

**TENDER FORM**  
**For Hiring of Buses**  
**DAV PUBLIC SCHOOL, VASANT KUNJ, NEW DELHI-110070**

**The Principal**  
**D.A.V. PUBLIC SCHOOL**  
**VASANT KUNJ, NEW DELHI-110070**

Sub.: Tender submission for hiring of buses for the session 2025-26.

Sir/Madam

Sealed bids are invited for hiring of buses on 12 routes on out sourcing basis at DAV Public School Vasant Kunj, New Delhi-110070 as per description given. Bidders are requested to go through all the terms and conditions of the tender before submitting the bids and check the routes physically on which they are submitting the tender. The price quoted must include all the taxes applicable and shall be final.

The Principal/Manager/Chairman of School reserves the right to cancel/reject full or any part of the application, which generally do not fulfill the conditions stipulated in the application.

No enquiries verbal or written shall be entertained in respect of acceptance or / rejection of the tender.

A declaration should be given by the proprietor of the firm/Director/Partnership deed for ownership on non-judicial stamp paper of worth Rs. 100/- attested.

The rates quoted should be inclusive of all taxes and levies.

Number of buses can be increased or decreased any time during the contract period & any bus can be withdrawn by the school authority any time by giving one month notice without assigning any reason.

The contractor shall provide his own drivers and cleaners along with the buses at no extra expenditure.

The contractor will provide free buses for picnic for students of the school.

The payment will be made to the contractor on monthly basis after being duly verified by the school authority.

The bills shall be normally processed and paid within 10 days from the receipt of the bills.

The applicant should have the experience in this business for a period of at least 5 years in Delhi in relation to the type of work for which application is being submitted. A declaration to this effect should be given by the transporter.

**Principal**  
**DAV Vasant Kunj New Delhi-110070**

1. I/We hereby submit my tender for the CNG Non- A/C 50/40/35/25 Seater Buses.
2. The rates of contract will be valid w.e.f. 1.7.2025 till commencement of summer vacation' 2026.
3. Rates shall not be revised during the period of contract, even if there is a hike in fuel/lubricant charges.
4. I/We now enclosing here with the DD/Cheque No. \_\_\_\_\_ Dt. \_\_\_\_\_ for Rs. 25000/- (Twenty five Thousand Only) drawn in favour of the DAV Public School, VasantKunj towards EMD Security along with photocopy of Pan Card.
5. I/We hereby agree to all the terms & conditions (attached).
6. I/We undertake to sign the contract/agreement of required within 7 days from the issue of the letter of acceptance, failing which our EMD/Security deposit may be for fitted.
7. I/We have gone through all terms and conditions of the documents before submitting the same.
8. Last date of submission : 27.05.2025
9. Date of Opening Tender: (Will be informed telephonically).
10. Detail of vehicles:- **One Transporter can apply for maximum 4 Routes.**

| S. NO. | Regn. No. | Model | Route No. | No. of Seats | RC No. of Vehicle | Amount |
|--------|-----------|-------|-----------|--------------|-------------------|--------|
| 1      |           |       |           |              |                   |        |
| 2      |           |       |           |              |                   |        |
| 3      |           |       |           |              |                   |        |
| 4      |           |       |           |              |                   |        |

Encl. Document attached (Please tick)

1. Photocopies of RC
2. Photocopy of Pan Card
3. Photocopy of Aadhar Card
4. Demand Draft for Rs.....

YES

|  |
|--|
|  |
|  |
|  |
|  |

NO

|  |
|--|
|  |
|  |
|  |
|  |

Your faithfully

Signature of Contractor\_\_\_\_\_

Name & full address \_\_\_\_\_

Tel. No. \_\_\_\_\_

## Terms & Conditions:

1. The transporter will adhere to the prescribed routes and the school timings, which will be given by the school according to winter and summer sessions. The change or extension of the route will be within the rights of the Principal/School authorities.
2. The transporter, shall be solely responsible for the employment of conductors, drivers and any other staff and for paying the salaries and allowances and for the contract of such staff and also for all-operational incidental expenses and maintenance costs of the bus provided for the school's use.
3. The transporters shall provide school authorities with quality Deluxe Buses (Having 50 seats) free from all mechanical defects.
4. The transporters shall provide a conductor on the Bus while on school-duty who will be responsible for the safety of the students in course of Bus Service.
5. The transporters shall adhere to the directions given by the Supreme Court and the provisions of the relevant Transport Act/Rules regarding suitability, License, Uniform etc. of the drivers and conductors as also regarding the buses and their maintenance at their cost. Any default on their part will be liable to serious action.
6. The transporters shall give an undertaking to the school at the beginning of every month that the buses supplied by them and the qualification, experience etc. of the drivers and conductors are in conformity with the Act/Rules/Supreme Court guidelines.
7. It will be the responsibility of the transporters to take adequate precautions for safety of the passengers of the bus. They will be responsible for any negligence on the part of drivers/ conductors etc.
8. The transporters shall be responsible and liable for all police challans, fines and any claims arising out of accident or otherwise. The school authorities will bear no responsibility whatsoever in such matters.
9. The bus will be required to run reach day comprising of moving trips from first pick up point to school and 2<sup>nd</sup> trip in the day as per school timings from school to last drop off point on the route. The mileage will be reckoned between first pick up point to the school and from school to last drop off point only.
10. In case of breakdown, the transporter will be responsible for transporting the student / staff to school in time at their own expenses or provide alternative transport in time, failing which, suitable penalty besides actual expenditure incurred on making alternative arrangements shall be charged.
11. The penalties will be recovered and deducted from the transporter's bill. The Principal decision in levying of penalty and charges will be final.
12. The transporter shall be responsible for all expenses to run the buses including the provision of alternative transport in case of breakdown or failure.
13. The transporter shall provide one free trip to the school students.
14. The contract can be terminated by the Principal, School authorities on the following grounds at 24 Hrs. notice.
  - a. Misbehavior on the part of the conductor/driver.
  - b. The Bus service being inefficient and buses running later or in a erratic manner causing inconvenience to the students and their guardians.
  - c. The daily bus service not being regular and used for personal gains by the transporters.
  - d. The Deluxe bus should not change without the prior permission of the school authorities.

15. The Principal's decision in item (a,b,c,d) shall be final.
16. The school bus should ideally not be more than 8 years old.
17. "On School Duty", Route Number & Telephone No. of school must be written on the back and front of the bus.
18. School bus should have a First-Aid box with all the necessary equipment & medicines.
19. The windows of the bus must be fitted with three Nos. horizontal grills.
20. The bus fitted with door which can be closed and such doors shall be kept closed when the vehicle is in motion.
21. There must be 2. Nos. (5kg. each) Fire Extinguisher in the bus.
22. The doors of the buses should be fitted with reliable locks.
23. To keep School bags safely, there should be a space fitted with reliable locks.
24. School buses must have Fog Lights.
25. There must be an attendant in the Bus.
26. The transporter should follow the instructions of the Transport Department's rule 95A (a) of DMV Rules 1995. As per the order no De.23 (47)/ school Br. 2004/66942-66988 regarding the guidelines.
27. The driver should have minimum 5 years' experience of driving a HTV vehicle of category & Batch number issued by transport Department.
28. The driver should not have been challaned more than twice in a calendar year or account of violation of stop line or violating the rule 111 requiring driving within the bus lane / track, or violating the restriction in respect overtaking or jumping red light or violating parking regulations or allowing unauthorized persons to drive.
29. The driver & conductor should be dressed in uniform of grey trousers and jacket with the name plate on which name of the owner of the vehicle are distinctly embossed.
30. The bus should have CNG leakage test certificate & speed Governor provide by authorized authority by transport department.
31. Window glasses of the Buses should be white without curtains.
32. In normal circumstances the contract can be terminated on 30 days clear notice by either party or by mutual consent.

# D.A.V Public School, Vasant Kunj

## 1. Route - 1

- **Requirement:** 40 seater bus (Approx. 6 km)
  - **Starting Point:** Mahipalpur Red Light (Vishal Mega Mart) via D-6 Vasant Kunj → Masoodpur (Harijan Basti) → D.A.V. Vasant Kunj
- 

## 2. Route - 2

- **Requirement:** 40 seater bus (Approx. 14 km)
  - **Route:** Mahipalpur Satpuri Hotel (NH-8) via Rajokri → Kapashera → Samalka → Mahipalpur → D.A.V. Vasant Kunj
- 

## 3. Route - 3

- **Requirement:** 40 seater bus (Approx. 14 km)
  - **Route:** Khanpur Depot via Pushp Vihar → Saket Court → Saket → Sainik Farm → Lado Sarai → Adchini → Katwaria Sarai → D.A.V. Vasant Kunj
- 

## 4. Route - 4

- **Requirement:** 25 seater bus (Approx. 11 km)
  - **Route:** Sarojini Nagar Navel School via Bhikaji Cama Place → Mohammadpur → R.K. Puram Sector 1, 5 & 6 → Vasant Vihar Depot → Vasant Vihar Metro Station → JNU, DDA Flats Munirka → Ber Sarai → D.A.V. Vasant Kunj
- 

## 5. Route - 5

- **Requirement:** 50 seater bus (Approx. 12 km)
  - **Route:** Aya Nagar Sati Mata Mandir via Sunday Market → MCD School → Arjan Garh Metro Station → Ghitorni Red Light → Sultanpur → New Manglapur → Chattarpur Metro Station → D.A.V. Vasant Kunj
- 

## 6. Route - 6

- **Requirement:** 50 seater bus (Approx. 11 km)
  - **Route:** Fatehpur Petrol Pump Dera Mode → Satbari → Rajpur Khurd → Chattarpur → D.A.V. Vasant Kunj
- 

## 7. Route - 7

- **Requirement:** 25 seater bus (Approx. 7 km)
  - **Route:** Maidan Garhi Village → Chattarpur 100ft Road → Chattarpur Metro Station → D.A.V. Vasant Kunj
-

## 8. Route - 8

- **Requirement:** 50 seater bus (Approx. 7 km)
  - **Route:**ChattarpurNanda Hospital → Chattarpur 100ft Road → Andheria Mode → D.A.V. Vasant Kunj
- 

## 9. Route - B

- **Requirement:** 40 seater bus (Approx. 14 km)
  - **Route:**MahipalpurSatpuri Hotel (NH-8) via Rajokri → Kapashera → Samalka → Mahipalpur → D.A.V. Vasant Kunj
- 

## 10. Route - C

- **Requirement:** 50 seater bus (Approx. 11 km)
  - **Route:**Fatehpur Petrol Pump Dera Mode → Satbari → RajpurKhurd → Chattarpur → D.A.V. Vasant Kunj
- 

## 11. Route - D

- **Requirement:**35 seater bus (Approx. 7 km)
  - **Route:**MaidanGarhi Village → Chattarpur 100ft Road → Chattarpur Metro Station → D.A.V. Vasant Kunj
- 

## 12. Route - E

- **Requirement:** 35 seater bus (Approx. 12 km)
- **Route:**Aya Nagar Sati Mata Mandir via Sunday Market → MCD School → ArjanGarh Metro Station → Ghitorni Red Light → Sultanpur → New Manglapur → Chattarpur Metro Station → D.A.V. Vasant Kunj