

Federal Urdu University of Arts, Sciences & Technology  
Islamabad

F.No.001-E/2025

INVITATION TO BID

(Single Stage Single Envelope Procedure)

(Hiring of 30 Buses for pick & drop facility for students of Federal Urdu University, Islamabad)

Federal Urdu University of Arts, Sciences & Technology Islamabad invites sealed bids through E-Pads for Hiring of 30 Buses for Pick & Drop of University Students from eligible bidders/Transports firms/Companies who are registered or Active Taxpayers List of FBR.

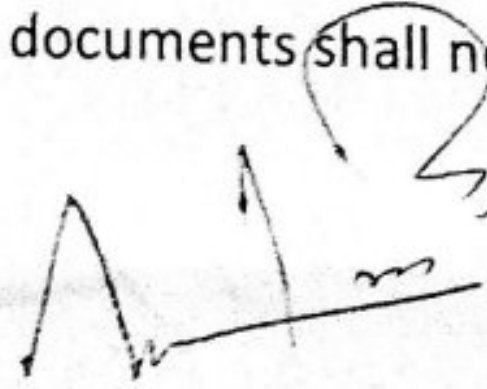
2. The Bids prepared in accordance with the instructions in the bidding document must be submitted through E-Pads on or before 16/07/2025 at 10:30 am. The Bids will be opened on the same day i.e 16/07/2025 at 11:00 am.

3. All firms registered with E-Pads submit their bids online through E-Pads as well as original bids must be submitted in hard form to the University on or before closing of bids. Complete Set Bidding Documents containing detailed terms and conditions can be obtained from Transport Section and are available at PPRA website ([www.ppra.org.pk](http://www.ppra.org.pk)) and FUUAST website ([www.fuuastisb.edu.pk](http://www.fuuastisb.edu.pk)). The tender fee is Rs.5,000/- (Non-refundable) which can be deposited in shape of CDR, Pay Order, Demand Draft and to be attached with technical bid.

4. The bid must accompany with bid security 2% of Rs. One Million of the bid price in favor of "FUUAST, Islamabad" in shape of CDR, Pay Order, Demand Draft.

5. Bids without signed and stamped bidding documents shall not be entertained.

7. Late bids shall not be entertained.



Additional Registrar

Federal Urdu University of Arts, Sciences & Technology  
Old Kuri Road, Moza Moharian, Islamabad



Handwritten signature and date: 27/6/25, 05:58 PM

MUHAMMAD ALEEM RAZA  
Additional Registrar  
Federal Urdu University  
Islamabad



FEDERAL URDU UNIVERSITY OF ARTS, SCIENCES & TECHNOLOGY, ISLAMABAD.

\*\*\*\*\*

TENDER DOCUMENT

Hiring of 30 Buses for pick and Drop Facility For University Students

Sealed bids/proposals are invited from eligible bidders/transport firms/companies who are registered with FBR and their taxpayers' status is active (ATL) on FBR website for providing pick & drop transport facility to University students for various routes/points as under:-

S. No	Route/ Zone	No. of Vehicles	KM Covered (Round Trip Approximate)
1	Fouji Foundation via Saddar GPO/ Karal Chowk, Khanna Pull, Tramri, Nursery Stop, University	1	45 x 2 = 90 KM
2	Rawat via TChowk, Navel Anchorage, Karal Chowk, Khanna Pul, Sohan, Rawal Chowk, Nursery Stop, University.	2	40 x 2 = 80 KM
3	Choor Chowk via Pirwadahi More, Old Daewoo Stand, Kohinoor Mill Srinagar Highway, G-13, G-11, G-10, Sareena Hotel, Rawal Chowk, University.	1	42 x 2 = 84 KM
4	Bari Imam Darbar, Qaid-e-Azam University Road, Mal Pur, Athal Chowk, New Abadi, PTV Colony, Simli Dam Road, Maloot, University.	1	30 x 2 = 60 KM
5	E-11 via Margalla Road, Jaffar Chowk, Mirza Chowk, G-11 Markaz, G-10 Markaz, G-9 Markaz, G-8 Markaz, Blue Area, Lal Quarter, Poly Clinic, Embassy Road, Sareena Hotel, Rawal Chowk, University.	1	38 x 2 = 76 KM
6	Nilore Factory via Thanda Pani, Jahng More, Sultana Foundation, Alipur Nai Abadi, Tramri Chowk, Hostel City, Chatha Bukhtawar, Nursery Stop, University	3	25 x 2 = 50 KM
7	Hostel City Stop to University	1	10 x 2 = 20 KM
8	Adyala Road via Khawaja Corporation, 502 Work Shop, Kachari Chowk, Ammar Chowk, Purana Airport, Shah Khalid Colony, Karal Chowk, Fazala Colony, Khanna Pull, Khanna Pull, Burma Town, Tarlal, Tramri Chowk, Nursery Stop, New Mull, University.	1	35 x 2 = 70 KM
9	Dhoke Sayaddan via Shall Pump, Garooti Stop, Bakra Mandi, 22 No. Chungi, Saddar GPO, Mareer Hassan, Liaquat Bagh, Committee Chowk, Sixth Road, Faizabad, Margalla Town, Rawal Chowk, Nursery Stop, New Mull, University	1	35 x 2 = 70 KM
10	Pind Bagwal via Behrla Enclave, Maloot, Tumair, University.	1	20 x 2 = 40 KM
11	Kaak Pul via Soan Garden, PWD Stop, Pakistan Town, Gulberg, Karal Chowk, Gangaal stop, Khanna Pul,	2	35 x 2 = 70 KM



7. Firms must apply through E-PADS. However original bidding documents along with demand draft of tender fee Rs.5 000/- and bid security @ 2% of the total bid can be delivered on or before the closing date to the University.
8. Bid shall be processed on Single Stage Single Envelopes Bidding procedure as per PPRA rule 36 (a).
9. Financial proposal must contain bid security equivalent to 2% of estimated cost i.e 50 million in the form of CDR/Demand Draft/ Pay Order in favor of Federal Urdu University Islamabad.
10. The University reserves the right to change the route in connection with the seating capacity of the buses.
11. Bid is valid for the period of 60 days.

Additional Registrar

MUHAMMAD ALEEM RAZA  
Additional Registrar  
Federal Urdu University  
Islamabad

*[Handwritten signature]*



## TECHNICAL PROPOSAL

### TECHNICAL INFORMATION AND UNDERTAKING

1. Name of Transport Company \_\_\_\_\_

2. Complete Address \_\_\_\_\_

3. Telephone & Mobile No. \_\_\_\_\_

4. Nature of the concern \_\_\_\_\_

(Attached proof of registration of Sole Proprietorship or Partnership or limited company)

5. List of Owners/Partners/Director

Name	CNIC (attach copy)	Share in Business
I.		
II.		
III.		
IV..		

6. National Tax Number (NTN) \_\_\_\_\_ (Copy should be attached)

7. Bid Security in form of Pay Order /CDR/Demand Draft No. \_\_\_\_\_

Dated \_\_\_\_\_ from (Bank) \_\_\_\_\_ Rs. \_\_\_\_\_

8. Annual turnover of firm

(Attach Proof. Copy of bank statement & tax returns for last 3 years)

9. Whether each page of proposal has been signed and stamped. YES/ NO

10. List of important organizations with address and Telephone number to whom Vehicle services have been provided during the last three years with period of contract to be enclosed in format as detailed below:-



S. No	Name of Organization	Address	Tel No.	No. of buses provided	Contract period
1					
2					
3					
4					

11. List of buses bearing certificate of fitness by Motor Vehicle Examiner (MVE) to be provided by the company (Attach detail on format)
12. Preference shall be given to the bidders proposing 64 seater double door buses of broad body.
13. Firm/company should paste University name, panaflex with route number of suitable size so that students can see from distance.
14. The vendor will be bound to depute a BUS HELPER with each bus.
15. The vendor will be required to provide a supervisor at the time of arrival and departure of the buses.
16. Number of buses may increase or decrease on the discretion of the Competent Authority.
17. The services shall be hired for a period of one year. (Extendable for next one year). Upon satisfactory performance report of the vendor from Incharge Transport and with the approval of the Competent Authority.
18. If the Firm/Company does not fulfill the term and conditions/requirements according to the Award letter or unsatisfactory report received from Incharge Transport on the performance of the vendor, the earnest money of the firm will be forfeited.
19. Name, designation & address of authorized person signing bidding documents on behalf of company. (Attached copy of authority letter).
20. After opening of the bids, technical evaluation of the proposals will be made on the basis of technical proposals and then on financial proposal furnished on prescribed form. The weightage of technical bid shall be 90 marks. Minimum marks for qualification will be 60



marks. The reason for acceptance or rejection of any tender shall be dealt as per PPRA rules Bid will be awarded at the least cost basis under the specified terms & conditions of the contract given in the bidding document.

#### Marks Distribution for Technical Proposal Evaluation

Description	Marks Assigned	Obtained
No. of buses owned by bidder with Copies of Registration Books excluding partnership.	10	
Valid Fitness Certificate Issued by MVE	10	
Model of Buses	20	
Physical Inspection	20	
List of Drivers (bearing valid HTV/PSV license)	10	
Make & Type of buses with seating capacity (broad body)	10	
Credibility & previous work experience with organizations (especially Govt/Semi-Govt)	20	
<b>Total</b>	<b>90</b>	<b>Qualified Marks are 60</b>

20. Successful bidder shall have to enter into contract agreement on judicial stamp duty of applicable value of the total contract amount.

- I. Before award of contract, physical inspection of buses shall also be carried out at the University premises.



- II. Federal Urdu University, Islamabad reserves all rights to accept/reject any proposals in line with PPRA Rules. The decision of University authorities in this regard shall be final and binding. Any failure on the part of the contractor to observe the prescribed procedure and any attempt to canvass for the work will prejudice the contractor's bid.
- III. Successful bidder(s) will be informed in writing regarding acceptance of his proposal. A contract enumerating necessary conditions to this effect shall be signed between Federal Urdu University Islamabad & Contractor.
- IV. Performance security/guarantee in shape of CDR/ Bank Draft/unconditional bank guarantee shall be submitted by successful bidder/contractor equivalent to 5% of contract amount. Insurance guarantees/cheques or third-party undertaking shall not be acceptable.
- V. In case of breach of any conditions of the contract and for all types of losses caused to FUUAST including excess cost due to hiring of buses from the market in the event of Contractor failing to provide buses or not providing buses in time, Federal Urdu University shall make deductions at double the rate of Hiring rate on prorated basis from the bills preferred by the Contractor or that may become due to the contractor under this or any other contract or from the security deposit or may be demanded from him to be paid within seven days to the credit of the University.
- VI. In case of breach of any of terms and conditions, the Competent Authority will have right to cancel the work order without assigning any reason thereof, and nothing will be payable by this University in that event and the security deposit in the form of Bank Guarantee/Demand Draft shall be forfeited.
- VII. University shall have sole right to terminate the contract with prior notice of 30 days during the contract period.
- VIII. The successful bidder shall not assign or sublet the work or any part of it to any other person or firm. The contract is non-transferable.
- IX. University shall be at liberty to withhold any of the payments in full or in part subject to recovery of penalties mentioned. The term "payment" mentioned in this para



includes all types of payments due to the contractor arising on account of this contract excluding earnest money and security deposit governed by the separate clauses of the contract. Transport Company shall submit bus wise bill/invoice to Transport Office at the close of each month. The bill should contain billing Month, Registration No. and number of days served with dates of the hired buses. Bills/invoice shall be verified by Transport Officer and countersigned by Additional Registrar. Director Accounts shall sanction & disburse the payment to Transport Company through crossed cheque after ensuring coddle formalities/tax deduction at source ( if Applicable).

- X. Parties shall mutually settle disputes related to this contract. If attempts do not yield any results within a period of 30 days, The Vice Chancellor, Federal Urdu University shall be the Competent to resolve dispute (s) related to this contract and his decision shall be final.
- XI. Any other information important in the opinion of the firm.

Signature\_\_\_\_\_

Name & Designation \_\_\_\_\_

Stamp \_\_\_\_\_





Tender's Estimated Cost:

Rs. 50 Million

Financial Proposal

Transport Company/Firm \_\_\_\_\_

1. Bus Type (30 Buses) 64 Seating Capacity, Double Door Buses shall meet relevant standards, laws, fitness etc. University name and logo panaflex printed on all (Left, Right, Front, Back) sides of buses.
2. Rate of Route/ Zone

S. No	Route/ Zone	No. of Vehicles	KM Covered (Round Trip Approximate)	Amount Rs. (Inclusive of all taxes)
1	Fouji Foundation via Saddar GPO/ Karal Chowk, Khanna Pull, Tramri, Nursery Stop, University	1	45 x 2 = 90 KM	
2	Rawat via Chowk, Navel Anchorage, Karal Chowk, Khanna Pul, Sahan, Rawal Chowk, Nursery Stop, University.	2	40 x 2 = 80 KM	
3	Choor Chowk via Pirwadahi More, Old Daewoo Stand, Kohinoor Mill Srinager Highway, G-13, G-11, G-10, Sareena Hotel, Rawal Chowk, University.	1	42 x 2 = 84 KM	
4	Bari Imam Darbar, Quaid-e-Azam University Road, Mal Pur, Athal Chowk, New Abadi, PTV Colony, Simli Dam Road, Maloot, University.	1	30 x 2 = 60 KM	
5	E-11 via Margalla Road, Jaffar Chowk, Mirza Chowk, G-11 Markaz, G-10 Markaz, G-9 Markaz, G-8 Markaz, Blue Area, Lal Quarter, Poly Clinic, Embassy Road, Sareena Hotel, Rawal Chowk, University.	1	38 x 2 = 76KM	
6	Nilore Factory via Thanda Pani, Jahng More, Sultana Foundation, Alipur Nai Abadi, Tramri Chowk, Hostel City, Chatha Bukhtawar, Nursery Stop, University	3	25 x 2 = 50KM	
7	Hostel City Stop to University	1	10 x 2 = 20KM	
8	Adyala Road via Khawaja Corporation, 502 Work Shop, Kachari Chowk, Ammar Chowk, Purana Airport, Shah Khalid Colony, Karal Chowk, Fazala Colony, Khanna Pull, Khanna Pull, Burma Town, Tarlal, Tramri Chowk, Nursery Stop, New Mull, University.	1	35 x 2 = 70 KM	
9	Dhoke Sayaddan via Shali Pump,	1	35 x 2 = 70 KM	



	Garooti Stop, Bakra Mandi, 22 No. Chungi, Saddar GPO, Mareer Hassan, Liaquat Bagh, Committee Chowk, Sixth Road, Faizabad, Margalla Town, Rawal Chowk, Nursery Stop, New Mull, University			
10	Pind Bagwal via Behria Enclave, Maloot, Tumair, University.	1	20 x 2 = 40 KM	
11	Kaak Pul via Soan Garden, PWD Stop, Pakistan Town, Gulberg, Karaal Chowk, Gangaal stop, Khanna Pul, Kuri Road, Dhoke Kala Khan, I-8 Pul, Old Campus, Rawal Chowk, Nursery Stop, University.	2	35 x 2 = 70 KM	
12	Bara Kahu Stop, Mull Pur, Jilani Stop, Dhokri Chowk, Rawal Dam Chowk, Bani Gala, Nursery Stop, University	2 + 1	24 x 2 = 48KM	
13	Thanda Paani, Jhang Road, Sultana Foundation, 17 Meel, Old Bank Stop, Ali Pur Nai Abadi, Taramri Chowk, Hostel City, New Mull, University	1+2	23 x 2 = 46KM	
14	Marir Hassan, Committee Chowk, Waris Khan, Sadiqabad, Sixth Road, Shamsabad, Faizabad, Rawal Dam Chowk, Nursery Stop, New Mull, University	1+1	26 x 2 = 52 KM	
15	26 No. Chungi, G-13, Srinagar Highway, G-11 Signal, G-10 Signal, G-9 Signal, G-7 Old Campus, Serena Hotel, Rawal Dam Chowk, Nursery Stop, New Mull, University	1	44 x 2 = 88 KM	
16	IJP Road, Pir Wadhai, New Katarian, Faizabad, Margallah Town, Rawal Chowk, Nursery Stop, New Mull, University.	1	28 x 2 = 56 KM	
17	Dhoke Kala Khan via, Iqbal Town, Kuri Road, Zia Masjid, Khanna Pul, Ziarat Stop, Sanam Chowk, Burma Town, Tarlai, Taramri, Hostel City, Nursary Stop, New Mal, University	1	42 x 2 = 84KM	
18	Carriage Factory, Dhoke Hassu, Mandi Mor, Metro Stop, I-10/2, PSO Pump, I-10 Markaz, I-9 Markaz, I-8 Markaz, Rawal Dam Chowk, Banigalla, Chak Shahzad, Nursery Stop, New Mull, University	1	30 x 2 = 60 KM	
19	Committee Chowk via Centre Hospital, Sadiqabad, Sixth Road, Shamsabad, Faizabad, Rawal Dam Chowk, Nursery Stop, New Mull, University	2	24 x 48 = KM	
20	Tramri Chowk via Hostel City Stop, Nursery stop, New Mull, University.	1	15 x 2 = 30KM	

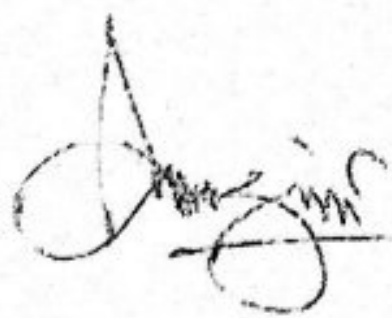


Rate of per trip/route will be (Inclusive of all taxes).

5. The services/rates shall be valid for the period of one year which can be extended for further one year upon satisfactory performance report of the vendor from Incharge Transport and with the approval of Competent Authority. In case of extension rates can be increased or decreased upto 10% in view of the actual fuel prices and market conditions.

6. In case of any change in route, per kilometer rate will be applicable.

7. All repairs, lubricants, labor, driver's pay & all other cost shall be borne by Transport Firm/Company.

A handwritten signature in black ink, appearing to be 'D. Singh', is located in the lower center of the page. The signature is stylized with a large initial 'D' and a horizontal line extending from the end.