

CONSULATE GENERAL OF INDIA,
JEDDAH

Hiring of Pilgrims' accommodation in Madinah for Haj 2026 G/ 1447 H

On behalf of the Haj Committee of India, the Indian Haj Pilgrims' Office, invites sealed bids from the Hotel Owners, Mustajirs (legally authorised lessees of hotels/buildings), and entities/ building rental groups of residential buildings in Madinah for providing accommodation to about 63,688 (*Sixty Three Thousand Six Hundred and Eighty Eight*) Indian pilgrims of Haj Committee of India (HCoI) in Madinah for Haj 1447 H – 2026 G.

2. Interested bidders may submit their sealed bids in two separate envelopes containing Technical and Financial Offers in accordance with the procedure outlined in the Tender Document. The bids should be dropped in the Tender Box marked “**Tender Box**” placed at the **Reception of the Consulate General of India, Tahlia Street, Jeddah**. The offer must be submitted no later than **December 10, 2025 by 1700 hrs**.

3. The detailed Tender Document can be downloaded from:

- The official website of the Consulate General of India, Jeddah: www.cgijeddah.gov.in
- The Central Public Procurement Portal of the Government of India: <https://eprocure.gov.in/eprocure/app>

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(ii) 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 Indian Haj Pilgrims' Office (IHPO) governing the hiring of buildings in Madinah. If required, they may also be invited to attend the pre-bid meeting. In such case, the venue and the date of the pre-bid meeting will be communicated to all the interested bidders in advance.

(iii) For a copy of the detailed tender, interested parties may visit the “**Haj-2026 News**” tab on our website <http://cgijeddah.gov.in> and on the CPP Portal of the Government of India. For any query, you may contact us at Telephone No. 012-6639351.

2. Terms and conditions

- (i) Bids are invited for accommodating HCOI Indian pilgrims in the buildings located in **Markazia**.
- (ii) As part of the financial offer, bidders must provide the number of units they are willing to offer inside Markazia along with the unit price rate inclusive of taxes and all applicable charges.
- (iii) Stay of about **53,188** pilgrims will be for a period of eight or nine (8/9) days as the case may be to enable them to complete 40 prayers in Madinah Haram Sharief.
- (iv) The rental for the above is for per bed for each pilgrim for stay in the provided Markazia building for the above-mentioned period (8/9 days).
- (v) Around **10,500** pilgrims will be staying for four/five days, the pilgrims will arrive in Madinah from 16th Zilhijjah to 20th Zilhijja.

- (vi) The rental for units mentioned in sub-clause (v) above is for per bed for each pilgrim for stay in the provided Markazia building for the above-mentioned period (4 days).
- (vii) Hotel Owners, Mustajirs (legally authorised lessees of hotels/buildings), and entities/ building rental groups of residential buildings in Madinah for providing accommodation with *Tasreeh / Tasneef* for Haj-2026 G/1447 H and registration from the Ministry of Haj and Umrah or any other agency as approved by the Saudi Authorities are eligible to apply.
- (viii) The number of pilgrim units offered shall be in accordance with the approved *Tasreeh / Krooki* (floor plan with number of accommodation units) and must comply with all applicable Saudi rule and norms, subject to the condition that the maximum number of pilgrims that can be accommodated inside a single room will be six (6); and any additional units beyond this limit will not be included in the overall capacity. The IHPO reserves the right to inspect the rooms and initiate appropriate action, including the imposition of penalties, in the event of any established violations.
- (ix) The accommodation provider must designate a main coordinator and two assistant coordinators for round-the- clock liaising with the IHPO.
- (x) The accommodations should meet all the standards and norms as per the regulations of concerned Saudi authorities.
- (xi) Accommodation provider should be willing to provide accommodation units across different cycles.
- (xii) Accommodation providers should provide the Krooki at-least 3 days in advance before the arrival of pilgrims, and if they fail to provide the Krooki on time a fine of SAR 10 per pilgrim unit shall be imposed
- (xiii) The bidder shall be required to provide and maintain the following facilities and services in the buildings offered to the Indian Hajj Pilgrims Office (IHPO):
 - i. Adequate lighting arrangements throughout the building
 - ii. Carpeted accommodation
 - iii. Fully functional air-conditioning in every room
 - iv. Mattress, pillow, and freshly laundered soft blanket for each pilgrim
 - v. New bed sheet, pillow cover, and towel on arrival, with replacements as and when required
 - vi. Fumigation of beds and mattresses
 - vii. Snacks to pilgrims on first arrival
 - viii. Continuous supply of running water in bathrooms and toilets
 - ix. Drinking water through coolers or dispensers on each floor
 - x. Daily housekeeping to ensure cleanliness and hygiene.
 - xi. Regular cleaning of common areas.

- xii. Effective garbage collection and removal
- xiii. Adequate security arrangements
- xiv. Sufficient experienced porters to handle pilgrims' baggage at arrival and departure
- xv. Geysers in bathrooms for hot water
- xvi. Elevator facility in each building, with regular maintenance
- xvii. Fire alarms, extinguishers, and emergency exits in compliance with Saudi Government regulations
- xviii. Wi-Fi facility
- xix. Laundry arrangements on a payable basis
- xx. 24x7 reception desk with trained staff
- xxi. Timely maintenance and repair of plumbing, electrical systems, air-conditioning units, sanitation facilities, and other equipment
- xxii. In case of inadequacy in services, the bidder shall undertake to rectify the inadequacies noted within a 3 hour period, failing which the first party shall transfer the pilgrims at their own cost to alternate accommodations of good standard.

3. General Terms and Conditions

- i. The Consulate reserves the right to postpone the date of receipt and opening of tenders, or to cancel the tenders without assigning any reason.
- ii. Each Bidder shall submit only one Bid. A Bidder who submits or participates in more than one Bid will cause all the proposals with the Bidder's participation to be disqualified.
- iii. Canvassing in connection with the tenders in any shape or form is strictly prohibited and tenders submitted by such tenderers who resort to canvassing shall be liable for rejection.
- iv. **Critical dates:**

Sno	Particulars	Date	Time
A	Tender publishing date	26.11.2025	09:00 Hrs
B	Bid submission start date	26.11.2025	09:00 Hrs
C	Start date for seeking clarification	Immediate after publishing	
D	Pre-Bid Meeting date	01.12.2025	12:00 Hrs

E	Last date for seeking clarification	09.12.2025	17:00 Hrs
F	Bid submission end date	10.12.2025	17:00 Hrs
G	Bid opening date	11.12.2025	11:00 Hrs

- v. **Auto extension of critical dates:** If number of bids received is found to be less than 03 (three) on the end date of bid submission, the last date of bid submission and bid opening date of the Tender will be automatically extended for a period of 03 (three) working days ending at 17.00 hrs. The auto extension shall work on the basis of number of bids received only. If any of the above extended dates falls on a Holiday i.e. a non-working day, then the same is to be rescheduled to the next working day. This extension will be also applicable in case of receipt of zero bid. After extension, the tender shall be opened irrespective of available number of bids on the extended date of opening of tender, if they are less than 03 (three).
- vi. **A Performance Bank Guarantee** to the tune of 5% of the value of consideration (to be calculated based on number of units offered and price per unit) for every successful Building Rental Group is to be submitted within 30 days of communication to the successful Building Rental Groups regarding the award of the contract. The Performance Bank Guarantee should be valid beyond the completion of Haj 2026 for at least 3 (three) months.
- vii. **Refund of Performance Security:** The refund of security deposit shall be subject to Consulate's right to deduct penalties as determined on account of deficiency in services and non-compliance of terms and conditions of the agreement with the successful bidder.
- viii. **Pre-Bid Meeting:** The purpose of the pre-bid meeting is to clarify the issues and to answer questions on any matter that may be raised at that stage regarding Tender. Non-attendance at the pre-bid meeting will not be a cause for disqualification of a bidder and it shall be presumed that the bidder does not require any clarification. The pre-bid meeting shall be held in Consulate General of India, Jeddah on the scheduled date & time. The bidder may also seek clarification over official e-mail within the specified period.

4. **Penalty**

- i. In case of any violation, the Consulate reserves the right to cancel the contract without making any further payment and impose suitable penalty.
- ii. IHPO will provide a deadline by which the contract should be uploaded on the e-Haj portal.
- iii. If the owner, lessee of hotels/buildings or registered building groups are not able to provide accommodation as agreed to in the contract or conclude digital contracts in Nususk Masaar 21 days before the due date, the IHPO will have the right to hire suitable alternative buildings from the market at the expense of defaulter. The due date shall be intimated by CGI, Jeddah after award of Contract. The difference in the price between the prevailing market rates and the tender awarded rate for the

defaulted units shall be charged as a penalty to the defaulter and deducted from any outstanding payment dues. IHPO reserves the right to levy penalty for default including blacklisting/forfeiture of Bank Guarantee etc.

- iv. 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.
- v. In case the accommodation provider fails to provide service as per the agreed terms and conditions, penalty as deemed fit, shall be imposed on the accommodation provider separately for each of the service deficiencies.
- vi. The exact rooms and **Krooki (floor plan with number of accommodation units)** should be provided at least 3 days before the arrival of pilgrims. If there is a delay SAR 10 per unit accommodation will be deducted from the payment.

5. **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 instalments as follows:

- i. 50% of the payment for accommodation units shall be made at the time of respective digital agreement.
- ii. Second instalment of 40% will be released after the tender awarded entity has provided at least 90% of accommodation units of the awarded number of accommodation units in pre-Haj and post-Haj phase combined.
- iii. Third and final instalment will be released after adjustment of payments due based on total occupancy and suitable penalty, including blacklisting, on completion of Haj-2026. This payment shall be made only after certification by the Consulate for satisfactory rendering of services by the company.

6. **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 in advance.
- ii. Only Building Rental group having at least **4,000** units as registered capacity will be technically qualified.
- iii. The bidders, offering at least 4,000 accommodation units, must show proof of their registered capacity of at least 4,000 accommodation units in Markazia which may include ownership papers, duly attested Mustajir papers (from Saudi Haj Ministry or authorities), Copy of valid Tasreeh / Tasneef, E-ajar contract or valid contract, of the offered buildings forming a part of their registered capacity. The building groups may offer up to 4 times the proven capacity cumulatively. In order to apply this multiple of 4 to determine the maximum hiring capacity that could be considered, the contracting period for leased buildings should include the entire Haj season. The units offered for short Haj period as given in 6 (b) of Annexure-I will be deducted for allocation from 6 (a) in the same Annexure for the regular Haj period.

- iv. The financial bids shall be opened only for those bidders who are declared qualified in the technical evaluation stage.
- v. The bidder quoting the lowest rate (L1) shall be recommended for award, and the units offered by such bidder shall be allocated accordingly.
- vi. Bidders quoting higher rates (L2, L3, L4, etc.) shall be given the opportunity, in ascending order, to match the L1 rate with the number of units they are willing to offer at L1, and units shall be allocated at the matched rate.
- vii. If a total of more than the required number of units is offered by the Bidders, units will be distributed in proportion to the registered number of units submitted by respective Bidders. However, the number of units may be capped at the maximum number of units offered by the group. This process will be individually applied to both regular (8/9 days) period and shorter (4/5 days) period.
- viii. The availability of units with a Bidder should not be based on a promise to get agreements for buildings at a later stage but based on actual contracts already concluded.
- ix. Total units awarded to any bidder may be restricted to four times the owned or rented capacity of the respective Bidder (Building Rental Groups) (a unit can be used in 8-9 day cycles up to 4-5 times).
- x. No group would be given more than 50% of the total units (However, this restriction may be lifted if enough number of units are not available).
- xi. The principle of diversification of vendors may be applied to obtain optimal outcomes.
- xii. Building Rental Groups (BRG) which failed to deliver their promised units in Haj 2025 will be capped at the maximum number they provided in Haj 2025 for Haj 2026. For instance, if Building Rental Group A committed 15,000 units but only provided 12,000, their limit for the forthcoming Haj would be capped at 12,000 units. If a BRG fails to provide more than 50% of the committed units, they will attract blacklisting provisions as may be decided by the competent authority of Government of India.

7. Final number of pilgrims

The final number of pilgrims will be decided based on the actual pilgrim quota and other factors. However, the Building Rental groups should be offering the final number of units at the agreed L1 rate.

8. Offer of accommodation units

The interested bidders should submit offers of accommodation units in separate sealed envelopes as provided in **Annexures I & II.**

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

ANNEXURE I

**TECHNICAL BID FORM FOR PROVIDING ACCOMMODATION UNITS IN
MADINAH TO HCOI PILGRIMS IN HAJ-1447 H – 2026 G**

1. Name of the bidding entity:

(Enclose a brief profile of the bidding entity)

2. License/Registration Number.:

(Enclose copy of valid License/Registration).

3. Valid National ID of the owner.

(Enclose copy of valid Nation ID).

4. Complete Office address:

(or residential address in case of individual Landlord)

5. Details of registered Tashreeh/Tasneef Capacity in Markazia that will be offered for stay of HCOI pilgrims: Please attach relevant papers supporting the registered capacity claim with this Annexure (It may include ownership papers, duly attested Mustajjir papers, Copy of valid Tasreeh/Tasneef, E-ejar contract, valid contract, of the offered buildings forming a part of their registered capacity). A list of buildings may also be given in the format below for calculating the total registered capacity. In case the building is rented, the signatory to the underlying rental agreement should be in the name of either the company/bidding entity or the owner of the company/bidding entity.

(a) If the buildings are owned by the bidder, they may submit a copy of Tasreeh/ Tasneef with the name of the bidding entity or name/national ID of the bidder mentioned in the Tasreeh/Tasneef.

SI No	Tasreeh/Tasneef No	Capacity	Tasreeh/Tasneef copy attached (Yes/No)

(b) In the case of rented properties, in addition to the Tasreeh/Tasneef copy, the bidder may submit supporting documentation such as an e-Ejar contract or other valid contract documents clearly indicating that the contract is executed with the bidding entity/bidder.

S n o	sreeh/Tasneef No	Capacity	Tasreeh/Tasneef attached	Rental period	E-Ejar/contract attached (Yes/No)

6) Total units offered (Not to exceed four times the capacity mentioned in 5 (a) &(b) cumulatively:

(a) Total No. of units offered for accommodating HCOI pilgrims for Haj – 2026 for 8/9 days: -----

*(b) Total No. of units offered for accommodating HCOI pilgrims for Haj – 2026 for 4 days during the specific period from 16th Zilhijja to 20th Zilhijja :-----
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ANNEXURE II

Financial Offer for the 8/9 days stay period during any part of the Haj season

Locality	Rate per pilgrim unit (including Taxes and other applicable charges in SR.) for the accommodation units offered as given in para 6 (a) of the Annexure-I
Markazia	

Financial offer for short Haj

Locality	Rate per pilgrim unit (including Taxes, lifting charges and other applicable charges in SR.) for 4 day stay for the pilgrims arriving in Madinah from 16th Zilhijjah to 20th Zilhijja for the accommodation units offered as given in para 6 (b) of the Annexure-I
Markazia	

Name of the representative:

National ID number:

Name of the bidding entity:

Stamp:

Signature: