

YADAVINDRA PUBLIC SCHOOL, PATIALA

Requirements and Details for Adventure Camps & Treks 2023

Yadavindra Public School, Patiala, will be organizing above mentioned activities as per the details given below.

Preferred locations for Camps (3N/4D & 4N/5D)

: Chail , Kufri , Narkanda , Shimla , Manali ,
Mashobra , Kullu , Kasauli , Dalhousie ,
Shogi , kandaghat , solan , Dharamshala ,
Mussoorie , Rishikesh

Preferred locations for treks (5N/6D , 6N/7D , 7N/8D)

: Chopta Chandershila , Har Ki Dun , Hemkund
Sahib , Kuari Pass , Kedar Kantha , Dodital ,
Naag Tibba , Gaumukh , Kheerganga , Bhriugu
Lake , Beas Kund , Hampta Pass , Chander
Khani Pass , Jalori Pass , Bashleo pass , Bijli
Mahadev. Hampta base , deo tibba base,
Kot , Gabba.

Itineraries: Suitable itineraries are required to be indicated for the above locations. All itineraries are required to commence from Patiala and terminate at Patiala.

Quotations: Quotations are required to cover the cost per student, for each camp/trek etc. The following points be kindly kept in mind while working out the total package for the above locations.

Essential Requirements: The following requirements are essential in the organizing of the above treks:

- 1) All moves by road will be carried out by AC buses duly licensed.
- 2) Food will be provided strictly as per menu (to be provided with quotations) Deduction will be made from payment in case the same is not complied with.
- 3) Entry tickets to all the locations to be visited will be catered for. Locations to be mentioned.
- 4) Adequate security arrangements will be made for the students and accompanying staff from the time they leave the school premises, till the return safely.
- 5) Adequate Medical cover for the students and staff to be mentioned, from the time they leave the school premises, till they return safely. Details to be given.

- 6) The students will be covered under suitable travel insurance for the entire period of the Camp/Trek
- 7) Taxes, as applicable only, may be charged. However, while quoting the package price, these will be shown included.
- 8) Company executive(s) will conduct himself/herself/themselves in a dignified manner and interact with students and staff accordingly.
- 9) There will be no deviations from the itineraries, once finalized. Failure to adhere to the approved original itineraries will invite suitable financial penalties.
- 10) It will be ensured that all basic amenities are provided to the students and staff during transit and stay, at all times.
- 11) The transport used will either have suitable toilet facilities and/ or the same will be halted regularly at places where suitable toilet facilities exist. Adequate time will be catered for, for the students and staff to avail the same.
- 12) Decisions, if any required to be taken with the conduct of the treks, once away from the school, will be the sole prerogative of the Teacher incharge.
- 13) The students and staff are not permitted to have liquor/ any other intoxicating substance(s) and same will not be provided/served to them, under any circumstances.
- 14) The food served will be hygienic and hot. No deviations will be made with the menu attached as well as timings at which to be served.
- 15) In the unlikely event of any misbehaviour on the part of any student, the same will be reported to the accompanying staff, who will attend to the same.

Technical requirements:

All treks in mountainous/ hilly terrain will include the following: -

- a) To be conducted safely during the hours of daylight.
- b) Hot tea and snacks to be provided once during the trek (i.e. mid-way).
- c) Hot lunch to be provided at the finish point.
- d) Finish point of the trek to be the halt for night stay, as planned. If not feasible, staff and students to be transported, after lunch, to the next/ previous halt, as planned.
- e) Adventure activities like skiing, river crossing, rock climbing, rappelling etc.
- f) All accommodation will be in 3 Star Hotels, on four students sharing basis (for Classes IV to VI) and on triple sharing basis for students (for classes VII to XII) not more than two staff members will be accommodated in one hotel room.
- g) The services of an authorized guide for the entire sight-seeing.

- h) Security guard to be provided at the campsite.
- i) One member of the staff will accompany free for every 15 students.
- j) No payments will be made for , in respect of students, intimated 30 days prior to the date of departure. Payment intimated less than 30 days will be as per actuals, on production of necessary bills/receipts.
- k) Company executive(s) will accompany each trek. The company executive(s) accompanying girl students will be nominated with due care; they should preferably be trained ladies.
- l) Adequate bottled drinking water/snacks will be catered for, for the students and staff for the entire duration of the treks (transit and stay).
- m) Snakebite kits to be provided.

Feedback: Feedback, will be sought from all staff members. Negative feedback is liable to be compensated for by suitable deductions from payments, to be decided during final negotiations and award of contract.

Payments: Payment for the treks will be made as per rules: - 50% of the full payment will be sent in advance. Full and final payment will be made on receipt of a proper bill submitted after the completion of the activity.

Briefing: The companies short listed, based on the itineraries and quotations, will be called for a briefing before finalization. Treks operator of selected companies will be required to brief the staff at the school location on the date & time to be decided in the due course.

Kindly forward your quotations on the format attached. Please ensure the following:-

- a) Sealed quotations are dispatched by courier/dropped in the quotation box at the school (near administrative office) in a separate sealed envelope by 15 July, 2023. These are marked " QUOTATIONS" in bold on the envelopes.
- b) If dispatched by courier, the same to be addressed to:
The Director
Yadavindra Public School
Post box no. 7
Patiala (PB) 147001
- c) In the event of quotations being handed over to any staff member directly, the same will be treated as null and void.
- d) In the event of non-procurement of reserved accommodation, the concerned trek will be cancelled and the entire cost and damages will be payable by the defaulting company.

- e) The profile of your company is also required to be sent to the above address, separately.
- f) The school reserves the right to reject any quotation based on reputation of the trek/tour operator.
- g) Earnest money to be deposited by the way of a demand draft /online by each trek operator at the rate of Rs 5000 per trek/camp. The same shall be refunded to all the vendors immediately after finalisation of the contract(except successful vendors). Earnest money of selected /chosen operators shall be converted to a security deposit to be refunded alongwith the final payments.

Bids are invited on a techno commercial basis. The technical and commercial bid should be in sealed envelopes and marked accordingly as 'Technical Bid' and 'commercial bid' respectively.

Commercial bid of Tenders/Agents/Companies meeting Technical Criteria will only be considered.

Director

Company's Contact No. with seal

YADAVINDRA PUBLIC SCHOOL, PATIALA

ADVENTURE CAMPS & TREKS 2023

TECHNICAL CRITERIA (TO BE FILLED IN CLEARLY)

1. (a) Location of campsite(s) at:
 - (i)
 - (ii)
- (b) Trekking/ Expedition Routes(s):
 - (i)
 - (ii)
2. Is your Adventure Camp/Trekking/Travel Agency registered with or approved by the Government of Himachal Pradesh/Government of Uttarakhand/Government of India? If yes, then which one. Please attach a photo copy of the Registration Certificate.
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3. Is accommodation provided in tents? If not, then what is the other option? Mention the accommodation capacity/ in each tent/other option.
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4. Do you have hygienic permanent constructed toilet(attached / common) or temporary make – shift toilets? Specify one.
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5. Do you provide sleeping bags?
6. Do you provide carry mats/mattresses
7. Who you have a doctor on camp own on call? Please specify.....
8. Do you have trained and qualified instructors?(mention certification)
.....
9. Do you award participation certificate to all the group members?.....
10. Give a list of the Adventure Activities you organised at your camp?.....
.....
.....
11. **Do you agree to give a free Life/Accident Insurance cover to each member of the group for Rs 2,00,000/- each during the Adventure Camp/Trek/Tour. It has been made mandatory by the school board of Governors to cover each member of the group for an Insurance cover of Rs 2,00,000/- (Two lacs) each. WITHOUT THIS CONDITION YOUR AGENCY WILL NOT BE CONSIDERED FOR CONDUCTING CAMPS/TREKS/TOURS OF OUR SCHOOL. Mention yes or No**
12. Please enclose a copy of the day-to-day programme you plan to follow during the Adventure Camp/Trek.....
13. Please enclose a copy of the day-to-day meal -wise menu.....
14. Please enclose copies of photographs/brochures/CDs of your campsite.

15. Please mention the **per head charges (including all taxes)** for the following Adventure Camps/Treks.(ex Patiala)- with transport.

- (a) 3 nights/4 days
- (b) 4 nights/5 days
- (c) ___nights/___days expedition.
- (d) ___nights/___days Trek.

16. Minimum required strength of Students.....

17. Please clearly mention the mode of transport you will arrange (Innova, Mini Bus, Bus 2x2 or 2x3).....

18. Any other information you would like to give.....

19. Name of proprietor.....

PAN Card No

Name of the agency.....

Adress.....

STD Code.....Phone No.....

Fax No.....Mobile No.....

E-mail.....Website.....

(Signature of the proprietor)
With stamp/seal

NOTE

- i) Photostat copies of this questionnaire and fill up for different Adventure campus/ Trek separately.
- ii) Important Nos. etc,
 - (a) Bursar :
 - E-mail : bursar@ypspatiala.in
 - (b) Treks/Tours Incharge: **9814806528**
 - E-mail: dinesh.thapliyal@ypspatiala.in
 - (b) School Office:
 - E-mail:
- iii) Please send a photo copy of your PAN Card(mandatory) as well and a certificate on the letter head of the company specifying if the company is sole proprietorship/partnership.
- iv) If your agency is a Govt. agency then a Tax Deduction Exemption Certificate is to be submitted.
- v) If your agency is private one then TDS will be deducted. Final payment will be made after deducting TDS.
- vi) Your agency will not be considered for Organising Adventure Camps/Trek if the Questionnaire is not fully filled in and the required conditions are not complied with.