

BOARD OF SCHOOL EDUCATION HARYANA, BHIWANI

TENDER NOTICE NO. BSEH/Q.P. CONDUCT/2026/01

Dated-12-06-2026

Tender Fee: 1000/- (Non-refundable)



**TENDER FOR ENGAGEMENT OF A VENDOR TO HIRE VEHICLES
FOR HTET EXAM**

To
Secretary,
Board of School Education Haryana,
Bhiwani – 127021

Signature of Bidder with Seal

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Note:-

- 1) Please go through the Tender document carefully to understand the documents required to be submitted as part of the bid. The Document have to be submitted, i.e. the technical and financial bids, online. Any deviations from these may lead to rejection of the bid.
- 2) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the Tender Document/schedule.
- 3) Bidders should take into account any corrigendum published on the Tender document before submitting their bids. All such corrigenda will be placed on BSEH website www.bseh.org.in & www.etenders.hry.nic.in

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DOCUMENT CONTROL SHEET

1.	Name of Organization	Board of School Education Haryana, Bhiwani
2.	Scope of Work	Vehicle Hire for HTET Exam -2025
3.	Tender Type	Open
4.	Tender Category	Services
5.	Tender fee (non-refundable and non-adjustable)	Rs. 1000/- (One Thousand only)
6.	Earnest Money Deposit (EMD)	Rs. 10,000/- (Ten thousand only)
7.	Bid Submission Start Date	12-06-2026
8.	Last date and time for Bid Submission.	18-06-2026 (02:00 PM)
9.	Date and time of opening of technical Bids	18-06-2026 (03:00 PM)
10.	Tender should be addressed to	Secretary, Board of School Education Haryana, Bhiwani
11.	Bid Validity	From the date of opening of the Technical Bids
12.	Validity of Contract	Validity of Contract will be for One Year, extendable by an additional two years subject to satisfactory services.

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Short Term Notice Inviting E-Tender

The Board of School Education Haryana, Hansi Road, Bhiwani invites E-tenders under **Two Bid System** for the engagement of a vendor to hire vehicles for the HTET exam –2025 as per the scope of work. *For participation in the bid, agencies will fill the complete tender form available at the Board's Website <https://bseh.org.in> and <https://etenders.hry.nic.in> as per the schedule given under CRITICAL DATES below. Interested agencies may download the tender document from Board's Website <https://bseh.org.in> (for perusal /reference only):*

Critical Dates

<i>Subject</i>	<i>Date and Time</i>
<i>Bid Submission Start Date</i>	12-06-2026
<i>Bid Submission End Date & Time</i>	18-06-2026 (02:00 PM)
<i>Technical Bid Opening Date & Time</i>	18-06-2026 (03:00 PM)

Any amendment/correction in the Tender Document will be done by the Board Authority through <https://etenders.hry.nic.in>. Prospective bidders are requested to regularly visit/check the website. The cost of bid document is Rs. 1,000/- (Rupees One Thousand only) which is non-refundable and an Earnest Money Deposit of Rs. 10,000/- (Rupees Ten Thousand only) must be submitted online through E-tender portal and the proof of deposited slips should be enclosed /uploaded with the Technical Bid.

Bids submitted through offline mode or in incomplete shape or beyond the stipulated period shall be summarily rejected. **Chairman of the Board reserves the right to accept or reject any or all bids without assigning any reason thereof.** Conditional tender will not be accepted. The Technical Bids /Financial Bids shall be opened by the committee authorized by the Chairman for this purpose in the Board's Committee Room in the presence of the bidders who wish to be present. Financial bids will be opened only for those bidders who qualify in the technical bid.

For any query/clarification/difficulty regarding tendering process flow, please contact us on:

Address:

**Board of School Education Haryana,
Hansi Road, Bhiwani-127021
E-mail: ascond@bseh.org.in
Mob. 9467817501, 9466881800**

Secretary

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Scope of Work**Implement of vendor to hire vehicle for HTET exam – 2025**

Sr. No.	Districts /Sub Division Treasury Office Haryana	No of Vehicle		
		03-07-2026		04-07-2026
		16 Feet	or 22 Feet	22 Feet
1	Bhiwani to Ambala	1	1	
2	Bhiwani to Bhiwani	1	1	
3	Bhiwani to Faridabad	1	1	
4	Bhiwani to Fatehabad	1	1	
5	Bhiwani to Gurugram	1	1	
6	Bhiwani to Hisar	1	1	
7	Bhiwani to Jhajjar	1	1	
8	Bhiwani to Jind	1	1	
9	Bhiwani to Karnal	1	1	
10	Bhiwani to Kaithal	1	1	
11	Bhiwani to KKR	1	1	
12	Bhiwani to Narnaul	1	1	
13	Bhiwani to Panchkula	1	1	
14	Bhiwani to Panipat	1	1	
15	Bhiwani to Rewari	1	1	
16	Bhiwani to Rohtak	1	1	
17	Bhiwani to Sirsa	1	1	
18	Bhiwani to Sonapat	1	1	
19	Bhiwani to Y/Nagar	1	1	
20	Bhiwani to Nuh	1	1	
21	Bhiwani to Palwal	1	1	
22	Bhiwani to Ch.Dadri	1	1	
23	Bhiwani to Hansi	1	1	
24	Bhiwani to B/Garh	1	1	
25	Bhiwani to M/Garh	1	1	
26	Total Vehicle Required	25	25	

1. Vehicle Requirement for HTET EXAM on First day 22 Feet and 16 feet high vehicles. Vehicle will commence journey from Board of School Education, Haryana and vehicles are not required to return to the Bhiwani Office.
2. For the Second day, 22 Feet vehicles are required. The hired vehicles will commence their journey from the Board of school education, Haryana and stay overnight at all district headquarters and sub-divisions. after completion of the exam, all vehicles will return to the Bhiwani Board Headquarter with the last packet, empty trunks and stationery.
3. On date 03-07-2026, rates were requested for both 16 Feet and 22 Feet vehicles, but as per the

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requirement, one of either will be needed in each district.

4. The full payment of the contract will be made after successful completion work. The firm/company shall have to produce a bill in duplicate duly pre-receipted and bearing PAN No./GST No.
5. Any personal belongings to Driver/Transporter will not be allowed.
6. All Vehicle should be in good condition with tarpaulin and wooden planks
7. Vehicles sent for this purpose must have all documents and bills with verified driver.
8. All the vehicles is required for different exam at different date with given specification. Date of particular exam will be intimated to firm timely.

Technical Qualifying Criteria:

1. The Tender fee (non-refundable and non-adjustable) of Rs. 1,000/- (Rs. One Thousand only) and Earnest money deposit (EMD) of Rs. 10,000/- only (Rs. Ten Thousand only) is to be deposited through E- tender portal.
2. Registration Certificate of the firm/Agency must be attached.
3. The firm must have at least 2 years' experience in Transport Service Government/ Autonomous Bodies/ PSUs/Academic Institutions/ any other reputed Organizations. (proof to be attached).
4. The firm must attach PAN and GST No.
5. The firm should have state permit for each vehicle.
6. The Firm must have Annual turnover of Rs. 05(Five Lakh only) during the last two financial years i.e. 2023-24 & 2024-25.
7. The Bidder must produce non-Blacklisting Certificate of the firm on non-judicial stamp paper of Rs. 100/- duly attested by the Notary as per Annexure-1.
8. MSME Firms registered only in Haryana state are entitled/eligible for relaxation under this provision as per instructions of the appropriate Government/Authority.

GENERAL CONDITIONS OF CONTRACT

1. Rates should be quoted strictly as per the tender specifications and contract should be valid for a period of one year, which can be extended for further two years on yearly basis on satisfactory services of the firm, .as per the terms and conditions of contract.
2. Requirement of vehicle from our headquarter BSEH Bhiwani to all district headquarters mentioned in the Scope of work.
3. The contract can be cancelled at any stage, without assigning any reason, if the services are not found satisfactory.
4. If a firm withdraws from the tendering process or alters its bids during the bid validity period, its earnest money will be forfeited. The bid validity period shall be 90 days.
5. The Performance Security @ 10% of the contract value in the form of Demand Draft or cash deposit on Board's counter or Bank Guarantee in favour of Secretary, Board of School

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Education Haryana, Bhiwani from a nationalized bank will have to be deposited by the firm successfully before undertaking the contract. The Performance Security shall remain in force for a period of 60 days beyond the date of completion of the contract. The bidder should deposit the performance security and the agreement within seven days from the date of issuance of intimation letters.

6. The Performance Security of Successful bidder will be returned after completion of work and final payment
7. Drivers should always have their mobile phones switched on during the Board's tours.
8. EMD of unsuccessful bidder will be returned through online portal.
9. EMD of Successful bidder will be adjusted in performance security.
10. The full payment of the contract will be made after successful work. The firm/company shall have to produce a bill in duplicate duly pre-receipted and bearing PAN No./GST No.
11. The Chairman, Board of School Education Haryana, Bhiwani reserves the right to accept or reject any or all tenders wholly or partially including the lowest tender and also the right to cancel the work orders placed on the successful tenderer without assigning any reason thereof or incurring any liability thereby.
12. The Institute will recover TDS and other applicable taxes etc. as per rules from the payment to be made to the firm.
13. Incomplete tender and conditional tender, in any aspect, is liable to be rejected without giving any notice.
14. Each page of tender document must be signed and stamped.
15. Any personal belongings to Driver/Transporter will not be allowed.
16. All Vehicle should be in good condition with tarpaulin and wooden planks.
17. Vehicles sent for this purpose must have all documents and bills in place. Vehicles should be sent to the Board office only after the drivers' licenses have been verified.
18. You will be responsible for delivering the goods to the designated locations on time. If a vehicle breaks down en route, you will be responsible for providing a replacement vehicle in a timely manner.
19. No extra payment will be made by board for toll tax paid by the firm. .
20. If the board changes/postpones this date for any reason, you will be informed 24 hours before the scheduled date and that will be valid for you.
21. If there is any delay/refusal on your part in providing the vehicle, action will be taken by Board office as per rules.
22. Arbitrator clause: All disputes or differences arising between the parties out of or relating to the meaning, operation, or effect of the contract or breach thereof shall be settled by arbitration in accordance with the rules and regulation of arbitrator. The sole arbitrator shall be appointed on mutual concurrence of both parties. However, it is the discretion of the CHAIRMAN to accept or reject the decision of the arbitrator. The Courts at Bhiwani only will have the legal jurisdiction in case of any dispute.

PENALTY CLAUSE

- 1- If a vehicle reports late then a late reporting penalty will be imposed on the firm Late Reporting Rs. 1000/- for first hour per vehicle. After that the vehicle will not be used for services and considered as non-reported vehicles.**
- 2- If a vehicle is not reported at the Board then Non-Reporting penalty RS. 5000/- Per Vehicle is imposed and the payment of that vehicle is not given.**
- 3- If a driver refuses or denies duty, a refusal of duty penalty Rs. 5000/- Per vehicle is imposed.**
- 4- Change of Vehicle without prior intimation is not allowed.**
- 5- Board is not responsible for any challan or fine due to any driver negligence or a shortage of vehicle documents.**
- 6- That in case of any accident, all the claims/damages arising of it, shall be met by the second party. The second party shall be responsible for any loss/damage to property or life due to negligence of driver or poor maintenance of vehicle or due to an accident. The first party shall not be responsible for any such loss/damage.**
- 7- The second party shall submit bill in triplicate enclosing the summary sheet within three days before the end of the month which should be duly verified by the controlling officer. Payment will be released after making necessary verification.) The first party shall release due amount after making recoveries, if any during the month, subject to deduction of tax at source.**

Bidder's Profile

- (a) Name of the Firm/Agency _____
- (b) Address of the Firm/Bidder: _____
- (c) GST No: _____
- (d) PAN : _____

2. Particulars of the Authorized Signatory of the Bidder:

- (a) Name: _____
- (b) Designation: _____
- (c) Address: _____
- (d) Phone/Mobile Number: _____
- (e) Email ID: _____

****Wherever applicable submit documentary evidence to facilitate verification.**

We here by declare that the information submitted above is true to the best of our knowledge. We understand that in case any discrepancy is found in the information submitted by us our TENDER DOCUMENT is liable to be rejected.

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Annexure-1

Affidavit

(Undertaking by the bidder on non-judicial stamp paper of Rs. 100/- duly attested by Notary)

To,

Secretary,
Board of School Education Haryana,
Bhiwani – 127021

Tender No. _____ Dated: _____

R/Sir,

1. I/We hereby submit our tender for vehicle hire for HTET Exam-2025
2. I/We are enclosing herewith the proof of cost of bid document deposited Rs. 1,000/- (One Thousand only) & EMD Rs. 10,000 /- (Ten thousand only). Both proof slips are uploaded.
3. I/We hereby agree to all the terms and conditions, stipulated by the BSEH Bhiwani.
4. I/We undertake to sign the contract/agreement within 7 (Seven) days from the issue of the letter of acceptance, failing which my Security money deposited may be forfeited.
5. I/We undertake that our firm is not blacklisted/debarred from Central Govt./State Govt./ any Board/University/PSU etc.
6. I/We will provide services under subject rate contract timely in accordance with tender scope of work during the currency of rate contract failing which our EMD and performance security may be forfeited, and our firm's name may be removed from the list of empaneled contractors contracts at BSEH Bhiwani.
7. All documents for any vehicle sent by me will be complete in all respects i.e. (R.C., Road Tax, Insurance, Pollution, Driving License, Valid Permit etc.)
8. I will be responsible for all taxes i.e. (Road tax, GST, Vehicle Accident etc.)

Date: _____

Yours faithfully,

Signature of Bidder
with full Address

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(Performa of Financial Bid)

Rate per Vehicle as per route with GST and Toll Tax				
Sr. No.	Districts /D.E.O. Office/Treasury Office Haryana	C1		C2
		03-07-2026		04-07-2026
		16 Feet	22 Feet	22 Feet
1	Bhiwani to Ambala			
2	Bhiwani to Bhiwani			
3	Bhiwani to Faridabad			
4	Bhiwani to Fatehabad			
5	Bhiwani to Gurugram			
6	Bhiwani to Hisar			
7	Bhiwani to Jhajjar			
8	Bhiwani to Jind			
9	Bhiwani to Karnal			
10	Bhiwani to Kaithal			
11	Bhiwani to KKR			
12	Bhiwani to Narnaul			
13	Bhiwani to Panchkula			
14	Bhiwani to Panipat			
15	Bhiwani to Rewari			
16	Bhiwani to Rohtak			
17	Bhiwani to Sirsa			
18	Bhiwani to Sonapat			
19	Bhiwani to Y/Nagar			
20	Bhiwani to Nuh			
21	Bhiwani to Palwal			
22	Bhiwani to Ch.Dadri			
23	Bhiwani to Hansi			
24	Bhiwani to B/Garh			
25	Bhiwani to M/Garh			
26	Total Amount			

L-1 is decided by the sum of C1+C2 at serial no. 26**Place:-****Date:-****Signature of Tenderer:-** _____

Name (in Block letters):- _____

Designation:- _____

Seal of the firm:- _____

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CHECK LIST

Sr. No.	Name of the Document	Available on page No.
1	Copy of deposited tender fee Rupees 1000/- (One thousand only)	
2	Copy of deposited earnest Money of tender Rupees 10,000/-(Ten thousand only)	
3	Undertaking of the Bidder as per Annexure-1	
4	The firm must have at least 2 years' experience in Transport Service Government/ Autonomous Bodies/ PSUs/Academic Institutions/ any other reputed Organizations	
5	The Firm must have Annual turnover of Rs. 05 (Five Lakh only) during the last two financial years i.e. 2023-24 & 2024-25.	
6	Registration certificate of the firm.	
7	GST Registration Certificate and PAN of Firm	