

File No. 1-60/2021 – NTI.Admin

Government of India
Ministry of Communications
Department of Telecommunications
National Telecommunications Institute for Policy Research, Innovation and Training
Admin Building, ALTTC Campus, Govt. of India Enclave, Ghaziabad - 201002

NOTICE INVITING REQUEST FOR PROPOSAL (RFP) through Limited Tender Enquiry

For hiring of Hotel by NTIPRIT for conduction of Course under the Indian Technical and Economic Cooperation (ITEC) Programme of Government of India

Tender No. 1-60/2021-NTI.Admn

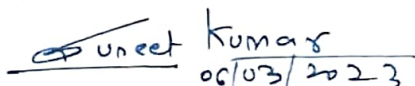
Dated: 06.03.2023

Limited Tenders from Identified Bidders are invited against Request for Proposal (RFP) by DG (NTIPRIT) , from reputed hoteliers/hotels having standard facilities not less than 3 star(***) located within vicinity of ALTTC Ghaziabad to provide accommodation and catering services for approximately 30 foreign delegates of different countries during the 1 week Course on 'Emerging Technologies – Internet of Things' being conducted by National Telecommunications Institute for Policy Research, Innovation and Training (NTIPRIT) under the Indian Technical and Economic Cooperation (ITEC) Programme from 20th March 2023 – 24th March 2023. The schedule of RFP is as under:

Date/ Time of Publishing of Limited Tender	By 1700 hrs of 06.03.2023
Bid Submission End Date/ Time	1700 hrs of 09.03.2023
Date/ Time of Opening of Bids	1800 hrs of 09.03.2023

The identified bidders may submit the bids in sealed covers to ADG(A&MM), NTIPRIT, Room No. 705, Admin Building, ALTTC Campus, Ghaziabad (U.P.) – 201002 before scheduled date & time in the prescribed proforma as per Annexure-1. All the documents in support of bid are also to be signed along with the signed RFP document. The purchaser reserves the right to seek actual documents during evaluation of the bid.

This notice is being published for information only and is not an open invitation to quote in this limited tender. Participation in this limited tender is by invitation only and is limited to identified Bidders only. Unsolicited Offers are liable to be ignored. However, suppliers who desire to participate in such tenders in future may apply for registration with NTIPRIT as per procedure.


06/03/2023
Assistant Director General (A&MM)
NTIPRIT, Ghaziabad
Ph: - 0120-2709021

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REQUEST FOR PROPOSALS (RFP) through Limited Tender Enquiry Basis

Bids for hiring of Hotel Accommodation for conduction of Course by NTIPRIT under Indian Technical and Economic Cooperation (ITEC) Programme from 20th March 2023 – 24th March 2023

1. About the Institute: The National Telecommunications Institute for Policy Research, Innovation & Training (NTIPRIT) is a premier training institute of Department of Telecommunications, Ministry of Communications, Government of India. The NTIPRIT is a Central Training Institute (CTI) enlisted with Department of Personnel & Training (DoP&T) and administers, inter-alia, Induction training, Mid Career Training Programme (MCTP) of Officers of Indian Telecommunication Service (ITS) Group A of Government of India. Apart from this, NTIPRIT also conducts a lot of technology trainings for foreign delegates of various countries under the aegis of Indian Technical and Economic Cooperation (ITEC) Programme of Government of India, Asia Pacific Telecommunity, International Telecommunication Union, ASEAN etc.

2. Scope of Work:

National Telecommunications Institute for Policy Research Innovation and Training (NTIPRIT) proposes to conduct a training programme for foreign delegates (approximately 30 in number) of various countries on 'Emerging Technologies – Internet of Things' under the Indian Technical and Economic Cooperation (ITEC) Programme of Government of India from 20th March 2023 – 24th March 2023. NTIPRIT proposes to conduct the programme in reputed hotel with proper facility (Preferably 3 star to 5 star) to accommodate approximately 30 no. of International participants along with Conference room facility. The services required during the programme are as follows: -

- i. AC room on Single Occupancy Basis and AC Room on Double Occupancy Basis (24 hours checkin and checkout) for stay of around 30 participants for 6 days.
- ii. Buffet lunch, two times tea with cookies & water per day for 32 persons for 5 days i.e. 20.03.2023 – 24.03.2023.
- iii. Conference room (including proper sound/mic system) for 5 days i.e. 20.03.2023 – 24.03.2023.
- iv. High Tea for around 50 persons each to be done two times i.e. inaugural programme scheduled on 20th March 2023 and valedictory programme scheduled on 24th March 2023.

3. Important information for bidders for filling financial bid

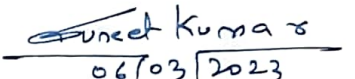
- i. Rates should be quoted inclusive of all taxes.
- ii. Rates per day per room accommodation on single occupancy basis and double occupancy basis including breakfast & dinner, should be quoted as per format at Annexure 1.
- iii. Separate Rates per day for buffet lunch for 32 participants along with conference hall above along with serving tea two times a day and drinking water to 32 participants during the training programme, should be quoted in the format at Annexure-1.
- iv. Rate of High Tea for around 50 persons each to be done two times i.e. inaugural programme scheduled on 20th March 2023 and valedictory programme scheduled on 24th March 2023 inclusive of taxes should be quoted as per Annexure-1.

Suneet Kumar
06/03/2023

Note: The quote for Inaugural programme on 20th March 2023 and Valedictory programme on 24th March 2023 should be given assuming 50 no of persons. However, actual no of persons may vary between 40-60 (50±10). Final payment will be made as per actual no of persons* rate per person. The offer will be evaluated on total cost of above four items.

Evaluation of Bids -

- Amount Quoted in the Bid as per performa at Annexure-1 will be taken as the following:
 - Room Rent (24-hours check-in and check-out) for 30 AC Rooms on Single Occupancy Basis inclusive of Breakfast and Dinner for 6 days = Figure mentioned in Column no. 5 of S.No. 1 of Annexure-1 = Item A
 - Room Rent (24-hours check-in and check-out) for 15 AC Rooms on Double Occupancy Basis inclusive of Breakfast and Dinner for 6 days = Figure mentioned in Column no. 5 of S.No. 2 of Annexure-1 = Item B
 - Rate of Buffet lunch, two times tea with cookies & water per day for 32 persons for 5 days i.e. 20.03.2023 – 24.03.2023 = Figure mentioned in Column no. 5 of S.No. 3 of Annexure-1 = Item C.
 - Rate of Conference room (including proper sound/mic system) for 5 days i.e. 20.03.2023 – 24.03.2023 = Figure mentioned in Column no. 5 of S.No. 4 of Annexure-1 = Item D
 - Rate of High Tea for around 50 persons each to be done two times i.e. inaugural programme scheduled on 20th March 2023 and valedictory programme scheduled on 24th March 2023 = Figure mentioned in Column no. 5 of S.No. 5 of Annexure-1 = Item E
 - Item F1 = Item A + Item C + Item D + Item E
 - Item F2 = Item B + Item C + Item D + Item E
 - **Total Price taken for Financial Evaluation of the Bids = Item G = Lower of (Item F1 or Item F2)**
- L1 bidder will be one who has quoted lowest amount i.e. Item G.


06/03/2023
Assistant Director General (A&MM)
NTIPRIT, ALTTC Campus
Ghaziabad – 201002 (U.P.)

Annexure-1

Bid Quotation Format

Sl.No. (1)	Description of Items (2)	Price/Fare excluding GST (3)	GST (4)	Total Sum of Columns 3&4 (5)
	Name of the Hotel With Full Address, GST Number and PAN Number			
1.	Room Rent (24-hours check-in and check-out) for 30 AC Rooms on Single Occupancy Basis inclusive of Breakfast and Dinner for 6 days	In figures..... In words.....	In Figures.... In words...	Total Room rent including GST In figures..... In words.....
2.	Room Rent (24-hours check-in and check-out) for 15 AC Rooms on Double Occupancy Basis inclusive of Breakfast and Dinner for 6 days	In figures..... In words.....	In Figures.... In words...	Total Room rent including GST In figures..... In words.....
3.	Rate of Buffet lunch, two times tea with cookies & water per day for 32 persons for 5 days i.e. 20.03.2023 – 24.03.2023	In figures..... In words.....	In Figures.... In words...	Total including GST In figures..... In words.....
4.	Rate of Conference room (including proper sound/mic system) for 5 days i.e. 20.03.2023 – 24.03.2023	In figures..... In words.....	In Figures.... In words...	Total including GST In figures..... In words.....
5.	Rate of High Tea for around 50 persons each to be done two times i.e. inaugural programme scheduled on 20th March 2023 and valedictory programme scheduled on 24th March 2023	In figures..... In words.....	In Figures.... In words...	Total including GST In figures..... In words.....

Note: The items mentioned above are subject to 10% variation. Final payment will be made as per actuals. The offer will be evaluated on total cost of above items as mentioned in RFP Document.

Date and Place
Stamp

Signature & Name of Bidder with

Puneet Kumar
04/03/2023
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