



Name of Work : Providing of Hotel services including fooding and lodging for Trainees/ Guests of UPMRC to be resided near Transport Nagar Depot at Lucknow

UPMRC/ CE Contract / LKHS 01 /2022-23

Issued to: -

- 1.
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- 5.

Issued by: -

Uttar Pradesh Metro Rail Corporation Limited
उत्तर प्रदेश मेट्रो रेल कॉर्पोरेशन लिमिटेड

**Administrative Building, Near Dr. Bhim Rao Ambedkar
Samajik Parivartan Sthal, Vipin Khand Gomti Nagar
Lucknow-226010.**

UPMRC/ CE Contract/LKHS 01/2022-23



No. UMRC/ CE Contract / LKHS 01 / 2022-23

Dated 01 July 2022

NOTICE INVITING TENDER

Name of work: - Providing of Hotel services including fooding and lodging for Trainees/ Guests of UPMRC to be resided near Transport Nagar Depot at Lucknow

TENDER No. UPMRC/ CE Contract / LKHS 01/2022-23

Dear Sir,

Sealed Tender/offers for above subject work are invited. The Tender shall be submitted in the office of **CE Contract Administrative building, near Dr Bhim Rao Ambedkar Samajik Sthal, Vipin Khand, Gomti Nagar, Lucknow-226010** by **08.07.2022 up-to 15:00 Hrs.** as per scope of work and terms & conditions listed below. The Tender shall be opened on the same day at **15:30 Hrs** by opening committee. Participating bidder willing to witness the opening may remain present. **The offer submitted by the bidder shall be valid for acceptance within 30 days. The work shall be completed within 5 month from date of issue of LOA.**

1.1 Instruction to bidder: -

1. The Tender shall be submitted in a sealed envelope duly marked with name of work, Tender No, name of bidder, date and time of receipt of Tender prominently.
2. The Tender shall be dropped in Tender Box kept at **CE Contract Administrative building, near Dr Bhim Rao Ambedkar Samajik Sthal, Vipin Khand, Gomti Nagar, Lucknow-226010** before the date and time fixed for receipt of Tender. The Tender received after due date and time shall not be considered and shall be returned to the bidder unopened. UPMRCL shall not be responsible for any postal or other delay and shall not take care to ensure the submission of Tender at place and time fixed for receipt of Tender.
3. Price should be inclusive of all taxes as applicable including GST etc.
4. The rates shall be quoted on the enclosed format in original with a covering letter on company's letter head duly signed by the authorized signatory.
5. The agency has to quote rate of hotel accommodation per room per day basis (24 Hrs) as per format of BOQ. The rate shall be quoted by bidder in figures as well as in words. If there is any discrepancies between figures and words, the rate in words will be considered.

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6. The bidder should make well conversant with **GCC of UPMRCL** available with the office of CE (Contract), UPMRCL before submission of subject Tender as GCC shall be applicable to subject Tender.

1.2 Scope and specification of work: -

COET: Centre of excellence for training, a training institute of the UPMRC, invites interested hotels to submit their offer for **hotel accommodation on Triple sharing basis** in connection with the training programme of M/s DB Engineering (qualified operator of NCRTC Delhi-Meerut Corridor) stated below:

Sl. No.	Cadre	Rooms Required from	Period of stay in Days	Strength
1	SC/TO	10 July 2022	132	100
2	JE/Technician (E&M/Traction)		123	13
3	JE/Technician (S&T)		98	12
4	JE/Technician (Track/Civil)		79	15
5	Points Man		57	10
			Total	150

Employers Requirement :

- Minimum 25 rooms should be available with one Hotel/agency for use of UPMRC guests.
- Breakfast and dinner to be included in the package (Lunch also to be included on Sundays & holidays).
- Rates to be quoted on per room per day (24 Hrs) basis inclusive of meals as mentioned above and transportation cost if any.
- Property should be located within 05 km from Transport-Nagar Metro Depot, if distance of property is more than 01 km from the entrance gate of Transport Nagar Metro Depot, pickup and drop of guests shall be ensured by the hotel and the same should be included in the quoted rate.
- Accommodation must be fully Air conditioned, hygienic and safe. Hygiene and quality of food shall be maintained of high standard.
- Safety of Female guests staying in hotel shall be ensured by the hotel.
- Stay period mentioned above is indicative and shall be increased or decreased by UPMRC on notice at least in a week advance.

Technical Qualification

1. The Hotel must be situated within the vicinity of 5km from entrance of UPMRC/ CE Contract/LKHS 01/2022-23



- Transport Nagar Metro Depot Lucknow.
2. The Hotel must have valid Registration Certificate, Trade License, Fire License etc as applicable to any hotel
 3. The Hotel must offer minimum 25 rooms on triple sharing basis in the same Hotel, so as to accommodate minimum 75 guests in the same property.
 4. The Bidder should be registered for GST & Income Tax, where his business is located.
 - i) GST Registration No
 - ii) Income Tax/PAN number

FINANCIAL BID/ BOQ

1. The financial bid will be opened and considered responsive bid of those hotels which are found qualified under above mentioned criteria. Any hotel not qualifying on these parameters will not be considered for the opening of financial bid. The financial offer must be submitted in the proforma mentioned at Annexure-I.
2. Payment will be released through cheque/e-payment only after satisfaction of the services extended by the Hotel to the guests on fortnightly basis, based on the invoices submitted by the hotel to UPMRC.
3. Rates offered shall be inclusive of GST/taxes levies/duties etc.

1.3 Terms and conditions: -

1. Room size should be adequate to accommodate 3 guests comfortably.
2. The number of rooms may decrease/increase at the time of arrival of the participants. In case of increase/decrease of rooms, the hotel will charge on pro-rata and actual basis.
3. A nodal officer from engaged hotel must be deputed for coordination purpose. UPMRC will also nominate a nodal officer for same purpose and may establish a help desk on the day of arrival of guests.
4. The UPMRC reserves the right to engage one or more than one hotel for stay of the participants.
5. The decision of UPMRC will prevail in case of any dispute arising out of the conditions.
6. The UPMRC reserves the right to cancel tender at any time without any prior notice. In case, tender is cancelled in between the period mentioned for stay of accommodation, the payment will be released to the hotel on pro-rata / actual basis towards stay of the participants in the hotel.

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7. The check-in / check-out time should be clearly mentioned in the bid. Last day of the training may include late check-out facility on the next day.
8. There must be no hidden charges. UPMRC will pay only the charges towards items included in the tender notice.
9. The team from UPMRC & M/s DB may visit hotel(s), if considered necessary and view the facilities available for the guests.
10. The successful bidder will be responsible for ensuring standard quality.
11. Any kind of complaint from the participants may invite cancellation of the work-order.
12. The final payment will be released after successful completion of the stay of the participants at the Hotel.
13. Payments shall be made as per following payment schedule:
 - (ii) Payment shall be released after submission of bill/invoice by the agency after deducting all taxes as applicable.
 - (ii) Security Deposit (SD) @ 3% value of work, towards satisfactory performance shall be recovered from each fortnightly bill and same will be released alongwith final bill after satisfactory completion of service.
14. In case of any dispute, decision of Director (Operation), UPMRC shall be final and binding. **"Legal jurisdiction of this Tender shall be Lucknow only"**.
15. Please provide your Bank details, Account No. and IFSC Code etc, PAN/GST for arranging payment through RTGS/NEFT.
16. Rules and regulations issued by the Government from time to time and SOP issued by the UPMRC in connection with **COVID-19** shall be strictly followed by the supplier.

Enclosures:- BOQ (Financial bid).

CE (Contract)

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FINANCIAL BID FORMAT (BOQ)

Sl. No.	Item	Description	Rate per room per day (24 Hrs) (INR) (inclusive of all taxes, duties and charges)	No. of Rooms offered on Triple sharing basis	Total Cost per day (24 Hrs) (INR) (inclusive of all taxes, duties and service charges)
1.	Accommodation	Accommodation, Breakfast and Dinner to be included in the package (Lunch will be served only on Sunday/holidays) Pickup/drop facility should be provided if distance of hotel from depot is more than 01km Complimentary Services: like Wi-Fi, tea/ coffee maker, English Newspaper, 2 one liter mineral water bottles in each room on daily basis	Rs. In Words:		Rs. In Words:

Note : The bids will be evaluated based on the per room per day (24 Hrs) basis. The bidder quoting the lowest rate/amount will be declared as L-1 bidder and LOA shall be issued accordingly.

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