



दि न्यू इन्डिया एश्योरन्स कंपनी लिमिटेड

(भारत सरकार का उपक्रम)

**THE NEW INDIA ASSURANCE COMPANY LTD.**

(Govt. of India Undertaking)

पंजीकृत एवं प्रधान कार्यालय : न्यू इन्डिया एश्योरन्स बिल्डिंग, 87, महात्मा गांधी मार्ग, फोर्ट, मुंबई - 400 001.

Regd. & Head Office : New India Assurance Bldg., 87, M.G. Road, Fort, Mumbai - 400 001.

CIN No. L66000MH1919GOI000526

**E-TENDER NOTICE**



Phone : 022 2270 8100

022 2270 8400

Website : [www.newindia.co.in](http://www.newindia.co.in)

*Tender No. 02/Corp. HRM/MBS/2023-24*

**Tender Notice for Hotels at Katra Location on Night Consumption basis for use as Holiday Home for Mutual Benefit Society of The New India Assurance Co. Ltd.,**

THE MUTUAL BENEFIT SOCIETY OF THE NEW INDIA ASSURANCE CO LTD invites tenders from interested Hotel Owners/Power of Attorney Holders at Katra Location on night consumption basis for Holiday Home for New India Assurance Mutual Benefit Society.

The Technical Bid and Financial Bid Formats can be downloaded from Company's website [www.newindia.co.in](http://www.newindia.co.in) & E-Procurement Portal @ [www.tenderwizard.com/NIAEPROC](http://www.tenderwizard.com/NIAEPROC). The formats are also available at our local Divisional/Branch Office and can be collected during office hours.

1. The minimum criteria for prequalification will be as under:-
  - a. To be eligible, the bidder must have
    - i] At least one Hotel/Resort in Katra Location
    - ii] Be able to offer at least 25 rooms at one place
  - b. The Applicant(s) should be the bonafide Hotel Owner / Power of Attorney Holder of the Hotel / Owner of resort. The applicant should attach proof of ownership of Hotel/Power of Attorney with Bid document.
  - c. The Applicant should be an Income Tax Assessee with PAN No. and its Tax returns must be up-to-date for last three years.
  - d. The Hotel / Resort should have been constructed as per the sanctioned/ approved Plan of the competent Local Development Authority. The hotel should be well maintained. Necessary Licenses from Tourism Authorities/Local Authorities is pre-requisite (Copy of Tourism Certificate should be Attached)
  - e. The Hotel / Resort should be situated at location as specified with proper approach road from towns.
  - f. The Hotel should be fire safety compliant and not prone to water logging, flood, etc.
  - g. The Hotel / Resort should charge and allot rooms on Night consumption basis.
  - h. The Advance Payment terms for 300 nights for your location will be 50% of quoted cost and final payment terms to be decided mutually as per night contracted/ consumed if hotel /resorts shortlisted. The unconsumed amount will be carried forward into the next advance payment.

*24/2/2023*

*[Signature]*

*[Signature]*



- i. A copy of GST certificate along with financial bid should be enclosed
  - j. The Hotel/Resort should be compliant of 3 Star Rating, should be comfortable and have luxurious ambience with free Parking Facilities etc.
  - k. Hotel owner may submit bids for consumption of 300 nights for Katra location, and on utilization of 300 nights, with a provision for renewal. The Hotel could either be owned or leased/licensed or tied-up entities. Each bidder should have hotels/Resorts at least at Katra Location.
  - l. Each Room should accommodate maximum 2+2 or family of four with one extra bed and should provide free bottled water and tea / coffee maker etc.
  - m. Hotel/Resort rate should be fixed on night basis & rate quoted per room per night shall be same for Normal Period & Vacation Period (Long Holidays, Weekends and Festival seasons like Diwali & Christmas)
  - n. The New India Mutual Benefit Society of The New India Assurance Company Ltd. will intimate about booking nights prior to **90 days**. Confirmation of booking should be received by Mutual Benefit Society within 7 days.
  - o. Cancellation period will be before 3 weeks [**21 days**] to Holiday date.
  - p. Quotation needs to have Flat Rate per-night for all seasons.
2. Method of submitting Tenders:

**1. Manner of Submission of Tender:**

**Bidders can submit their bids on or before 15/02/2024 03:00 pm**  
through e-procurement mode i.e.  
through **WWW.TenderWizard.com/NIAEPROC** using DSC (Digital Signature Certificate) only. Tender Cost of Rs.590/- (inclusive of GST) should be paid to the account number mentioned below on or before the due date of submission of tender.

ACCOUNT NAME: The New India Mutual Benefit Society  
ACCOUNT NUMBER: S/B A/c.000110100001851 with Bank of India  
IFSC CODE: BKID0000001

VS  
22/12/2023

al

B  
Red





## 2. Documents Comprising the Tender:

### **TENDER DOCUMENT** Should include:

- 1] Documents of proof of ownership (Tax Receipt/Electricity Bill)/Power of attorney details.
- 2] Copy of GST certificate
- 3] Copy of PAN Card
- 4] Location Map
- 5] Photograph showing interior and exterior
- 6] Annexure 1
- 7] Annexure 2
- 8] Receipt of the tender fee paid

Note: All documents to be uploaded on our website [www.tenderwizard.com/NIAEPROC](http://www.tenderwizard.com/NIAEPROC) only. No other mode of submission is available.

3. Bidder should ensure that the tender is submitted on portal on or before the date and time specified and no consideration whatsoever shall be given for any kind of delay.
4. The Society reserves the right to accept or reject or cancel any or all tenders without assigning any reason thereof and also reserves the right to tie up with Hotels technically qualified & suitable bidder/s whose Financial Bid will be the lowest as it deem fit and proper.
- 5 Any conditional tender will be liable for rejection.
- 6 The Society will shortlist the offers based on information provided in Technical Bid in accordance with Society's requirement, and other essential requirements spelt out in Technical Bid.
- 7 The Financial Bid would be opened after short listing of Offers based on Technical Bid evaluation. Mutual Benefit Society's decision on selection of the prospective offers will be final. The Society may visit the Hotels/Resorts before taking final decision.
8. In case of dispute, the decision of The New India Mutual Benefit Society of The New India Assurance Co. Ltd. will be final and binding on all.
- 9 Execution of the Documents:** Once the nights are booked by The Mutual Benefit Society of The New India Assurance Co. Ltd., the agreement shall be executed in the Mutual Benefit Society's Standard format. The charges relating to the Agreement shall be borne by the owner of Hotel/Resort.

22/12/2023

*[Signature]*

*[Signature]*



**GENERAL:**

1. The tender (both Technical and financial bids) shall be signed on all pages only by the Authorized Signatory.
2. Rate quoted shall be inclusive of all the taxes related to the premises, till the tenure of agreement, including extended tenure, if any, as per financial bid format only The GST applicable must be shown separately.
3. The agreement period shall be of 300 nights on consumption basis & on exhaustion of 300 nights, the agreement to be renewed after taking feed-back from our members.
4. Rates should not be mentioned here or anywhere in Technical Bid. Doing so will be liable for the rejection of tender.
5. For any Query, the bidders can reach on email address: [bb.phonde@newindia.co.in](mailto:bb.phonde@newindia.co.in) and Mobile No.9850042343

**For The Mutual Benefit Society Ltd., of The New India Assurance Co. Ltd.,**

*Ramandeep*

**DY. GENERAL MANAGER**

*LS*  
*28/12/2023*

*[Signature]*

### Annexure - 1

To,  
The Deputy General Manager,  
HRM Dept,  
The New India Assurance Co Ltd,  
87, M.G. Road, Fort  
Head Office,  
**Mumbai-400001**

**REG: Technical Bid for hotel / resort at Katra.**

**REF : Your advertisement dated -----published in -----News paper and  
on Company's website.**

OWNERSHIP DETAILS			
1	NAMES & ADDRESSES OF THE HOTEL	TELEPHONE / MOBILE NO.	
		E-MAIL ID	
		WEBSITE	
2	NAME AND ADDRESS OF THE OWNER		
3	NAME AND ADDRESS OF THE AUTHORISED OFFICIAL / PA HOLDER		
4	IF THE HOTEL IS READY FOR USE		
	Year of construction		
	Type of building / construction, Details of the Building, CC Construction or Load Bearing, Brick Construction (please mention )		
	Whether plans are approved by the local authorities Yes/No.		
	Whether NOC from- the department obtained- Yes/No.		

22/12/2023



	Whether occupation certificate has been received (attach copy) - Yes/No.	
	Whether direct access is available from the main road - Yes / No	
	Whether the hotel is star rated – Yes/No	
5	Location	
	Whether the hotel is located on the main road/state highway/ village road	
	Distance from nearest Railway Station / ST stand	
	Details of other hotel in and around the hotel	
	Proximity to tourist spots / market	
6	Floor and area of each room in sq.ft.	
	Carpet area of each room offered in sq.ft.	
	Area of the toilet in Sq. ft.	
	Areas of the balcony / verandah in sq. feet, if any	
	Floor on which the rooms are located	
	Room on numbers offered	
	Total rooms in the hotel	
	Is the Lift, common area lighting connected to standby generator?	
	Any other information	
7	AMENITIES AVAILABLE	

I/We confirm that the above particulars are correct to the best of our knowledge.  
I/We will give the consent if you find our premises suitable.

Place:

Date:

Name: \_\_\_\_\_

Signature:

22/12/2023



## ATTACHMENTS

- 1] Documents of proof of ownership (Tax Receipt/Electricity Bill)/Power of attorney details.
- 2] Copy of GST certificate
- 3] Copy of PAN Card
- 4] Location Map
- 5] Photograph showing interior and exterior

LS  
22/12/2023



**DECLARATION (Annexure 2)**

I/We confirm that the above particulars are correct to the best of our knowledge. I/We will give the consent if you find our premises suitable.

**Place:**

**Signature**

**Date:**

**Name**

18  
22/12/2023

