



**Consulate General of India, Jeddah
Kingdom of Saudi Arabia**

**HIRING OF ACCOMMODATION IN MADINAH
FOR HCOI PILGRIMS IN HAJ 2023**

Indian Haj Pilgrims Office, CGI Jeddah invites sealed offers from the licensed legal title holders, including landlords, lessors and registered Building Rental Groups of residential building/hotels in Madinah, for providing accommodation to about 1,40,000 Indian Haj Pilgrims in the Markazia area of Madinah in Haj 2023.

Offers along with necessary documents should be submitted to the office of Consul(Haj), Consulate General of India, Jeddah latest by Wednesday, 26 April 2023 (Till 1700 hrs).

For copy of the detailed Tender, interested parties may visit "Haj 2023 News" tab in our website cgjeddah.gov.in and on CPP Portal of Government of India. We may also be contacted at 012-6639351.



सत्यमेव जयते

القنصلية العامة للهند جدة

استئجار السكن في المدينة المنورة للحجاج تحت مظلة لجنة الحج الهندية حج ٢٠٢٣

يدعو مكتب شؤون حجاج الهند، القنصلية العامة للهند بجدة العروض المختومة من أصحاب الملكية القانونية المرخصين بما في ذلك الملاك والمؤجرين ومجموعات ايجار المباني المسجلة للمباني السكنية / الفنادق في المدينة المنورة لتوفير السكن لحوالي ١٤٠٠٠٠ حاج هندي في منطقة المركزية بالمدينة المنورة خلال حج عام ٢٠٢٣. ويلزم تقديم العروض مع المستندات اللازمة إلى مكتب قنصل (الحج)، القنصلية العامة للهند، شارع التحلية خلف البنك الاهلي السعودي جدة قبل يوم الاربعاء، ٢٦ ابريل ٢٠٢٣ (حتى الساعة ١٧٠٠) وللحصول على نسخة من العطاء المفصل يمكن للاطراف المهتمة زيارة 'Haj News' في موقعنا www.cgijeddah.gov.in ويوجد ايضا في منصة CPP للحكومة الهندية ويمكن التواصل معنا ايضا على رقم ٠١٢٦٦٣٩٣٥١

Tender Notice

Hiring of pilgrim's accommodations in Madinah for the Haj 2023.

Indian Haj Pilgrims' Office (IHPO), CGI Jeddah invites sealed bids from the owners or Lessors of hotels building and registered building rental groups of residential buildings in Madinah for providing accommodation to about 1,40,020 (*One Lakh Forty Thousand and Twenty*) Indian pilgrims of Haj Committee of India in *Markazia* buildings in Madinah for Haj 2023. Sealed offers should be submitted to the Consulate General of India Jeddah latest by **Wednesday 26 April 2023 (till 1700 hrs)**.

2. Interested bidders are advised to peruse the tender notice in detail, to apprise themselves of the information required for the submission of the bids. By submission of bid application, it will be deemed that the applicant has accepted all the terms and conditions of IHPO governing the hiring of buildings in Madinah. If required, they may also be invited to attend the pre-bid meeting at the Consulate General of India, Jeddah the date of which will be communicated to all the interested bidders in advance.

Terms and conditions for accommodations as per the past practices

(i) Bids are invited for accommodating 1,400,20 Indian pilgrims in the buildings located in *Markazia* generally defined as buildings located within the first ring road surrounding the main Madinah Haram Sharif.

(ii) Stay of pilgrims will be for a period of eight to nine days to enable them to complete 40 prayers in Madinah Haram Sharif.

(iii) The rental per bed for each pilgrim for stay in the building for eight to nine full days (*including VAT and applicable local charges/taxes*) is to be quoted by the bidders.

(iv) Owners, Lessors of hotels / buildings and registered building rental groups with *Tasreeh/Tasneef* for 1444 (H)/2023 AD and registration from

Sharikah Adillah or the Ministry of Haj and Umrah or any other agency as approved by the Saudi Authorities are eligible to apply.

- (v) The owners, Lessors of the hotels/buildings or registered building groups should submit their bids on the basis of their maximum registered capacity only.
- (vi) The bid should contain the list of the offered buildings, their location and evidence of their ownership or agreement with the owners. The bidders must show proofs of their registered capacity which may include ownership papers, Mustajjir papers of duly attested (from Saudi Haj Ministry or authorities) or valid contract MoUs of the offered buildings forming a part of their registered capacity.
- (vii) The accommodation of pilgrims in any room shall be as per the approved *Tasreeh/Krooki* and in accordance with Saudi instructions. Under no circumstance, deviation will be allowed. IHPO has the right to inspect the room and initiate appropriate action, including imposition of penalties, in case of an established violation.
- (viii) The accommodation provider must designate a main coordinator and two assistant coordinators for round-the-clock liaising with the IHPO.
- (ix) The accommodations should meet all the standards and norms as per the regulations of concerned Saudi authorities.
- (x) The accommodation provider should ensure following services in their building:
 - a) Lighting arrangement in all rooms of buildings;
 - b) Carpeted Floor
 - c) Every room should be air-conditioned
 - d) Mattress, pillow and soft blanket for each pilgrim
 - e) New bed sheet, pillow cover and towel to each pilgrim on his arrival and should be changed as and when required
 - f) Running water in bathrooms and toilets
 - g) Drinking water for all pilgrims in coolers/water dispensers on each floor

- h) Cleanliness and hygiene in the buildings
- i) Security
- j) Removal of garbage
- k) Sufficient experienced porters to be provided in time to handle the baggage of pilgrims at their arrival/departure
- l) Geyser in the bathroom for hot water
- m) Each building should have lift facility
- n) Elevators maintenance and all other requirements as regulated by the local authorities.
- o) One washroom for a maximum of 10 persons

Penalty and Payment

(A) In case the pilgrims are not accommodated in Markazia as per agreed terms & conditions, the Consulate shall have the right to levy a suitable penalty. In case of any violation, the Consulate reserves the right to cancel the contract without making any further payment and impose suitable penalty.

(B) The IHPO will provide schedule of arrival of pilgrims to the respective owners, Lessors of hotel/building or registered buildings groups in advance. IHPO may also provide a deadline by which the contract should be uploaded on the on e-haj portal. IHPO reserves the right to transfer any number of beds contracted with the party or any other available party in case of an unreasonable or undue delay in registering of contract on e-haj portal. IHPO may also have the right to impose penalty of upto 50% of the contract amount in case buildings are hired from an alternative party in the market, if not adhering to the schedule and completion of process on e-haj portal on timelines given by IHPO.

(C) If the owner, Lessor of hotels/buildings or registered building groups is not able to provide accommodations as agreed to in the contract, the IHPO will have the right to hire suitable alternative buildings from the market at the expense of defaulter. In addition, IHPO may impose a penalty of up to 50% for the shortfall of bed per cycle. So, the total penalty would be agreed contract amount plus up to 50% of the contract amount.

(D) IHPO may impose a fine up to 50% of the agreed contract amount per Haji in case of violation from the owner/Lessor of hotels/buildings or registered building groups, if *Krooki* (at least 48 hours in advance) or contracted accommodations are not provided on time.

(E) The accommodation provider is not permitted to go back from its commitment after signing the Agreement and let out the accommodation to a third party. IHPO reserves the right to arrange accommodation with another party at the expense of accommodation provider and an additional penalty will be imposed by the IHPO which may include financial penalty as well as blacklisting of the accommodation provider.

(F) If the building where accommodation is provided is sealed by the Saudi authorities, alternative accommodation will be immediately provided by the accommodation provider at its own cost within the agreed parameters. In case the building is sealed with the reasons found unsatisfactory than an additional penalty of 10 % will be imposed for the number of pilgrims accommodated.

(G) In case the accommodation provider fails to provide service as per the agreed terms and conditions, penalty can be imposed on the accommodation provider separately for each service deficiency.

Payment

(H) Payment will be made on the basis of the actual occupancy and as per the agreed rates. Consulate General of India, Jeddah, will make payments to the accommodation provider, under the terms of the agreement, in three instalments as follows:

(I) 50% of total rental of each building will be made online through E-Path system when the building agreement is entered in the E-Path system.

(J) Second instalment of 40% will be released after the accommodation provider has provided at least 90% of accommodation units of the agreed number of accommodation units in Pre-Haj and post-Haj phase combined.

(K) Third and Final instalment will be released after adjustment of (regular) payments due based on total occupancy and suitable penalty, including blacklisting, on completion of Haj-2023. This payment shall be made only after certification by the Consulate for satisfactory rendering of services by the company.

Please note that Consulate General of India, Jeddah, reserves the right to reject this tender without assigning any reason thereof.

Evaluation of Bids by Committee

- i. The Committee will open bids on a date and venue which will be intimated to all the concerned parties at least five days in advance.
- ii. The Committee may evaluate the bids on the terms and conditions mentioned in the document or any other additional criteria as deemed appropriate which would be informed to all the bidders before the said evaluation.
- iii. An average of the rates quoted by bidders will be taken to determine the base rate. Accommodation bid will be awarded to different bidders at the base rates.
- iv. The allocations of bids to the interested bidders will be made on the basis of their registered capacity, availability of registered capacity to IHPO and performance in the previous Haj seasons with reference to the service provided to the IHPO.
- v. Committee may impose a maximum limit of beds which can be allotted to any owners, lessor/ registered building groups depending on the functional requirements.

Requirements from Bidders:

1. The interested bidders should submit following documents:
 - (A) Duly filled-in Bid Form as provided in Annexure-I.
 - (B) List of the buildings on offer to IHPO.
 - (C) Copy of valid Tasreeh / Tasneef for Haj 2023 for the buildings being offered to IHPO.
 - (D) Valid contracts / MOUs, duly attested by Ministry of Haj and Umrah, or any concerned Saudi agency, of the buildings being offered for Haj 2023, if any.
 - (E) Copy of valid license and Registration of the bidding company.

**BID FORM FOR PROVIDING ACCOMMODATION UNITS IN MADINAH TO INDIAN
PILGRIMS IN HAJ-2023**

1. Name of the bidding entity: _____
(Enclose a brief profile of the bidding entity)

2. License/ Registration No.: _____
(Enclose copy of valid License/Registration)

3. Complete Office address: _____
(or residential address in case of individual Landlord)

4. Rate quoted* per accommodation unit for 8 full days including VAT & all applicable local charges /taxes = SR _____

5. Number of accommodation units proposed to be provided for Indian Haj pilgrims:

Cycles of accommodation in Madinah	No. of Units offered
Cycle I: (Pilgrims arriving in Madinah from 1 - 8 Dhul Qada)	
Cycle II: (Pilgrims arriving in Madinah from 9 - 16 Dhul Qada)	
Cycle III: (Pilgrims arriving in Madinah from 17 - 24 Dhul Qada)	
Cycle IV: (Pilgrims arriving in Madinah from 14 - 21 Dhul Hajjah)	
Cycle V: (Pilgrims arriving in Madinah from 22 - 29 Dhul Hajjah)	
Cycle VI: (Pilgrims arriving in Madinah from 30 Dul Hijjah - 7 Moharram)	
Total	

6. **Accommodation plan:**

i) Provide the list of buildings/hotels in Markazia where accommodation of Indian pilgrims in Haj-2023 is proposed in the following format:

Sr. No.	Name of Building/Hotel	Building owned by the bidder? (YES/NO)	Total Units to be provided	Tasreeh / Tasneef Copy Enclosed? (YES/NO)
1				
2				
3				
4				
5				
6				
7				
8				

Enclose copy of Tasreeh of each building/hotel.

7. **Experience:**

i) Number of years of experience in providing accommodation to pilgrims of any country with details= _____

ii) Experience of providing accommodation for Indian pilgrims in recent years:

Haj Year	Number of accommodation units provided to Indian pilgrims through the Indian Consulate			Whether any penalty was imposed by the Consulate in the year
	Markazia	Non-Markazia	Total	
1443 H/ 2022				
1440 H/ 2019				
1439 H/ 2018				
1438 H/ 2017				

1437 H/ 2016				
1436 H/ 2015				

7. Undertaking:

I agree with all the terms and conditions of the Tender Notice. I promise to make available the 'Kurooki' of the allotment of least 48 hours in advance to IHPO failing which a suitable penalty may be imposed. I agree that I will abide by the schedule provided by IHPO to book in my hotels / buildings as per the agreed capacity and in compliance with all Saudi norms and regulations.

Signature:

Name:

Company:

Date:
