

**Sher-e-Kashmir**  
**University of Agricultural Sciences & Technology of Jammu**  
**Main Campus, Chatha, Jammu (J&K) 180009**

**Notice Inviting e- tender**

E-NIT No. **01 of 2025-26**

Dated: 26.05.2025

For and on behalf of Vice-Chancellor, SKUAST-Jammu, Expression of Interest (EOI) (single-cover system) is invited from approved and eligible Tour & Travel agencies / Service Providers operating within Union Territory of J&K for empanelment for the following Job/contract: -

S. No.	Name of the work	Earnest Money (in Rs.)	Cost of Tender document	Period of contract/ empanelment
1.	Hiring of vehicles for all the faculties/stations/units of SKUAST-J for the financial year 2025-26 and 2026-27.	20,000/-	1000/-	2 years ending March 2027.

1. The Bidding document consisting of qualifying information, eligibility criteria, terms and conditions and other details can be downloaded from the departmental website [www.jktenders.gov.in](http://www.jktenders.gov.in) as per following schedule:-

1.	Date of issue of Tender Notice	26-05-2025
2.	Date of start of downloading	28-05-2025
3.	Pre-bid meeting date	NA
4.	Bid submission start Date	28-05-2025
5.	Bid submission end date	17-06-2025 (5.30 PM)
6.	Date & Time of opening of Technical bid (online)	18-06-2025
7.	Announcement of empanelled Tour & Travel agencies /approved Service Providers	To be notified separately

2. Bids must be accompanied with proof of cost of Tender document fee in favour of Assistant Comptroller, Estates Division to be deposited in the official A/C Number 1235040500000015, IFSC Code: JAKA0EAURSP, Bank Branch: J&K Bank, SKUAST-J, Chatha, Jammu and the folio of the Pay-in-Slip/ Xerox of M-Pay ID be uploaded while bidding/tendering, failing which tender of the defaulter shall be rejected. No exemption shall be entertained on this account.
3. Each bid must be accompanied with the proof of Earnest Money @ 20,000 in the shape of CDR/FDR/TDR pledged in favour of Asstt. Comptroller, Estates Division, SKUAST-J at the time of bidding and the scanned copy of the same be uploaded with the technical bid while tendering contract, failing which tender of the defaulter shall be rejected. No exemption shall be entertained on this account.
4. The Agency should have its office / authorized service provider / representative within Municipal limits of Jammu to provide service and shall furnish the addresses of service centre with telephone number along with technical bid. The Agency not having authorized office / service centre at Jammu locality will not be considered.
5. Technical Bids of those bidders who qualify technical bidding shall be opened online on the





website [www.iktenders.gov.in](http://www.iktenders.gov.in) in the office of the Estates Officer, SKUAST-J Main Campus, Chatha (Tender receiving authority) as per the schedule.

6. **The hard copy of the tender documents, tender document fee and Earnest money in the shape of CDR/FDR/TDR and all other required and relevant documents as mentioned in the general conditions to the bidders should be deposited in the office of Dr. J.P. Singh, Professor & Head, Division of Farm Machinery & Power Engineering, Faculty of Agricultural Engineering (Block-7), SKUAST-J, Main Campus, Chatha, Jammu (Member Secretary) by or before the last date of bid submission.**
7. The bids for the work shall remain valid for a period of 120 days from the date of opening of financial bids.
8. **Agreement:-** Each empanelled bidder shall execute the agreement within 21 days after issuance of empanelled order, failing which the contract shall be terminated and EMD forfeited.
9. The earnest money shall be forfeited if:-
  - a. Any bidder/tenderer withdraws his bid/tender during the period of bid validity or makes any modifications in the terms and conditions of the bid.
  - b. Failure of eligible empanelled agencies bidders firm to furnish the original copy of the EMD (CDR/FDR/TDR) within specified time period of the issuance of Empanelment Order.
  - c. If, at any stage, and of the information/declaration given by an agency/bidder/ firm proves false.
10. Instructions to bidders: -
  - d. Bidders are advised to download bid submission manual from the 'Downloads' option as well as from 'Bidders Manual Kit' on website [www.jktenders.gov.in](http://www.jktenders.gov.in).
  - e. To participate in bidding process, bidders have to get Digital Signature Certificate (DSC) as per information Technology Act-2000. Bidders can get digital certificate from any approved vendor.
  - f. The bidder has to submit his bid online in electronic format with digital signature. No bid will be accepted in physical form.
  - g. Bids will be opened online as per time schedule mentioned in Para- 1.
  - h. Bidders must ensure uploading scanned copy of all necessary documents including folio of the Pay-in-Slip, Xerox of M-Pay and EMD.

*Note: Scan all the documents on 100dpi with black and white option.*
11. The department will not be responsible for delay in online submission due to any reasons.
12. Bidders are advised to use 'My Document' area in their use on JK tenders e-tendering portal to store such documents as are required.
13. The documents to be submitted shall include:
  - i. Copies of original documents viz. Registration/permit/ ownership defining constitution/legal status/place of registration and principal place of Business with latest renewal.
  - j. Valid GST & PAN No. alongwith latest acknowledgement receipt of GST return.
  - k. Scanned copy of folio of the Pay -in-Slip/ Xerox of M-Pay (cost of tender document) for downloading of tender document.
  - l. Scanned copy of CDR/FDR/TDR (Earnest Money) from any scheduled or nationalized bank.
  - m. The bidder shall necessarily upload his complete address, Mobile Number and Email address in the prescribed tender form.
14. Self-attested Affidavit on stamp paper of Rs.10.00 to the extent that (format given below):-

- a. Ability to execute the contract for hiring of vehicles as per the terms and conditions laid down in the e-NIT.
  - b. The bidder is not black-listed/debarred by any Govt. or Semi-Govt. Department for participation in tendering
15. Performance Security: The EMD of each eligible/empanelled agency/bidder shall be deemed as Performance Security and retained such till completion of the contract/empanelment period in all respects or till the time the contract remains in vogue by mutual consent whichever is earlier.
16. Deposition of EMD and Document fee is a must, and no exemption/ relaxation, whatsoever, shall be entertained in this regard.
17. If any dispute arises between the agency and SKUAST-J, the decision of the Hon'ble Vice-Chancellor of SKUAST-J shall be final and binding upon the parties.
18. Tender Opening Committee concerned reserves the right to accept or reject any or all Tender/s without assigning any reason thereof.



**Dr. J.P. Singh**

**Professor & Head**

**Division of Farm Machinery & Power Engineering,**

**FoAE, SKUAST-J**

**(Member Secretary)**

No.: AUJ/FMPE/25-26/E-NIT (1)/41-50

Date: 26-05-2025

Copy:-

- Estates Officer, SKUAST-Jammu
- All Members of the Committee \_\_\_\_\_.
- I/c Data Centre, SKUAST-J, Chatha for uploading of NIT on the University website.
- SVC for timely publication of NIT in two local dailies as per Annexure 'A' having wide circulation.



## Terms & Conditions

1. Empanelment shall be on the basis or the S.O Notification No. 97 dated 19<sup>th</sup> of March 2021 issued by Commissioner/Secretary to Govt., Transport Department, J&K followed by Notification No. 01 P- MVD of 2021 dated 19.03.2021 issued by Transport Commissioner & Chairman STA, J&K. enumerating the maximum fares chargeable in respect of passenger vehicles as detailed in the annexures A-I I, C- I and C-Ia(1) thereto only. The eligible empanelled agencies/bidders/firms shall be paid rates as detailed in the aforementioned annexures depending upon the type of vehicles and nature of booking.
2. No extra charges/ taxes/ driver's Bhatta/ over-time shall be paid over and above the rates fixed by Transport Commissioner & Chairman, STA. J&K vide Notification to. 01 P- MVD of 2021 dated 19.03 .2021 as detailed in annexures A-II, C- I and C- Ia(1) thereto.
3. The vehicles must be registered in the U.T. of Jammu and Kashmir. The vehicle shall be properly insured and should carry necessary fitness certificate from concerned authority including pollution certificate.
4. The respective driver deployed along with the vehicle shall have mobile phone connectivity and have a valid driving License.
5. The agency/ bidder who is engaged as service provider shall submit invoices in triplicate in the office of the concerned DDO duly accompanied by log-book verified by the concerned officer/ official.
6. The vehicles (bus & car) should not be more than Five years old.
7. The Contract can be terminated at any time with the prior notice of one month by the SKUAST-J without assigning any reason.
8. The SKUAST-J will not be responsible for any penalty imposed by the Traffic Authorities, loss, damage or any accident of vehicle or for the injury to driver or to any other third party, other than University employee. The loss or damage of legal expenses on this account shall be borne by the Agency.
9. There is no guarantee of hiring of any specific number of vehicles. The agency shall have to provide as many vehicles as may *be* required by the SKUAST-J from time to time. The vehicles will be demanded as and when required. The requirement may increase or decrease.
10. The agency shall bear all costs on account of fuel, oil, spares, comprehensive insurance and repairs & maintenance, washing etc. of the vehicles. The salary and other charges, if any, of the driver shall also be borne by the agency.
11. The agency shall abide by rules laid down by any authority relevant to deployment of vehicles. The agency shall provide statutory benefits to the drivers as may be applicable and SKUAST-J shall not bear any expenses/ responsibility on this account whatsoever. The agency will be required to pay the wages to the Drivers as per the agreement between the parties.
12. In case of and breakdown of vehicle on duty, the agency shall within the shortest possible time make arrangement for providing another vehicle. In such a case, the mileage shall be considered as the actual distance deemed to have been covered by the original vehicle without breakdown.
13. Vehicle shall be made available on all dates including Saturday, Sunday and holidays as and when required even on short notice.
14. The University shall deduct taxes at source as applicable under rules.
15. In case of not fulfilling any of the terms and conditions, the University will be free to cancel the contract/empanelment or impose penalty.
16. In case the agency fails to provide the required vehicle as per terms and conditions, the University reserves the right to terminate the contract and blacklist the Agency.

17. The conditional tenders shall not be accepted and such tenders are liable to be rejected.
18. The committee may consider any bid, if feels that inadvertently certain required documents are not enclosed by the Agency and the Agency promise that the required documents obtained before the finalization of the tenders/ empanelment will be furnished within stipulated time. The decision of the committee will be final in this regards.
19. The EMD of unsuccessful bidders will be released without interest after finalization of the tender/empanelment. The security bid/EMD of the eligible empanelled agencies/ bidders/ firms will be converted into Performance security and will be released without interest after successful completion of contract period/ after submission of bank guarantee.
20. In case the eligible empanelled agencies/ bidders/ firms declines the offer of contract, for whatsoever reason(s) his/her EMD will be forfeited.
21. Bidder should has e preferably minimum three years of experience in providing of vehicles to Govt./ PS Us /reputed organization. A certified copy of the same should be attached with the technical bid.
22. No advance payment will be considered. The payment will be released on successful completion of the allotment order on case to case basis and furnishing of bills by the successful bidder.
23. The University reserves all the rights to reject or accept and tender without assigning any reason thereof or cancel or withdraw the tender notice in part or full. The University reserves the right to accept or reject any bid, and to cancel the bidding process and reject all bids at any time, without thereby incurring any liability to the affected bidder or bidders of the ground for such action.
24. The bidder shall sign and stamp each page of this tender document and all other enclosures appended to it as a token of having read and understood the terms and conditions contained in the e-NIT and submit the same along with the bid. The bidder shall fill up the information in the Annexures enclosed at the end of this document in clear and legible terms. Annexures shall also be signed and stamped by the bidder or its authorized signatory.
25. The University can hire the vehicles from the Govt. organizations/ other agencies etc. if required.
26. The vehicle has to be provided in time, in case of delay and the University is not satisfied with the stated reason, the University reserves the right to impose the penalty up to Rs. 500/- on each default and may hire vehicle from other source at the risk and cost of the contractor agency.
27. In case of any disagreement or dispute between the first party (i.e. SKUAST-J) and the second party, (i.e. agency) arising out of or due to the terms and conditions of contact agreement the jurisdiction shall be Jammu Courts only for any dispute.
28. The bidder shall be responsible for fulfilling all the rights, regulations in case of Vehicle(s) so provided viz: valid Pollution Control Certificate, Valid Insurance, Valid Registration and other relevant documents as per the Jammu & Kashmir Motor Vehicle's Act & other standing government guidelines. Any violation or deficiency in this regard at any point of time even during validity of contract will lead to termination of contract.





### Affidavit

Affidavit on correctness of information furnished with the Technical bid of Rs. 10/- on stamp paper.

Name of the Agency/Firm : \_\_\_\_\_  
Name of the proprietor : \_\_\_\_\_  
S/o : \_\_\_\_\_  
Address with contact No. : \_\_\_\_\_

It is hereby certified that:

- a) I/our agency am/is able to execute the contract for hiring of vehicles as per the terms and conditions laid down in the e-NIT No..... Dated.....
- b) There is no litigation current or during the last five years, in which I/our agency am/is involved.
- c) I/our firm am/is not black listed/debarred by any Govt. or Semi-Govt. Department for participation in tendering.

*Signature & Stamp of the bidder*



**Tender Form**

Name & style for the concern : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Place of Business : \_\_\_\_\_  
Registration No. : \_\_\_\_\_  
Name of the Proprietor : \_\_\_\_\_  
S/o : \_\_\_\_\_  
Address with contact No. : \_\_\_\_\_  
\_\_\_\_\_  
GST/PAN No. : \_\_\_\_\_  
Reference to Earnest Money : CDR No. \_\_\_\_\_ Dated \_\_\_\_\_  
Reference to Document Fee : Name of the Bank \_\_\_\_\_  
Pay in slip/MPay ID \_\_\_\_\_ Dated \_\_\_\_\_

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**Dr. J.P. Singh**  
**Professor & Head**  
**Division of Farm Machinery & Power Engineering,**  
**FoAE, Main Campus, Chatha, SKUAST-J**  
**(Member Secretary)**

Sir,

In response to e-NIT No. \_\_\_\_\_ I/we hereby submit  
my/our tender for the empanelment work/job \_\_\_\_\_ on  
the rates fixed by Transport Commissioner/Chairman STA, J&K vide Notification No. 01 P-MVD of  
2021 dated 19.03.2021 as detailed in annexures A-II, C-I and C-Ia(1) thereto.

I/we also certify that I/we shall abide by all the terms and conditions of the contract given in the said  
e-NIT in case I/Our agency is empanelled by SKUAST-J for hiring of vehicles.

*Signature & Stamp of the Agency*



## UNDERTAKING

(to be typed on letterhead of bidder)

To

**Dr. J.P. Singh**  
**Professor & Head**  
**Division of Farm Machinery & Power Engineering,**  
**FoAE, Main Campus, Chatha, SKUAST-J**  
**(Member Secretary)**

**Sub: Acceptance of terms & conditions with respect of e-NIT No. \_\_\_\_\_**  
**for finalization of Rate Contract for Hiring of Vehicle(s) for all the campuses/units,**  
**stations of SKUAST-J.**

Sir,

1. I/we hereby agree to abide by all the terms & conditions laid down in e-tender notice No. \_\_\_\_\_.
2. This is to certify that I/we, before signing this bid, have read and fully understood all the terms and conditions, instructions contained therein and undertake myself/ourselves abide to by these terms and conditions.
3. I/we declare that our financial position is sound, and we are competent to perform the services as and when and wherever required.
4. I/we declare that I/we will not ask/expect any financial assistance from SKUAST-J or any of its peripheral Agency(ies).
5. If I/we will be selected as the approved service provider, I/we will provide services strictly in accordance with the terms and conditions of this bid, read with the additional terms and condition, if any stipulated by the SKUAST-J in the agreement to be executed in this behalf.

In Acceptance

Sign & Name of Signatory

Designation

Seal of Bidding entity

Alongwith full address

Contact No.:

Email ID:





**Sher-e-Kashmir**  
**University of Agricultural Sciences & Technology of Jammu**  
**Main Campus, Chatha, Jammu (J&K) 180009**

e-NIT No.01 of 2025-26 Dated: 26-05-2025

**Notice inviting e-tender**

For and on behalf of SKUAST-Jammu, Expression of Interest (EOI) (single-cover system) is invited from approved and eligible Tour & Travel agencies / Service Providers operating within Union Territory of J&K for empanelment of Hiring of vehicles for all the faculties/stations/units of SKUAST-J for the financial year 2025-26 and 2026-27.

Note:-

1. Further details can be seen from the website <http://jktenders.gov.in> and [www.skuast.org](http://www.skuast.org).
2. Tenders will be uploaded only on <http://jktenders.gov.in> and service providers registered on this website will be able to submit their bid online. The University reserves the right to reject any or all tenders without assigning any reason(s). The tenderer should read terms and conditions instruction carefully before filling the e-tendering. E-tendering without Digital Signature Certificate (DSC) will not be accepted by electronics tendering system.

  
Dr. J.P. Singh,

Professor & Head,  
Division of Farm Machinery & Power Engineering,  
Faculty of Agricultural Engineering (Block-7),  
SKUAST-J, Main Campus, Chatha, Jammu  
(Member Secretary)

4

Annexure "A-II"					
FARE RATE PER PASSENGER /KILOMETER INCLUSIVE OF PASSANGER TAX IN RESPECT OF AIR CONDITIONED DELUX COACHES AND "A" & "B" CLASS BUSES.					
S.No	Type of Vehicle	Per Passenger Per Kilometer			
		Existing Fare (In Paisa)	Inc./Hike @ 19% (In Paisa)	Revised Fare (In Paisa)	Payable Fare (In Rupees)
1	2	3	4	5	6
a)	Air Conditioned	273.00	51.87	324.87	3.25
b)	Super-Deluxe (25 Seater)	208.76	39.66	248.43	2.48
c)	Delux Coaches (2x2.27 Seater)	171.03	32.49	203.52	2.04
d)	Semi-Deluxe Coaches (35 Seater)	123.53	23.47	147.00	1.47

Transport Commissioner  
(Chairman, State Transport Authority, STA),  
JandK, Srinagar/Jammu



## PASSENGER FARE REVISION - 2021

3

ANNEXURE "C-I"					
FOR RATES FOR CONTRACT CARRIAGE ( Taxi-Maxi Cabs)					
(INCLUSIVE OF PASSENGER TAX)					
S. No.	TYPES OF VEHICLES AS TAXI/MAXI CAB	Existing fare (In Rs.)	Inc./Hike Percentage	Inc./Hike In Rs.	Revised Fare per Km. (In Rs.)
1	2	4	5	6	7
A	<u>Premium Segment</u> Innova, Fortuner etc	20.29	19%	3.85	24.15
B	<u>Medium Segment</u> like, Tavera, Scorpio, Qualis, Xylo etc	19.44	19%	3.69	23.13
C	<u>Base Segment</u> like Maruti Esteem, Mohindra Comm., Mahindra Trax, Ambassador Car (diesel), Sumo, Bolero, Tata Indica, Swift, Tata Winger, Tempo Traveller etc	19.10	19%	3.63	22.73

## Other conditions

1. Waiting Charges per hour Rs. 25/= during regular journey in a day time.
2. Luggage Weighing upto 40 Kgs shall not be chargeable.
3. Night halt will be chargeable Rs 200/= lumpsum from 11.00 PM to 6.00 AM in case the Taxi/Maxi cab is hired on daily basis.

  
Transport Commissioner,  
(Chairman, State Transport Authority, STA),  
JandK, Srinagar/Jammu



(2)

## ANNEXURE- "C-Ia(1)"

Daily Rate for 11 hour with 2 hours break subject to a maximum of 110 kms

S.No	Type of Taxi/Maxi cab	Existing Fare	Inc./Hike @ 19%	Revised Fare	Fare Payable (In Rs.)
1	2	3	4	5	6
1	Ambassador Car (Petrol)	1093.27	207.72	1301.00	1300 + Fuel
2	Ambassador Car (Diesel)	1149.20	218.35	1367.55	1370 + Fuel
3	Maruti Van	926.91	176.11	1103.02	1100 + Fuel
4	Taxi/Maxi Cabs (Base Model Contract Carriages like Sumo, Bolero, Tata Indica, Swift, Tata Winger, Tampo Traveller etc.)	1362.29	258.84	1621.13	1620 + Fuel
5	Taxi/Maxi Cabs (Medium Segment Tourist Taxi/ Maxi Cab Contract Carriages like, Tavera, Scorpio, Qualis, Xylo etc.)	1552.79	295.03	1847.81	1850 + Fuel
6	Taxi/Maxi Cabs (Premium Class Tourist Taxi/ Maxi Cab Contract Carriages like Innova, fortuner etc) [with reference to Serial No. 3, 2012]	1620.89	307.97	1928.86	1930 + Fuel

## ANNEXURE- "C-Ia(2)"

S.No	Type of Taxi/Maxi cab	Existing Fare	Inc./Hike @ 19%	Revised Fare	Fare Payable
1	Big Buses (Stage Carriage)	3509.33	666.77	4176.10	4180 + Fuel
2	Medium / Mini Buses (Stage Carriage)	1669.22	317.15	1986.38	1990 + Fuel

A) Beyond 110 Kms of journey in a day, extra charges at the normal rate will be payable by the hirer and the fuel expenses shall be borne by the Transporter.

B) Beyond 11.00 hours of day duty, waiting charges during night journey, will be @ Rs 50/- per hour

C) Night halt will be chargeable Rs 200/- lumpsum from 11.00 PM to 6.00 AM in case the vehicle is hired on daily basis.

Transport Commissioner,  
(Chairman, State Transport Authority, STA),  
JandK, Srinagar/Jammu