

राजकीय होटल प्रबंधन, खान-पान प्रौद्योगिकी एवं अनुप्रयुक्त पोषाहार संस्थान, रामनगर
STATE INSTITUTE OF HOTEL MANAGEMENT, CATERING TECHNOLOGY
& APPLIED NUTRITION, RAMNAGAR

(पर्यटन विभाग, उत्तराखंड सरकार एवं पर्यटन मंत्रालय, भारत सरकार के अधीन एक स्वायत्त निकाय)

(An autonomous body under Department of Tourism, Government of Uttarakhand and Ministry of Tourism, Government of India)

Ref. No.: 361/S&P/Curtain/2025-26

Date: 13/11/2025

**TENDER DOCUMENT FOR THE SUPPLY AND INSTALLATION OF CURTAINS
AND BLINDS**

Sealed Tenders are invited in the prescribed application form for the supply and installation of curtains and blinds, so as to reach the under signed on or before the date given below at the above-mentioned address.

SECTION 1. INTRODUCTION AND INSTRUCTIONS TO BIDDERS (ITB)

- 1.1. **Name of Work:** Supply, fabrication, and installation of new curtains, blinds (roller and/or vertical), and all associated accessories/hardware for the office premises located at SIHM Ramnagar, Nainital, Uttarakhand.
- 1.2. **Estimated Cost:** INR 5,00,000/-, including all applicable taxes (GST, etc.) and installation costs.
- 1.3. **Date of Publication of Tender** : 14.11.2025
- 1.4. **Closing date of Tender** : 27.11.2025 (1700 hrs)
- 1.5. **Date of Opening of Bids** : 28.11.2025 (1400 hrs)
- 1.6. **Period of Completion:** The entire work must be completed within 30 calendar days from the date of issuance of the formal Work Order/Letter of Intent (LOI).
- 1.7. **Bid Submission:** Bidders shall submit their bids (Technical Bid and Financial Bid separately) to SIHM Ramnagar, Nainital.
- 1.8. **Earnest Money Deposit (EMD):** A mandatory EMD of INR 15000/- must be submitted in the form of a Demand Draft/Banker's Cheque/FDR drawn in favour of Institute of Hotel Management Catering Technology and Applied Nutrition, Ramnagar payable at Ramnagar, Nainital. Hard copy of Demand Draft/Banker's Cheque/FDR must be physically submitted to this office before the bid submission deadline. Bids without proper EMD will be rejected.
- 1.9. **Site Visit:** Bidders are strongly advised to visit the site situated at Sawaldeo West, Ramnagar, Nainital, Uttarakhand before submitting their bids to ascertain the exact scope of work, site conditions, and take accurate measurements. Contact Dr. Sanjay Singh at 8707408576 to schedule a visit.



SECTION 2. SCOPE OF WORK (SOW)

The successful bidder (referred to as the "Contractor" or "Vendor") shall be responsible for the entire process, as per standard government procurement guidelines for goods and services in Uttarakhand:

- **Measurement:** Accurate site measurement of all designated windows and openings within the office premises in SIHM Ramnagar.
- **Design & Sampling:** Submission of physical fabric, material, colour, and hardware samples for explicit approval by the client's representative at the site address before bulk production.
- **Supply:** Procurement and supply of all materials as per approved specifications. The quoted rates shall be inclusive of all taxes, duties, transit insurance, and transportation costs to SIHM Ramnagar site.
- **Fabrication/Manufacture:** Custom manufacturing of curtains and blinds to exact dimensions and quality standards.
- **Installation:** Professional installation, fitting, and fixing of all items, including rods, channels, brackets, and operating mechanisms.
- **Testing:** Ensuring all blinds operate smoothly and curtains hang correctly, confirmed by a joint inspection report.
- **Cleanup:** Removal of all debris and waste material from the site post-installation.
- **Warranty:** Provision of a minimum 12-month warranty against any manufacturing defects or installation issues from the date of final acceptance.

SECTION 3. TECHNICAL SPECIFICATIONS

All materials shall be of high quality and meet industry standards applicable in India.

Item	Type	Specific Requirement	Standard/Quality
Curtain Fabric	Blackout / Light Filtering	100% Polyester, min. 220 GSM, anti-static, dust repellent.	Approved Sample
Curtain Rods	Heavy Duty	Stainless Steel (SS), 25mm diameter min.	As specified
Curtain Channel	Heavy Duty	Jumbo Channel Silent	As specified
Curtain Mechanism	Gliders/Eyelets	High-quality SS eyelets/hooks with smooth gliding channels.	As specified
Blinds Type	Roller Blinds (Preferred)	Blackout fabric (min. 300 GSM), glazed acrylic coating.	Approved Sample
Blinds Operation	Mechanism	Robust clutch system with metal/nylon ball chain operation.	As specified



Blinds Hardware	Head & Bottom Rail	Powder-coated aluminum sections.	As specified
Installation Brackets	"L" Brackets	Galvanized steel, 3mm thickness, pressure clipped.	As specified

BILL OF QUANTITIES (BOQ) / SCHEDULE OF QUANTITIES

Bidders are required to quote their unit rates below. The total bid value will be calculated based on the actual measured quantities after installation. The dimensions provided are approximate estimations for tendering purposes.

S. No.	Description of Item	Approx. Size in inches	Est. Qty.	Suggestive Colour (textured)	Rate (INR)	Total Amount (INR)
1.	Supply & Installation of Blackout Curtains: (As per Section 3. Specs)	142	20	Light Blue, Light Cream, Light Brown		
		138	8			
		119	39			
		104	10			
		96	167			
		87	54			
		84	36			
		78	48			
Total (A)						
S. No.	Description of Item	Approx. Size in Ft.	Type	Specific Requirement	Rate (INR)	Total Amount (INR)
2.	Supply & Installation of Curtain Rods (As per Section 3. Specs)	506	Heavy Duty	25mm		
Total (B)						
S. No.	Description of Item	Approx. Size in Ft.	Type	Specific Requirement	Rate (INR)	Total Amount (INR)
3.	Supply & Installation of Curtain Channel (As per Section 3. Specs)	152	Heavy Duty	Jumbo Channel Silent		
Total (B)						
S. No.	Description of Item	Approx. Area in Sq. Ft.	Est. Qty.	Rate (INR)	Total Amount (INR)	
4.	Supply & Installation of Roller Zebra Blinds: (As per Section 3 Specs)	147	02			
Total (D)						
Total Amount (A+B+C+D):						
Applicable GST:						
Grand Total (Inclusive of all costs & taxes):						

Note: The bidder must calculate the rate per square foot including the cost of fabric, stitching, rods/channels, brackets, all accessories, labor, transportation, and installation.



SECTION 4: ELIGIBILITY CRITERIA AND DOCUMENTS REQUIRED

Bidders must fulfill the following criteria and submit the specified documents along with the tender documents:

4.1. Eligibility Criteria:

- The bidder must be a legally registered entity (Firm/Company) operating in India, preferably registered with the Government of Uttarakhand.
- Preference would be given to the bidder who have successfully completed similar works in the last three (3) financial years.
- Must have a service/support facility or contact point in Nainital district Uttarakhand.

4.2. Mandatory Documents to be Submitted:

- Copy of Firm/Company Registration Certificate.
- Copy of PAN Card and GST Registration Certificate (with acknowledgement of up-to-date filed returns).
- Experience/Work Completion Certificates from previous clients for similar works.
- A self-declaration affidavit on non-judicial stamp paper stating the firm is not currently blacklisted or debarred by any government authority.
- Manufacturer's authorization letter if the bidder is a dealer/reseller.
- EMD payment receipt in original.
- A signed and stamped copy of this entire tender document as acceptance of all terms and conditions.
- Technical Bid/Tender Form (as Annexure-I)
- Financial Bid/Tender Form (as Annexure-II)

SECTION 5: GENERAL TERMS AND CONDITIONS

5.1. Payment Terms:

No advance payment will be made. Payment will be released after successful completion, joint measurement, and final acceptance by the competent authority.

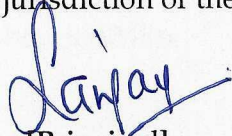
5.2. Liquidated Damages (LD):

Penalties will be charged for delays in completion beyond the specified timeframe (e.g., 0.25% of contract value per day of delay, up to a maximum of 5%).

5.3. Jurisdiction:

Any disputes arising out of this contract shall be subject to the exclusive jurisdiction of the courts in Nainital, Uttarakhand.

Date: 13/11/2025


[Principal]
डॉ० संजय सिंह / Dr. Sanjay Singh
प्रधानाचार्य / Principal
स्टेट इंस्टिट्यूट ऑफ होटल मैनेजमेण्ट, रामनगर
State Institute of Hotel Management, Ramnagar

TECHNICAL BID/TENDER FORM
(Supply and Installation of Curtains and Blinds)

Name of Firm/ Bidder		
Address of Firm/Bidder		
Mobile No./Phone No.		
Email Address (if any)		
Address of Firm Proprietor/ Partner/Director (copy of Aadhar Card/DL/ Domicile Certificate to be attached)		
G.S.T. Registration No. (copy of registration to be attached)		
EMD fee Details (₹ 15,000/-) to be filled by Bidder		
Letter of declaration to the effect that the bidder has not been black listed by any State Government/Central Government or any PSU.		
Proof of past three years' experience.		

Signature of Bidder with stamp

Date:

FINANCIAL BID/TENDER FORM
(Supply and Installation of Curtains and Blinds)

S. No.	Description of Item	Approx. Size in inches	Est. Qty.	Suggestive Colour (textured)	Rate (INR)	Total Amount (INR)		
1.	Supply & Installation of Blackout Curtains: (As per Section 3. Specs)	142	20Light Blue, Light Cream, Light Brown					
		138	8					
		119	39					
		104	10					
		96	167					
		87	54					
		84	36					
		78	48					
Total (A)								
S. No.	Description of Item	Approx. Size in Ft.	Type	Specific Requirement	Rate (INR)	Total Amount (INR)		
2.	Supply & Installation of Curtain Rods (As per Section 3. Specs)	506	Heavy Duty	25mm				
Total (B)								
S. No.	Description of Item	Approx. Size in Ft.	Type	Specific Requirement	Rate (INR)	Total Amount (INR)		
3.	Supply & Installation of Curtain Channel (As per Section 3. Specs)	152	Heavy Duty	Jumbo Channel Silent				
Total (B)								
S. No.	Description of Item	Approx. Area in Sq. Ft.		Est. Qty.	Rate (INR)	Total Amount (INR)		
4.	Supply & Installation of Roller Zebra Blinds: (As per Section 3 Specs)	147		02				
Total (D)								
Total Amount (A+B+C+D):								
<i>with cost of fabric, stitching, rods, channels, brackets, all accessories, labor, transportation, and installation:</i>								
Applicable GST:								
Grand Total (Inclusive of all costs & taxes):								

Declaration

We hereby declare that all the information given in the tender is correct and we will abide by the prescribed terms and conditions.

Signature of Bidder with stamp

Date: