

IISJ/CONT/004/2024-2025

**INTERNATIONAL INDIAN SCHOOL
AL-JUBAIL KSA**



CALL FOR QUOTATIONS

SCHOOL TRANSPORTATION SERVICE FOR STUDENTS AND STAFF

Bid Published Date: 06th July 2024, Saturday

Bid Closing Date: 11th July 2024, Thursday, before 12:00 noon



Gentlemen,

We invite **Sealed Quotations** for providing Transport Services for students and staff of IIS JUBAIL.

A. SCOPE OF WORK:

1. Transportation Services, in fully air conditioned buses for transporting School children and staff from and to, between the IIS, JUBAIL and various pick-up points
2. The number of bus users may vary time to time depending upon various factors and CONTRACTOR should take all appropriate steps to increase / decrease the number of buses depending upon the requirement
3. Normal school working hours is from 7:30 am to 2:30 pm from Sunday to Thursday.
4. Picking & dropping of students & staff will be in between 06:00 am and 03:00 pm.
5. School is closed for Summer Vacation and Hajj holidays.
6. The CONTRACTOR will provide sufficient stand-by buses / Mini Buses / Coaster in case of breakdowns, at proper locations, in order to provide an uninterrupted service.
7. Bus user may require transportation services during the academic year for other purposes such as Field Trips, special occasions etc.,
8. The representative of the school will be assigned to co-operate and co-ordinate with contractor, as and when required.
9. Cleaning the buses after every day and maintaining hygiene in bus is contractor's responsibility.
10. Contractor and their driver are responsible to follow safety guidelines documents issued by the school.

LOCATION OF THE WORK:

The major category of routes for the Transportation Services of Students and Staff of International Indian School, Al Jubail on daily basis as per School Requirement are,

1. Location I - City areas from and to (both ways), between the School(s) and various pick-up points, as required in Al Jubail suburb mainly BALAD areas as shall be designated from time to time by the school.
2. Location II – Near City Area from and to (both ways), between the school(s) and various pickup points, as required in SWCC, Al Hamra and suburb areas as shall be designated from time to time by the school.
3. Location III - Outstation areas from and to (both ways), between the School(s) and various pick-up points, as required in Royal Commission and Jalmuda and suburb areas as shall be designated from time to time by the school.

Picking Students and Staff from any places where the students belong from (within the radius of 70 km from school) and drop them back.



PERIOD OF CONTRACT:

This contract shall be valid for a period of TWO years.

GENERAL TERMS AND CONDITIONS BUT NOT LIMITED TO:

1. School will be only facilitator between second party (CONTRACTOR) and bus user.
2. School will neither collect nor underwrite the bus fees.
3. ***Contractor to collect fees only for the number of days of service rendered in the month.***
4. The school premises will not be used for parking the buses or fees collection activity.
5. No. of students and staff will be depending upon their option for the services.
6. The total Number of Buses and Routes will be decided based upon the requirement of school and students and no change in the bus route will be allowed unless the written approval from the school authority.
7. Enough resources shall be available always to meet the demand
8. The latest model Buses / Mini buses should be in excellent conditions. However below 2020 model will not be accepted.
9. The timing of pick and drop shall be maintained.
10. No bus / mini bus / coaster van should take more students than its allotted seating capacity.
11. Only Indian and Saudi drivers are preferred to operate the buses. No other nationality is at all allowed.
12. All vehicles should have relevant valid documents like registration MVPI etc.
13. All related maintenance and repairs would be the contractor's responsibility.
14. All drivers shall at all times be responsible to wear uniform and Identity cards provided by the contracting company
15. All Buses /Mini buses should be equipped with Air Condition, GPS, CCTV, First Aid kit, Fire & Safety Equipment, and any other requirement as per Saudi Government Rules and Regulation for commuting students.
16. Vendor with school experience will be preferred.
17. As a required bus helper/attender need to be deployed.
18. Periodic audit will be conducted by the IIS Jubail Staff for ensuring safety, security, cleanliness and condition of the buses.
19. Sub-contractor is allowed if he will meet all above term and conditions.

FORMALITIES TO BE COMPLETED BY BIDDERS:

1. All Commercial bids shall be sought under two categories i.e. **Technical Bids (page # 5) and Financial Bids (Page # 6)**. The financial bids shall only be opened after the technical bids have been found valid.



2. Technical Bid Form (filled in) and Financial Bids (filled in) should be submitted in separate sealed cover clearly superscribing on the envelope "SCHOOL TRANSPORTATION SERVICE FOR STUDENTS AND STAFF – IIS JUBAIL
3. **Sealed Technical Bid and Financial Bid should be submitted in separate sealed covers in separate boxes in the admin department.**
4. **Interested parties can submit their quotations on or before 11/07/2024 during office hours (07:30 am to 02:30 pm) to The Principal, International Indian School, Al Jubail 31951, P.O.1188.) to the admin building.**
5. Open envelopes, bids through fax or Email will not be entertained.
6. Deviation, if any should be clearly spelled out in the offer.
7. Quotations received after due date will not be considered and no liability will be accepted for rejection.
8. *For more details, contact school office between 07:30 am to 02:30 pm or call, Tel – 013 3624130 Ext – 265,267,226.*

Thanks and regards,


ADMIN OFFICER
IIS JUBAIL, KSA



1. TECHNICAL BID FORM

1	Name of the Organization (write in Capital letters)	
2	Contact Address (write in capital letters)	
3	Telephone & fax Nos.	
4	E-Mail Address	
5	Name of the person who is authorized to sign the contract.	

You are requested to submit copies of the following valid commercial documents of your company along with this TECHNICAL BID FORM.

- **Company CR**
- **Certificate of Chamber of commerce**
- **License for relevant commercial activity**
- **GOSI certificate**
- **VAT registration certificate**
- **ZAKAT certificate**
- **Current Client List**
- **Years of Experience in the field**
- **List of vehicles specifying the Make/Type, Model, Seating Capacity, validity of Istamara etc. of the buses you propose to supply for the school.**

I hereby certify that the above statements are true and if it is found to be incorrect at any point of time during the execution of the contract, International Indian School, Al-Jubail has the right to take any action, as deem fit against our firm, including disqualifying from the bid.

Name in Print and Signature of the bidder

Date: _____

(SEAL)

2. FINANCIAL BID FORM

(To print & submit on the bidders Letter Head)

We, hereby agree that we shall supply our transport service to students and staff of the International Indian School, Al-Jubail as per the prescribed and agreed terms and conditions and the rates are given below.

Type of Transport	Unit	Unit Rate in SAR (monthly)
Completely air-conditioned Bus/mini bus (30 seater or above) for inter-city & suburbs travel for School Students / Staff – Al JubailBALAD Area and any place of distance between 25-30 km from IIS Jubail School. (to & fro)	Per Passenger Per Month	
Completely air-conditioned Bus/mini bus (30 seater or above) for inter-city & suburbs travel for School Students / Staff – SWCC, Al Hamra and any place of distance 45-50 km from IIS Jubail School (to & fro)	Per Passenger Per Month	
Completely air-conditioned Bus/mini bus (30 seater or above) for inter-city & suburbs travel for School Students / Staff –Royal Commission, Jalmuda and any place of distance between 70-75km from IIS Jubail School. (to & fro)	Per Passenger Per Month	

NOTE:

1. We confirm that we are not insolvent in receivership, bankrupt or being wound up, our affairs are not being administered by court or a judicial officer, our business' activities have not been suspended and they are not the subject of legal proceeding for the forgoing.
2. We confirm that we have not, and our directors or officers have not been convicted of any criminal offence related to their professional conduct of the making of false statements or misrepresentations as to their qualifications to enter into a contract within a period of two or have not been otherwise disqualified pursuant to administrative suspension of disbarment proceedings.
3. We do hereby confirm that we take the complete responsibility of the contractual terms and conditions.

Name in Print and Signature of the bidder

Date: _____

(SEAL)