

**POLICE HEADQUARTERS J&K JAMMU/SRINAGAR**

*Subject: Hiring of Hotels/Guest Houses for the period November, 2016 to April, 2017.*

**NOTICE INVITING OFFERS**

Sealed offers affixed with revenue stamp worth Rs.10/- on the prescribed format (enclosed) alongwith requisite documents are invited from the private hoteliers/guest house owners who are registered with the Tourism Department and are willing to rent out their hotels/guest houses to the Police Department for a period of six months to accommodate move employees w.e.f. November, 2016 to April, 2017. Copies of NIT can be had from PHQ J&K Jammu/Srinagar on cash payment of Rs.1000/= non-refundable upto 24.09.2016 during office hours viz. 10:00 am to 4:00 PM. The offers shall be received in the PHQ Jammu/Srinagar on all working days during office hours upto 26<sup>th</sup> September, 2016 4:00 PM. In case, the last date of receipt is declared a holiday, the next working day shall be the last date for receipt of the offer.

The hotels/guest houses shall be hired only after getting necessary security clearance and in accordance with suitability/requirement subject to fulfillment of other terms and conditions contained in the enclosed proforma. The DGP J&K reserves the rights to reject any offer without assigning any reason thereof.

  
**AIG (Buildings)**

For Director General of Police,  
J&K Jammu/Srinagar.

Dated: 10.09.2016.

No: BD/Hotel/NIT/17/3154-58

Copy to:

1. Inspector General of Police Jammu Zone for information.
2. PRO to Director General of Police with the direction to publish the NIT in leading dailies of Kashmir and Jammu for vide publicity.
3. SO (IT) PHQ with the directed to upload the NIT in the J&K Police website.
4. I/C Camp Office PHQ Jammu alongwith copy of Tender Notice for information and necessary action.
5. Notice Board.

## PROFORMA

1. Name of the Hotel/Guest House \_\_\_\_\_
2. Location \_\_\_\_\_
3. Name of the Proprietor/Managing Partner \_\_\_\_\_
4. Sixteen digit Bank Account No. with IFC Code and Branch \_\_\_\_\_
5. Tourism Registration Certificate \_\_\_\_\_
6. Copy of the PAN Card/VAT Registration Certificate \_\_\_\_\_
7. Food License from the Competent Authority \_\_\_\_\_
8. Floor wise room No. offered \_\_\_\_\_
  - a) Ground floor \_\_\_\_\_
  - b) 1<sup>st</sup> floor \_\_\_\_\_
  - c) 2<sup>nd</sup> floor \_\_\_\_\_
  - d) 3<sup>rd</sup> floor \_\_\_\_\_
  - e) 4<sup>th</sup> floor \_\_\_\_\_
  - f) 5<sup>th</sup> floor \_\_\_\_\_
9. Whether all the rooms are attached bathrooms with hot and cold water facility \_\_\_\_\_
10. Mode of power backup facility \_\_\_\_\_
11. Drinking water facility (water purifier) \_\_\_\_\_
12. Whether lawn/garden is available if yes, size of lawn/garden \_\_\_\_\_
13. Whether parking space is available if ye, size of space \_\_\_\_\_
14. Whether the building is utilize for purpose of hotel or part of it is rented out to some other party.  
If yes, details of other parties \_\_\_\_\_
15. Terms and conditions appended with tender form accepted.

Signature of Hotel/  
Guest House Owner

## Terms and Conditions

1. Offer should be accompanied with the following:
  - a. Valid registration/room strength from Tourism Department;
  - b. VAT clearance certificate from Commercial Taxes Department;
  - c. Food license from the Competent Authority;
  - d. PAN Card;
  - e. Sixteen Digit Bank Account No. with IFC Code and Branch

**Note: Any offer without above mentioned pre-requisites shall not be entertained.**

2. The offer shall specifically mention the floor wise room numbers intended to be offered.
3. An offer must be in properly sealed envelope strictly as per the condition given in the offer.
4. The hotelier shall sign each page in token of the acceptance of terms & conditions.
5. Halls of hotels/guest houses are not required by the department.
6. Conditional offers are not acceptable.
7. Every room offered shall have adequate furniture/furnishing/hot water facilities by way of geyser/boilers and television installed.
8. Hoteliers/Guest House owners shall ensure cleanliness including Washing linen.
9. Hoteliers/guest House owners shall ensure daily housekeeping of rooms and bathrooms.
10. The hiring of hotel can be repudiated at any time if the services are not made to the best satisfaction of the allottees/department.
11. The hotel/guest House shall be hired after duly inspected by the team of officers to be constituted by PHQ.
12. The room rent will be paid by the department as per approved rate structure.
13. Proper power supply shall be made available with availability of generator in case of power failure.

14. DGP J&K reserves the right to accept or reject any offer/all offers without assigning any reason thereof.
15. In case of complaints against the service provided by hotel/guest house. The hotel/ guest house can be de-hired.
16. Taxes as applicable under rules shall be deducted from the bill of the hoteliers.
17. Lodging facilities shall include drinking water facility also with a water purifier.
18. The necessary provisions of food safety and standard (licensing and registration of food business) Regulation, 2011 shall be implemented.

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