



O.P Jindal University
O.P Jindal Knowledge Park, Punjipathra,
Gharghoda Road, Raigarh – 496109(C.G)



Tender Notice

OPJU University – Invitation for Quotation for Bus Service Contract

O.P. Jindal University (OPJU) invites sealed quotations from experienced and reputed contractors for providing diesel-powered bus transportation services for the academic year 2025-2026. We seek reliable and safe transportation solutions for our university students and staff.

Contract Period

- **Start Date:** 01/03/2025
- **End Date:** 28/02/2026
- **Duration:** 11 months (extendable to 12+ months based on performance and management decision).

Scope of Work

The selected contractor will be required to provide 52-seater and 42-seater diesel-powered buses for daily transportation services as per the following requirements:

Vehicle Specifications

1. Bus Requirements:

- 1 52-seater and 42-seater diesel-powered buses
- 2 Maximum vehicle age: up to 8 years subject to University and RTO Norms
- 3 New buses meeting university standards are acceptable
- 4 **Mandatory Safety Features:**
 - CCTV cameras with recording capability
 - GPS tracking system
 - Window grills
 - Fire extinguishers
 - First aid kits
 - Emergency exits
- 5 **Comfort Features:**
 - Well-maintained comfortable seating
 - Window curtains
 - Clean interiors and exteriors

2. Documentation Requirements:

- 1 Valid Registration Certificate (RC Book)
- 2 Comprehensive Insurance
- 3 Pollution Under Control (PUC) Certificate
- 4 RTO Fitness Certificate
- 5 State Permit for Commercial Transport
- 6 GPS tracking system certification





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Driver and Helper Requirements

1. Drivers:

- 1 Valid Commercial Driving License
- 2 Minimum 5 years of experience in passenger transport
- 3 Clean driving record
- 4 Medical fitness certificate
- 5 Background verification report
- 6 Proper uniform

2. Helpers:

- 1 Minimum 2 years of experience
- 2 Background verification report
- 3 Proper uniform
- 4 Basic first aid training (preferred)

Bus Routes and Operational Details:

The buses will operate on the following general routes. Contractors are required to fill in the exact distances:

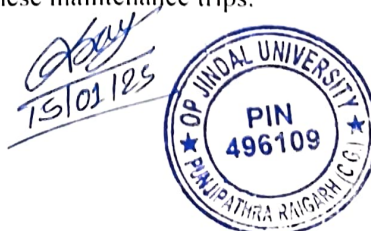
Si. No	Bus Route	Distance (KM)
1	JSPL Gate 01/Punjipathra /University & Return	
2	Kirodimal Nagar /Gate No 01 JSP /University & Return	
3	Vijay Pur / Boierdadar / University & Return	
4	Kotra Road/Ghadi Chowk/Dimrapur/University & Return	
5	Jute Mill /Ganesh Talab/Johal Palace /University & Return	
6	Kotra Thana /Ghadi Chowk /University & Return	
7	TV Tower / Minimata Chowk /Central School	
8	Central School /Johal Palace /Dimrapur /University & Return	

Fuel and Maintenance:

- 1 Fuel Provision: 1-liter diesel per 4 kilometers
- 2 Oil Provision: 1 liter Mobil per 300 kilometers
- 3 Daily maintenance and minor repairs: Contractor's responsibility
- 4 Major repairs: Contractor's responsibility (no additional charges)
- 5 Monthly maintenance schedule required
- 6 Backup bus arrangement mandatory during maintenance or breakdowns

Bus Availability and Maintenance

1. The buses must be in good working condition for the full duration of the contract. If any bus is unavailable, a relative deduction will be made from the payment for the corresponding days of non-operation.
2. Monthly maintenance will be allowed at Raigarh on Sundays with prior notice, and no additional charges will be levied for these maintenance trips.





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Safety, Security, and Compliance

1. The buses must comply with all safety regulations, including the installation of CCTV cameras, GPS tracking devices, and window grills for passenger safety.
2. The contractor must strictly adhere to all traffic rules and safety guidelines for transporting university students and staff.
3. In case of any accidents caused by the negligence of the contractor or staff, the contractor will be liable for compensation.

Commercial Terms

1. **Payment Structure:**
 - o Monthly billing based on actual kilometers operated
 - o Payment within 30 days of invoice submission
 - o Deductions for non-operation days
2. **Penalties:**
 - o Late arrival/departure
 - o Poor maintenance
 - o Safety violations
 - o Staff misconduct
 - o Service interruption

Quotation Requirements (Bidders must submit):

- A. **Detailed commercial proposal including:**
 - 1 Per kilometer rate
 - 2 Monthly fixed charges (if any)
 - 3 Staff costs
 - 4 Maintenance provisions
 - 5 Insurance costs
 - 6 Any additional charges
- B. **Technical proposal including:**
 - 1 Fleet details (make, model, year)
 - 2 Maintenance plan
 - 3 Safety measures
 - 4 Staff deployment plan
 - 5 Emergency response procedure
- C. **Company credentials:**
 - 1 Previous experience certificates
 - 2 Financial statements
 - 3 GST registration
 - 4 PAN details
 - 5 Client references





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Submission Details

- Deadline: January 30th, 2025
- Address: O P Jindal University, Industrial Area, Punjipathra, Gharghoda Road, Raigarh-496001
- Contact: Mr. Ajay Panday, Assistant Director Administration (Mobile: 91-8827140565)

Evaluation Criteria

1. Technical Capability
2. Financial Proposal
3. Past Experience
4. Safety Measures

The university reserves the right to accept or reject any quotation without assigning any reason thereof.

