

FILM & TELEVISION INSTITUTE OF INDIA, PUNE

NOTICE INVITING TENDER FOR HOTEL ACCOMMODATION FOR NSFA

The Purchase Officer on behalf of Director Film and Television Institute of India, Law College Road, Pune invites Quotations for hotel accommodation/dinners for its various activities related to NSFA in FTII, Pune commencing from 19/4/2013 to 23/4/2013 from 4 Star and 5 Star Hotel situated within the radius of 3-5 kms from FTII can Quote their rates for providing Hotel Accommodation to the delegates from India and Abroad.

Terms & Conditions and the prescribed format for Quoting the rates including Technical bid and Financial bid can be collected from this office free of cost during office hours on all working days up to 9/4/2013 between 10:00 am to 5:00 pm or can be downloaded from FTII, Website: [www.ftiindia.com](http://www.ftiindia.com) Tender should received on or before 10/4/2013 upto 3:00 pm and will be opened on the same day at 3:30pm at Conference Hall, FTII, Pune.

Date : 1/4/2013

Reference No:- D/21013/NSFA/NP/296/2013-14/PS

The Hotel Manger,  
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Subject:- Requirement of Hotel Accommodation/Dinner for NSFA.

Dear Sir,

Director Film and Television Institute of India, Law College Road, Pune organising the First National Students Film Awards and Students Film Festival of India ie NSFA. In this Connection we require to arrange Hotel Accomodation for our guests. In addition to accomodation we do arrange lunch/Dinner in their honour. A tentative requirements of the hotel accomodation is from 18/4/2013 to 25/4/2013.

You may Quote the rates for all the points mentioned in the Financial bid see (Annexure-I). The bidding process is divided into two parts i.e. Technical and Financial (Annexure-II) only.

Those meeting the Technical criteria would only be considered for Stage-2 i.e Financial bidding. Both the bids are to be responded together. Room rent may be quoted inclusive of breakfast charges including all applicable taxes.

You are requested to send the reply in two sealed covers separately prescribed "Quotation for Technical bid" and "Quotations for Financial bid" addressed to the Purchase Officer, Law College Road, Pune-411004 by 10/4/2013 before 3:00 pm positively.

Quations will be opened at 3:30 pm on the same day in the presence of parties available at the time of opening the Quations.

The Director FTII, Pune reserves the right to reject any or all Quotations, without assigning any reasons.

Nilesh Dhote  
Purchase Officer

FILM & TELEVISION INSITITUTE OF INDIA, PUNETECHNICAL BID – Part 1

Only those parties who qualify on technical grounds would be eligible to advance to financial bid stage i.e. the financial bids of only successful parties would be opened and considered.

Point No.	Details	(to be filled by the Hotel) Mention your option and information
1.	Lunch / Dinner: for about 200 persons. The hotel must have Banquet facility for Lunch/Dinner, sufficient space for free movement of guest is essentially requires to avoid any inconvenience to the guests.	
2.	The Hotel must have sufficient parking space for the vehicles.	
3.	Total numbers of rooms available in your Hotel	
4.	Lobby Size, Parking Space and Banquets	
5.	Banquets Hall size, space and other facilities	
6.	Location and approach to Hotel including the distance from FTII.	
7.	Availability of 50 rooms at a short notice of 2 days	Yes / No
8.	Whether the Hotel agrees to sign a contract on award of the work	Yes / No
9.	Complimentary Buffet Breakfast	Yes / No
10.	24 Hour room service	Yes / No
11.	Electronic safe	Yes / No
12.	Packaged drinking water in the room	Yes / No
13.	Replenishment of Tea & Coffee maker in the room	Yes / No
14.	Satellite Television	Yes / No

15.	Newspaper	Yes / No
16.	Hair Dryer	Yes / No
17.	Communication Centre	Yes / No
18.	Laundry	Yes / No
19.	Swimming Pool	Yes / No
20.	Fitness Centre	Yes / No
21.	Travel & Car Arrangements	Yes / No
22.	Foreign Exchange	Yes / No
23.	Doctor on Call	Yes / No
24.	Free Pick up and Drop of guests from Airport or railway stations.	Yes / No
25.	Food & Beverage Venues	
26.	Conference/Banquet Venues for approx.200 persons	
27.	Certificate attached regarding accreditation of Hotel Ratings ie 4 star or 5star (Mandatory required)	Attached Yes/No

(Signature of the Hotel Authority)

Name of Hotel (with stamp)

FILM & TELEVISION INSITITUTE OF INDIA, PUNEFINANCIAL BID – Part 2

## Hotel Accomodation

Sr.No.	Room Rent	Total Rent per day (inclusive all applicable taxes)
1.	Rs. _____ Single occupancy with complimentary breakfast	
2.	Rs. _____ Double occupancy with complimentary breakfast	
3.	Rs. _____ VIP Suite with complimentary breakfast	

Signature of the Hotel Authority

Name of Hotel (with stamp)