

**OFFICE OF THE DISTRICT PROJECT OFFICER (SAMAGRA SHIKSHA)
KULLU DISTRICT, KULLU, HIMACHAL PRADESH**

No.:KLU/SS/Voc-Edu/2026/- 428-35

Dated: 07/09/26

NOTICE INVITING TENDER

To

All interested and eligible Hotels/Firms

Subject:

Tender for Hiring of Hotel with Conference Hall and Parking Facility for Three-Day Residential Training of Vocational Trainers (ToT) under the NSQF Project.

Sealed tenders under the Two-Bid System are hereby invited from reputed and eligible hotels/resorts/homestays located in Kullu District, Himachal Pradesh, for conducting 06 batches three-day residential training for Vocational Trainers (ToT) under the NSQF Project.

The training is proposed to be conducted in six batches during the period from 15.09.2026 to 07.10.2026, as per the requirements specified in the tender document.

The duly completed tender document, in the prescribed format, should reach the office of the undersigned on or before 13.09.2026 up to 11:00 AM. The tender shall be opened on the same day, i.e. 13.09.2026 at 11:30 AM, in the presence of intending tenderers/firms or their duly authorized representatives who may wish to be present.

The tender document may be downloaded from the DIET Kullu website: www.kulludiet.com

All subsequent corrigenda, modifications and clarifications in respect of this tender shall be published only on the above-mentioned website. Bidders are advised to visit the website regularly for updates.

The District Project Officer (Samagra Shiksha), Kullu District, Kullu, H.P. reserves the right to reject any or all tenders without assigning any reason to the tenderer.



**District Project Officer (Samagra Shiksha)
Kullu District, Kullu, H.P.**

TENDERING SCHEDULE:-

Last date and time and place for submission tender along with cost of tender document, Earnest Money Deposit.	13.09.2026 up to 11:00 AM. Office of the District Project Officer (Samagra Shiksha) Kullu District Kullu HP-175125.
Date & Time for opening of Eligibility Bid / Technical Bid :	13.09.2026 up to 11:30 AM. Venue: Office of District Project Officer (Samagra Shiksha) Kullu HP.
Cost of the tender document :	Rs 500/-(Demand Draft {Non Refundable}) can be deposited in the shape of Demand Draft (DD) issued by any of the Scheduled Bank in favour of District Project Officer (Samagra Shiksha) Kullu HP along with technical bid.
Earnest Money Deposit (EMD) :	Earnest Money Deposit of Rs 20,000/-(Rupees Twenty thousand only) can be deposited in the form of DD/ Fixed Deposit Receipt (FDR) duly pledged in favour of the District Project Officer (Samagra Shiksha) Kullu HP along with technical bid.
If the date fixed for the opening of tender is declared a holiday, the tender shall be opened on the next working day at the same time as fixed for the original date for this purpose.	



**District Project Officer (Samagra Shiksha)
Kullu District Kullu HP.**

OFFICE OF THE DISTRICT PROJECT OFFICER (SAMAGRA SHIKSHA) KULLU AT JARAD
DISTRICT KULLU HP.

(General Conditions)

Instructions for Submission of Tender:

- 1.** Preamble. Office of the District Project Officer (Samagra Shiksha) Kullu at Jarad District Kullu HP-175125 intends to conduct 03 day residential training in six batches under NSQF Project at Kullu District in a well-furnished complex w.e.f. 15.09.2026 to 17.10.2026. The terms and conditions governing the contract are described in scope of work and terms and conditions. The Sole Proprietors/ Firms / Hotels, can participate in the tender.
- 2.** Tender Documents. The tender document consisting of all documents must be submitted together in the manner indicated below, failing which the tender is liable to be rejected. Incomplete or conditional tender is also liable to be rejected.
- 3.** Submission of Tenders – Time limit/mode. The tender documents duly completed should be submitted in Two Bids System i.e. Technical Bid and Financial Bid in two separate parts. The first part should be sealed in separate envelope super scribed as **“Tender for Hiring of Hotel- Technical Bid”**. This should contain all the required information as prescribed in *Annexure-I*. The second part will consist of the **“Tender for Hiring of Hotel - Financial Bid”** in the format prescribed at *Annexure-II* and both these envelopes should be placed in a larger envelope and duly super scribed as **“Tender for Hiring of Hotel to be opened on 13.09.2026”** and addressed to the office of the **District Project Officer (Samagra Shiksha), Kullu District Kullu HP Kullu at Jarad District Kullu HP-175125**. The name of the bidder, complete postal address and Mobile No. must be mentioned on the left hand side corner of the envelope. Financial Bids will be opened only of those bidders which qualify the technical bid.

3.1.1. The following documents must be submitted with the pre-qualification bid/ technical bid:-

- (i) Tender fees of Rupees Rs. 500/- and Earnest Money Deposit (EMD) of Rs. 20,000/- (Rupees twenty thousand only) in the form of DD or FDR duly pledged in the name of the District Project Officer(SS) Kullu at Jarad District Kullu HP. The EMD of successful bidder shall be retained as performance security till the completion of the contract.
- (ii) Copy of Income Tax PAN Card.
- (iv) Copy of GSTIN Number.
- (v) Copy of Hotel/Guest House Registration Certificate issued by competent authority
- (vi) Copy of FSSAI License.

This tender document with all pages duly signed and clearly indicating the name and designation of the person signing the documents duly

This tender document with all pages duly signed and clearly indicating the name and designation of the person signing the documents duly embossed with official seal if any. The tender documents must be properly numbered and bound.

- 3.2. The financial bid shall be in the format as prescribed in **Annexure-II**.
- 3.3. The tenders duly completed as described in paras above must reach the designated address up to **11:00 AM on 13.09.2026** positively. The tenders received after 11:00 AM on 13.09.2026 will not be considered. Tenders will be opened at **11:30 PM on 13.09.2026** in the presence of the tenderer who may wish to be present.
- 3.4. The sealed tenders shall be submitted either by the registered post with acknowledgement due or in person. Tenders by telegram/fax will not be considered. The sealed tender can also be submitting on any working day (i.e. **before 11:00 AM of 13.09.2026**) in the O/o The **District Project Officer (Samagra Shiksha) Kullu at Jarad District Kullu HP**.
- 3.5. All rates shall be quoted only in **Annexure-II** and no reflection of the rates should be given in the Technical bid.
- 3.6. The rate should be filled in carefully after considering all aspects of works as described in the "Scope of work and terms and conditions governing the contract". No request for change or variation in rates or terms and conditions of the contract shall be entertained on the ground that the tenderer had not understood the work envisaged by this contract for hiring of Hotel for the Institution, or labour and local Laws. Any overwriting in the rates should be avoided. In case of a mistake, the mistake should be clearly cut and the correction should be signed in full by the tenderer or his authorized signatory.
- 3.7. **The District Project Officer (Samagra Shiksha) Kullu HP**, reserves the right to re-tender or modify the terms and conditions of the tender. It also reserves the right to negotiate the rates with the lowest tenderer and award the tender to more than one eligible bidder firm at the L-1 rates in the interest of administrative convenience and smooth conduct of training.
- 3.8. Any variation, addition and /or omission in the items of work to be actually carried out shall not form a basis of any dispute regarding the rates quoted by tenderer in the tender. The rates quoted by the tenderer shall be applicable irrespective of the volume of work.
- 3.9. The rates must be quoted in both words and figures. If there is variation between the figures and in words, only the rates quoted in words shall be taken and the rates quoted in figure will not be considered.



person on his behalf as is legally authorized to sign for and on his behalf and embossed with official seal at the time of submission.

- 3.11. The tenders containing erasures, omissions or alterations are liable to be rejected. In case any corrections become necessary, the same must be made in ink and all such corrections must be attested by full signature of the tenderer and dated.

4. Validity Offer.

The tenderer will be required to keep the offer open for a period of 90 days from the date of submission of tenders, It shall be understood that the tender documents have been issued to the tenderer and the tenderer is permitted to tender in consideration of the stipulation that after submitting his tender, he will not rescind his offer or modify the terms and conditions thereof in any manner that is not acceptable to the District Project Officer (Samagra Shiksha) Kullu District Kullu HP. If the tenderer fails to observe or comply with the said stipulation, the amount of earnest money shall be liable to be forfeited.

5. Acceptance of Tender.

5.1. The authority for acceptance of the tender documents and tendered rates will rest with the Competent Authority of i.e. the District Project Officer (Samagra Shiksha) Kullu HP at Jarad District Kullu HP who does not commit himself to accept the lowest or any other tender, nor does it undertake to assign reason for its decision in the matter.

5.2. Acceptance of tendered rates will be communicated through a letter as soon as possible.

5.3. All the tender documents submitted by the tenderer shall become the property of the District Project Officer (Samagra Shiksha) Kullu HP at Jarad District Kullu HP and he shall have no obligation to return the same to the tenderers.

5.4. Canvassing in connection with tenders are strictly prohibited and the tender submitted by the tenderer who resorts to canvassing will be liable for rejection.

5.5. If the tenderer deliberately gives wrong information or conceals any information/facts in his tender, which shall be favourable for acceptance of his tender fraudulently, then the District Project Officer (Samagra Shiksha) Kullu HP reserves the right to reject such tender at any stage or execution without any financial liability.

6. Postal Address for Communication.

Every tenderer shall state in the tender his postal address fully and clearly. Any communication sent to the tenderer by post at his said address shall be deemed to have reached the tenderer in time.

District Project Officer (Samagra Shiksha)

Kullu District Kullu HP.

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District Project Officer (Samagra Shiksha)
Kullu District Kullu HP.

Chapter- 2
(Scope of work and Terms and Conditions Governing the Contract)

1. TERMS AND CONDITIONS:-

1.1 *The Selected Hotel shall be required to provide the following services for conducting residential training:*

1.2 Accommodation:

1.2.1 Approx. 18 to 65 (depending upon the Batch strength) rooms with attached washrooms, clean linens, toiletries, and daily housekeeping.

1.2.2 Rooms should be suitable for single or twin-sharing occupancy as per requirement.

1.2.3 Uninterrupted electricity, water supply in rooms.

1.3 Conference Facility:

1.3.1 Well-equipped conference hall with uninterrupted power with the facility of round table arrangement, having 4-6 sofa/cushioned chairs per table as per training program requirement & seating capacity for 36-129 participants (depending upon the batch strength) and must include, Sound system with cordless mike system, Podium/Lecture Stand, drinking water on tables.

1.4 Catering Services:

1.4.1 Include Buffet breakfast,

1.4.2 Lunch (Buffet, Vegetarian)

1.4.3 High Tea at 11.30 AM and tea at 4.00 PM with light snacks.

1.4.4 Dinner (Buffet, Vegetarian).

1.4.5 Hygienic, freshly prepared meals with adequate quantity and quality.

1.4.6 The hotel must provide a separate and hygienic dining hall with proper furniture and hygiene.

1.5 Parking Facility:

1.5.1 Sufficient parking space for minimum 60-70 vehicles

1.6 Other Requirements:

1.6.1 Clean, Hygienic environment in both rooms and common areas and trained staff for room service and conference management with compliance to all applicable health and safety norms.

1.6.2 The Contractor shall meet all expenses in respect of all claims arising due to any accident and shall have no claim whatsoever for reimbursement of any such expenses on account of such accidents and any third party claims against the Contractor shall be the sole responsibility of the Contractor.

1.6.3 L-1 bidder shall accommodate all participants at L-1 rates. No transport/logistic charges shall be paid for shifting participants between the training venue and the hotel rooms in case the selected L-1 does not have adequate rooms.

2. DEFICIENCY CHARGES.

- 2.1 In case of deficiency in service, poor quality food, inadequate facilities, or non-compliance with terms, proportionate deductions may be made from the bill as decided by the competent authority.
3. **PAYMENT CONDITIONS.**
- 3.1 Payment will be made after successful completion of the service on submission of bill and the payment for such bills shall be released after verification by the Department/Office concerned and availability of budget. No claim of any kind of advance shall be claimed by the contractor.
- 3.2 Tax deduction at source and other taxes as per applicable law will be deducted.
4. **EARNEST MONEY**
- 4.1 The tenderer will be required to deposit a sum of Rs. 20,000/-(Rupees twenty thousand only) as earnest money along with complete tender documents for Pre-Qualification Bid. The earnest money is towards an undertaking by the tenderer that the tenderer will not back-out from his offer or modify the terms and conditions thereof in a manner not acceptable to the District Project Officer (Samagra Shiksha) Kullu District Kullu HP. In case the tenderer fails to observe or comply with the said stipulation, the entire amount shall be liable to be forfeited.
- 4.2 The earnest money deposit (EMD) shall be made in the shape of crossed Demand Draft or FDR duly pledged in favour of the District Project Officer (Samagra Shiksha) Kullu District Kullu HP and valid for a minimum period of three month after the date of opening of tender.
- 4.3 The EMD of unsuccessful bidders will be returned within 15 days of opening of tenders and that of successful bidder will be retained till the deposit of security deposit as per Clause 5 below.
5. **SECURITY DEPOSIT**
- 5.1 The successful tenderer's EMD will be retained as Security Deposit for successful performance under the contract.
6. **CRITERIA FOR EVALUATION OF BIDS**
- 6.1 The technical/Pre-qualification bids will be opened in the first stage and will be evaluated by the tender opening –cum- evaluation committee so constituted for this purpose in the presence of prospective bidders who wish to be present. No reflection of rates is admissible in Technical Bid. Financial Bid of only those tenderers shall be opened who are found qualified in Technical Bid.
- 6.2 Award of contract will be issued to L-1 Bidder on the basis of consolidated rates of Sr. No. 1 to 6 of *Annexure-II*.
- 6.2 **The District Project Officer (Samagra Shiksha) Kullu HP at Jarad District Kullu HP** intends to award the complete contract to one firm/company or sole proprietor as the case may be. However, the District Project Officer (Samagra Shiksha) Kullu HP at Jarad District

Any clarification with regard to the meaning or intent or interpretation of any of the provisions of these terms and conditions required on a point shall be sought from the District Project Officer (Samagra Shiksha) Kullu HP at Jarad District Kullu HP whose decision in the matter shall be final and binding on all. Any other matter relevant to but not covered in the contract shall also be decided by making reference to him and his decision shall be binding on all.

8. **JURISDICTION OF COURTS**

- 8.1 In case either the District Project Officer at Jarad District Kullu HP or the Contractor wants to take any dispute to a court of law only courts in Kullu shall have the jurisdiction over the matter.
9. The Hotel shall comply with all applicable laws, rules and regulations related to labour, taxes, Environment, Health, and Safety.
10. District Project Officer (Samagra Shiksha) Kullu HP at Jarad District Kullu HP reserves the right to terminate the contract any time without assigning any reason/notice thereof.



District Project Officer (Samagra Shiksha)
Kullu District Kullu HP.

TO BE PLACED IN TECHNICAL BID ENVELOPE

ANNEXURE-I

FORM FOR PRE-QUALIFICATION/ TECHNICAL BID FOR HIRING OF HOTEL

01. Name of Sole Proprietor/FIRM/ Company :-

02. Registered office address:-

(Please attach valid document as proof)

03. Branch office (if any) address:-

(Please attach valid document as proof)

Sr. No.	Description	Yes/No	Relevant details to be submitted by the tenderer.	Page No.
01	Tender document duly signed by the tenderer along with seal			
02	Amount of Tender Document (Detail of DD)			
03	Amount of Earnest Money Deposit. (FDR No and Date)			
04	PAN			
05	CGST/SGST Registration No.(If Available otherwise will submit before award of Tender)			
06	Photocopies of the Registration Certificate of the Hotel/Guest House/Resort.			
07	Copy of FSSAI License.			
08	Self-declaration of Non-Blacklisting			

DECLARATION

I hereby declare that the information given above and documents enclosed thereof are true and correct. No fact has been concealed by me.

(Signature of the tenderer with seal)

(The Annexure-I along with required documents is to be contained in the separate envelop marked as "Tender for Hiring of Hotel-Technical Bid")

ANNEXURE-II

TO BE PLACED IN FINANCIAL BID ENVELOPE

Sr. No.	Particular	Rates including all taxes.
1	Room (Quote rate for one room)	
2	<i>Break fast (Quote rate for one person)</i>	
3	<i>Lunch (Quote rate for one person)</i>	
4	<i>Dinner (Quote rate for one person)</i>	
5	High Tea at 11.30 AM and tea at 4.00 PM with light snacks (<i>Quote rate per person for both times per day</i>)	
6	Conference Hall. (<i>Quote rate for one day</i>)	

Place:

Date:

Signature of the tenderer along with office seal

***The Annexure-(II) is to be contained in the separate envelope marked as "Tender for Hiring of Hotel - Financial Bid" ***

Annexure-III

Declaration Regarding Non- Blacklisting (on Hotel's Letterhead)

I/We hereby declare that my/our hotel/resort/guest house firm has not been blacklisted or debarred by any Government Department/PSU/Autonomous Body as on date. I/We also undertake to provide the services as per the terms and conditions laid down in this tender.

(Signature of the Tenderer with seal)