



Ref. No.: 04/45/H&C/Esstt./14-15/1084/20

Date: 17.09.2020

Bihar State Tourism Development Corporation Ltd. Invitation of Data Collection Agency for the Registration of Hotel & Hospitality Accommodation Units.

A. Introduction

Bihar State Tourism Development Corporation Ltd., invites sealed quotations from the registered data collection/survey/promotional/Campaign agency for the registration of hotel & hospitality accommodation units of state. Interested agencies may participate in the selection process by sending their quotations in a single size envelope containing all requisite documents including the price quotation superscripted as “**Quotation for Selection of a Data collection Agency for the registration of Hotels & Hospitality accommodation units**” addressed to “**Managing Director, Bihar State Tourism Development Corporation Ltd, Hotel Kautilya Vihar, Beerchand Patel Path, Patna-800001** up to 22th of September, 2020 at 2:00 p.m..

B. Scope of Work

- To collect data from various hotels & hospitality accommodation units of state as per given format by BSTDC.
- Collocated data should be entered on BSTDC / MOT portal in prescribed manner separately
- Data collection should be on district basis and it has to start from prioritized district / city from Patna, Gaya, Bodhgaya, Rajgir, Vaishali, Muzaffarpur and others as directed by BSTDC in the sequence manner.
- Collection of relevant data should be at least 5000 by selected vendor.
- Assignment of Collecting of data should be completed within 75 days from the date work order.

C. Qualification Criteria:

Any legal entity registered in India meeting the following criteria, may submit the Quotation: Applicant should have-

- Experience in data collection/survey/promotional/Campaign activities for the State or Central Government/PSU/Semi-Government/other organization and priority will be given if at least one project in the same line has been done by any agency in last financial year.
- Minimum 3 years of existence.
- CV's of Team Leader and at least 2 sub ordinates/member.

D. Selection of an agency for Work Order

An agency quoting the lowest price shall be awarded with the "Work Order" subject to its meeting the qualification criteria and submission of requisite documents in the Quotation.

E. General Instructions:

1. Following documents should be submitted with the Quotation:
 - a. Certificate of Incorporation or such relevant document(s) to support that bidder is a legal entity.
 - b. Annual Financial Statements of last two financial years from the date of issue of this Quotation.
 - c. Price Quotation.
2. Quotation documents must be signed by an authorized signatory of the company. The authorized signatory must also sign all the pages of the supporting documents.
3. All communications including submission of Quotation along with relevant documents must be addressed to:
Managing Director
Bihar State Tourism Development Corporation Ltd,
Hotel Kautilya Vihar, Beerchand Patel Path, Patna-800001
4. Bihar State Tourism Development Corporation Ltd reserves the right to accept or reject any bid and to annul the selection process at any time, without incurring any liability and assigning any reason thereof. It can negotiate further with any proposing parties. Any disputes, or interpretations, shall be resolved by the Bihar State Tourism Development Corporation Ltd and shall be final and binding on both the parties.
5. The selected bidder shall be required to have a physical meeting with officials of the Bihar State Tourism Development Corporation Ltd to discuss scope of work, methodology and offers in details.

F. Financial Terms:

- After finalisation of the vendor on the terms & conditions as aforesaid, Vendor has to deposit 10% of final approved quotation as security amount.
- Once the vendor submitted 2500 numbers of accommodation unit data through portal entry, then the vendor will be eligible to generate the bill for the same respectively.

Sd/-
Managing Director
BSTDC, Patna