



SPARSH HIMALAYA UNIVERSITY

(FORMERLY HIMALAYIYA UNIVERSITY)

(Established by the Govt. of Uttarakhand vide Act No.-08 of 2019 and enlisted by UGC under section (2F) of UGC Act 1956)

NOTICE INVITING TENDER

Tender No.: SHU/TRANSPORT/2026-27/ _____

Date: 29/07/2026

Last Date for Submission: 16/08/2026

SparsH Himalaya University, Dehradun, invites sealed bids from reputed, experienced, and financially sound transport service providers for providing transportation services to the University. The selected agency shall provide safe, reliable, and well-maintained vehicles for the transportation of students, faculty, staff, guests, and official visitors.

The contract shall initially be valid for **one (1) year**, extendable for a further period based on satisfactory performance and mutual agreement.

1. Scope of Work

The successful bidder shall provide transportation services for:

- Student transportation between designated routes and the University.
- Faculty and staff transportation.
- Educational tours, field visits, industrial visits, and outreach programmes.
- Emergency transportation requirements.
- Special transportation during University events, examinations, conferences, seminars, and workshops.

2. Eligibility Criteria

The bidder shall:

1. Possess valid GST Registration and PAN.
2. Have a minimum of **three years' experience** in providing institutional or educational transportation services.
3. Own or have legally leased at least **Three commercial vehicles** of the required category.
4. Possess a valid Commercial Transport License.
5. Have valid vehicle registration certificates, permits, pollution certificates, insurance, and fitness certificates.
6. Not have been blacklisted by any Government department, University, PSU, or statutory authority.

3. Vehicle Requirements

All vehicles shall:

- Be in good mechanical condition.
- Be clean and hygienic.
- Have comfortable seating.
- Be fitted with GPS tracking.
- Have functional speed governors wherever mandated.
- Be equipped with first-aid kits and fire extinguishers.
- Carry emergency contact details.
- Have valid insurance, permits, and fitness certificates.
- Comply with all Motor Vehicles Act provisions and State Transport Department regulations.

The University reserves the right to inspect any vehicle before deployment.

4. Driver Requirements

Drivers deployed shall:

- Hold valid commercial driving licences.
- Have a minimum of five years' commercial driving experience.
- Be medically fit.
- Possess good conduct and communication skills.
- Wear clean uniforms and carry identity cards.
- Refrain from smoking, alcohol consumption, or use of intoxicants while on duty.
- Follow all traffic regulations and University safety instructions.

The successful bidder shall conduct police verification of all drivers before deployment and furnish proof to the University.



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5. Service Standards

The transport agency shall ensure:

- Timely reporting of vehicles.
- Availability of standby vehicles in case of breakdown.
- Immediate replacement of defective vehicles.
- Twenty-four-hour emergency contact support.
- Safe driving practices.
- Courteous behaviour by drivers and support staff.

Compliance with route schedules prescribed by the University

6. Documents to be Submitted

The bidder shall submit the following document along with Annexure I:

- Certificate of Incorporation/Registration.
- PAN.
- GST Registration Certificate.
- Commercial Transport Licence.
- List of owned/leased vehicles.
- RC copies of vehicles.
- Insurance Certificates.
- Fitness Certificates.
- Pollution Certificates.
- Driver licence copies.
- Police verification records of drivers.
- Experience certificates.

7. Performance Security

The successful bidder shall submit a Performance Security (Refundable) equivalent to 25% of the annual contract value within fifteen (15) days of the issue of the Letter of Award.

8. Payment Terms

After verification of below mentioned documents Payments shall be released within 10 to 15 days (on monthly basis)

- Tax invoice.
- Log sheets.
- Attendance records of vehicles.
- Certification by the University's Transport In-charge.

Applicable statutory deductions shall be made.

9. Penalty Clause

The following penalties may be imposed:

- Delay in reporting vehicle: ₹500 per instance.
- Failure to provide vehicle: ₹2,000 per instance or actual alternate arrangement cost, whichever is higher.
- Breakdown due to poor maintenance: ₹1,000 per occurrence.
- Driver misconduct: Up to ₹5,000 and immediate replacement of the driver.
- Use of an unauthorized vehicle: ₹2,000 per instance.

Repeated violations may result in termination of the contract.



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10.Termination

The University may terminate the contract by giving **30 days' written notice** in case of:

- Unsatisfactory performance.
- Safety violations.
- Submission of false information.
- Breach of contract.
- Blacklisting by any Government authority.
- Persistent failure to provide services.

11.Tender Fee

The Tender Fee (non-refundable) shall be submitted in the form of a Demand Draft drawn in favour of "**Sparsh Himalaya University**". The Demand Draft should be enclosed with the Bid along with all required documents latest by **16 August 2026** through register/Speed post by the name of **Joint Campus Director, Sparsh Himalaya University Fatehpur Tanda, Jeevanwala Dehradun-248140**. Bids submitted without the prescribed Tender Fee shall be liable to be rejected.





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ANNEXURE-I

S. No.	Item Description	Quantity	Unit Rate (₹)	GST (%)	Total Amount (₹)
1					
2					
3					
4					
5					
Total					

Note:

1. Rates quoted shall be inclusive of all charges except GST.
2. Quantity may vary as per actual requirement of the University.
3. Payment shall be made as per actual supply and acceptance by the University.
4. The University reserves the right to increase or decrease quantities.

Declaration

I certify that:

- All information furnished in this tender is true and correct.
- I have read and understood all the terms and conditions of this tender.
- I agree to abide by the decisions of Sparsh Himalaya University.
- I have not been blacklisted by any Government Department, University, PSU, or statutory authority.
- I shall comply with all applicable laws, including the Motor Vehicles Act, labour laws, and tax regulations.

Name of Agency: _____

Authorized Signatory: _____

Designation: _____

Seal of Agency

Place: _____

Date: _____