



ಕೇಂದ್ರಿಯ ಆಯುರ್ವೇದ ಸಂಶೋಧನಾ ಸಂಸ್ಥೆ  
ಕೇಂದ್ರಿಯ ಆಯುರ್ವೇದ ಅನುಸಂಧಾನ ಸಂಸ್ಥಾನ



ಭಾರತ ಸರಕಾರ, ಆಯುಷ ಮಂತ್ರಾಲಯ, ಕೇಂದ್ರಿಯ ಆಯುರ್ವೇದಿಕ ವಿಜ್ಞಾನ ಅನುಸಂಧಾನ ಪರಿಷದ್  
12, ಉತ್ತರಹಲ್ಲಿ ಮನವರ್ತಕಾವಲ, ಕನಕಪುರಾ ಮೈನ ರೋಡ್, ತಲಘಟ್ಟಪೂರ್ ಪೋಸ್ಟ್, ಬೆಂಗಳೂರು -560109

**Central Ayurveda Research Institute**

Govt. of India, Ministry of Ayush, Central Council for Research in Ayurvedic Sciences  
#12, Uttarahalli Manavarthe Kaval, Kanakapura Main Road, Thalaghappatapura post, Bengaluru-560109  
Centre of Excellence awarded by Ministry of Ayush, Govt. of India  
Ph. No. 080-29535034, 29635035, E-mail: nadri-bengaluru@gov.in, nadri.bengaluru1@gmail.com  
Website: <https://www.cari.gov.in>

F. No. 6-132/2025-26/CARI/BNG/Transportation services/ 2750

Date: 21.01.2026

**ಟೆಂಡರ್ ದಸ್ತಾವೇಜ್ /TENDER DOCUMENT**

**1) ಪರಿಚಯ / Introduction:** The “Central Ayurveda Research Institute (CARI), Bengaluru” is a research institute of National importance functioning as a peripheral unit of “Central Council of Research in Ayurvedic Sciences, New Delhi”, under the aegis of Ministry of AYUSH, Government of India. It was established as Regional Research Centre in 1971 and providing health care services to the public through Ayurveda, an ancient system of medicine.

**2) ಪ್ರಸ್ತಾವನಾ / Preface:** This institute invites tender in the format of single bid (technical and financial) to hire transportation services (Cabs & Buses) on call, as the case may be from reputed service providers having valid registration, relevant experience and good track records.

**3) ಕಾರ್ಯ ಕಾ ದಾಯಾ / Scope of work:** Scope of required transport services is within the Bengaluru City area and outstation also (Karnataka & outside Karnataka) as per the requirement of the Institute. Vehicles will be utilized exclusively for office purpose only (All Vehicles on Government Duties).

**4) ಸಾಮಾನ್ಯ ಸೂಚನಾಏಂ/ General information:**

1.	Tender Document Number and date	6-132/2025-26/CARI/BNG/Transportation services/2750 Date: 21.01.2026
2.	Last date & time for receipt of Tender	12 <sup>th</sup> February 2026, 4.30 pm
3.	Date of opening of the Tender	16 <sup>th</sup> February 2026
4.	Source of availability of Tender	By hand from Store section, CARI, Bengaluru. Institute's website- <a href="http://www.cari.gov.in">www.cari.gov.in</a> ; Head office's website- <a href="http://www.ccras.nic.in">www.ccras.nic.in</a>
5.	Earnest Money Deposit	Rs.10,000/- (Rupees Ten thousand only)
6.	Place of opening of Tenders	Store Section, CARI, Bengaluru.
7.	Details of Competent authority of the Institute with address and concerned contact person regarding this tender.	Assistant Director In-charge, Central Ayurveda Research Institute (CARI), #12, Uttarahalli, Manavarthe Kaval, Kanakapura Road, Bengaluru-560109 Email: nadribengaluru@gov.in ; nadri.bengaluru1@gmail.com website: <a href="http://www.cari.gov.in">http://www.cari.gov.in</a> Ph: 080-29535034 (Off.) / 29635035 (Hosp.)  Sh. M.D. Rajanna, Mob.9845927717, Sh. Suresh Kumar Mob. 9960594393 Store Section, CARI Bengaluru. Email: rarimdstore@gmail.com

## **आवश्यक अनुदेश / Essential Instructions-**

- 1) Tender should be submitted in a sealed envelope clearly super scribing “Tender for Transportation services”. The sealed tenders may be sent by speed/registered post or delivered by hand to the Assistant Director (Ay.) In-charge, Central Ayurveda Research Institute, No.12, Uttarahalli, Manavarthe Kaval, Kanakapura Road, Bengaluru - 560109 on or before the 12<sup>th</sup> February 2026 by 4.30 pm. The Tenders received after the due date will be outrightly rejected.
- 2) Each bidder should submit an EMD of Rs.10,000/- along with the quotation. EMD should be in the form of Demand Draft only, drawn in favour of “Central Ayurveda Research Institute” payable at SBI A/c No.10509595790 IFSC Code SBINOO40653 Bengaluru.
- 3) EMD will be returned to unsuccessful bidders after finalization of the tender. Successful tenderer has to deposit performance security /Bank guarantee @ 5% of the monthly average invoice value for one year. It will be returned to the service provider after two months of completion of the contract period. Finalized tenderer’s EMD will be returned after receiving the performance security.
- 4) The firm should not handover execution of order to any other/sister firm(s). In such case, it will account to violation of contract and may entail cancellation of contract and forfeiture of performance security.
- 5) If any Tenderer withdraws their tender before the expiry of the period fixed for keeping the rates firm for acceptance, the earnest money, if any deposited will be forfeited and no correspondence in this regard will be entertained thereafter.
- 6) In case where a successful Tenderer does not provide the service in time or fails to provide the services, the Institute at its discretion may obtain such services from the next Tenderer and the loss, if any caused to the Institute due to increased rates shall be borne by the defaulting Tenderer.
- 7) Rates for each category of work quoted in this quotation must be same for all other clients also for the same duration/period of the contract.
- 8) The Head of the Institute CARI, Bengaluru reserves every right to reject/accept any bid without assigning any reasons.
- 9) The Institute reserves the right to terminate and / or modify the contract as per the Institute’s convenience at any time with or without assigning any reason thereof.

(प्रभारी सहायक निदेशक

/ Assistant Director In-charge)

**आवश्यक नियम एवं शर्तें / Essential General Terms & Conditions-**

- 1) All Vehicles sent for services should be in excellent roadworthy and functional condition, should not be more than 05 years old, should not have covered more than 50,000 km, with good interiors, accident free and fully insured, including the Comprehensive Insurance.
- 2) The Cabs/Buses sent for duty should have neat and hygienic seat covers, curtains, fire extinguisher units, Umbrella, Mandatory Spares viz fuses, spark plugs, belts, torch, first aid box with unexpired medicines and a banner plate denoting “On Govt Duty”.
- 3) Fitness certificate issued by Transport Office only inspected and approved Cabs will be sent for service on regular basis. Cabs sent as replacement / standby will also be subjected to inspection and approval.
- 4) Institute reserves the right to inspect all/any Cab at any time during the trip. If it is found that Transport Services and or Drivers' conduct, & behavior, punctuality and driving skills are not upto the mark, a penalty of at least Rs 2000/- (Rupees two thousand only) per day per Cab/driver will be imposed.
- 5) The transporter service provider shall ensure that all Cabs and Drivers have proper valid statutory documents i.e. Registration Certificate (RC), Insurance papers, Driving License, Pollution under Control Certificate (PUC) and Log book at owner's cost etc.
- 6) No dead mileage will be paid by the Institute for reporting / return of Cabs to or from place of duty. Cab may be under (or) over utilized as per the Institute requirements with no compensation to the owner. The payment will be made as per actual Km covered.
- 7) Drivers sent with Cabs must have a valid Driving License and they must be regular employees of the Agency. All Drivers must wear proper Uniform during duty provided by the Agency at its own cost and must be physically and mentally fit for services and not be older than 60 years and should not be younger than 21 years of age. Police Verification of the Drivers should have been done by the service provider and police verification report should be submitted as and when asked by the Institute. Drivers should be familiar with all important routes in local & outstation.
- 8) The Contractor / Agency must ensure that Drivers must not indulge in gambling or other antisocial activities and should not be under the influence of Alcohol or other intoxicants while performing their duties for the Institute. Smoking, Playing Cards, Chewing Tobacco, using Mobile while driving is strictly prohibited inside Cabs & Institute's Campus. Drivers should not use un-parliamentary & inappropriate language with anyone during their duty hrs. The driver must not have any criminal record.

- 9) In case of any additional Cabs required for local and outstanding duties during the contract period, the same has to be provided at the Contact Rate.
- 10) In case of any delay / breakdown / non-reporting of Cabs, the information should immediately be passed on to the “Authorized Person” appointed by Institute and suitable replacement be arranged as early as possible. The Transport Supervisor appointed by the Agency will co-ordinate vehicle requirements on telephone and be accountable to the authorized person appointed by Institute. The vehicle will be spared for maintenance once a month preferably on Sunday/Holiday.
- 11) The Transporter Service Provider shall be solely responsible for accidents or untoward incident. Institute will not be responsible for any litigation whatsoever under any circumstances. The contractor shall also be responsible for complying with obligations under Income Tax, GST, EPF, ESI, Wages act, Labor laws and damage to third party arising out of accident etc.
- 12) The operation and function of Vehicles and Drivers shall be governed by Motor Vehicles Act and shall be the responsibility of the Contractor. Any violation of traffic rules can invite penalty.
- 13) The Contractor is required to maintain a daily logbook Provisioned by Agency for the movement of Cabs on duty and the same be verified by the authorized person and whenever advised, by Institute Security Staff. Payment for extra time, Toll Tax & parking charges or night stay, if any, shall be made after obtaining sanction of Competent Authority as per quoted rates/actual bills, along with monthly Bills.
- 14) The duty point may be clarified in the Quotation, i.e. charges would be paid from duty point to duty point. The time and mileage would be calculated from duty point to duty point.
- 15) The tenderer should satisfy himself with the terms and conditions of the contract. No claim on the grounds of lack of knowledge, in any respect, shall be entertained.
- 16) The Service provider should have a minimum three years experience in providing transportation services in any reputed firms, preference shall be given to government Institutions etc.
- 17) Commercial vehicles will be entertained for official duties. Commercial vehicles must have the commercial permit for performing duty. The rates quoted in the quotation shall remain fixed for one year irrespective of any change in petrol/diesel/gas process, etc.
- 18) Outstation duties may imply deployment of additional Cabs other than already scheduled for local duties. Cabs and Buses performing outstation duties must have Interstate Permit and Comprehensive Insurance in addition to other Mandatory documents. Institute will not be responsible for any Challan, loss, damage and accident to the vehicle or to any vehicle or injury.
- 19) The payment will be made on monthly basis, on receipt of pre-receipted sealed and signed bill(s) duly supported by Duty Slip (s), Log sheet(s) duly signed by concerned officers.

Bills should immediately be submitted by the company after completion of one-month or the trip, late submission of bills will not be entertained.

- 20) CARI will not be responsible for any challan, loss, damage, injury, accident etc, to the vehicle or to any other party.
- 21) The transporter must have all requisite clearance certificates from the concerned Government agencies as required under the relevant rules for travelling in Karnataka and out of States.
- 22) The transport service provider must submit a certificate, obtained from the Competent Authority / Agency certifying proper status functioning of “Odometer”.
- 23) Extension Clause. The period of this contract will initially be upto one year. Performance will be reviewed annually as well as after each trip. Based on Satisfactory Service and Existing Terms & Conditions, same contract may be further extended for the period recommended by the Competent Authority of the Institute.
- 24) Selection of firm: The firm will be selected amongst the shortlisted firm and tender will be considered on lowest quotation basis. Further, if the committee found that the service of lowest quoted firm is not satisfactory, the committee may recommend and consider next lowest quoted firm. The decision of the committee will final in this regard. Further, if required, the Institute may hire the vehicles from other firms at the lowest quoted rates.
- 25) Arbitration:
  - 25.1) In case of any dispute or difference arising out of or in connection with the Tender conditions, Work Order and Contract, the Institute and the Contractor will address the dispute/difference for a mutual resolution failing which, the matter shall be referred for Arbitration to a sole Arbitrator to be appointed by the Institute.
  - 25.2) The Arbitration shall be held in accordance with the provisions of the Arbitration and Conciliation Act 1996 and the venue of Arbitration shall be Bengaluru. The decision of the Arbitrator shall be final and binding on both the parties.
- 26) Jurisdiction. The Courts at Bengaluru alone will have the jurisdiction to try any subject, dispute or reference between parties arising out of this Tender/Contract. It is specifically agreed that no Court outside and other than Bengaluru court shall have jurisdiction in the subject.
- 27) A penalty of Rs. 2000/ per day per vehicle for default will be levied if service provider fails to meet the above terms & conditions on any day.
- 28) Tender documents are also available for viewing and downloading on the Institute's website [www.cari.gov.in](http://www.cari.gov.in) and CCRAS website [www.ccras.nic.in](http://www.ccras.nic.in).

(प्रभारी सहायक निदेशक /

Assistant Director In-charge)

**1) Cabs for 'On Call' Duties**

**1.1) Outstation Duties for 300 Km and above (Travelling Cabs)**

Sr. No.	Type of Vehicles	Charges per Km	Remarks, if any
(i)	Hatch Back / 5 Seaters		
(ii)	SUVs / 7 or 8 Seaters		
(iv)	Any other relevant charges.		

**1.2) Cabs 'On Call' for Local Duties**

Sr. No.	Type of Vehicles/ Cabs	Charges For				Remarks, if any
		08 hrs 80 Kms	04 hrs 40 Kms	Extra charges		
				Per Km	Per hour	
(i)	Hatch Back / 5 Seaters					
(ii)	SUVs / 7 or 8 Seaters					
(iv)	Any other charges, if applicable					

## 2) Buses 'On Call' for Outstation Duties

### 2.1) Outstation Duties for 300 Km and above (Passenger Travelling Buses)

Sr. No.	Type of vehicles	Charges upto 300 Kms		Extra Charges				Remarks, if any
		AC	Non AC	AC	Non AC	AC	Non AC	
<b>Buses</b>								
(i)	Bus 52 Seater							
(ii)	Bus 42 Seater							
(iii)	Bus 35 Seater							
(iv)	Mini Bus 19 Seater							
(v)	Tempo Traveller 26 Seater							
(vii)	Any other relevant charges.							

### 2.2) Buses 'On Call' for Local Duties

Sr. No.	Type of vehicle	08 hrs 80 Kms		04 hrs 40 Kms		Per Extra hour		Per Extra Km		Remarks, if any
		AC	Non AC	AC	Non AC	AC	Non AC	AC	Non AC	
1)	Bus 52 Seater									
2)	Bus 42 Seater									
3)	Bus 35 Seater									
4)	Mini Bus 19 Seater									
5)	Tempo Traveller 26 Seater									
6)	Bus 52 Seater									
7)	Bus 42 Seater									

Date:

Place:

Signature of the Authorized Signatory with Seal

To,

The Assistant Director Incharge,  
Central Ayurveda Research Institute,  
12, Uttarahalli, Manavarthe kaval,  
Kanakapura Road, Bengaluru -560109.

Sub: Submission of Tender for transportation services – regarding

Respected Sir,

I / We.....am/ are established and reputed firm dealing with transportation services at commercial level and at reasonable rates hereby offer our quotation against the Quotation / tender ref number.....and accept the terms and conditions of the tender and enclose a copy of the tender document duly signed by the authorized signatory.

Yours faithfully,

Note: This letter of authority should be on the letter head of the concern and should be signed by an authorized signatory.

**परिवहन सेवाओं / वाहन किराए पर लेने के लिए बोली लगाने वाले की संक्षिप्त जानकारी /**  
**Brief information of bidder for transportation services (hiring of vehicle).**

Sl. No.	Particulars	Description / Remark (s)
1.	Name of the firm/Company	
2.	Complete address for correspondence & Mobile number, email id.	
3.	Location of the Garage/Office/ Service centre, if any	
4.	Total numbers and types of vehicles owned by the agency.	
5.	No. of years of experience in providing transport services in Government / public Sector. Provide details of all relevant experiences. (copy of contract orders to be attached). Attach separate sheet, if required.	
6.	E.M.D. details	
7.	Self-certified PAN Card copy attached (Yes / no)	
8.	Details of GST and MSME Registration. Self-certified GST Certificate and MSME Certificate copy attached (Yes / no).	
9.	Income tax return for last three years, attached (Yes / no). Duly audited balance sheet must be attached as documentary proof.	
10.	Turn over certificate for last three years (optional).	

We accept to all the terms and conditions as mentioned in the Tender Form.

Date:

Place:

Signature of the Authorized Signatory with Seal

## **NOTE**

All Essential instructions, Essential General Terms & Conditions mentioned in this quotation are to be undertaken in the form of "Memorandum of Understanding (MoU)" by the finalized bidder on Rs.500/- rupees non judicial stamp paper within one week of acceptance of this contract order and to be submitted to this Institute along with the following Declaration –

## **DECLARATION**

I/We Mr./Ms. \_\_\_\_\_ Proprietor / Partner /  
Director / Authorized Signatory of \_\_\_\_\_ and  
competent to sign this declaration and execute this tender with following points-

- a) I have carefully read and understood all the terms and conditions of the tender and hereby convey my acceptance of the same.
- b) The information / documents furnished along with the application are true and authenticate to the best of my knowledge and belief. I / we am / are aware of the fact that furnishing of any false information / fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.
- c) I have apprised myself fully about the job to be done during the entire period of agreement and acknowledge to bear the consequences of non-performance or deficiencies in services on my part.
- d) Company / firm has done in past satisfactory work and not blacklisted by any client as on date.
- e) No investigation by Central or State Government or any other statutory investigation agency is pending or contemplated against the Company / firm.
- f) The firm always indemnifies CARI, Bangalore against all claims, damages, or compensation.
- g) Rates for each category of work quoted in this quotation are same for all other clients also for the same duration/period of the contract.
- h) Invoices will be submitted as per Quotation / Tender document.

Signature of Owner/Authorized signatory,  
Full Name \_\_\_\_\_

Date:

Place:

Company's /Firm's Seal

**NOTE-** Failure to submit this "Memorandum of Understanding (MoU)" by the finalized bidder within the specified period/date will result in the contract being cancelled without prior notice.