



MADHYA PRADESH CRICKET ASSOCIATION

Holkar Stadium, Race Course Road, Indore (Madhya Pradesh, India)

Email : secretary@mpcaonline.com

EOISSUE DATE | 13.04.2026

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EXPRESSION OF INTEREST

FOR

EMPANELMENT FOR AVAILING BUS RENTAL SERVICES FOR LOCAL AND OUTSTATION ON 'AS AND WHEN REQUIRED' BASIS

ISSUED BY

HON. SECRETARY

MADHYA PRADESH CRICKET ASSOCIATION

THROUGH

PURCHASE COMMITTEE OF MPCA

(NON-INFRASTRUCTURE REQUIREMENTS)

INDEX

Sr. No	Particulars	Page No.
1	Introduction	2
2	Data Sheet	2
3	Eligibility Conditions	3
4	Scope of Work	3
5	General Terms & Conditions	3
6	Terms for Payment	4
7	Documents to be submitted with the offer	5
8	Annexure I	6
9	Annexure II	8
10	Annexure III	9
11	Annexure IV	14

1. INTRODUCTION :

Madhya Pradesh Cricket Association (MPCA) is a renowned sports body in Madhya Pradesh, having its office located at Holkar Stadium, Race Course Road, Indore 452 003.

MPCA invites expression of interest for empanelment from transport companies / agencies / proprietor to provide rental Buses IN THE CITY OF Indore, Ujjain, Bhopal, Sagar, Narmadapuram, Jabalpur, Rewa, Shahdol, Gwalior & Morena for local requirements and outstation on 'as and when required. Desirous parties are requested to kindly respond by submitting detailed offer as required under this EOI.

2. DATA SHEET

1	NATURE OF EOI/EOI/RFQ	EMPANELMENTFOR AVAILING BUS RENTAL SERVICES FOR LOCAL AND OUTSTATION ON 'AS AND WHEN REQUIRED' BASIS
2	CONTRACTING AUTHORITY	HON. SECRETARY, MPCA
3	ADDRESS OF THE CONTRACTING AUTHORITY	MADHYA PRADESH CRICKET ASSOCIATION, HOLKAR STDAIUM, RACE COURSE ROAD, INDORE 452 003 TEL : 0731 2543602 EMAIL : secretary@mpcaonline.com
4	AVAILABILITY OF EOI/EOI/RFQ DOCUMENT ON WEBSITE OF MPCA	FROM : 13.04.2026 TO : 16.04.2026
5	ADDRESS FOR SUBMISSION OF RESPONSE	MADHYA PRADESH CRICKET ASSOCIATION, HOLKAR STDAIUM, RACE COURSE ROAD, INDORE 452 003
6	LAST DATE FOR SUBMISSION OF RESPONSE AT MPCA OFFICE / EMAIL	By 20.04.2026 – 5:00 PM EMAIL : secretary@mpcaonline.com
7	VALIDITY OF OFFER	THE OFFER SHOULD REMAIN VALID FOR A PERIOD OF 60 DAYS FROM THE LAST DATE OF SUBMISSION OF THE OFFERS AS REFERRED ABOVE.
8	OTHER REFERENCE / TERM USED FOR CONTRACTING AUTHORITY	MPCA
9	OTHER REFERENCE / TERM USED FOR OFFERER	OFFERER/AGENCY
10	FOR ANY ASSISTANCE FROM MPCA, PL CONTACT	MR. NITIN BATRA, (FINANCE) (98268 65314) (BETWEEN 12.00 NOON TO 6.00 PM ONLY)

3. ELIGIBILITY CONDITIONS:

In order to become eligible for consideration of the offer, the agency should have the following:-

- 3.1 The offerer should be a company or duly registered partnership firm or a proprietary firm duly registered in MP.
- 3.2 The offerer should have, during each of the last three years (2023-24, 2024-25, 2025-26), earned business receipts of atleast 50 lacs per year from business of bus rental services.
- 3.3 The offerer should be providing similar services for atleast three years as on date of this EOI to atleast 3 establishments of Government (Central / State / Local) OR Semi Government / PSU / Limited Company establishments in Madhya Pradesh OR Corporate clients, preferably in and around Indore.
- 3.4 The offerer should have a valid PAN Card no. of Income tax department, Goods & Service Tax Registration and other applicable license from appropriate statutory agency (Central / State / Local)
- 3.5 The offerer, if an employer, should be complying with all the statutory requirements such as Payment of gratuity act, ESI, P.F. etc. as applicable to them.

4. **SCOPE OF WORK :** As per Annexure I

5. GENERAL TERMS AND CONDITIONS:

- 5.1 MPCA will be empanelling multiple agencies. Quotations / Offers / Estimate shall be invited from such empanelled agencies whenever any requirement arises. However, if need be, MPCA may obtain any bus services without routing them through the empanelled agencies.
- 5.2 This Empanelment would not in any way mean that MPCA would be paying any retainership fee or monthly consultancy charges or any other form of remuneration to the empanelled agencies.
- 5.3 The empanelled agency will be responsible to provide quotation / offers / estimates for the requirements of MPCA from time to time. While any occasional rejection to arrange for such quotation / offers / estimates as per the requirement raised by MPCA for any acceptable reasons is admissible, frequent denial of providing quotation / offers / estimates or similar non-performance may lead to delisting of such agency from the panel.
- 5.4 The period of empanelment of agency would be for two years from the date of issue of acceptance letter by MPCA, subject to periodical review. The empanelment may be extended for another two years on the basis of satisfactory performance with mutually agreeable terms.

- 5.5 MPCA reserves the right to negotiate the financial terms / other conditions with any/all agencies if required.
- 5.6 There is no requirement of the agency being present while opening of the submissions. The decision of MPCA shall be final and binding.
- 5.7 MPCA reserves the right to reject any or all offers without assigning any reasons.
- 5.8 The empanelment may be terminated without any notice on part of MPCA at its own discretion without assigning any reason thereof.
- 5.9 MPCA does not put any limit on the minimum or maximum number of offers to be received in response to the EOI. Even single offer may be considered if it meets the evaluation criteria expressed in offer document and is not in conflict with any other rules, regulations or policy of MPCA. As such, the process is not vitiated in case of single offer.
- 5.10 Submission against this document should be strictly in the enclosed format along with supporting documents. Documents should be either typed / legibly hand written with ink. Use of pencil is strictly prohibited. Conditional, vague or incomplete submission will not be accepted. Canvassing of any kind, direct or indirect, shall lead to disqualification of the offerer.

6. TERMS FOR PAYMENT:

- 6.1 The Agency shall raise bills as per the services rendered to MPCA.
- 6.2 The invoice for any service to MPCA shall be in the name of the authority as directed by MPCA from time to time. Invoice should mention the billing components (basic tariff, taxes & levies etc). Ordinarily, payment against invoice will be made within 21 days of submitting of the invoice, and by cheque/bank transfer only.
- 6.3 M.P.C.A. will have the right to recover any over payment which might have been made to the offerer by M.P.C.A. through inadvertence, error, etc or any cause whatsoever from their bills and from the security deposit or any other amounts due to him. In the event of any such recoveries/adjustments being made from the security deposit, the offerer shall at once make good deficiency in the amount of the security deposit within 15 days of payment to this effect, failing which M.P.C.A. will be at liberty to deduct the said amount from the future bills.

7. DOCUMENTS TO BE SUBMITTED WITH THE OFFER -

7.1 Envelope A should contain the following documents -

- i. A letter on the letterhead of the agency declaring the 'Expression of Interest' by acceptance of all terms and conditions as prescribed in this EOIdocument under the seal of the agency with dated signature of the authorised signatory.
- ii. A letter on the letterhead of the agency declaring the authorised person to conduct the process of EOI on behalf of the agency.
- iii. A copy of EOI document duly signed and seal imprint on all pages.
- iv. Self declaration of the parameters prescribed in **ANNEXURE 'II'**.
- v. Self attested Photo Copy of the ownership certificate.
- vi. Self attested Photo Copy of GST Registration certificate in the name of registered owner.
- vii. Self attested Photo Copy of PAN certificate in the name of registered owner.
- viii. Self attested Photocopy of Trade License issued by local authority.
- ix. Certificate from Chartered Accountant certifying during each of the last three years (2023-24, 2024-25, 2025-26), earned business receipts of atleast 50 lacs per year from business of bus rental service, plus Balance Sheets and P/L account for all the three years.
- x. Declaration to the extent that the agency is not black-listed / prohibited by any of its earlier clients who have availed similar service from the agency. If any, kindly specify in detail.
- xi. Declaration to the extent that there are no investigation / scrutiny / cases etc. against the agency by any government agency for non-performance of work within ethical / lawful framework, and that no such matter of fraudulent service is pending before any Indian agency. If any, kindly specify in detail.
- xii. Declaration to the extent that the offerer has perused the 'Conflict of Interest' rules and that the offerer is not being in contravention of the Conflict of Interest Rules OF MPCA / BCCI. ... ANNEXURE 'III'

7.2 Envelope B should contain properly filled Annexure IV on the letterhead of the agency –

The entire submission should be in an envelope with the following text written -

EXPRESSION OF INTEREST - EMPANELMENT OF RENTALBUS AGENCIES

NAME & CONTACT DETAILS OF THE OFFERER

LAST DATE FOR SUBMISSION OF OFFER: 20.04.2026

ISSUED BY: HON. SECRETARY - MADHYA PRADESH CRICKET ASSOCIATION

HOLKAR STADIUM, RACE COURSE ROAD INDORE 452003

ANNEXURE I

SCOPE OF WORK WITH SOME CONDITIONS, DUTIES AND RESPONSIBILITIES OF OFFERER

1. The EOI is for empanelment only, not a service contract.
2. The vehicle(s) are required as per necessity from the date of issue empanelment as below:
 1. Tempo Travellers of different capacity (14/20/26/etc. seater capacity) and AC/ Non AC
 2. Urbania of different capacity (14/20/26/etc. seater capacity) and AC/ Non AC
 3. Mini Bus of different capacity (27/34/54/etc. seater capacity) and AC/ Non AC.
 4. Tata Ace/ Magic or equivalent
 5. Loading Vehicle for Kit Bags/ etc.

BUS MAKE: TATA/ ASHOKA LEYLAND/ EICHER/ BHARAT BENZ/ ETC.

It is important to note that the decision of MPCA in respect of the 'Offer' shall remain final and binding. The prices may or may not be a 'key factor' in such decision making.

The above is an indicative and not an exhaustive list of services desired.

3. The vehicles are to be used for the requirement of MPCA officials/ teams / guests as directed from time to time by the designated officer of MPCA.
4. The duty hours and kilometers will be calculated from the reporting time to releasing time of the vehicle on each day.
5. The vehicles deployed during the contractual period at any point of time should be well maintained and in perfect running condition as per M.P.C.A.'s requirement with proper pollution check and valid pollution certificate.
6. The bill to be prepared on the basis of Day &Time/KM figures in the report release column of the duty slip.
7. The payment of bill will be made on tour / periodical basis as directed by MPCA.
8. While on duty the driver should keep with him proper & up-to-date records of the vehicle, valid driving license, PUC etc.
9. Courtesy and good behavior on the part of the driver is important. Discourteous or careless driver shall have to be replaced on demand.
10. The designated officer of MPCA to whom the vehicle shall essentially report is empowered to return the vehicle if he feels that it is not worth traveling. If demanded by the concerned officer, the contractor will have to provide a substitute vehicle within half an hour.
11. If the services of the contractor at any stage are found unsatisfactory, MPCA has absolute right to cancel the empanelment without assigning any reason/ notice.

12. The contractor must provide round the clock contact telephone number for keeping easy contact.
13. In case of emergency i.e. breakdown en-route, contractor shall have to arrange for alternate vehicle for escorting persons and materials.
14. The liability arising out of accident of the hired vehicle under relevant sections of relevant motor vehicle act and BNS or any other statutory act shall solely be on the offerer. The contracting authority has no responsibility whatsoever and will not entertain any claim in this regard under the provision of the law.
15. The contractor shall assign the job of driving of hired vehicles only to qualified, experienced, licensed drivers and also assume full responsibility for the safety and security of the riders. The essential spares are to be stored in the vehicle for trouble free driving.
16. M.P.C.A. shall have no direct or indirect liability arising out of negligent, rash and impetuous driving which is an offence under relevant section of BNS and any loss caused to M.P.C.A. will have to be suitably compensated by the contractor.
17. M.P.C.A. will reimburse toll tax and parking charge wherever incurred on submission of original receipt. The driver to be provided with petty cash from the contractor for the purpose
18. The vehicle shall always be provided with clean interiors, decent upholstery, clean seat covers, comfortable seat cushions, well maintained AC (in case of AC vehicles), seat belts, fire extinguisher and other basic fittings / accessories like DVD player etc. for maximum comfort of passengers.
19. Drivers of vehicles must be provided and maintain mobile phones. No extra charges would be paid by M.P.C.A. for the same.
20. In case of break down / servicing / repair, the contractor shall provide alternate vehicle of same Make and model or higher failing which vehicle shall be hired from any other source / sources at the risk and cost of the contractor.
21. Insurance: The provided vehicle must be fully and comprehensively insured covering the risk to the driver and all passengers also.
22. In case of overnight visits, MPCA shall not be entitled for arranging any accommodation for the drivers / helpers etc.
23. MPCA shall not be required to provide any food / other refreshments etc. to the drivers / helpers etc. for any of the requirement.

ANNEXURE II

INFORMATION ABOUT THE OFFERER
(ON THE LETTER HEAD OF THE OFFERER)

1. Name of the Offerer
2. Address of the Offerer (with Tel. & Mob. No.s)
3. Name and Designation of the Representative of the offerer who is authorised to submit discuss, negotiate this EOI
4. Legal Entity of the Offerer (Partnership firm/Company)
5. Details of Registration under Central / State / Local Govt.
6. Brief Bio-Data of key officials (Please attach extra sheets duly signed by respective official)
7. ESI No. :
8. EPF No. :
9. GST No. :
10. PAN No. :
11. Certificate from Chartered Accountant certifying during each of the last three years, earned business receipts of atleast 30 lacs per year from business of bus rental service, plus Balance Sheets and P/L account for the years 2022-23, 2023-24 and 2024-25.
12. Experience: Services provided to:

Name of the client, postal address, contact person and contact no.	Period from which service is rendered	Annual business receipts	Reference letter to be attached

SIGNATURE OF THE AUTHORISED SIGNATORY

SEAL

MPCA EOI ~ RENTAL BUS SERVICES

ANNEXURE III

UNDERTAKING

(CONFLICT OF INTEREST DECLARATION)

(as per provision no. 39A-2-B of MPCA constitution as amended on 15.9.2019)

I, WE _____

wish to participate in the EOI / EOI / RFQ / Tender (etc.) of MPCA for the following

I/WE hereby undertake that :

- A) I/WE do not have any conflict of interest as defined in the Constitution of MPCA (*provision no. 39A-2-A*) and/or the Constitution of Board of Control for Cricket in India i.e. BCCI (*provision no. 38-1*) as applicable to me in terms of the said conflict of interest provisions contained in the pertinent rules in force as on date.

OR

- B) I/We have the following event (existing or potential) that may be deemed to cause a conflict of interest (*write NIL if there is no conflict*)

I/We undertake that I/WE shall forthwith notify MPCA if there is any conflict of interest (as defined in the rules of MPCA / BCCI which is applicable to my case) during the period of our engagement with MPCA.

In addition to the above, I/WE also state that I/WE am/are not occupying more than one post at a single point of time (*Posts as defined in rule 39A-2-D of MPCA Constitution or Rule 38 (4) of the BCCI Constitution*).

This undertaking is given after scrupulous reading and understanding of the relevant provisions of the Constitution of MPCA / BCCI and shall continue to be effective till relevant provisions are in force.

Name, Designation, Signature, Date and seal

Annexure to the Template of 'UNDERTAKING'

(i.e. Conflict Of Interest Declaration as per provision no. 39A-2-B of MPCA constitution as amended on 15.9.2019)

Only for the convenience of the declarant. It is in the interest of the declarant to check the relevant provisions of the MPCA / BCCI Constitution at the time of issuing the undertaking to avoid any errors / inadvertence.

PROVISIONS OF MPCA CONSTITUTION

39A-2-A : The provisions relating to conflict of interest in Rule 38(1) of the BCCI Constitution shall **mutatis mutandis** be applicable to the Association.

39A-2-B : Within a period of 15 days of taking any office under the Association, every individual shall disclose in writing to the Committee any existing or potential event that may be deemed to cause a conflict of interest, and the same shall be uploaded on the website of the Association. The failure to issue such a complete disclosure or any partial or total suppression thereof would render the individual open to disciplinary action which may include termination and removal from such office / post / role without benefits. It is clarified that a declaration does not lead to a presumption that in fact a questionable situation exists, but is merely for information and transparency.

39A-2-C : A conflict of interest may be either tractable or intractable :

- (i) Tractable conflicts are those that are resolvable or permissible or excusable through recusal of the individual concerned and/or with full disclosure of the interest involved.
- (ii) Intractable conflicts are those that cannot be resolved through disclosure and recusal, and would necessitate the removal of the individual from a post or position occupied so that the conflict can cease to exist.

39A-2-D : It is clarified that no individual may occupy more than one of the following posts at a single point of time except where prescribed under this Constitution:

- (i) Player (current), (ii) Selector/Member of cricket committee/sub-committee, (iii) Team official, (iv) Commentator,
- (v) Match official, (vi) Administrator/Office-bearer, (vii) Electoral officer, (viii) Ombudsman and ethics officer, (ix) Auditor,
- (x) Any person who is in governance, management or employment of a franchisee, (xi) Member of a standing committee, (xii) CAO and managers, (xiii) Office-bearer of an Institutional Member, (xiv) Service provider (legal, finance, etc.),
- (xv) Contractual entity (broadcast, security, contractor, etc.), (xvi) Owner of a cricket academy

As far as incumbents are concerned every disclosure mandated above may be made within 90 days of the effective date.

PROVISIONS OF BCCI CONSTITUTION

38 (1) : A conflict of interest may take any of the following forms as far as any individual associated with the BCCI is concerned :

MPCA / Annexure to the Template of 'UNDERTAKING' / Pg. 1 of 4

- (i) Direct or indirect interest : When the BCCI, a Member, the IPL or a franchisee enter into contractual arrangements with entities in which the individual concerned or his/her relative, partner or close associate has an interest. This is

to include cases where family members, partners or close associates are in positions that may, or may be seen to compromise an individual's participation, performance and discharge of roles.

Illustration 1: A is an Office Bearer of the BCCI when it enters into a broadcast contract with a company where A's son B is employed. A is hit by Direct Conflict of Interest.

Illustration 2: C is a Member of the IPL Governing Council. The IPL enters into a contract with a new franchisee, the Managing Director of which is C's partner in an independent commercial venture. C is hit by Indirect Conflict of Interest.

Illustration 3: D is the Office Bearer of a State Association. D's wife E has shares in an IPL Franchisee which enters into a stadium contract with the State Association. D is hit by Indirect Conflict of Interest.

Illustration 4: F is President of the BCCI. His son-in-law is a Team Official of a Franchisee. F is hit by Conflict of Interest.

Illustration 5: G is an employee of the BCCI. His wife runs a catering agency that is engaged by the BCCI. G is hit by Conflict of Interest.

(ii) Roles Compromised : When the individual holds two separate or distinct post or position under the BCCI, a Member, the IPL or the franchisee, the functions of which would require the one to be beholden to the other, or in opposition thereof.

Illustration 1: A is the Coach of a team. He is also Coach of an IPL Franchisee. A is hit by Conflict of Interest.

Illustration 2: B is Secretary of the BCCI. He is also President of a State Association. B is hit by Conflict of Interest.

Illustrations 3: C is the Vice President of the BCCI. He is also President of a State Association and member of a Standing Committee. C is hit by Conflict of Interest.

Illustration 4: D is a Selector. He is also coach of an IPL franchisee. D is hit by Conflict of Interest.

(iii) Commercial conflicts: When the individual enters into endorsement contracts or other professional engagements with third parties, the discharge of which would compromise the individual's primary obligation to the game or allow for a perception that the purity of the game stands compromised.

Illustration 1: A runs a cricket academy. He is appointed as a selector. A is hit by Conflict of Interest.

Illustration 2: B is a BCCI commentator. He also runs a sports management company which contracts members of the team. B is hit by Conflict of Interest.

Illustration 3: C is a selector. He is contracted to write a column on a tour that the national team is on. C is hit by Conflict of Interest.

Illustration 4: D is a team captain. He is also co-owner of a sports management agency which is contracted to manage other team members. D is hit by Conflict of Interest.

MPCA / Annexure to the Template of 'UNDERTAKING' / Pg. 2 of 4

Illustration 5: E is a member of the IPL Governing Council. He is engaged by a cricket broadcaster to act as an IPL commentator. E is hit by Conflict of Interest.

(iv) Prior relationship : When the individual has a direct or indirect independent commercial engagement with the vendor or service provider in the past, which is now to be engaged by or on behalf of the BCCI, its Member, the IPL or the franchisee.

Illustration 1: A is President of the BCCI. Prior to his taking office, he has been engaged professionally for his services by a firm B. After A becomes President, B is appointed as the official consultants of the BCCI. A is hit by Conflict of Interest.

Illustration 2: B is the Secretary of a State Association. Prior to his election, he ran a firm C, specializing in electronic boundary hoardings. Upon becoming Secretary, the contract for the Association's stadium hoardings is granted to C. B is hit by Conflict of Interest.

Illustration 3: D is the Commissioner of the IPL. Before he came into this office, he used to engage E as his auditor for his business. After becoming Commissioner, E is appointed as auditor to the IPL. D is hit by Conflict of Interest.

Illustration 4: F is the Captain of an IPL team, and G is the team's manager. When F is made Captain of the national team, G is appointed as the national team's manager. F is hit by Conflict of Interest.

(v) Position of influence: When the individual occupies a post that calls for decisions of governance, management or selection to be made, and where a friend, relative or close affiliate is in the zone of consideration or subject to such decision – making, control or management. Also when the individual holds any stake, voting rights or power to influence the decisions of the Franchisee/club/team that participates in the commercial league(s) under BCCI.

Illustration 1: A is a selector. His son is in the zone of consideration for selection. A is hit by Conflict of Interest.

Illustration 2: B is the Secretary of a State Association. He also runs a cricket academy in the State. B is hit by Conflict of Interest.

Illustration 3: C is an umpire. His daughter D is a member of a team which is playing a match in which C officiates. C is hit by Conflict of Interest.

Illustration 4: E is the President of a State Association and his company F owns 12 cricket clubs in the State from which probabilities are selected for the State team. E is hit by Conflict of Interest.

EXPLANATION: The Illustrations which refer to a President / Secretary / Vice President may be read as illustrations referring to any other Office Bearer, and also to the members of the Apex Council, the Governing Council and the Committees.

MPCA / Annexure to the Template of 'UNDERTAKING' / Pg. 3 of 4

38 (3) : A Conflict of Interest may be either Tractable or Intractable:

(a) Tractable conflicts are those that are resolvable or permissible or excusable through recusal of the individual concerned and/or with full disclosure of the interest involved.

b) Intractable conflicts are those that cannot be resolved through disclosure and recusal, and would necessitate the removal of the individual from a post or position occupied so that the conflict can cease to exist.

Explanation: In Illustration 3 to Rule 38(1)(i), if the wife held 51% shares, the conflict will be treated as intractable. If the wife holds 3% shares, whether the conflict is tractable or intractable will have to be decided by the Ethics Officer on the facts of the case. If the wife holds only 100 shares out of 1 crore shares, a disclosure of the same may be sufficient.

38 (4) : It is clarified that no individual may occupy more than one of the following posts at a single point of time except where prescribed under these rules:

- (a) Player (current), (b) Selector/Member of cricket committee, (c) Team official, (d) Commentator, (e) Match official, (f) Administrator/Office-bearer, (g) Electoral officer, (h) Ombudsman & ethics officer, (i) Auditor, (j) Any person who is in governance, management or employment of a franchisee, (k) Member of a standing committee, (l) CAO and managers, (m) Office-bearer of a Member, (n) Service provider (legal, financial, etc.), (o) Contractual entity (broadcast, security, contractor, etc.), (p) Owner of a cricket academy

As far as incumbents are concerned, every disclosure mandated under sub-rule (3) may be made within 90 days of the effective date.

----- END -----

MPCA / Annexure to the Template of 'UNDERTAKING' / Pg. 4 of 4

ANNEXURE IV

**PRICE BID FOR HIRING OF CARS
EXCLUDING TOLL TAX / PARKING**

FUEL COST BASE RATE AS ON DATE OF QUOTING RATES:

S No.	Particulars	Tariff		Remarks
		Non AC	AC	
1	14 Seater Tempo Traveller			
2	20 Seater Tempo Traveller			
3	26 Seater Tempo Traveller			
4	Urbania			
5	27/32/34 Seater Mini Bus			
6	40/45 Seater Bus			
7	50/55 Seater Bus			
8	Airport Pick or Drop - Bus - Fixed			
9	Tata Ace / Loading Vehicle Equivalent - For one trip of 4-5 kms			
10	Tata Ace / Loading Vehicle Equivalent - For one trip of 8-10 kms			
	Tax Toll Parking			

Taxes:

Authorized signature and seal of the Offerer