


Division of Plant Pathology
ICAR -Indian Agricultural Research Institute, New Delhi - 110 012
Tel No. 011-25842438, Website: <http://www.iari.res.in> Email: ddo19@iari.res.in

F.No:2-71/20-21/ANASTU/PP

Date: 05/09/2020

E-tender Notice

On behalf of Director, IARI, New Delhi-110012, Principal Investigator, ANASTU project invites online e-tender from reputed and experienced Hotels for empanelment of Hotel for providing **Lodging and Boarding Facility for the Student & trainee participants under ANASTU (Afghanistan & India collaborative project)**, who are going to get training/Degree at Indian Agricultural Research Institute, New Delhi - 110012. The details terms & conditions may be obtained from IARI website e-tender link www.iari.res.in and www.eprocure.gov.in


Assistant Admn. Officer


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Name of the Work	Empanelment of Hotel for providing accommodation nearby area ICAR-IARI PUSA Campus New Delhi 110012
Estimated Volume of Business	5/10/20 rooms for 1/2/3/6/8 months and above
Duration of Contract	Initially for the period of One year from date of order.
Closing Date & Time for submission of e-tender	05-10-2020, 3.00PM
Opening Date & Time of e-tender	06-10-2020, 3.00PM
Proposed Date to Commence the Operations	Preferably from last week of October, 2020
E-tender to be submitted to	AAO, Plant Pathology, Room No. 32 ICAR-IARI, New Delhi - 110012
Place of opening of E-tenders	AAO, Plant Pathology, Room No. 32 ICAR-IARI, New Delhi - 110012
Issue of E-tender	Online eprocure.gov.in. Online through CPP Portal at https://eprocure.gov.in/cppp

E-tender form can be downloaded from the Institute website www.iari.res.in and www.eprocure.gov.in.


Assistant Admn. Officer

**E-tender Empanelment of Hotel for providing accommodation nearby area
IARI PUSA New Delhi-110012
INVITATION TO TENDER**

Background

The Indian Agricultural Research Institute (IARI), popularly known as the 'Pusa Institute', is the country's premier national Institute under Indian Council of Agricultural Research (ICAR) for conducting agricultural research, education and extension. The present campus of the Institute is a self-contained complex spread over an area of about 500 hectares (approx. 1250 acres) and located about 4 Km west of New Delhi Railway Station and about 16 km (10 miles) east of IGI Airport (Palam).

ICAR-IARI New Delhi requires e-tender from reputed hotels in the vicinity of its campus walking distance 1 Km from any of the main gates of the IARI, for boarding and lodging arrangements of international trainees from Afghanistan under ANASTU (Afghanistan National Agricultural Sciences and Technology University) Project.

1 GENERAL

Sealed e-tenders are invited by the Director, ICAR - Indian Agricultural Research Institute, New Delhi - 110012, from reputed and experienced Hotel for providing **Lodging and Boarding Facility for the Institute Student & trainee participants**, who are going to get training/Degree at Indian Agricultural Research Institute, New Delhi - 110012 for **One year** from the date of commencement of contract, and can be extended for another year term by mutual consent of the Competent Authority and the service provider on the terms and conditions mentioned in the e-tender document and the contract agreement. The e-tender will be **Single Cover System**. **The e-tenders completed in all respects along with all the documents and annexure must be uploaded through online mode.**

2 PARTICULARS OF THE E-TENDER

A) NAME AND ADDRESS OF THE AUTHORITY

Director

ICAR-Indian Agricultural Research Institute, Pusa Campus, New Delhi - 110012

B) Online E-tender Document

e-Tender form, terms & conditions and draft agreement can be downloaded from the website free of cost <http://eprocure.gov.in> and www.iari.res.in. On-line bids complete in all respects should be submitted through CPP portal <https://eprocure.gov.in/eprocure/app> only on or before the last date.

Please note that only online bids will be accepted.

C) i) EARNEST MONEY DEPOSIT (EMD)

The Earnest Money Deposit (EMD) of Rs.1,00,000/- (Rupees One lakh Only), (refundable without interest) shall accompany the Bid of the Bidder in the form of Demand Draft/Pay Order/Fixed Deposit Receipt/Bank Guarantee drawn in favour of Director, IARI, New

unsuccessful e-tenderers shall be released after the work order is placed to the successful bidder. The scanned copy of the EMD (DD) should be submitted online with tender and original (DD) must be deposited in Room No. 32, division of Plant Pathology, IARI on or before 05/10/2020, 3.00PM.

ii) **PERFORMANCE SECURITY DEPOSIT:**

The successful bidder will have to deposit a Performance Security Deposit of Rs.1,50,000/- (Rupees One lakh & fifty thousand Only) amount meant for one year in the form of Demand Draft/Bank Guarantee/FDR having validity of one years from the date of contract agreement. In case the contract is further extended beyond the initial period of two years, the performance security deposit will have to be accordingly renewed by the successful bidder. After submission of the performance security by the successful Bidder, the corresponding EMD shall be released.

iii) No interest on security deposit and earnest money deposit shall be paid by the Institute to e-tenderer

D) **ADDRESS OF THE OFFICE:**

AAO, Plant Pathology, Room No. 32 ICAR-IARI, New Delhi – 110012.

E) **VALIDITY OF E-TENDER:**

E-tender should be valid for a period of 180 days from the date of Opening of the bid. However, the Director, ICAR-Indian Agricultural Research Institute, New Delhi-110012, reserves the right to cancel, amend or withdraw the e-tender at any stage, without assigning any reasons whatsoever.

F) **Place of Lodging & Boarding:**

Vicinity of its Campus road distance 1 Km from Pusa Gate, East Patel Nagar Side.

G) **The TENDER must also submit the self-attested copies & following requirements (online).**

1. The Hotel Agency should have a financial turnover of more than Rs 30 lakh during last financial year. (Supporting certified document from chartered Accountant (Assesment Year 2020-21).
2. Registration Certificate of The Hotel under Shop & Establishment
3. Registration with the government authority and valid license from the competent authority for Lodging and Boarding Permit.
4. License of Food Safety & Standards Authority of India (FSSAI)
5. Service Tax Registration Certificate
6. PAN/GST Number

7. Income Tax Return filed for the last three Assessment years (2017-18, 2018-19 & year 2019-2020)
8. Details of approximate 25 rooms with single or double occupancy
9. Each Room size of minimum 200 sq. ft. with hot & cold-water supply, chair, tables, attached toilet bathroom, Air-cooled or AC facility etc. (self-declaration shall be given)
10. **Separate kitchen facility for the student/trainees for self cooking.**
11. **Conference Hall for holding meetings with the trainees/student's time to time.**
12. **Pick & drop facility from IARI and Airport. Airport to IARI and IARI to Airport for trainees/ students.**
13. Generator backup (supporting document shall be enclosed)
14. Lift Facility (supporting document shall be enclosed)
15. Restaurant facility (supporting document shall be enclosed)
16. Wi-Fi/Internet facility
17. Preference shall be given to the Hotel should have experience of at least 3 years for providing lodging and boarding services to Govt./PSUs/Private Sector. (Supporting Documents shall be produced).

3. Terms & Conditions:

1. e-Tender is invited from reputed hotels initially for rate contract for the period of one year.
2. We are looking for hotels where per day room tariff is for 24 hours from the time of check in with complimentary breakfast and free wi-fi /internet services. The expenses related to room rent will only be paid to the hotel. You will have to collect all other expenses such as food (excluding breakfast), laundry, telephone usage charges and other expenses of personal nature from the room guest directly.
3. The period of contract will be initially for one years with a built-in scheme for review of the performance at the end of each year along with a provision for annual price escalation for maximum limit up to 10% per annum to absorb the increase in the input costs. The increase in tariff will be decided mutually. The activation of escalation clause must be requested by the contractor. However, the rates quoted shall remain fixed during the first two years of the contract.
4. Based on the actual booking of rooms during the month, the empaneled hotel has to submit the bills addressing to **Director IARI and mention GST no. 07AAAGI0195R1ZX in the bill** with details on monthly basis and payment will be made in next month after verification by the Principal Investigator, ANASTU.
5. The offers will be scrutinized by the committee constituted for the purpose. If required the committee will visit the hotels to inspect the facilities and amenities claimed in the offer.
6. The offer shall be valid for 6 (Six) months from the last date of submission of

e-tender/ revised e-tender (if any).

7. The Institute reserves the right to modify the conditions of the E-tender, at any time, without assigning any reasons for the same.
8. Director, ICAR-IARI PUSA, New Delhi reserves the right to accept/reject any offer in part or full, without assigning any reason whatsoever.
9. The final selection of vendor will be as per the following selection process:
 - (i) Verification of documents by committee constituted for the purpose in support of eligibility criteria as mentioned in Annexure – I;
 - (ii) Physical visit of hotel premises (if required) to check the services, amenities and credentials of the hotel by the committee constituted for this purpose for recommending the names of hotels suitable for inviting financial offers;
 - (iii) Evaluation of offers by Committee in view of amenities and competitiveness of rates offers, suitable to the requirements in all respects, quoting lowest prices shall be considered for award of contract.
 - (iv) Recommendation of names of hotels suitable for empanelment; and
 - (v) Approval of names of hotels suitable for empanelment by competent authority. The Institute may empanel one or more hotels for each location as per requirement.
 - (vi) The decision of the Institute in the matter will be final and binding to all the bidders.
 - (vii) The Institute reserves the right to negotiate with the lowest eligible bidder or bidders quoting higher rates, if the rates are considered not reasonable.
10. **Penalty:** The e-tenderer should ensure regular and uninterrupted quality services at all times. In case of failure in services or negligence (as defined below), appropriate punitive action shall be taken by the Institute, which also includes monetary penalty not exceeding 5% of total monthly bill payable by Nodal officer ANASTU to the hotel.

Failure of service and negligence shall be measured in terms of the following:

1. Not providing accommodation and services as per the booking;
2. Any other matter which is an act of negligence or breach of ethics by the hotel.

11 **Arbitration and Dispute Resolution**

- (i) Any dispute and or difference arising out of or relating to this contract will be resolved through joint discussion of the authorities' representatives of the concerned parties. However, if the disputes are not resolved by joint discussions, then the matter will be referred for adjudication to a sole Arbitrator appointed by the Director of the Institute.
- (ii) The award of the sole Arbitrator shall be final and binding on all the parties.

shall be borne by the respective parties in equal proportions. During the pendency of the arbitration proceeding and currency of contract, neither party shall be entitled to suspend the work/service to which the dispute relates on account of the arbitration and payment to the contractor shall continue to be made in terms of the contract. Arbitration proceedings will be held at Delhi only.

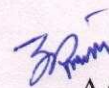
12

Jurisdiction of Court

The courts at Delhi shall have the exclusive jurisdiction to try all disputes, if any, arising out of this agreement between the parties.

13

The Purchaser reserves the right to short close the contract with notice for the same from either side. A minimum notice period of 3 month shall be required.



AAO

Div. of Plant Pathology

Annexure-I

e-Tender submitted in response to enquiry notification issued by the ICAR• Indian Agricultural Research Institute, New Delhi for Empanelment of Hotel for accommodation nearby area IARI PUSA. The bidder is free to apply for any one or all the locations i.e. nearby area IARI PUSA. **(Please arrange the submitted documents in the below given order to save while scrutinizing the e-tender documents)**

	Particulars	Description (Yes/No)
1.	Name of the Hotel	
2.	Distance from Pusa Gate(East Patel Nagar Side)	
3.	EMD of Rs.1,00,000/- attached	
4.	Registration Certificate of The Hotel under shop & establishment	
5.	Registration with the government authority and valid license from the competent authority for Lodging and Boarding Permit/MSME	
6.	License of Food Safety & Standards Authority of India (FSSAI)	
7.	GST Number	
8.	PAN/VAT/TIN etc. Number	
9.	Income Tax Return for the last three Assesment years (2017-18, 2018-19 & 2019-2020)	
10.	Minimum 25 rooms with single or double occupancy	
11.	Each Room size of minimum 200 sq. ft. with hot & cold-water supply, chair, tables, attached toilet bathroom, Air-cooled or AC facility, free laundry facility, etc. (self-declaration shall be given)	
12.	The Hotel Agency should have a financial turnover of <u>more than</u> Rs 30 lakh during last financial year. Supporting document attached	
13.	Separate kitchen facility for the student/ trainees for self cooking	
14.	Conference Hall for holding meetings with the trainees/student's time to time.	
15.	Pick & drop facility from IARI and Airport.	
16.	Generator backup (supporting document shall be enclosed)	
17.	Lift Facility (supporting document shall be enclosed)	
18.	Restaurant facility (supporting document shall be enclosed)	
19.	Wi-Fi/Internet facility	
20.	Experience of at least 3 years for providing lodging and boarding services to Govt. /PSUs /Private Sector (Supporting Documents shall be produced).	

Note: Please specify in the bid if you charge separately for any of the facilities under para 13, 14, 15 and 19 etc.

Date:

Signature & Seal of the Applicant

Annexure - II

BOQ

	Tariff	
	Single Occupancy (Rs.)	Double Occupancy (Rs.)
1. Deluxe Rooms		
2. Separate kitchen		
3. Conference Hall		
4. Pick & drop facility		
5. Wi-Fi/Internet facility		

+GST

Annexure • III

**UNDERTAKING
(ON LETTER-HEAD OF THE HOTEL)**

To

The Director
ICAR-Indian Agricultural Research Institute
Pusa Campus, New Delhi

Name of the Hotel _____

Name of the Bidder _____ Due date: _____

Sir,

1. This is to certify that I/We before signing this bid have read and fully understood all the terms and conditions and instructions contained therein and undertake myself/ourselves abide by the said terms and conditions of the E-tender.
2. I/We shall provide quality hotel accommodation to the Institute with amenities as mentioned in our technical bid.

(Signature of the Bidder)

Name and Address of the Bidder
Telephone Number

ANNEXURE – IV

CERTIFICATE

(To be provided on letter head of the firm)

I hereby certify that the above firm has not been ever blacklisted by any Central/State Government/Public Undertaking/Institute on any account.

I also certify that the above information is true and correct in any every respect and in any case at a later date it is found that any details provided above are incorrect, any contract given to the above firm may be summarily terminated and the firm blacklisted.

Date:

SEAL

Place:

Authorized Signatory

Name:

Designation:

Contact No.: