

## **CONSULATE GENERAL OF INDIA, JEDDAH**

### **Hiring of Pilgrims' accommodation in Madinah for Haj 1446 H – 2025 G**

On behalf of the Haj Committee of India, the Consulate General of India, Jeddah, invites sealed bids from the owners or lessees of hotel buildings and registered building rental groups of residential buildings in Madinah for providing accommodation to about 1,22,518 (*One Lakh twenty two thousand five hundred and eighteen*) Indian pilgrims of Haj Committee of India (HCOI) in Madinah for Haj 1446 H – 2025 G. Sealed offers containing Technical and Financial Offers separately in sealed envelopes should be submitted to **Vice Consul (Haj), Consulate General of India, Jeddah latest by 8<sup>th</sup> January, 2025 till 1700 hrs.**

(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-2025 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 for accommodations**

- (i) Bids are invited for accommodating HCOI Indian pilgrims in the buildings located in **Markazia**. *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.*

- (ii) Stay of 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.
- (iii) The rental is for per bed for each pilgrim for stay in the building for the above mentioned period (8/9 days).
- (iv) Owners, Lessors of hotels / buildings and registered building rental groups with *Tasreeh / Tasneef* for 1446 H and registration from the Ministry of Haj and Umrah or any other agency as approved by the Saudi Authorities are eligible to apply.
- (v) The accommodation of pilgrims in any room shall be as per the approved *Tasreeh/Krooki* and in accordance with Saudi rules and norms. Under no circumstance would deviations be allowed. IHPO has the right to inspect the room and initiate appropriate action, including imposition of penalties, in case of an established violation.
- (vi) The accommodation provider must designate a main coordinator and two assistant coordinators for round-the-clock liaising with the IHPO.
- (vii) The accommodations should meet all the standards and norms as per the regulations of concerned Saudi authorities.
- (viii) Accommodation provider should be willing to provide accommodation units across different cycles.

### **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. *If number of bids received is found to be less than 03 (three) on the end date of bid submission, then the last date of bid submission and bid opening date of 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 fall 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, even less than 3.*
- v. *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 Housing Group is to be submitted within 30 days of communication to the successful Housing Groups regarding the award of the contract. The Performance Bank Guarantee should be valid beyond the completion of Haj 2025 for at least 3 months.*

#### **4. 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, lessees of hotel/building or registered buildings groups in advance. IHPO may also provide a deadline by which the contract should be uploaded on the 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, lessee of hotels/buildings or registered building groups are 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 upto 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/lesser 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 installments 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 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.

(K) 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-2025. 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.**

## **5. 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. The preference would be given to Housing Groups owning and having rented at least 5000 accommodation units and ready to offer at least 5000 accommodation units in Markazia. The Housing Groups offering less than 5000 accommodations in Markazia may also bid, however their bid would be considered only when sufficient accommodation is not available for Indian pilgrims from Housing Groups offering at least 5000 accommodation units. The bidders, offering at least 5000 accommodation units, must show proof of their registered capacity of at least 5000 accommodation units in Markazia which may include ownership papers, Mustajjir papers of duly attested (from Saudi Haj Ministry or authorities), Copy of valid Tasreeh / Tasneef or valid contract, of the offered buildings forming a part of their registered capacity.
- iii. 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.
- iv. If a total of more than the required number of units are offered by the Housing Groups, units will be distributed in proportion to the number of units offered by respective Housing Groups.
- v. The availability of units with a Housing Group should not be based on a promise to get agreements for buildings at a later stage but based on actual availability.
- vi. If groups with over 5000 units cannot provide adequate accommodation, other groups with owned or legally rented units may be considered.
- vii. Total units awarded to any bidder may be restricted to four times the owned or rented capacity of the respective Housing Groups (a unit can be used in 8-9 day cycles up to 4-5 times).

- viii. 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).
- ix. The principle of diversification of vendors may be applied to obtain optimal outcomes.
- x. Housing Groups which failed to deliver their promised units in Haj 2024 will be capped at the maximum number they provided in Haj 2024 for Haj 2025. For instance, if Group A committed 15,000 units but only provided 12,000, their limit for the next Haj would be capped at 12,000 units. If a HG 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.

## **6. Offer of accommodation units**

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

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**ANNEXURE I**

**TECHNICAL BID FORM FOR PROVIDING ACCOMMODATION  
UNITS IN MADINAH TO HCOI PILGRIMS IN HAJ-1446 H – 2025 G**

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**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. Details of registered Tashreeh/Tasneef Capacity in Markazia** (It may include ownership papers, Mustajjir papers of duly attested, Copy of valid Tasreeh/Tasneef or valid contract, of the offered buildings forming a part of their registered capacity). Please attach relevant papers supporting the registered capacity claim with this Annexure.

**5. 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	



1445 H/2024				
1444 H/2023				
1443 H/2022				
1440 H/ 2019				
1439 H/ 2018				

6. *No. of units offered for accommodating HCOI pilgrims for Haj - 2025* \_\_\_\_\_

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**ANNEXURE II**

**Financial Bid**

<b>Locality</b>	<b>Rate per unit (including Taxes in SR.) for the accommodation units offered as given in para 6 of the Annexure-I</b>
<b>Markazia</b>	



