



Shri Amarnathji Yatra-2011

Sr. No.....

TENDER DOCUMENT

for

Renting and Housekeeping Operations of SASB Prefab Huts

This document contains:

- i. Notice Inviting Tender
- ii. Terms and Conditions
- iii. Schedule A
- iv. Schedule B

Shri Amarnathji Shrine Board

Chaitanya Ashram, Talab Tillo, Jammu
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Notice Inviting Tender

For Renting and Housekeeping operations of SASB Prefab Huts

NIT NO. SASB/2011/9 dated 16.04.2011 Date of opening of Tenders: 11th May 2011
Last date of Issue of Tender Document: 10th May 2011
Last date for filing of Tenders: 11th May 2011

Sealed tenders affixed with revenue stamp of Rs.5/- are invited from reputed and registered Travel or House Keeping Firm(s)¹ for the Renting and Housekeeping operations of Prefab Huts of the Shri Amarnathji Shrine Board during the Shri Amarnathji Yatra-2011. The huts are proposed to be outsourced separately for the location(s) in the following two sectors, for the duration of the Yatra (29.06.2011 to 13.08.2011):

- i) Baltal (**70 rooms with 280 beds in 35 double room huts**)
- ii) Nunwan (10), Sheshnag (5), Panjtarni (5) (**20 rooms with 160 beds in 20 single room huts**)

2. The firm should quote the **royalty** offered by them as a lump sum amount to the SASB for the duration of the Yatra indicated above. The prescribed tariff structure for renting out of the Huts is indicated in the Tender Document.

3. Separate bids shall be submitted for specific sectors as mentioned above. The Single-bid tender should be submitted strictly in the formats provided at Schedule 'A' and Schedule 'B' (alongwith details of the firm regarding its background, experience, registration etc.) as provided in the Tender Document. The Bid should be accompanied with a CDR at the following rates corresponding to the sectors in the shape of Bank Draft in favour of "**Shri Amarnathji Shrine Board**".

- | | |
|----------------------------------|-------------|
| i) Baltal: | Rs.1.00 lac |
| ii) Nunwan, Sheshnag, Panjtarni: | Rs.0.50 lac |

4. The envelope containing the Bid should be super-scribed as "Tender for outsourcing the Renting and Housekeeping operations of Prefab Huts at (1) Baltal OR (2) Nunwan, Sheshnag, Panjtarni. The bidder should deposit the tender in the **Tender Box** placed in the office of the Shri Amarnathji Shrine Board, K-Villa, Sohrawardy House, Shivpora, Srinagar latest by 2:00 PM on **11th May 2011, OR** should send their bid by post to the Chief Accounts Officer, Shri Amarnathji Shrine Board, K-Villa, Sohrawardy House, Shivpora, Srinagar which should reach this office by 2:00 PM on **11th May 2011.** The SASB shall not be responsible for any postal delay. The tenders will be opened on the same day or any other day in the presence of the tenderers who may choose to be present on the occasion.

5. A set of tender forms and detailed terms and conditions can be obtained from the office of Shri Amarnathji Shrine Board, Chaitanya Ashram, Talab Tillo, Jammu/ K-Villa, Sohrawardy House, Shivpora, Srinagar on any working day between 10 AM to 5 PM on the payment of Rs.100/- till the **10th May 2011.** The Tender Document can also be downloaded from the SASB's website (www.shriamarnathjishrine.com). In the event of the downloaded Tender Document, a Bank Draft for an amount of Rs.100/- should accompany the bid towards the cost of the Tender Document. The Tender without the requisite CDR shall not be considered and rejected forthwith.

6. Such of the tenderers who had already submitted the tender in response to earlier NIT no. SASB/2011/3 dated 01.03.2011 may like to submit fresh tender. However, if the CDR is already submitted no fresh CDR is required

-sd-
Addl. Chief Executive Officer
Shri Amarnathji Shrine Board

¹ **Firm** shall mean a Proprietary/Partnership firm or a Company registered under the Companies Act, 1961

Shri Amarnathji Shrine Board

Chaitanya Ashram, Talab Tillo, Jammu

General Terms and Conditions **for Renting and Housekeeping operations of** **SASB Prefab Huts**

1. The successful bidder shall have to deposit the full amount of royalty by **25.05.2011**, failing which the offer will be extended to the next highest bidder. In case of suspension of Yatra on any day(s) in between commencement and culmination of Yatra due to inclement weather, or any other reason, the SASB will not be responsible for any loss to the firm.
2. The bidders are required to invariably quote Royalty amount both in figures and in words, failing which their bid will be liable to be rejected.
3. The successful bidder / firm² will have to enter into an Agreement to be executed with the SASB for the "Renting and Housekeeping operations of Prefab Huts of the Shri Amarnathji Shrine Board during the Shri Amarnathji Yatra-2011" within a week from the issue of Letter of Award in its favour.
4. The security deposit of the unsuccessful bidders shall be released by or before **30.05.2011**.
5. The SASB shall hand over the **huts /rooms** to the firm a week ahead of the commencement of the Yatra. Reduction in number of **huts /rooms** if any to be handed over to the firm will result in proportionate reduction of the Royalty and such reduced amount shall be refunded to the firm. The firm will take over the items from the Shrine Board, room by room, against proper receipt from the Site Engineer available at the respective Camps.
6. The firm shall handover the **huts /rooms** to the SASB on the day next to the conclusion of the Yatra alongwith items against proper receipt from the Site Engineer at the respective Camp. The shortages, if any, shall be recovered from the firm or will be charged at the rates decided by the Chief Executive Officer or any other officer duly authorized in this behalf.
7. The firm shall at all times ensure cleanliness of the rooms, bedding, and the attached toilets. The firm shall be responsible for timely change and washing of Linens, bed-covers, pillow-covers every day and the cost of the same shall be borne by the firm.
8. The following items shall be provided by the firm in each of the rooms for use by the Yatris:
 - i) One Bed sheet for each bed
 - ii) One Pillow for each bed
 - iii) One Razai / Quilt for each bed
 - iv) One Cotton Mattress for each bed
 - v) 2 Jugs, 4 glasses for each room
 - vi) One Blanket for each bed

² **Firm** shall mean a Proprietary / Partnership firm or a Company registered under the Companies Act, 1961 who have been awarded the contract after being declared successful in the bidding process.

- vii) One Bucket One Mug for each bathroom
viii) One Table and two Chairs for each room

9. The firm shall under no circumstances, demand a tariff for the use of rooms, exceeding the rates prescribed as under:

S.No.	Location	No. of rooms to be outsourced	Tariff per Hut per night (Rs.)
1.	Baltal Camp	70 Rooms with attached toilet & bath (4 bedded)	1200/- per room for a maximum of 24 hours. Additional Bed: Rs.200/- per bed
2.	Nunwan Camp	10 Rooms with attached toilet & bath (8 bedded)	1200/- per room for a maximum of 24 hours. Additional Bed: Rs.200/- per bed
3	Sheshnag	5 Room with attached toilet & bath (8 bedded)	2000/- per room for a maximum of 24 hours. Additional Bed: Rs.200/- per bed
4	Panjtarni	5 Room with attached bath (8 bedded)	2000/- per room for a maximum of 24 hours. Additional Bed: Rs.200/- per bed

10. Any voluntary reduction in tariff by the firm due to market considerations will not have any impact on the royalty amount paid to the Shrine Board and the firm would not be entitled to any proportionate refund from the Shrine Board on this account.
11. The huts will be provided to the registered Yatris only. The booking slips to be issued by the firm to the Yatris must indicate the Serial No. and Registration No. of the Yatra Permit. The firm shall also maintain full record of the Yatris in a proper register indicating the date, booking slip Serial No., Name of the Yatris, Yatra Permit No., time of stay in hours, Hut No., amount charged room-wise, remarks if any. The aforesaid record would be made available to the representatives of the Shrine Board, as and when demanded.
12. Advanced booking shall be permitted only for 50% of the rooms available at each Camp and the remaining rooms shall be available for spot booking at the respective Camps. Advance booking must commence from the 1st June 2011 for which the office address with telephone numbers and details of contact person of the firm must be suitably advertised through print media and the firms' website, by 20th May 2011 (The authorized representative from the SASB will conduct surprise checks to ensure against any overcharging or any breach of the terms and conditions of the agreement).
13. The allotment of rooms shall be done by the firm on first come first serve basis only. The Firm will indicate in the Bid its policy regarding the cancellation of bookings.
14. The Firm shall **provide at-least** one attendant for every 28 beds for fetching Hot Water [to be charged separately by the Firm @ Rs 10/- per bucket containing 15 ltrs of hot water in case of Baltal / Nunwan Camps and Rs. 20/- per bucket (15 ltrs) in case of Sheshnag / Panjtarni Camps] and for providing other necessities like tea, @ Rs 5/-per cup, as required by the occupants. ***The firm shall ensure good conduct of its attendants deputed at the huts.***
15. The firm shall ensure installation of a suitable fire extinguisher at every room or a 50 litre Soda Acid fire extinguisher for a group of every 10 huts in each Camp.

16. The firm shall arrange to provide the drinking water from the Shrine Board's water purifiers, at no cost to the Yatris, staying in the rooms.
17. The firm shall make the standby temporary lighting arrangements viz., petromax, emergency lights etc. The Shrine Board shall not be responsible for making arrangements for alternate power supply in case of a power failure or low voltage conditions in the Camps.
18. The firm shall at all times ensure cleanliness in and around the huts.
19. The Chief Executive Officer, SASB shall be at liberty to suspend the agreement due to any Force Majeure conditions such as Government regulations, wars, accidents creating disturbed conditions, terrorist activity, strikes/ riots, civil commotion etc.
20. The Shrine Board (SASB) shall not be liable for any consequence arising out of any accident, incident, mishap, or any event relating to the Renting and Housekeeping operations of the firm, who shall be solely and exclusively liable for any injury, damage or liability of any kind arising out of their operations.
21. The minimum-security amount of Rs.1.00 lac for Baltal and / or Rs.0.50 lac for (b) Nunwan, Sheshnag, Panjtarni will be released at the culmination of Yatra 2011 to the firm, after deducting the outstanding if any, recoverable from the security amount. The security amount will be subject to forfeiture in case of violation of any of the terms and conditions of the agreement besides further such action(s) as the Chief Executive Officer may consider necessary under the given circumstances.
22. Any contact with the Press about any matter connected with the current tender proceedings may lead to disqualification of the tenderer/firm.
23. The Chief Executive Officer, SASB shall be at liberty to cancel the contract by giving 5 days notice, in case of violation of any condition of the contract. However validity of this contract shall be for one year during the full period of the Yatra 2011 i.e. from 29th June 2011 to 13th August 2011. The Chief Executive Officer shall be at liberty to extend the contract period by another year if necessary, which will be an absolute and unconditional discretion of the Chief Executive Officer.
24. All disputes and differences between the parties arising out of and relating to agreement proposed to be signed between the authorized representatives of the Shrine Board and the firm, including interpretation of its terms and conditions shall be referable to the sole Arbitrator to be nominated by the Chairman, Shri Amarnathji Shrine Board, (His Excellency the Governor, J&K) whose decision shall be final and binding upon both the parties.
25. All questions relating to the arbitration shall be determined in accordance with provisions of J&K Conciliation and Arbitration Act, 1997 and the Courts in the State of Jammu & Kashmir alone shall have the Jurisdiction to deal with such questions.
26. The Chief Executive Officer or his authorized representative reserves the right to reject any or all the tenders without assigning any reason.

-sd-

**Addl. Chief Executive Officer
Shri Amarnathji Shrine Board**

SCHEDULE-A

BID FORMAT

The bidders are required to invariably quote Royalty amount both in figures and in Words failing which their bid is liable to be rejected

Tender Document Sr. No. _____

Location (fill against whichever is applicable)	Royalty (in figures)	Royalty (in words)
1. Baltal		
2. Nunwan, Sheshnag, Panjtarni		

Room Booking Cancellation Policy :

We also accept all conditions / provisions of the tender document without any reservations.

Signature _____
Name _____
Designation _____
Date _____

(Authorized Signatory)

SCHEDULE-B

FORMAT FOR BACKGROUND OF THE TRAVEL / HOUSEKEEPING FIRM

The bidder is advised to give necessary information required against all the fields.

1. Name of the owner of the Firm and Registration No.:
(Proof of ownership/ Registration Certificate)
2. Is your Firm holding :
approval from any Regulatory Authority
(please attach copy)
3. ISO 9001-2000 certification OR any :
other accredited certification duly supported
with documentary proof.
4. Annual turnover relating to housekeeping operations for the last three
years as per audited balance sheet, a copy
whereof to be enclosed.
5. Details of Security Deposit of Rs. **1.00** Lac /Rs.**0.50** lac:
(No, Date, etc.)
6. Duration of validity of bid :
7. Number and types of items offered :

Bed sheet
Pillo
Razai / Quilt
Cotton Mattres
Jugs, glasses
Blankets
Bucket, Mug
8. Date of expiry of Approval from :
any Regulatory Authority
9. Total staff strength :
(i) Supervisors
(ii) Helpers
(iii) Cleaners etc.
10. Past experience (last 5 years) :
with details of existing operations
11. List of safety/ fire extinguisher :
equipments etc. to be provided
12. List of existing clientele :
13. Whether terms & conditions :
as per "General Terms and Conditions
for Renting and Housekeeping of SASB
Prefab Huts" are fully acceptable.

- 14. Will total work be handled by bidder, If not, :
give details of work to be out sourced

- 15. Confirmation that Bidder is willing to :
abide by the requirements laid down
by SASB.

Signature _____
Name _____
Designation _____
Date _____

(Authorized