

Shri Amarnathji Shrine Board



Jammu and Kashmir **TENDER DOCUMENT** **FOR**

**House-keeping Operations of Dormitories at Yatri
Niwas Chandankote, Ramban
(YATRA – 2022)**

Cost of Tender Document = Rs 1000/-
(Rs One thousand only)

**TENDER DOCUMENT FOR House-keeping of Dormitories at Yatri Niwas
Chanderkote, Ramban**

(YATRA - 2022)

NAME OF WORK :-

House-keeping Operations of Dormitories at Yatri Niwas, Chanderkote,
Ramban.

Reference to NIT NO: SASB/DNIT/W/1376/2022/69 dated: 25.05.2022

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SHRI AMARNATHJI SHRINE BOARD

(Established under Act No. XVIII of 2000 passed by J&K Legislature)

Chaitanya Ashram, Talab Tillo, Jammu-180002 (Nov. – April)

Telephone nos. 0191- 2555662; Telefax: 0191-2503399

2nd Floor, Block-III, Engineering Complex, Raj Bagh, Srinagar-190008 (May – Oct.)

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NOTICE INVITING TENDER

Housekeeping Operations of Dormitories at Chandankote , Ramban for YATRA -

1. For and on behalf of Chairman, Shri Amarnathji Shrine Board, sealed tenders in two-bid format, are invited from registered Hotel/ Restaurant Owners and/ or in similar field registered with J&K Government, Tourism Department with valid registration for undertaking the following work at Yatri Niwas Chandankote, Ramban during the Shri Amarnathji Yatra – 2022:

S. No.	Name of work	Cost of Tender Document	Earnest Money Deposit (2% of quoted amount)
1.	Housekeeping Operations of Dormitories by way of cleaning of floors and regular changing of bed sheets complete at Chanderkote, Ramban (J&K) during Yatra – 2022.	Rs. 1000/-	-

2. Detailed NIT (DNIT) can be downloaded from SASB's website www.shriamarnathjishrine.com upto **30.05.2022** in which the cost of DNIT shall be payable through Demand Draft (non refundable) drawn in favour of FA/CAO, Shri Amarnathji Shrine Board, payable at Srinagar.
3. The Tender, duly completed, along with Earnest Money Deposit (2% of quoted amount) in the form of CDR/ FDR drawn in favour of FA/ CAO, Shri Amarnathji Shrine Board, must reach the office of FA/ CAO, 2nd Floor, Block-III, Engineering Complex, Raj Bagh, Srinagar latest by or before on **31.05.2022** upto 1400 hours. The bidders, in their own interest, are advised to deliver the bids personally in the office of FA/CAO, Shri Amarnathji Shrine Board, 2nd Floor, Block-III, Engineering Complex, Raj Bagh, Srinagar . Alternatively, they may send the same through speed post/ registered post. The Board will not be responsible for any delay, wrong delivery or non-delivery of the bids due to any reasons.
4. For further details about the Tender, please refer our DNIT on SASB website www.shriamarnathjishrine.com.
5. All subsequent information/ Corrigendum/ Addendum/ Updates shall be uploaded on **SASB website only**, therefore, the bidders are requested to visit the website regularly for latest updates.

No: SASB/DNIT/W/1376/2022/69

Dated: 25.05.2022

Sd/-

General Manager (Wrks)

Shri Amarnathji Shrine Board

A. Instructions to Bidders

1. Shri Amarnathji Shrine Board (SASB) proposes to house-keeping the below mentioned fifteen no. of dormitories at Yatri Niwasn Chanderkote (indicative).

S. No.	Location	Number of dormitories*
1.	Yatri Niwas at Chanderkote, Ramban	15 no.

2. Detailed NIT (DNIT) can be downloaded from SASB's website www.shriamarnathjishrine.com upto **30.05.2022** in which the cost of DNITs shall be payable through Demand Draft (non refundable) drawn in favour of FA/ CAO, Shri Amarnathji Shrine Board, payable at Sriangar.
3. The Bidders are required to submit Tender in two separate Bids i.e. Technical and Financial, strictly as per format given in Schedule A and Schedule B of the DNIT. The two Bids should be submitted in two separately sealed envelopes super-scribed "Technical Bid for Housekeeping Operations of Dormitories at Yatri Niwas , Chanderkote, Ramban for Yatra - 2022" containing Schedule A and EMD in the shape of CDR/ FDR and "Financial Bid for Housekeeping Operations of Dormitories at Yatri Niwas , Chanderkote, Ramban Yatra 2022" containing Schedule B. Both the sealed envelopes should be put in a third envelop, sealed and super-scribed "Tender for Housekeeping Operations at Dormitories at Yatri Niwas , Chanderkote, Ramban Yatra 2022" and should reach the office of the FA/ CAO, Shri Amarnathji Shrine Board latest by **1400 hours**, on **31.05.2022**. The bids, as are not submitted as per format prescribed in Schedule A and B are liable to be rejected".
4. The bidder must be a registered Hotel/ Restaurant Owner and/ or in similar field registered with J&K Government, Tourism Department with valid registration.
5. Annual turnover relating to housekeeping operations for the last three years as per latest audited balance sheet, a copy whereof to be enclosed.
6. Bids, with prescribed Earnest Money Deposit, complete in all respects will have to be submitted for house-keeping of dormitories at Yatri Niwas.
7. The bids will be opened at **1500 hours** on **31.05.2022** or on any other day in the office chamber of Additional Chief Executive Officer, 2nd Floor, Block-III, Engineering Complex, Raj Bagh, Srinagar in the presence of the bidders who may choose to remain present on the occasion.

Signature of the bidder with seal)

8. A bidder can submit only one bid, if a bidder submits more than one bid for House-keeping of dormitories, none of his bids shall be considered.
9. All entries in the bid should be legible and filled in clearly typed or written in ink. Bids written with pencil would not be considered. Each paper of the bid shall be completed in all respects and duly signed and stamped by the bidder or his authorized representative. Bids incomplete in any form and/ or conditional bids, and/ or bids with over writing/ corrections shall be outrightly rejected.
10. The bid amount should be written both in figures as well as in words. In case of any inconsistency, the amount written in words will be considered.
11. Incomplete bids, or bids not accompanied with required Tender Fee and Earnest Money Deposit or received by the Shrine Board after the prescribed deadline for submission of bids, shall not be considered.
12. The bid shall remain valid and open for acceptance for a period of 60 days from the last date of receipt of bid.
13. The Earnest Money Deposit shall be forfeited if the bidder withdraws his bid during the period of bid validity or if any information or document furnished by the bidder turns out to be misleading or untrue in any material facts.
14. The purpose of this DNIT is to provide the bidder with information to assist the formulation of the proposal. This DNIT does not purport to contain all information which each bidder may require.
15. The bidder should conduct its own investigations and analysis about the general/ physical condition of dormitories structures available at **Yatri Niwas, Chanderkote.**
16. The bidder is advised in his own interest, to visit the site of operation or obtain information about the site on its own before submitting the bid.
17. CEO, SASB may, in its absolute discretion, but without any obligation to do so, update, amend or supplement the information in this DNIT.
18. The bidder shall bear all costs associated with the preparation and submission of his bid and the SASB shall, under no circumstances, be responsible for such costs, regardless of the outcome of the further proceedings to select successful bidder.
19. It would be deemed that by submitting the bid, the bidder has made complete examination of the DNIT, received all information requested from SASB and made complete examination of the various aspects of the scope of work.

20. Canvassing in connection with bids in any form is strictly prohibited, and if resorted to, will render the bidder disqualified and the Earnest Money Deposit shall stand forfeited.
21. To facilitate evaluation of bid, CEO/ Additional CEO, SASB may, at its sole discretion, seek clarification from any bidder regarding the bid. The request for such clarification or substantiation and the response shall be in writing by facsimile or email or by any other means. No material change in the substance of the bid would be permitted by way of such clarification/ substantiation. CEO/ Additional CEO, SASB may also call the bidders for negotiating the royalty amount offered or any other Terms and Conditions of Agreement.
22. Any contact with the Press about any matter connected with the current bidding process may lead to disqualification of the bidder.
23. The CEO, SASB may, at his discretion, extend the deadline for submission of bids in which case all rights and obligations of the Shrine Board and bidder will be the same.
24. The eligible highest bidder shall be issued a 'Letter of Intent (LoI)' and asked to execute the Agreement with Addl. CEO, SASB, or his authorized representative, within 10 days from the date of receipt of the 'LoI'.
25. On receipt of the execution of the Agreement within the stipulated period, the 'Letter of Award (LoA)' shall be issued in favour of the successful bidder for Housekeeping Operations of Dormitories at Yatri Niwas, Chanderkote, Ramban Yatra - 2022. The Earnest Money Deposit of the agency shall be treated as Security Deposit and shall be released after conclusion of Yatra on satisfactory performance.
26. The Earnest Money Deposit of the successful bidder shall be forfeited and 'Letter of Intent (LoI)' issued in his favour may be withdrawn if he fails to: sign the Agreement with Addl. CEO, SASB, or his authorized representative, within 10 days from the receipt of the Letter of Intent.
27. The Earnest Money Deposit of the unsuccessful bidders shall be released after the issue of Letter of Award in favour of the successful agency and the Earnest Money Deposit of the successful bidder shall be treated as Security Deposit.
28. The CEO, SASB is not bound to accept the highest or any bid and may, at any time, by notice in writing to the bidders, terminate the bidding process. Any enquiry after the submission of bid will not be entertained.

B. Terms and Conditions of Contract

1. The eligible highest bidder (henceforth called as agency) shall be issued a 'Letter of Intent (LoI)' and asked to execute the Agreement with Addl. CEO, or his authorized representative, within 10 days from the date of receipt of the Letter of Intent.

Signature of the bidder with seal)

2. The agency shall have to execute the Agreement within 10 days of the receipt of 'Letter of Intent', failing which, without any prior notice: (i) his Earnest Money Deposit shall be forfeited; (ii) the Letter of Intent issued in his favour shall be withdrawn; and (iii) the Letter of Intent shall be issued to another bidder or any other firm whom the CEO deems fit.
3. The General Manager (Works), SASB through his authorized representative shall hand over the dormitories to the agency/ his representative, room-by-room, **five days before the commencement of the Yatra (i.e. on 25.06.2022)** against proper receipt the acknowledgement of which would be a token of satisfaction about actual physical status of dormitories as per DNIT. The agency or his authorized representative shall also sign the inventory of the items taken over from the authorized representative of General Manager (Works) room by room while taking over the dormitories.
4. G.M. (Works), SASB through his representative shall take over the actual/ physical possession of their dormitories / rooms **48 hours from the date of efflux of the Yatra (i.e.13.08.2022)**. However, the validity of the Contract shall be from the date of signing the Agreement till the time SASB releases the Earnest Money Deposit treated as Security Deposit after issue of 'LoA'.
5. The agency shall at all times ensure cleanliness of the rooms, bedding, and the attached toilets. The agency 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 agency.
6. The agency will be responsible for segregation of bio-degradable and non-biodegradable waste. All non bio-degradable generated shall be collected and properly dumped at designated garbage collection site for further disposal.
7. The agency shall provide at-least one worker/ attendant for one floor for fetching for its cleanliness
8. The agency shall at all times ensure cleanliness and hygienic conditions in and around the dormitories.
9. During the course of Agreement, if any of the agency's personnel is found to be indulging in any malpractice or conduct inimical to the interest of the Yatra / Shrine Board, breach of Terms & Conditions of Agreement including any corrupt practice, CEO, SASB shall have the option of terminating the Agreement and make such alternate arrangements as deemed proper for smooth running of Shri Amarnathji Yatra. In the event of CEO, SASB terminating the Agreement, the agency shall not be entitled to any refund of royalty or payment of compensation. The Earnest Money Deposit shall also be forfeited in such circumstances.
10. The agency shall be solely responsible for **Workmen's Compensation Act, 1923** for payment of **compensation** to **workmen** and their dependants in case of injury and accident (including certain occupational disease) arising out of and in the course of employment and resulting in disablement or death.

11. In case of imposition of any other Tax/Levy/Duty or Fee's including Local Tax, the same shall be solely born by the agency.
12. If at any stage during the operation period of the allotment it is found that wrong information was submitted by the allottee, during tendering process, the Letter of Award shall be withdrawn & Security Deposit forfeited at the sole discretion of Chief Executive Officer SASB.
13. In case of occurrence of Force Majeure conditions, the agency shall promptly inform CEO, SASB about occurrence of such conditions. On receipt of the agency's Report and after ascertaining as to whether Force Majeure conditions exists (such as a Government Order/ Regulation, war, an accident creating a disturbed condition, terrorist activity, court order, strikes/ riots, civil commotion, pandemic like COVID-19 etc.) CEO, SASB shall suspend the agency's license. SASB shall not be liable for any damage or liability of any kind arising out of Force Majeure conditions and/ or any other cause beyond the reasonable control of SASB.
14. The Earnest Money Deposit (EMD) treated as Security Deposit after issue of LoA will be released after the culmination of Yatra - 2022 to the agency.
15. After depositing of royalty amount as per previous LOA & Drawl of agreement, Letter of Award shall be issued. The CEO/ Additional CEO, SASB shall be at liberty to cancel the Contract by giving three days notice, in case of violation of any condition of the Contract. However validity of this Contract shall be from day of signing of the Agreement till the time SASB releases the Earnest Money Deposit treated as Security Deposit after issue of LoA of the Agency. CEO, SASB shall be at liberty to extend the Contract period by another year if necessary, which will be an absolute and unconditional discretion of the CEO, SASB.
16. In the event of any doubt, dispute or difference of opinion in regard to terms & conditions of the agreement, the concerned parties shall endeavor to settle the same amicably with the SASB through any officer nominated in this behalf. In case, any such doubt, dispute or difference of opinion remains unresolved, the matter shall be referred to the Hon'ble Lieutenant Governor, J&K (Chairman of SASB), who shall be competent to refer the same to any retired Hon'ble Judge of the High Court of Jammu Kashmir & Ladakh for its resolution. The decision so rendered or award, if any, passed shall govern the rights, duties & obligations of the concerned parties and shall be final. No such disputes shall be referred during the currency of the Yatra.
17. All questions relating to the arbitration shall be determined in accordance with provisions of the Arbitration and Conciliation Act, 1996 and the amendments thereto and any re-enactment or modification thereof and the rules framed there under.

Sd/-
General Manger (Wrks)
Shri Amarnathji Shrine Board

SCHEDULE- A

**FORMAT FOR BACKGROUND OF THE
HOTEL/ RESTAURANT OWNER**

(Shri Amarnathji Yatra - 2022)

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

1. Name of the owner of the agency: _____
Registration No.: _____
(Proof of ownership/ Registration Certificate)
2. Name: _____
Address: _____
E-mail: _____
Phone no/ mobile no. for Correspondence: _____
3. Is your agency holding
Valid registration: _____
(please attach copy)
4. ISO 9001-2000 certification Or any
other accredited certification duly supported
with documentary proof. _____
5. GSTIN. (Attach copy of Registration No.) _____
(along with latest clearance certificate/ Acknowledgement receipt of GST return Copy
"Form - GSTR3B" Ending February-2022)
6. Annual turnover relating to housekeeping operations
for the last three years as per latest audited balance
sheet, a copy whereof to be enclosed. _____
7. Details of Earnest Money Deposit: _____
8. Details of payment of cost of DNIT _____
10. Total staff strength:
(i) Supervisors: _____
(ii) Workers: _____
11. Past experience (last 5 years)
with details of existing operations: _____

Signature of the bidder with seal)

14. Whether Terms & Conditions as per "General Terms and Conditions for Housekeeping of dormitories at Yatri Niwas" are fully acceptable. _____
15. Will total work be handled by Bidder, If not, give details of work to be out sourced: _____
16. Confirmation that Bidder is willing to abide by the terms laid down in the DNIT. _____

Signature _____
Name _____
Designation _____
Date _____
(Authorized Signatory)

SCHEDULE-B

BID FORMAT

Yatra 2022

The Bidders are required to invariably quote total amount, both in figures and in words failing which their Bid is liable to be rejected.

Tender Document Sr. No. _____

(Amount in Rs)

Camp (fill whichever is applicable)	No. of Workers required		No. Supervisors required		Total Amount
	Rate/day	Amount	Rate/day	Amount	
1. House-keeping of 15 no. dormitories by way of cleaning of floors and regular changing of bed sheets etc complete.					

We also accept all conditions/ provisions mentioned in the Detailed Notice Inviting Tender without any reservations.

In case we are issued Letter of Intent (LoI) to execute the work, we agree to execute Agreement with Addl. CEO, SASB or his authorized representative within 10 days of the receipt of Letter of Intent.

We also accept that we may be handed over all dormitories than those indicated in the DNIT and this handing over of dormitories may happen just prior to the commencement of Yatra 2022.

Signature _____

Name _____

Designation _____

Date _____

(Authorized Signatory)

Signature of the bidder with seal)