

Instructions and Guidelines for School Transport Tenders

Sealed tenders are invited from eligible and experienced transport contractors / bus operators for providing school buses for transportation of students for the Academic Session 2026–2027 in accordance with the provisions of the Uttar Pradesh Motor Vehicles Rules, 1998 (as amended in 2019 & 2022), and all applicable directions issued by the Hon'ble Supreme Court Committee on Road Safety, State Transport Authority, and Regional Transport Authority.

The transport operator must strictly comply with all safety norms, permit conditions, insurance requirements, fitness standards, driver eligibility norms, and school transport guidelines prescribed under the law.

1. Permit and Age Limit Rules for School Vehicles

As per the Uttar Pradesh Motor Vehicles Rules, 1998 (as amended in 2019 and 2022), school vehicles are categorized and separate permit and age-limit provisions have been prescribed for them.

Type of Vehicle	Type of Permit / Provision	Age Limit (2022 Amendment)
Contract Bus (Bus attached with school)	Contract Carriage Permit under Section 73 of the Motor Vehicles Act, 1988 (SR-27A)	15 years (CNG/Petrol)

2. SCOPE OF WORK

The selected transport contractor shall:

- Provide safe, roadworthy, and legally compliant buses for school transportation.
- Ensure timely pick-up and drop of students as per routes assigned by the school.
- Deploy trained and verified drivers and conductors.
- Maintain discipline, hygiene, and safety standards inside the buses.
- Ensure functioning GPS system, CCTV cameras, speed governor, first aid box, fire extinguisher, panic button, and other mandatory safety equipment.
- Maintain all records and documents related to vehicle permits, fitness, pollution certificates, insurance, and driver verification.
- Comply with all directions issued by the Transport Department and School Management during the contract period.

3. TERMS & CONDITIONS

1. The operator must possess valid registration and authorization to operate passenger transport vehicles.
2. Minimum experience of 5 years in school transportation services.
3. All buses must possess:
 - Valid Registration Certificate
 - Valid Permit
 - Valid Fitness Certificate
 - Pollution Under Control (PUC) Certificate
 - Comprehensive Insurance
 - Tax Clearance
4. Drivers must possess:
 - Valid Heavy Vehicle Driving License
 - Minimum 5 years driving experience
 - Police Verification Certificate
 - Medical Fitness Certificate and age not more than 60 years
5. The operator must not have been blacklisted by any school, government authority, or transport department.
6. Preference shall be given to operators having standard yellow school buses GPS-enabled buses with CCTV surveillance.
7. All the operator shall own minimum 3 CNG buses of Model 2025 & above with sitting 40 or more.
8. All the buses shall be used exclusively for school usage.
9. School has the final decision in route timing changes, and it shall be on all operators.
10. No vehicle change shall be permitted due to time changes.
11. The operator shall submit ESI+PF registration copy.
12. Minimum wages norm along with other labour law compliance shall be fully adhered.
13. All the offered vehicle shall be CNG fuelled, Model 2022 & above.
14. Routes offered can be altered as per school's requirement with no price escalation.
15. Proper reliver and Feeder Bus in case of breakdown.
16. Yellow and school buses name written will solely be dedicated to school use and not for private and commercial uses.

4. VEHICLE SPECIFICATIONS

The buses offered must comply with the specifications prescribed under the Uttar Pradesh Motor Vehicles Rules and School Bus Safety Norms, including but not limited to:

- Yellow colour school buses with "SCHOOL BUS" clearly written/ school details i.e. Name, Address, Phone.
- Speed governor limited as prescribed by law.
- Functional GPS tracking system.
- CCTV cameras inside the bus/ with one month backups.
- Fire extinguisher and first aid box.
- Emergency exit and emergency contact details.

- Proper seating arrangement.
- Female attendant/helper wherever required.
- Reflective tape and safety markings.
- Panic button/alarm system.
- Window grills and proper ventilation.

The school transport team will inspect all vehicles before final approval.

5. DOCUMENTS REQUIRED

The following self-attested documents must be enclosed with the tender:

- Firm Registration Certificate
- PAN Card
- GST Registration Certificate
- Aadhaar Card of Proprietor/Authorized Signatory
- Experience Certificate
- List of Existing Clients/Schools
- RC of Vehicles
- Fitness Certificate of Vehicles
- Insurance Copies
- Permit Copies
- Driver Licenses
- Police Verification of Drivers and Conductors
- Affidavit regarding non-blacklisting

6. TERMS AND CONDITIONS

1. The contract shall initially be valid for one academic session i.e. 2026–2027.
2. The school reserves the right to extend or terminate the contract based on performance/ negligence.
3. The contractor shall be solely responsible for any accident, negligence, Violation of traffic rules, or legal liabilities.
4. The school shall not be responsible for salary/payment of drivers, conductors, attendants, fuel expenses, repairs, challans, or statutory liabilities.
5. The contractor shall ensure proper behaviour and discipline of drivers and staff.
6. Consumption of alcohol, tobacco, smoking, or misconduct by transport staff shall lead to immediate removal.
7. The school reserves the right to reject any or all tenders without assigning any reason.
8. In case of emergency or breakdown, replacement vehicle must be provided immediately.
9. The operator shall strictly follow all child safety and transportation norms prescribed by law.
10. Any violation of transport rules may lead to cancellation of contract.

7. PAYMENT TERMS

- Payment shall be made on monthly basis subject to satisfactory performance after deduction of penalties of that month.
- Bills must be submitted with route details and attendance records.

- Applicable deductions shall be made as per government rules.

8. CERTIFICATION

I hereby declare that all information furnished by us is true and correct. I/We agree to abide by all terms and conditions mentioned in this tender document and comply with all applicable provisions of the Uttar Pradesh Motor Vehicles Rules, 1998 (as amended in 2019 & 2022).

Signature with rubber stamp: _____

Date: _____

PRINCIPAL

To,
The Principal,
D.A.V. Public School,
Rajinder Nagar,
Sahibabad, Ghaziabad , U.P. 201005

QUOTATION FOR CONTRACT OF BUSES / MINI BUSES

NAME OF THE APPLICANT (OWNER OF BUS): _____
FATHER'S NAME _____ : _____
NAME & ADDRESS OF TRANSPORT COMPANY: _____
(WITH RUBBER STAMP)
TEL.NO (OFF) _____ : _____
TEL.NO (RES) _____ : _____

ROUTER APPLYING FOR GHAZIABAD /T.H.A ./ DELHI

DETAILS OF OWN VEHICLE

<u>S.NO</u>	<u>ROUTE NO.</u>	<u>VEHICLE NO.</u>	<u>MODEL</u>	<u>AMOUNT OF TENDER</u>
<u>1</u>				
<u>2</u>				
<u>3</u>				
<u>4</u>				
<u>5</u>				
<u>6</u>				
<u>7</u>				

P.T.O.

CHECK LIST FOR TRANSPORT BUSES

1. Route No. _____
2. Name of the Transporter
& Company _____
3. Bus No. _____
4. Model No. _____
5. Type of Bus Deluxe Yes / No
6. A/C Yes /No
7. Insurance Period From _____ to _____
8. Name of the Driver _____
9. Name of the conductor _____
10. Condition of Bus Good / Average / Poor
11. Camera with GPS Installed Yes / No

Physically Verified by Transport Committee Members: (For Office Use Only)

	Name & Designation	Signature
1.	_____	_____
2.	_____	_____
3.	_____	_____

Remarks If Required _____

For Approval of Principal: Yes /No. _____
Date: _____