

NOTICE INVITING LIMITED TENDER FOR THE HIRING OF 30 AND 36-BERTH SLEEPER AC BUSES FOR IIM TIRUCHIRAPPALLI

निविदा सं.Tender No. 25SP187T dated: 11.10.2025

विवरण/Details	दिनांक/Date	समय/Time	Venue
कार्य/सेवा का नाम/Name of Work/ Service	<i>“Limited Tender for the Hiring of 30 and 36-berth Sleeper AC Buses for IIM Tiruchirappalli ”</i>		
निविदा कागजात जारी करने की तारीख/Date of issue of Tender Document	11.10.2025	17.00 Hrs. onwards	-
निविदा कागजात जमा करने की अंतिम तारीख/Last date for Submission of Tenders	24.10.2025	17.00 Hrs.	-
Opening of Technical Bid and Price Bid (<i>Tentative</i>)	27.10.2025	11.30 Hrs.	-
Validity of Tender	90 days from the date of opening of the price bid.		
निविदा कागजात Tender Document	The tender document can be downloaded from the IIM Tiruchirappalli website https://www.iimtrichy.ac.in/tender-published .		
Mode of Submission of Tender	Speed Post/Registered Post/Courier or Hand delivery – during office hours (9.30 hrs to 17.00 hrs) only (To be submitted at Dispatch Section of IIM Tiruchirappalli @ Administrative Wing – 2nd Floor and obtain acknowledgement).		

विवरण

भारतीय प्रबंधन संस्थान तिरुचिरापल्ली (आईआईएम तिरुचिरापल्ली) भारत सरकार के शिक्षा मंत्रालय के अंतर्गत एक राष्ट्रीय महत्व का संस्थान है। आईआईएम तिरुचिरापल्ली के बारे में अधिक जानकारी के लिए, कृपया हमारी वेबसाइट www.iimtrichy.ac.in पर जाएं।

OVER VIEW

Indian Institute of Management Tiruchirappalli (IIM Tiruchirappalli) is an Institute of National Importance under the Ministry of Education, Government of India. For more details about IIM Tiruchirappalli, please visit our website at www.iimtrichy.ac.in.

IIM Tiruchirappalli invites limited from the service providers/contractors for the ***Hiring of 32 and 36-berth Sleeper AC Buses for IIM Tiruchirappalli.***

Service Description	Estimated Tender Value (Excluding GST)
<i>Hiring of 32 and 36-berth sleeper AC Buses for IIM Tiruchirappalli</i>	Rs. 6,70,000/-

ELIGIBILITY CRITERIA

1. The bidder should have a valid GST Registration Certificate, PAN, and Bank account details, and the same should be submitted along with the Technical Bid.
2. The bidder should have a Registered Office with good infrastructure in Trichy. The bidder can be either a proprietor/a company/partnership firm, and the agency should be registered with the statutory authority as prescribed in law.
3. The bidder should have a minimum of 3 Sleeper buses (either 30 or 36) in their own name. The bidder(s) should attach the list of passenger vehicles registered as commercial vehicles in their own name, having valid permits (Copies of the vehicle registration certificates, valid permits, & Insurance policies to be attached). All vehicles should not be older than 5 years as of 30.09.2025.
4. All the vehicle documents and updated documents (insurance, permit, etc.) of the vehicles owned by the bidder(s) should be submitted to IIMT.

Selection of Vendor

- a) The Bidder shall quote the rate for all the items listed in the Price Bid; otherwise, their bid will not be considered for evaluation. The Institute will evaluate Options I and II separately and select the overall lowest quoted bidder from either of the Options. The Institute reserves the right to proceed with either option at its discretion.
- b) The Institute shall issue the Work Order to the lowest quoted Bidder under the Option selected and in the lowest rate category chosen for the said trip.

General Terms & Conditions

1. The vehicles supplied/provided by the agency should have a clean interior, upholstery, well-maintained exterior & noiseless drive.
2. All necessary tools like GPS Kit, spare tyre (stepney), operational First-Aid Kit, and fire extinguisher should be available at all times in vehicle(s) to cater for any exigency en route.
3. The Drivers should carry necessary papers like vehicle insurance, permits, Fast Tag, Pollution Under Control Certificate, etc. and all other up-to-date records pertaining to the vehicle.
4. The drivers deployed to the Institute should be well-trained and experienced and shall possess valid driving licenses. He shall report in proper uniform & carry a mobile phone. Also, the Drivers shall be medically fit, have clear vision, good conduct and character. The Drivers should be courteous and well-conversed with routes. He should be able to converse in Tamil/English.
5. The Driver shall wear WHITE UNIFORM and shall maintain it in good and impeccable condition always.
6. If any vehicle provided is found to be not properly maintained/is not presentable, such vehicle(s) shall be immediately replaced with an alternate vehicle of the same or equivalent model in good condition.
7. The Drivers deputed for duty will conduct themselves with dignity and extend support to guests/users to load/unload/transport their belongings, if needed.

8. The behaviour of the driver should be polite, cordial, and obedient. He should not have a criminal background or be convicted by any Law enforcement agencies. In case of any misbehaviour, in addition to taking legal action, the agency will also be penalised for the same, and the decision of the Competent Authority of the Institute in this regard shall be final and binding on the agency.
9. Prior intimation/permission should be taken from the guest/user of the Institute when a driver takes a break for tea/lunch or any other purpose for a short duration during duty hours.
10. The driver should report for duty at the specified time.
11. Agencies should communicate/provide details of the Bus, the Driver's name, and his mobile number to the concerned section and to the guest, at least 1 day before reporting time by e-mail.

General Terms & Conditions

1. The A/c of the vehicles should be switched on at least 30 minutes before the trip starts, and the vehicle should be cool while starting the trip; the passengers should not feel suffocated at any time during the trip.
2. The vehicles should comply with all the provisions of the Motor Vehicle Act, 1988, as in force from time to time, and be fit for hiring during the period of the contract.

3. Payment Terms

- a) No advance payment will be made in any case.
- b) The vendor should provide a System Generated Invoice, and handwritten bills are not acceptable.
- c) The Service Provider should submit the bill in the form of a Tax Invoice containing the details of the GST Registration number of the Service Provider and IIM Tiruchirappalli (33AAAAI5004R1ZO), along with HSN/SAC code every month.
- d) Payment against bills shall be made only after satisfactory services and after certification by the Administration. No interest will be payable on non-payment due to the delayed submission of bills and non-satisfactory services.
- e) The payment will be released within 25 working days from the date of submission of bills with the necessary documents.
- f) TDS and any other Government levies applicable on bills as per Government instructions/ notifications issued from time to time shall be applicable and deducted from the Service Provider's bills.

4. Penalty Clause:

- a) Deficiency/delay in Service/work will be construed as lapses on the part of the service provider. Such lapses due to the service provider will be viewed seriously, and penalties will be imposed on the service provider in case of any delay in providing the required services as covered by this Tender within the stipulated date and timings.
- b) Deduction on account of unsatisfactory services and improper maintenance of the vehicles (at the rate of 4 times the average cost) will be made from the bills for, but not limited to, each of the following reasons without proper justification:
 - i. Not maintaining the bus neatly and tidily.

- ii. Providing a bus that does not conform to the requirements specified in this document.
- iii. Misbehaviour by the Driver / Attendant.
- iv. Overspeeding
- v. Not adhering to the time schedule.
- vi. Failure to bring back all students/persons who were dropped, if any.
- vii. Non-availability of the complaint/suggestion book in the vehicle.

c) IIM Tiruchirappalli reserves the right to impose the penalty, and the quantum of the penalty will be decided in individual cases, and the decision of the competent authority at IIM Tiruchirappalli shall be final and binding.

5. **Quality of the Service:**

If it is observed at any stage that the quality of the service provided by the service provider is not satisfactory, the contract/ work order as a whole shall be terminated and the security deposit forfeited. Applicable penalties would be levied from the amount payable to the Service Provider on such termination, and the balance amount, if any, would be paid. The competent authority's decision on penalties would be final and binding.

6. The Institute shall not be liable for any damage to the vehicles due to accidents or unforeseen reasons like fire, floods or other natural/manmade calamities arising out of accidents or while driving vehicles. Further, the Institute shall have no liability to pay compensation for any such incidents/accidents to any individual/Government/statutory bodies. The agency, shall alone, will be responsible and liable for all such statutory obligations as per law.
7. In case of any damage or any injury caused/due to negligence by the Driver while on duty, either to the Institute's property or personnel, including students and visitors of the Institute, the agency shall alone be responsible for compensating for any or all such damages/ injuries.
8. In case the agency fails to provide vehicle(s) or if the driver(s) fail to report within a reasonable time beyond schedule, the Institute reserves the right to explore/hire services from any other agencies and recover the proportionate cost from the monthly bill of the agency for such lapse/loss. In addition, the Institute may penalise the agency for each such deficient/poor service.
9. The drivers employed by the Transport Service Provider(s) shall, at all times, be the employees of the Transport Service Provider(s) and not of the Institute. The Institute is not liable for any damage or injury sustained by the employees of the Transport Service Provider(s) in the course of their duties. In respect of all such damages or injuries, the Transport Service Provider(s) will be solely responsible for any claim that is made.
10. The bidder(s) shall abide by the rules and regulations of RTO, Govt. of Tamil Nadu / India, particularly applicable to the business.
11. The bidder(s) shall also abide by the relevant rules and regulations to engage drivers on the vehicles and will obtain the requisite licenses, sanctions & permits, which should be valid during the tenure of the contract.

12. The bidder(s) shall provide an immediate replacement for the breakdown vehicle with the same level of vehicle. All the charges towards repair/servicing, the salary of the driver, fuel expenses, and any other incidental expenses on operations & maintenance of the vehicles shall be borne by the successful bidder(s).
13. The vehicles to be provided for trips covered by this tender should be insured in all respects by the successful bidder(s). In case of any accident or theft, etc., all the claims arising out of it will be met by the bidder(s). IIM Tiruchirappalli shall not be liable in any matter whatsoever.
14. Storage/consumption of any alcoholic drink/ liquor is strictly prohibited. The driver on duty should not consume liquor/smoke/consume tobacco or any other items, which are prohibited inside the premises of IIMT and also during the trips.
15. The Service Provider shall not engage any person below 18 years of age.
16. Canvassing in connection with the tenders is strictly prohibited, and tenders submitted by the tenderers who resort to canvassing will be liable to rejection. Any bribe, commission or advantage offered or promised by or on behalf of the tenderer to any officer or staff of IIM Tiruchirappalli shall block his/ her Tender from being considered.

Canvassing on the part of or on behalf of the tenderer will also make his Tender liable to rejection.
17. In respect of services rendered to IIM Tiruchirappalli, the Service Provider shall be liable for depositing all taxes, levies, cess, etc., to the concerned tax collection authorities from time to time as per existing rules and regulations on the matter.
18. While making payment to the service provider, TDS and other statutory deductions will be effected by the Institute.
19. The Income Tax (TDS) shall be deducted at the prevailing rate from the bills, as amended from time to time in accordance with the provisions of the Income Tax Department, and IIM Tiruchirappalli shall issue the relevant certificate to this effect to the Agency.
20. The Bidder should have the requisite licenses from appropriate governmental regulatory bodies for operating the services in India. (License documents obtained from Government authorities should be attached.)
21. The bidder should submit the tender duly signed and stamped on all the pages.
22. IIMT reserves the right to change/ extend/ modify/ amend, or delete any of the conditions, clauses, or items stated therein, or any or all provisions of this Tender document. Such revisions/amendments/ corrigendum will be made available on the website of the IIMT Tender Portal.
23. IIMT also reserves the right to withhold or withdraw the process at any stage, with intimation to all the bidders who have submitted the tender.
24. No telex/telegraphic/fax tenders will be accepted.

25. IIMT will not be responsible for any loss in transit or postal delay.

26. Any legal disputes that may arise shall be subject to the Courts at Tiruchirappalli.

27. Force Majeure:

- a) Should any force majeure circumstances arise, each of the contracting parties shall be excused for the non-fulfilment or for the delayed fulfilment of any of its contractual obligations, if the affected party, within 15 days of its occurrence, informs the other party in writing.
- b) Force Majeure shall mean fire, flood, natural disaster, or other acts such as war, turmoil, sabotage, explosions, epidemics, quarantine restriction, strikes, and lockouts i.e. beyond the control of either party.

PRICE BID

OPTION – I (Halting is required at Bangalore)

S. No	Item	Qty	Unit	Rate per bus.	Total Rs.
1	Hiring of 30 Berth AC Sleeper Buses (to IIM Bangalore and back as per the trip details given below) for the entire trip, including Halting Charges for 4 days	3*	Nos		
2	Hiring of 36 Berth AC Sleeper Buses (to IIM Bangalore and back as per the trip details given below) for the entire trip, including Halting Charges for 4 days	3*	Nos		
TOTAL AMOUNT EXCLUDING GST					

TRIP DETAILS

To journey	From journey
Pickup- from IIM Tiruchirappalli(IIM Trichy) Campus To IIM Bangalore (IIMB)	Drop back- from IIMB to IIM Trichy
Pickup Date: 13/11/2025	Pickup Date: 16/11/2025
Departure Time: 8:00 pm	Departure time: 11:00 pm
Pickup location: IIM Trichy Campus	Pickup location: IIMB
Dropping Date: 14/11/2025	Dropping date: 17/11/2025
Drop time: 6:00 am	Drop time: 7:00 am
Destination: IIMB	Destination: IIM Trichy

OPTION – II (Halting is not required at Bangalore)

S. No	Item	Qty	Unit	Rate per bus.	Total Rs.
1	Hiring of 30 Berth AC Sleeper Buses for the pick-up and Drop from IIM Trichy – IIM Bangalore Pickup Date: 13/11/2025 Departure Time (Tentative): 8:00 pm Pickup location: IIM Trichy Campus Dropping Date: 14/11/2025 Drop time (Tentative): 6:00 am Location: IIM Bangalore Note: No Halting is required.	3*	Nos		

2	Hiring of 36 Berth AC Sleeper Buses for the pick-up and Drop from IIM Trichy – IIM Bangalore Pickup Date: 13/11/2025 Leaving Time (Tentative): 8:00 pm Pickup location: IIM Trichy Dropping Date: 14/11/2025 Drop time (Tentative): 6:00 am Location: IIM Bangalore Note: No Halting is required.	3*	Nos		
3	Hiring of 30 Berth AC Sleeper Buses for the pick-up and drop trip from IIM Bangalore to IIM Trichy Pickup Date: 16/11/2024 Leaving time (Tentative): 11:00 pm Pickup location: IIM Bangalore Dropping date (Tentative): 17/11/2023 Drop time: 7:00 am Destination: IIM Trichy Note: No Halting required.	3*	Nos		
4	Hiring of 36 Berth AC Sleeper Buses for the pick-up and drop trip from IIM Bangalore – IIM Trichy Pickup Date: 16/11/2024 Leaving time (Tentative): 11:00 pm Pickup location: IIM Bangalore Dropping date (Tentative): 17/11/2025 Drop time: 7:00 am Destination: IIM Trichy Note: No Halting required.	3*	Nos		
TOTAL AMOUNT EXCLUDING GST					

***The institute reserves the right to increase/decrease the number of buses based on the requirement.**

Note:

- The bidder should quote the rate for all the items; otherwise, the bid will not be considered for the evaluation.
- The rates quoted by the Bidders should be inclusive of Toll Charges, Driver Bata, Diesel Charges, Parking Charges, State-permit charges, any entry/exit charges, all statutory levies such as Labour, insurance, packing, freight, transportation up to the site, including loading, unloading and testing fees, etc., **except GST. No extra amount shall be provided under any head.**