



SOUTH ASIAN UNIVERSITY

Gaushala Road, Maidan Garhi

New Delhi – 110 068

Phone: +91 -11-35656572, +91-11-35656615 www.sau.int

**BID DOCUMENT
FOR
HIRING MARUTI ECO or EQUIVALENT**

Tender No.: SAU/S&P/Student-Transport/2025/05

Dated: 25 July 2025

Bid Submission Date & Time : 4 August 2025 before 3PM

Bid Opening Date & Time : 4 August 2025 at 3.30 PM



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The University invites sealed bids for hiring 03 (three) MARUTI ECO/Gramin Phat-Phat Sewa or equivalent Vehicle, on the following terms & conditions:

1. The requirement of vehicles may increase or decrease as per need of the University.
2. Service provider should have valid **Commercial Registration Certificate (RC)**, Pollution Certificate, Insurance, etc. of the vehicle from the Issuing Authority (attach proof).
3. The services of all vehicles will be required Monday to Friday, except holidays. The vehicle will be used daily from 8:00 A.M. to 10:00 AM and 4:00 PM to 6:00 PM. The vehicle in the morning (8.00 A.M.) will run after every 15 minutes from Chattarpur Metro Station to South Asian University, Gaushala Road, Maidan Garhi, New Delhi-110068 and same in the evening (4.00 P.M.) from University to Chattarpur Metro Station.
4. The vehicle shall not be used for any other purposes and shall bear name and logo of the University on the vehicle.
5. Fuel has to be got filled in advance. No interruption while carrying the students.
6. Driver must have passed class 10th from a recognized Board (attach proof).
7. Driver of vehicle should have valid commercial license from the Issuing Authority (attach proof).
8. The driver of vehicle shall be fully trained, properly dressed up, haircut, shaved, etc.
9. Payment will be made on monthly basis on actuals.
10. All pages of this bid and supporting documents should be signed and sealed properly.
11. An agreement between the University and service provider shall be signed on judicial stamp paper.
12. On award of contract the service provider will have to submit Performance Bank Guarantee of 1 Lac in favour of the University.

| | Name, address, aadhaar, driving licence, badge numbers | Mobile No. | Email, if any |
|-----------|--------------------------------------------------------|------------|---------------|
| Owner | | | |
| Driver -1 | | | Not required |
| Driver -2 | | | Not required |
| Driver -3 | | | Not required |



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Financial Bid

| S. No. | Type of Vehicle | Fuel (Petrol/ CNG/ EV) | Model (Year) | Rate (in Rs.) Per day/per vehicle | Taxes, if any | Total |
|--------|------------------------------|------------------------|--------------|-----------------------------------|---------------|-------|
| 01. | MARUTI ECO 7+1 seater | | | | | |
| 02. | Gramin Phat Phat Sewa | | | | | |
| 03. | Any other equivalent vehicle | | | | | |

(Signature of Authorized Signatory)

Date:

Name of the bidder: _____

Complete Address: _____

Contact Nos. _____

Seal