

CONSULATE GENERAL OF INDIA, JEDDAH

NOTICE INVITING TENDER FOR
PITCHING OF TENTS AT ARAFAT & ARRANGEMNTS AT MINA
DURING HAJ 2024

No. Jed/Haj/118/40/2024

Dated: 05.02.2024

Sealed Tenders/Quotations are invited from the reputed, licensed companies in the field for **Pitching of Tents at Arafat and making arrangements at Mina during Haj 2024.**

2. Interested companies/service providers may submit their proposal **as detailed in the Tender Document available** to Consul (Haj), Consulate General of India, Villa No. 34, Behind National Commercial Bank, Tahaliya Street, P.O.Box No. 952, Jeddah-21421 (Telephone No. 6639351) by **Tuesday 27 February 2024 till 17:00 hrs.**

3. Further details in respect of the Tender are available at www.cgijeddah.gov.in & on <https://eprocure.gov.in/eprocure/app>.

Consulate General of India, Jeddah

No. Jed/Haj/118/40/2024

Date: 05.02.2024

Tender Document for Pitching of tents at Arafat and Arrangements at Mina – Haj 2024

Brief of the work: Consulate General of India, Jeddah, invites sealed quotations from the eligible bidders in the concerned field, having requisite license/registration/permissions etc. with local compliance authorities for the following work:

Description of work	Location	Estimated cost of work (exclusive VAT) in SR.	Period of completion (in Days)
Pitching of tents at Arafat and arrangements at Mina	Mina & Arafat	-Nil-	15

Arrangements/Requirements in Mina& Arafat Camps:

MINA

1. Furnishing 40 (approximate) tents with floor coverings (Carpet).
2. Affixing aluminum gates as per the specification of the Consulate.
3. Covering 20 tents (Office-Dispensary- Male OPD- Female OPD) and other tents with gypsum board, affixing split AC, fixing aluminum doors and ceramic flooring.
4. Affixing temporary taps for ablution, supply wooden planks in the bathroom-cum-toilets and other sanitary fittings as per the requirement of the Consulate.
5. Covering the toilet area with gypsum board as per the specification of the Consulate.
6. Furnishing Office of the Consulate with office tables, chairs and other accessories as per the requirement of the Consulate.

7. Furnishing Male & Female Dispensary, OPD with tables, chairs etc., as per the requirement of the Consulate.
8. Furnishing all the allotted tents with Sofa-cum-Beds, Mattresses, Blankets, quilts, Bed sheets, Pillows, Pillow covers as per the requirement of the Consulate.
9. Supply of water cooler (Coolman) for each tent.
10. Supply one Tasreeh for the pick-up for movement in Mashaier Region.
11. Supply necessary cleaning and sanitary materials as per the requirement of the Consulate.
12. Supply small and big garbage bags as required by the Consulate.
13. Supply big and small ladders as per the requirement of the Consulate.
14. Supply enough packets of cable tie as required by the Consulate.
15. Providing Public Address System.
16. Supply big and small dust bins as per the requirement of the Consulate.
17. Supply separate water pipe for washing the premises & for other purposes.
18. Supply of other material required by the Consulate in emergency.

ARAFAT

1. Big fire proof Tent measuring (28 x 16 mts) to be erected on the land allotted to the Consulate with Air conditioning facility and furnishing with Sofa Cum Beds
2. Big fire proof tent measuring (20 x 16 mts) to be erected on the land allotted to the Consulate with Air conditioning facility and carpet furnishing to make prayer in the camp
3. 20 Single (4 x 4) fire proof tents to be erected on the land allotted to the Consulate with split air conditioners for the members of the delegations (Viz. HGD, HCOI, MOMA, Embassy & Consulate) with good quality floor covering, sofa cum beds, bed sheets, pillow with cover and quilt
4. Fencing the Consulate camp with American Zinc all the four sides of the camp with closely erected iron poles.
5. Affixing two grill gates as per the requirement of the Consulate.

6. Affixing Public Address system in the camp.
7. Affixing two Mission sign boards
8. Supplying 500 cartons of drinking water bottles.
9. Furnishing office with chairs, tables etc., as per the requirement of the Consulate.
10. Supplying big and small dust bins as per the requirement of the Consulate.
11. Supply of big and small garbage bags as required by the Consulate
12. Supply other Misc., items required by the Consulate.

2. **Critical dates:**

Sl.No.	Particulars	Date	Time
a.	Tender publishing date	05.02.2024	--
b.	Bid submission start date	06.02.2024	0900 hrs.
c.	Bid submission end date	27.02.2024	1700 hrs.
d.	Start date for seeking clarification	Immediate after publishing	
e.	Last date for seeking clarification	26.02.2024	1700 hrs.
f.	Pre-Bid Meeting date	06.02.2024	1100 hrs.
g.	Bid opening date	04.03.2024	1400 hrs.

2.1 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, then 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.

2.2 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.

2.3 This extension will be also applicable in case of receipt of zero bid.

2.4 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.

3. Performance Security/Security Deposit: Performance Security to be submitted at the award of work should be **3%** of the contract amount and should be submitted by the successful bidder within 15 days of issuance of work order by the Consulate in the form of Bank Guarantee. **It should remain valid for a period of sixty days beyond the date of completion of the work.**

3.1 Refund of Performance Security: The refund of security deposit shall be subject to Consulate's right to deduct/appropriate its due against the successful bidder.

4. Pre-Bid Meeting: The purpose of the pre-bid meeting is to clarify the issues and to answer the 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 phone within the specified period.

5. Eligibility of the bidder: The invitation for bid is open to all bidders including an individual, proprietorship firm, partnership firm, company registered with the Chamber of Commerce/Zakat, Tax and Customs Authority (ZATCA)/appropriate licensing authority of the Kingdom of Saudi Arabia.

6. General Essential Requirements: In order to qualify in the tender, the Bidders have to accept all the Terms and Conditions of the Tender Document unconditionally. The tenderer shall closely study the Tender Document.

6.1 Each Bidder shall submit only one Bid, either individually, or as a proprietor, or as a partner in a partnership firm. **A Bidder who**

submits or participates in more than one Bid will cause all the proposals with the Bidder's participation to be disqualified.

6.2 The successful Bidder will be expected to complete the Work(s) by the Intended Completion period specified in the Tender document.

7. Submission of bid: Technical and Financial bids must be submitted in two separate sealed envelopes with “Technical Bid” & “Financial Bid” clearly mentioned on the envelopes. The e-mail & mobile numbers of bidder should be written on the envelope containing the Technical & Financial bids.

a. Technical Bid: Technical bid (in a sealed envelope) consisting of following documents/details:

- Copy of valid license and registration
- Profile of the company, also reflecting experience in the field of Pitching the tents in Mashaier Region in the Kingdom of Saudi Arabia

b. Financial bid: The rates quoted by the bidder should be exclusive of VAT. The financial bid which is incomplete and not submitted as per instruction given in this document is liable for rejection. Prices shall be quoted by the Bidder entirely in Saudi Riyals only.

8. Opening of bids:

a) A Tender Evaluation Committee of the Consulate General of India, Jeddah will open the bids on **04.03.2024 @ 14.00 hrs** in the Consulate. Representatives of the bidders may attend the bid opening.

b) **In case of more than one company quoting the same L1 rate, those companies will be asked to resubmit financial bids (only rates lower than the original quote will be entertained) for those items in a sealed envelope by 10.03.2024 (17:00 hrs).**

8.1 Decision of L1 bidder & Issue of work order: The ranking of the bidders will be decided based on rates quoted by the bidders. **If**

L1 bidder backs out, the bidder will be debarred from participating in tenders floated by the Consulate General of India, Jeddah for minimum one (1) year.

8.2 In case the L1 Bidder fails to comply with the terms and conditions of the tender, then the L-2 Bidder will become L-1 Bidder.

8.3 The approval for award of work to L-1 Bidder will be accorded by the Competent Authority. Only after such approval, the Letter of Acceptance/Work order to the L-1 Bidder will be issued.

8.4 On receipt of Letter of Acceptance (LOA)/Work Order of the tender issued by the Consulate, the successful tenderer shall execute the contract agreement within 7 days. **Failure to enter into the required contract within the specified period in the work order shall entail cancellation of LOA/work order.** In addition, the Consulate may debar the bidder from participating in future bids for at least 12 months.

9. Bid Validity: The validity period of the tenders shall be from the date of issue of work order to the end of Haj Season i.e. 15th Muharram 1446 H (corresponding to Gregorian 21.07.2024). **The tenderer shall not, during the said period, revoke or cancel the tender or alter the tender or any terms/conditions thereof.** In case the tenderer violates to abide by this, the Consulate will be entitled to take suitable action.

10. Contract Agreement Document (s): This Tender Document shall be deemed to be part of the Contract Agreement.

11. Sub-letting of work: No subletting of work by the successful bidder is permissible. Subletting of work is only permissible with the prior approval of the Consulate. In such case, the Contractor will specify major items for which the contractor proposes to engage sub-contractor/sub-vendor.

12. Payment: Payment to the successful bidder will be made either through bank transfer or cheque after the completion of work.

13. **Canvassing in Tender**: 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

14. **Postponement or cancel of tenders**: The Consulate reserves the right to postpone the date of receipt and opening of tenders or to cancel the tenders **without assigning any reason whatsoever.**

PROFORMA FOR LETTER OF BID TO BE ACCEPTED
UNCONDITIONALLY BY A BIDDER DURING SUBMISSION OF
BID:

LETTER HEAD OF BIDDER

To,

The Consulate General of India, Jeddah

Sub. : **Acceptance of Terms & Conditions of Tender**

Tender reference No.:

Name of Tender:

Dear Sir,

This has reference to above referred bid. I/we have read and examined the conditions of contract, Scope of Work, technical specifications, Bill of Quantity and other documents carefully.

2. I/We am/are pleased to submit our bid for the above work. I/We hereby unconditionally accept the bid conditions and bid documents as available on the website in its entirety for the above work and agree to abide by and fulfill all terms and conditions and specifications as contained in the bid document.

3. I/we here by submit all the documents as required to meet the eligibility criteria as per provision of the bid notice/document.

4. I/We hereby confirm that this bid complies with the Bid validity, Bid Security and other documents as required by the Bidding documents.

5. I do hereby undertake that all the information being submitted by me/us is genuine, authentic, true and valid on the date of submission of tender and if any information is found to be false at any stage of tendering or contract period, I/We will be liable to the

following penal actions apart from other penal actions prescribed elsewhere in the tender document.

- a. Cancellation of my/our bid/contract (as the case may be)
- b. Reasonable action as deemed fit by the Consulate

6. That I/we accept all terms and condition of the tender document. I/We do not have relationship with any other participating Bidders, directly or through common third parties, that puts us in a position to have access to information about or influence on the bid of another Bidder.

7. I do undertake that if any information and document submitted is found to be false/ incorrect at any time, Consulate may cancel my/our Bid and action as deemed fit may be taken against me/us, including termination of the contract, forfeiture of all dues and banning of our firm and all partners of the firm etc as per the tender document for which I/We shall have no claims against Consulate.

Yours Faithfully,

**(Authorized Signatory)
(Signature of the bidder & Official Seal)**

