

**CONSULATE GENERAL OF INDIA  
JEDDAH**

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**TENDER NOTICE**

On behalf of the Haj Committee of India (HCOI), Indian Haj Pilgrims' Office (IHPO), invites sealed quotations from Naqaba Sayyarat approved and licensed transport companies for providing good quality and new buses for movement of Indian pilgrims, coming through Haj Committee of India during Haj 2025 G (1446 H). The transport companies should provide buses for the following routes

- **Makkah Railway Station to the Indian pilgrims' accommodation in Azizia and other contiguous area in Makkah for approximately 46,000 (Forty-six thousand) Indian pilgrims**

2. Interested companies may submit their proposal as per the procedure detailed in the Tender Document uploaded on the Consulate's Website and CPP Portal to **Vice Consul (Haj), Consulate General of India, Villa No. 34, Behind Saudi National Bank, Tahliya Street, P.O.Box No. 952, Jeddah - 21421 (Telephone No. 6639351) by 24.03.2025 (till 1700 Hrs)**

3. Further details in respect of the Tender are available at [www.cgijeddah.gov.in](http://www.cgijeddah.gov.in) (Haj News) & on <https://eprocure.gov.in/eprocure/app>. For any clarification, please contact 012-663951

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**CONSULATE GENERAL OF INDIA  
JEDDAH**

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**TENDER NOTICE FOR PROVIDING TRANSPORTATION SERVICES TO  
INDIAN PILGRIMS' FOR HAJ 2025 G (1446 H)**

**I. INTRODUCTION**

On behalf of the Haj Committee of India (HCoI), Indian Haj Pilgrims' Office (IHPO), invites sealed quotations from Naqaba Sayyarat approved and licensed transport companies for providing good quality and new buses for movement of Indian pilgrims, coming through Haj Committee of India during Haj 2025. The transport companies should provide buses for the following routes

- **Makkah Railway Station to the Indian pilgrims' accommodation in Azizia and other contiguous area in Makkah for approximately 46,000 (Forty-six thousand) Indian pilgrims**

2. The quotation, containing both technical bid and financial bid, should be submitted to ***Vice Consul (Haj), Consulate General of India, Jeddah latest by 24.03.2025 (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.

3. Before submission of technical and financial bids, interested companies are advised to go through this tender notice to apprise themselves of the process of selection of the company to be awarded the contract as well as the main terms and conditions of the contract.

**II. STAGES OF PROCESS OF BID EVALUATION:**

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

**(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) Detailed profile of the company.**

**(c) Submitting duly filled Technical bid Form as provided in Annexure I**

**(d) Earnest Money of SAR 39,675/-** in the form of **Demand Draft or Bank Guarantee** issued by the local Saudi bank in favour of “**Consulate General of India, Jeddah**” will be accepted. If any other kind of bank cheque is submitted, the bid can be deemed non-responsive and rejected. ***Bids without the Earnest Money may be disqualified.***

**(d)** Proof of experience of minimum 5 years in providing buses to the Haj Mission(s) of any country and must have transported a minimum of 46,000 Hajis per year during those 5 years.

**(e)** Company should have its own bus fleet registered in its name; Proof of Bus fleet at 200 buses of 2021 & above model, having a capacity of 45 and above.

**f)** The company must have a pre-existing office in Makkah. If the company does not have an office in Makkah, it should submit an undertaking to establish a well-equipped office in Makkah during the Haj season.

**5. Evaluation of technical bid:**

**A.** The venue, date and timing for opening of Technical bids will be intimated in due course of time to the interested bidders.

**B. A Committee will assess the companies for submission of the technical bid form and requisite documents as mentioned in para 4 above.**

**C.** A physical verification and checking of the model buses at their depots, along with a review of relevant documents, may be conducted. The date for the physical verification will be communicated to the interested bus companies in advance.

**6. Financial bid:** The interested companies should submit a Financial bid in a separate envelope (*with “Financial Bid” written over it*) consisting the following documents/details:

(i) The Company should submit duly filled Financial Bid Form, as provided in Annexure II, quoting the price per pilgrim transported between:

- **Makkah Railway Station to the Indian pilgrims’ accommodation in Azizia and other contiguous area in Makkah for** approximately 46,000 (Forty-six thousand) Indian pilgrims

(ii) The rate quoted per pilgrim transported should not exceed the Saudi authorities approved ceiling.

**7. Evaluation of financial bid:**

- (i) Only those companies which qualify at the technical stage will be considered for financial stage.
- (ii) The tender will be awarded to the company offering lowest rate.
- (iii) In the event that multiple companies quote the same L1 rate, the contract may be awarded based on randomization.

**III. REQUIREMENTS:**

**8.** The details of the requirements of the vehicles to be supplied and the bus transport operation services are detailed below:

S.No.	Description
(i)	The Indian Haj Pilgrims’ Office requires suitable buses of the 2021 and above model for the transportation of Haj Committee of India’s (HCOI) pilgrims,

S.No.	Description
	<p>having a capacity of 45 &amp; above in the following routes:</p> <ul style="list-style-type: none"> <li>• <b>Makkah Railway Station to the Indian pilgrims' accommodation in Azizia and other contiguous area in Makkah</b> for approximately 46,000 (Forty-six thousand) Indian pilgrims</li> </ul> <p>Bidding companies are requested to specify the number of buses meeting the required technical specifications that they propose to provide for this purpose.</p> <p><u>Note:</u> a) The exact number of pilgrims will be intimated later.  b) The schedule of movement of pilgrims will be provided by the Consulate General of India/service provider company and remaining details of the numbers and timings of supply of buses will be communicated through the e-path system.</p>
(ii)	<p>If 10 or more pilgrims are to be transported Makkah Railway Station to the Indian pilgrims' accommodation in outside Markazia (Azizia and other contiguous area) in Makkah, the company has to do so using a proper and good quality bus. Such pilgrims left should not be transported in Coasters or minibus.</p>
(iii)	<p>Buses should be supplied timely as per the demand of the Consulate and/or the Service Centre concerned. If due to delay in supply of buses, the Service Centre has to step in and arrange buses/transport, the expense incurred by the Service Centre should be paid by the bus company. The Consulate will not incur any additional expense on transportation of the India Haj pilgrims.</p>
(iv)	<p>The transportation is likely to be required from 1<sup>st</sup> Zul qada 1446 to 4<sup>th</sup> Zul Hijjah 1446 H (Approximately 33 days). The said period may slightly vary.</p>

S.No.	Description
(v)	The company shall be responsible for obtaining all necessary permissions and approvals required from the local government/Haj agencies (including Naqaba Sayyarat) for transporting Indian pilgrims. This includes making all payments, such as applicable taxes, to the local government and Haj agencies.
(vi)	The company must provide at least two (02) water bottles of minimum 0.5 liters each for every pilgrim.

**9. Performance Security/Security Deposit:** Performance security to be submitted by the successful bidder at the award of work should be 5% of the contract amount and should be submitted within 15 days of issuance of work order by the Consulate in the form of a **Demand Draft or Bank Guarantee** in favour of “**Consulate General of India, Jeddah**”. It should remain valid for a period of sixty days beyond the date of completion of the work.

#### **IV. TERMS AND CONDITIONS AND PAYMENT**

10. Terms and Conditions:

- (i) An agreement will be signed with the successful bidder(s), outlining detailed terms and conditions. The company will be provided with the arrival schedule of the pilgrims in advance, to ensure buses are available for their transport.
- (ii) The selected bidder will not be allowed to back out of the contract. If the company fails to provide the required services, the Earnest Money will be forfeited and will not be refunded.
- (iv) It must be ensured that the buses are provided in strict accordance with the agreement. In the event of non-compliance with the terms and conditions or any deficiency in the services, a suitable penalty, as determined by the IHPO,

will be imposed. This may include cancellation of the contract with no further payments, forfeiture of the earnest money, and blacklisting of the company and a complaint will be raised against the company with concerned Saudi authorities.

- (v) Outsourcing will attract penalty provisions.
- (vi) If the successful bidder has contracted a manpower/service provider to supply field staff for the smooth operation of the bus services, the bus company must ensure timely payments to the contracted company to prevent any service disruptions. In the event of a disruption in service, if the manpower/service provider claims that it is due to non-payment by the bus company, the IHPO reserves the right to directly pay the due amount to the service/manpower company. This amount will then be deducted from any pending payments to the bus company by the IHPO.

**11. Payment:**

Consulate General of India, Jeddah, will make payments to the Company supplying buses in the e-Haj portal or as per the norms of Saudi Ministry of Haj and Umrah Affairs.

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

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**TECHNICAL BID FORM**

**SUPPLY OF BUSES**

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**1. Name of bus company (or bidder):** \_\_\_\_\_

**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 ( <i>of own fleet only</i> ) available
1.	2021	
2.	2022	
3.	2023	
4.	2024	
5.	2025	
	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 200 buses)*

**6. No. of years of experience in the field of providing transport services in the last 5 Hajjs:**

Sl No.	Year	No. of Hajjs	Country
1.	2024		
2.	2023		
3.	2022		
4.	2019		
5.	2018		

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**FINANCIAL BID FORM**

**TRANSPORT SERVICES FOR INDIAN PILGRIMS**

1. Name of bidding company: \_\_\_\_\_

2. Price quote per pilgrim in SAR: \_\_\_\_\_

<i>Sl.No.</i>	<i>Route</i>	<i>Rate (in SAR including all taxes)</i>
1.	<b>Makkah Railway Station to the Indian pilgrims' accommodation in Azizia and other contiguous area in Makkah for</b> approximately 46,000 (Forty-six thousand) Indian pilgrims	

Rate quoted should include VAT and all taxes/charges and should not be more than the rates approved by Saudi Authorities.

Signature:

Name of the Representative:

Company Seal:

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