on complimentary basis. Companies which are awarded the contract for supplying buses for more than 25000 pilgrims should also provide an additional coaster for every 25000 Hajjis catered by the company. The Coaster bus(s) should be provided along with 2 drivers, fuel,</p>

Sl. No.	Description
	maintenance, replacement in case of breakdown.
(iii)	Buses will be required for the respective period from 7 th Zul qada 1441 to 10 th Muharram 1442 (Approximately 40-42 days). The said period may slightly vary.
(iv)	All buses should be GPRS enabled and the company should provide the Haj Mission the option/link to track the buses through GPRS.
(v)	One bus shall be counted for a maximum of 250 Hajis per day.
(vi)	The selected companies will also have to provide buses as per prescribed ratio by the Saudi authorities for the tunnel shuttle movements, which may not be more than 1200 pilgrims/bus per day, whenever required. Necessary approval for the tunnel movement and payments (including VAT and applicable taxes) for the buses required for tunnel shuttle movements will also have to be borne by the selected company(s).
(vii)	All necessary permissions, approvals, and payments, if any, to the local Government /Haj agencies required for transporting Indian Pilgrims from Azizia (Mukhattat Al Bank, Bin Humaid, Abdulla Khayat and other contiguous areas) to Haram Sharief and back (including tunnels, wherever required) should be done by the company.

Sl. No.	Description
(viii)	Company should provide a Coordinator and 3 sub-Coordinators to coordinate with Indian Haj Mission. List of names along with copy of Iqama/Bataka should be provided by the Company.
(ix)	Uninterrupted supply of gasoline, mobile repair workshop should be the responsibility of the Company.
(x)	Set up a control room in Azizia to monitor the supply of buses.
(xi)	Provides 2 drivers per bus daily and attendant (cleaner).

IV. **TERMS AND CONDITIONS AND PAYMENT**

8. Terms and Conditions:

- (i) An agreement will be signed with successful bidder/bidders encompassing elaborate terms and conditions. The company will be given in advance the schedule of arrival of the pilgrims at each building for providing buses to the pilgrims. The selected bidder will not be allowed to back off the contract and in case the Company is not able to provide the desired services, the Earnest Money will be forfeited/ not refunded to the company.
- (ii) It should be ensured that the buses are provided as per the agreement. In case of non-compliance of terms and conditions or any kind of deficiency in the services, a suitable penalty as

decided by the Indian Consulate, will be imposed, which may include cancellation of the contract with no further payment, forfeiture of the earnest money and blacklisting of the company.

9. **Payment:** Consulate General of India, Jeddah, will make payments to the Company supplying buses, under the terms of the agreement, in three installments:

- a. First installment of 30% will be paid upon signing of agreement.
- b. Second installment of 40% will be paid after arrival of all HCoI Pilgrims in Makkah.
- c. Third and Final installment of 30% will be released on completion of Haj 2020 after certification by the Consulate that the services rendered by the company were satisfactory.

Note: Consulate General of India, Jeddah, reserves the right to reject any or all tenders without assigning any reason thereof.

**TECHNICAL BID FORM FOR SUPPLY OF BUSES FOR
AZIZIA-HARAM TRANSPORT FOR INDIAN PILGRIMS**

1. **Name of bidding company:** _____

2. **License/ Registration No[^]:** _____

(^Enclose copy of valid License/Registration)

3. **Complete Office address in Makkah:** _____

4. **Number of buses (of own fleet) available with the Company:**

SI No.	Model	No. of buses (of own fleet only) available
1.	2018	
2.	2019	
3.	2020	
4.	2021	
	Total	

5. **Number of buses* (of own fleet only) which the company is offering to supply to Indian Consulate, Jeddah for transportation of Haj Committee of India (HCOI) pilgrims =** _____

*(*Minimum qualifying criteria is 100 buses)*

6. **Number of HCOI pilgrims** which the company is offering to transport during Haj 2020 =** _____.

SI No.	Model	No. of buses (of own fleet only)	Total no. of pilgrims @ 250 pilgrims per bus
1.	2018		
2.	2019		
3.	2020		

4.	2021		
	Total		

**** 1 bus can cater upto maximum of 250 pilgrims only**

7. No. of years of experience in the field of providing transport services in the last 7 years:

Sl No.	Year	No. of Hajjis	Country
a)	2013		
b)	2014		
c)	2015		
d)	2016		
e)	2017		
f)	2018		
g)	2019		

**FINANCIAL BID FORM FOR SUPPLY OF BUSES FOR
AZIZIA-HARAM TRANSPORT FOR INDIAN PILGRIMS**

1. Name of bidding company: _____

2. Detail of supply of buses:

SI No.	Bus model	No. of buses to be provided to Indian Consulate for HCOI Pilgrims	Number of HCOI pilgrims to be transported
1.	2018		
2.	2019		
3.	2020		
4.	2021		
	Total		

3. Price quote per pilgrim in SAR: _____
