

CONSULATE GENERAL OF INDIA

JEDDAH

TENDER NOTICE :

HIRING OF PILGRIMS' ACCOMMODATION IN MADINAH FOR HAJ-2022

Consulate General of India, Jeddah, invites sealed offers from the licensed legal title holders, including Landlords, Lessors and registered Building Renting Groups of residential buildings in Madinah, for providing accommodation to about 70,000 Indian Pilgrims (indicative number) in the vicinity of Haram Sharief, Madinah, for Haj-2022. The offer should be submitted to Vice Consul (Haj), Consulate General of India, Jeddah latest by **Monday, 09 May 2022 (till 1700 hrs)**.

2. Before submission of the offer, the interested bidders are advised to go through this tender notice in detail to apprise themselves of the information relevant to submission of their bids. They are also advised to attend a pre-bid meeting (*optional to attend*) on Wednesday, **27 April 2022 (1200 hours)** at Consulate General of India, Jeddah.

3. Accommodation units for 70,000 Indian Pilgrims (tentative/ indicative number) are required in the Markazia, Madinah, defined as: *within the innermost Ring Road surrounding Madinah Haram Sharief*. The rental per unit accommodation for 8 full days, including VAT & all applicable local charges /taxes is to be quoted by the bidders. The upper limit of rentals to be quoted will be SAR 800/- per unit .

II. SUBMISSION OF BIDS:

4. The interested bidders should submit a duly filled Bid Form along with following documents /details:

- (A) Copy of valid license and Registration
- (B) Experience in the field of providing accommodation for Haj pilgrims in case of bidders who are Lessors and Building Rental Groups.
- (C) *Individual Landlords who are offering buildings/hotels of their own are not required to submit experience.*

- (D) Detailed List of the buildings/hotels where the bidder proposes to accommodate the Indian pilgrims in Haj-2022, including number of units proposed to be accommodated in Markazia cycle-wise. The cycles of accommodation are defined as follows:

Cycle	Description
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 - 20 Dhul Qada
Cycle IV	Pilgrims arriving in Madinah from 15 - 22 Dhul Hajjah
Cycle V*	Pilgrims arriving in Madinah from 23 Dhul Hajjah – 1 Moharram
Cycle VI*	Pilgrims arriving in Madinah from 2 - 8 Moharram

* *dates in Cycle V and VI are subject to citing of moon*

- (E) Tasreeh (License) of the buildings/hotels where the bidder proposes to accommodate the Indian pilgrims in Haj-2022.
- (F) An undertaking (as per the format prescribed) that accurate Kurooki (*exact room numbers allotted for Indian pilgrims and the permitted room capacity as per the norms of relevant Saudi authorities*) of the buildings/hotels will be provided at least 5 days before the arrival of pilgrims in those accommodation units.

III. OPENING OF BIDS:

5. A Committee will open the bids at 1000 hrs on or after Tuesday, 10 May 2022 [*date and time to be confirmed*] at CGI, Jeddah.

- A) The number of accommodation units to be allotted to the bidders (which are technically qualified) will be determined by the Committee.
- B) Average of the rates quoted by all responsive bidders for Markazia and Non-Markazia areas will be taken to determine a Base Rate. Accommodation

Units shall be awarded to different bidders at the Base Rate subject to the condition **the quotations** are less than SAR 800/- per unit in Markazia area.

- C) In case more than one bidder qualifies for award of the contract, preference will be given to the bidders which offer higher percentage of Markazia accommodation during 2nd, 3rd, 4th & 5th cycles of providing accommodation, as defined in Para 5 (iii) above.

CONDITIONS OF CONTRACT

6. An agreement will be signed with successful bidders encompassing elaborate terms and conditions. Some indicative terms and conditions are as follows:

- A) The successful bidders have to provide the accurate Room Configuration or Kurooki (*exact room numbers provided for Indian pilgrims and the permitted room capacity as per the local norms*) at least 5 days before the arrival of pilgrims in those accommodation units.
- B) **The accommodation provider must designate a main Coordinator and two assistant coordinators for liaison with the Indian Consulate.**
- C) The accommodation provided should meet all the standards and obligations as per the regulations of the concerned Saudi Authorities.
- D) **Space requirement of each accommodation unit:** Each of the accommodation unit must at least meet the requirements and norms specified for the Haj pilgrims by the concerned Saudi authorities. Additionally, the following requirements are also to be met in case the following are not smaller or equal to the requirement specified by Saudi authorities:
- (i) The space requirement of each accommodation unit is 4 (four) square metres. The total capacity (C) of a room is determined by multiplying the length of the room (L) by its breadth (B) and divided by 4 [$C = (L \times B) \div 4$].
- (ii) As per standard practice, the rounding off of numbers in fractions should be done in such a manner that any figure equal to or more than 0.50 is

rounded off to the next whole number and any figure less than 0.5 is rounded off to the previous whole number.

E) One toilet can cater upto a maximum of 10 pilgrims.

F) **SERVICES REQUIRED:** The accommodation provider has also to provide the following services to the Indian Pilgrims:

- Lighting arrangement in all rooms of buildings;
- Carpeted floor
- Every room should be air-conditioned.
- Mattress, Pillow and soft blanket for each pilgrim.
- New bed sheet, pillow cover and towel to each pilgrim on his arrival and should be changed as and when required.
- Proper breakfast to be served on a daily basis.
- Running water in bathrooms and toilets.
- Drinking water for all pilgrims in coolers/water dispensers on each floor.
- Cleanliness and hygiene in the buildings.
- Security
- Removal of garbage
- Sufficient experienced porters to be provided in time to handle the baggage of pilgrims at their arrival/departure.
- Geyser in the bathroom for hot water.
- Each building should have elevator facility.
- Elevators maintenance.
- All other requirements as regulated by the local authorities

IV. **PENALTY AND PAYMENT:**

7. **Penalties:**

- 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. In case a successful bidder is unable to provide online building agreement (Tawfeej with Aqdu Al-Nihai) for their given scheduled flight/pilgrims 5 days before the arrival of the flight/pilgrims, the Indian Consulate will have the discretion to allot the responsibility of providing accommodation units to a third party and the Indian Consulate shall have the right to levy a suitable penalty (which may be up to SR 1000 per pilgrim).
- C. If the building where accommodation is provided (or to be provided) is sealed by the Saudi Authorities, the accommodation provider will provide an alternate building immediately at his own cost within the agreed parameters. In the case of the building being sealed for the reasons of unsatisfactory services, then a penalty of 10% will be imposed for the number of pilgrims accommodated.
- D. **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.** If this happens, the Consulate shall arrange accommodation with another Party at the expense of the accommodation provider and an additional suitable penalty will be imposed by the Consulate on the accommodation provider.
- E. In case the accommodation provider fails to provide proper services as per agreed terms & conditions, appropriate penalty can be imposed on the accommodation provider, separately for each service deficiency. There will be suitable penalty if Kurooki (Room Configuration) is not provided or inaccurate Kurooki is provided.

7. **Payment**

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 installments as follows:

A) 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.

B) Second installment 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.

C) Third and Final installment will be released after adjustment of (regular) payments due based on total occupancy and suitable penalty, including blacklisting, on completion of Haj-2022. 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.

**BID FORM FOR PROVIDING ACCOMMODATION UNITS IN MADINAH TO INDIAN
PILGRIMS IN HAJ-2022**

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 _____

[Maximum Rental allowed is SR 800/- per unit].*

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

Cycles of accommodation in Madinah	No. of Units offered
Cycle I: <i>(Pilgrims arriving in Madinah from 1 - 8 Dhul Qada)</i>	
Cycle II: <i>(Pilgrims arriving in Madinah from 9 - 16 Dhul Qada)</i>	
Cycle III: <i>(Pilgrims arriving in Madinah from 17 - 20 Dhul Qada)</i>	
Cycle IV: <i>(Pilgrims arriving in Madinah from 15 - 22 Dhul Hajjah)</i>	
Cycle V*** <i>(Pilgrims arriving in Madinah from 23 Dhul Hajjah – 1 Moharram)</i>	
Cycle VI*** <i>(Pilgrims arriving in Madinah from 2 - 8 Moharram)</i>	
Total	

6. Accommodation plan:

i) Provide the list of buildings/hotels in Markazia where accommodation of Indian pilgrims in Haj-2022 is proposed in the following format:

Sl. No.	Name of Building/Hotel	Building owned by the bidder? (YES/NO)	Total Units to be provided	Tasreeh Enclosed? (YES/NO)	Copy
1.					
2.					

Enclose copy of Tasreeh of each building/hotel.

7. Experience : (only for lessors and Building Rental Groups. Not required to be filled by individual landlords offering own buildings)

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	
1440 H/ 2019				
1439 H/ 2018				
1438 H/ 2017				
1437 H/ 2016				
1436 H/ 2015				
1435 H/ 2014				
1434 H/ 2013				

7. Undertaking: Enclose an undertaking that the details of rooms allotted for HCOI pilgrims along with the room capacity (i.e. Kurooki of the allotment) in different buildings/hotels will be provided at least 5 days before the arrival of pilgrims in those accommodation units.

Note: Summary of enclosures required:

- a) Profile of the bidding entity
- b) Valid License of the bidding entity
- c) List of buildings/hotels for providing accommodation in Haj-2022
- d) Tasreeh of each building/hotel
- e) Undertaking in the format enclosed

(To be printed on the letterhead of the Building Rental Group)

UNDERTAKING

I, _____, the authorized signatory of M/s _____, hereby undertake on behalf of the company that exact room numbers allotted for Indian pilgrims and the permitted room capacity (*Kurooki of allotment*) as per the norms of relevant Saudi authorities in different buildings/hotels where Indian pilgrims in Haj-2022 will be accommodated, will be provided at least 5 days before the arrival of pilgrims in those accommodation units.

2. I myself and the company are also aware that the Company is liable to suitable penalty as decided by the Consulate in case of failure to provide accurate Kurooki of allotment on time.

Signature:

Name of Authorized signatory:

ID/Iqama number of the signatory:

Seal of the Company:

Witness:

1.

2.

(To be submitted by individual landlord offering buildings of own)

UNDERTAKING

I, _____ hereby undertake that exact room numbers allotted for Indian pilgrims and the permitted room capacity (*Kurooki of allotment*) as per the norms of relevant Saudi authorities in different buildings/hotels where Indian pilgrims in Haj-2022 will be accommodated, will be provided at least 5 days before the arrival of pilgrims in those accommodation units.

2. I am also aware that I am liable to suitable penalty as decided by the Indian Consulate in case of failure to provide accurate Kurooki of allotment on time.

Signature:

Name:

ID/Iqama number:

Witness:

1.

2.