

CONSULATE GENERAL OF INDIA

JEDDAH

TENDER NOTICE FOR PROVIDING TRANSPORTATION SERVICES FOR

INDIAN HAJ 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 NaqabaSayyarat approved and licensed transport companies for providing good quality and new buses for movement of approximate 1,22,518 (One Lakh Twenty-Two Thousand and Five Hundred and Eighteen) Indian pilgrims, coming through Haj Committee of India during Haj 2025. The transport companies should provide buses for the following routes:

- * Pilgrims' residence in Makkah to Jeddah Airport & Pilgrims' residence in Madinah-to-Madinah Airport in post core Haj period 6th – 14th Dhul Hijjah 1446 H (corresponding to 02.06.2025 to 10.06.2025)
- * Madinah to Makkah and Makkah to Madinah
- * Mashaer (Pilgrims' accommodation – Mina – Arafat – Muzdalifa – Mina- Pilgrims' accommodation)
- * Mashaer for pilgrims using Mashaer metro (Pilgrim's accommodation - Mina – Pilgrims' accommodation)

2. The quotation, containing both technical bid and financial bid, should be submitted to ***Vice Consul (Haj), Consulate General of India, Jeddah latest by 27th January (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:

i. Copy of Company's valid license and Registration with NaqabaSayyarat.

ii. Detailed profile of the company.

iii. Earnest Money of SR 15,00,000/- 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 submitted without the Earnest Money shall be summarily disqualified.***

(d)The company should have at least 5 Haj years of experience in providing buses to the Haj Mission(s) of any country and must have transported a minimum of 63,000 Hajis per year during the last 5Haj years.

(e) Proof of Bus fleet at 500 buses of 2021 & above model, having a capacity of 45 and above.

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 documents and fulfillment of the criteria as below:

(i) Copy of Company's valid license and Registration with NaqabaSayyarat.

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.

(ii) Submitting duly filled Technical bid Form, duly signed by the authorized signatory and stamped with the company's seal, as provided in Annexure I

(iii) Company should have its own bus fleet registered in its name;

(iv) Company should have at least 500 buses of 2021 and above model, having a capacity of 45 & above. The details should be provided in the duly filled Technical Bid Form.

(v) Earnest money of SR 15,00,000/- in the form of **Demand Draft or Bank Guarantee** issued by the local Saudi bank in favour of "**Consulate General of India, Jeddah**" should be submitted;

(vi) 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 within 30 days from the date of contract award and well before the start of Haj season.

(vii) The company should have at least 5 Haj years of experience in providing buses to the Haj Mission(s) of any country and must have transported a minimum of 63,000 Hajjis per year during the last 5 Haj years.

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:

- * Pilgrims' residence in Makkah to Jeddah Airport & Pilgrims' residence in Madinah-to-Madinah Airport in post core Haj period 6th – 14th Dhul Hijjah 1446 H.
- * Madinah to Makkah and Makkah to Madinah
- * Mashaer (Pilgrims' accommodation – Mina – Arafat – Muzdalifa – Mina - Pilgrims' accommodation)
- * Mashaer for pilgrims using Mashaer metro (Pilgrim's accommodation - Mina – Pilgrims' accommodation)

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

(iii) The rate quoted will be evaluated individually for each route, and the contract for each route will be awarded separately to the L1 bidder for that specific route.

7. Evaluation of financial bid:

- i. Only those companies which qualify at the technical stage will be considered for financial stage.
- ii. Since 1,22,518 HCOI pilgrims' quota is a high number, for the functional reasons and efficiency of operation, the Committee would award upto 60 percent of total HCOI pilgrims' quota to the bus company offering lowest Financial Offer (L1). The bus company with second lowest Financial Offer (L2) will be given an opportunity to take the remaining pilgrims provided that it matches the L1 rates. If L2 is not willing to accept the L1 or not able to fulfill the remaining capacity, L3 will be given the L1 rate offer and so on. If no other bidder is willing to accept the L1 rate, the total/remaining quota of HCOI will be awarded to L1 bidder.
- iii. In the event that two companies quote the same L1 rate, the contract may be awarded equally to both. However, if there is a tie between more than two bidders, the contract may be awarded to two of them, selected

randomly through a transparent process and allocated 50% of the order quantity each.

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.	<p>The Indian Haj Pilgrims' Office requires suitable buses of the 2021 and above model for the transportation of Haj Committee of India (HCOI) pilgrims, having a capacity of 45 & above in the following routes:</p> <ul style="list-style-type: none">* Pilgrims' residence in Makkah to Jeddah Airport & Pilgrims' residence in Madinah-to-Madinah Airport in post core Haj period 6th – 14th Dhul Hijjah 1446 H* Madinah to Makkah and Makkah to Madinah* Mashaer (Pilgrims' accommodation – Mina – Arafat – Muzdalifa – Mina Pilgrims' accommodation)* Mashaer for pilgrims using Mashaer metro (Pilgrim's accommodation - Mina – Pilgrims' accommodation) <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.</p> <p>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</p>

S.No.	Description
	e-path system.
(ii)	If 10 or more pilgrims are to be transported from Makkah to Madinah or vice versa, the company has to do so using a proper and good quality bus. Such pilgrims left should not be transported in Coasters or minibus.
(iii)	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 Indian Haj pilgrims.
(iv)	The transportation is likely to be required from 1 st Zul qada 1446 to 15 th Muharram 1447 (Approximately 42-45 days). The said period may slightly vary.
(v)	The company shall be responsible for obtaining all necessary permissions and approvals required from the local government/Haj agencies (including NaqabaSayyarat) 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:The successful bidder is required to submit a performance security equivalent to 5% of

the contract amount before or at the time of signing of the agreement. The security should be submitted in the form of a Demand Draft or Bank Guarantee in favour of the "Consulate General of India, Jeddah" which must remain valid for a period of 60 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.
- (iii) 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.
- (iv) 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.

- (v) In the event of any accident or damage occurring during the transportation process, all liability, including but not limited to compensation, repairs, and legal responsibilities, shall be solely borne by the transporting company in accordance with the applicable local laws and regulations.
- (iv) Outsourcing will attract penalty provisions.

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.

Annexure I

TECHNICAL BID FORM

SUPPLY OF BUSES

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 500 buses)*

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

SI No.	Year	No. of Hajjs	Country
(i)	2024		
(ii)	2023		
(iii)	2022		
(iv)	2019		
(v)	2018		

7. I/We hereby declare that all information and documents submitted in connection with this are true, accurate, and complete. I/We further undertake that I/we have read,

understood, and accepted all terms and conditions of the tender document. Any false information or non-compliance may result in rejection of my/our bid, forfeiture of deposits, or termination of the contract, with legal consequences as per applicable laws.

Signature:

Name and Designation of the Representative/Signatory:

Company Seal:

FINANCIAL BID FORM

TRANSPORT SERVICES FOR INDIAN PILGRIMS

1. Name of bidding company: _____

2. Price quote per pilgrim in SAR: _____

Sl.No.	Route	Rate (in SAR including taxes)
1.	<i>Pilgrims' residence in Makkah to Jeddah Airport in post core Haj period 6th – 14thDhul Hijjah 1446 H</i>	
2.	<i>Pilgrims' residence in Madinah-to- Madinah Airport in post core Haj period 6th – 14thDhul Hijjah 1446 H</i>	
3.	<i>Madinah – Makkah / Makkah to Madinah</i>	
4.	<i>MashaerRaddain(Pilgrims' accommodation – Mina – Arafat- Muzdalifa – Mina – Pilgrims' accommodation)</i>	
5.	<i>Mashaer for pilgrims using Mashaer metroRaddain (Pilgrims' accommodation – Mina – Pilgrims' accommodation)</i>	

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

Signature:

Name & Designation of the Representative/Signatory:

Company Seal:
