

F. No. 4-3/14-GA

Govt. of India

National Commission for Protection of Child Rights

36, Janpath, 5th Floor, Chanderlok Building

New Delhi-110001

Phone : (011)-23478214/2347200, Fax No. : (011) 23724026/23731584

Email id: www.ad.ncpcr@nic.in

Dated: 04th August, 2023

To,

As per list attached

Sub: Limited Tender Notice for Arrangement of accommodation (lodging) on twin basis for one day (17.08.2023) for approx 1200 participants in Varanasi city for Regional Symposium "VATSAL BHARAT) being organized on 18.08.2023 at Varanasi by National Commission for Protection of Child Rights, M/o WCD New Delhi- regarding.

Sir,

I am directed to state that the National Commission for Protection of Child Rights, statutory body under M/o Women and Child Development, New Delhi invites sealed quotations for making arrangement of accommodation (lodging) on twin basis for one day (17.08.2023) along with complementary breakfast/dinner facility for approx 1200 participants in Varanasi city in various hotels located preferably nearby BHU in Varanasi city (UP). Interested bidders, who have undertaken similar jobs in Ministries/Depts of Govt. of India/Multinational agencies, may submit their quotation in sealed covers.

2. The tender should be submitted in two sealed covers.
 - (i) The first sealed cover superscripted as "**Technical Bid**" should contain the following items:-
 - (ii) Acceptance of terms and conditions at Annexure-I
 - (iii) The proforma at Annexure-II, duly filled in, along with relevant documents/information
 - (iv) detail in brief related to prior experience detail of providing boarding and lodging
 - (v) The Second Sealed envelope super scribed "**Financial Bid**" as at Annexure-III should contain only rates of boarding and lodging along with Earnest Money Deposit (EMD)
3. Both the sealed covers should be placed in the main sealed envelope superscripted 'Quotation for making arrangement of accommodation facility (Lodging) for approximately 1200 participants on twin basis for one day i.e. on 17.08.2023 in Varanasi city (UP)'. Tender should be addressed to the **Member Secretary, National Commission for Protection of Child Rights, 5th Floor, Chanderlok Building, 36, Janpath, New Delhi and/or dropped in the Tender Box mounted at the reception of NCPCR, 5th Floor, Chanderlok Building, 36, Janpath, New Delhi so as to reach latest by 3:00pm on or before 11.08.2023.**
4. The Technical bids and Financial Bid will be opened by the Tender Committee on the same day i.e. at 4:00 pm and 4:30pm respectively on 11.08.2023 in the presence of the participating bidders, who

may wish to be present in the office of NCPCR, Conference Room. Quotation received after stipulated time & date will be rejected forthwith.

5. The Competent Authority in the Commission reserves the right to amend any of the terms & conditions contained in the Tender Documents or reject any or all application (offers) without giving any notice or assigning any reason therefore. The decision of Competent Authority in this regard will be final and binding.

6. The successful bidder would be provided the suitable accommodation on twin basis on 17.08.2023 & 18.08.2023 for approximately 1200 persons in the suitable hotels etc. in Varanasi city preferably nearby Banaras Hindu University along with providing complimentary breakfast and/or dinner to them. The stay period may be extended for second day also.

7. All the tenderers are requested to read and understand the terms & conditions of the contact as given above and detailed in Annexure-I before sending their quotations. No change or violation of the aforesaid terms and conditions are permissible once the quotation is accepted by the Commission.

8. The tender document can be downloaded from the website of the Commission i.e. www.ad.ncpcr.nic.in.

Yours faithfully,



(Jitendra Singh)

Assistant Director, NCPCR

Tel: 23478231

TERMS AND CONDITIONS

1. The firm should have an experience of 3 years in similar work/services. The information about the firm should be given in proforma (Technical Bid) annexed at Annexure-II.
2. No advance payment will be made for the work awarded. The approved bidder shall submit its bill on completion of work.
3. The competent authority in the Commission reserves the right to amend any of the terms and conditions contained in the Tender Documents or reject any or all application without giving any notice or assigning any reason therefore. In the regard, the decision of Competent Authority in the Commission will be final and binding.
4. The tender received after due date & time will not be considered.
5. The successful bidder will deposit the Performance Guarantee of Rs. 50,000/- with NCPCR in shape of Bank Draft in favour of "National Commission for Protection of Child Rights, New Delhi" or bank guarantee valid up to 31.10.2023 for the same amount.
6. The rates inclusive of all taxes may be quoted as per Proforma annexed at Annexure-III.
7. Any dispute arising in the matter shall be resolved through an arbitrator to be nominated by the Competent Authority in the Commission.
8. The contract shall be subject to the Indian laws and jurisdiction of the courts located in Delhi.
9. Payments are subject to successful providing of services on actual basis. Number of participants may be increased or decreased. The payment will be made on actual basis. Any shortcoming would be liable for withholding/reduction of payment in part or full.

Annexure-II

PROFORMA (Technical Bid)

Sl. No.	Particulars	To be filled by the Tenderer
1	(i) Name of the Firm/Agency	
	(ii) Address	
	(iii) Telephone No.	
	(iv) Mobile No.	
	(v) Email Address	
	(vi) Type of firm (Propriety/Private/Private Ltd./MNC/Cooperative/Govt. Undertaking)	
	(vii) Registration No. if any	
2.	PAN Number (Copies to be enclosed)	
3.	TIN Number (Copies to be enclosed)	
4.	GST Registration No.(Copy to be enclosed)	
5.	List of Govt. Ministries/Department/Clients showing experience in the field (Copies of contracts/orders placed on the agency for similar service/job	
6	Whether terms and conditions of the Tender is acceptable or not.	
7.	Whether the firm is blacklisted by any Government Department or any Criminal case is registered against the firm or its owner/partners anywhere in India (If no, an <u>undertaking to this effect is to be attached in this regard.</u>)	

Date:
Place:

(Signature of the authorized person)
Name:
Designation
Seal(Contact No.)