College of Horticulture and Forestry

Dr YS Parmar University of Horticulture and Forestry, Neri, Hamirpur (HP) 177 001

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No.UHF/COHF/Neri/Education Tour/26/- 4654-58 Dated: 05/11/2026

SHORT TERM TENDER NOTICE

Sealed tender is invited by the Dean, College of Horticulture and Forestry, Neri (Hamirpur) from the eligible Registered Tour and Travel Agencies for conduction the study tour of under graduate students of this College on or before 27.11.2026 upto 2.00 PM which will be opened on the same day at 3.00 PM by the committee constituted for the purpose. The education tour will be conducted for 165 students , as per itinerary attached. The details of the students and teachers alongwith tentative dates is given below;

Group	Student Composition (3rd Year)	Nos. of Students	Accompanying Faculty	Tentative period of journey
Group 1	B. Sc. (Hon's) Horticulture	86	02 Teachers	10.01.2027 to 21.01.2027
Group 2	B. Sc. (Hon's) Forestry, B. Tech. Bio-Technology and B. Tech. Food Technology	79	02 Teachers	13.01.2027 to 24.01.2027
Total	**All streams**	**165**	**04 Teachers**	

The rates of the items/particulars given below may be quoted.

1. **Total cost/quote of transportation by road by 2x2 push back AC traveler bus/cab as per the itinerary attached in Annexure-I.**
2. **Total cost / qote of boarding & lodging including 3 time meal per day wity water bottle as per the standard menu attached in Annexure-II, stay in hotels (3 star) in quad sharing occupancy.**

The terms and conditions and details about the tender invited are provided at (Annexure-III). The details of the tender can be downloaded from the university website www.yspuniversity.ac.in.

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1. The Comptroller, UHF, Nauni,Solan.
2. The Professor Incharge, CIC, UHF, Nauni-Solan for uploading on university website.
3. The DPRO, District Hamirpur for information and request to publish in leading newspaper.
4. The PRO, UHF, Nauni with the request to upload the same on the University social media platform.
5. The SVC, UHF, Nauni,Solan.

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ANNEXURE-I

Destinations Covered

Dehradun, Ranthambore Rajasthan, Jaisalmer, Udaipur, Delhi-Hamirpur

Day Wise Plan

Day 01 Hamirpur to Dehradun (334 kmt. appx)

Journey day

Day 02 to-3days Dehradun

Visit to ICAR-Indian institute of Soil & water conservation and surrounding area.

Day 03 Dehradun – Ranthambore Rajasthan (568 kmt)

Journey day

Day 04-05 Rajasthan

Visit to Ranthambore National Park (Tiger Safari) and surrounding areas.

Day 05 Ranthambore, Rajsthan to Jaisalmer (700 kmt)

Day 06-08 Jaisalmer

Journey day

KVK Jaisalmer, Government Museum Jaisalmer, Jaisalmer Fort and surrounding areas..

Day 08 Jaisalmer to Udaipur (250 km)

Journey day

Day 9-11 Udaipur

Maharana Pratap University of Agriculture & Technology, Udaipur, nearby heritage sites and surrounding areas.

Day 11 Udaipur to Delhi (721 km)

Journey day

Day 12 Delhi (0 km)

Visit to IARI, Delhi and surrounding areas.

Day 13 Delhi to Hamirpur

NOTE:- Time and Distance is taken from Google Map it can be changed on actual situation.

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ANNEXURE-II

COHF EXPOSURE TRIP MENU

BREAKFAST (Choose from any combination)

Main Dishes:

- o Poha / Upma / Aloo Paratha / Poori Bhaji / Chole Bhature
- o Veg Sandwich / Grilled Sandwich
- o Boiled Eggs / Masala Omelette

• Sides:

- o Seasonal Fresh Fruits
- o Butter Toast / Jam-Butter Toast
- o Cornflakes with Milk

• Beverages:

- o Fresh Juice / Lassi
- o Tea / Coffee / Green Tea

LUNCH (Balanced Indian Meal)

• Staple:

- o Plain Rice / Jeera Rice / Pulao

• Lentils:

- o Yellow Dal / Dal Tadka / Dal Makhani

• Vegetables:

- o Seasonal Vegetable (Aloo Gobhi, Mixed Veg, Bhindi Masala, etc.)

• Raita Options:

- o Vegetable Raita / Boondi Raita / Fruit Raita

• Sides:

- o Green Salad / Pickle / Papad
- o Butter Chapati

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DINNER (A Complete Meal)

- Non-Veg (Optional):
  - o Chicken Curry / Butter Chicken / Fish Curry
- Veg Options:
  - o Paneer Dish (Shahi Paneer / Kadai Paneer / Palak Paneer)
  - o Pulao / Veg Biryani / Vegetable Rice
  - o Seasonal Vegetable (Lauki, Brinjal, Palak, etc.)
- Sides:
  - o Butter Chapati
  - o Green Salad / Pickle / Papad
- Dessert:
  - o Gulab Jamun / Rasgulla / Kheer / Halwa/Ice cream

Additional Notes:

- Meal options can be customized based on specific preferences, dietary restrictions (vegetarian/non-vegetarian), and regional availability.
- Seasonal fruits and vegetables are served to ensure freshness and variety.
- Each meal is prepared hygienically, keeping in mind nutritional balance and local flavours.

This menu offers a mix of variety, balance, and nutritional content, while also being practical for a long-duration trip.

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Neri, P.O. Neri, Distt. Hamirpur (HP) 177 001

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ANNEXURE-III

COHF (College of Horticulture and Forestry) – Term and Conditions and Tender Guidelines

1. **Tender Fee**: The tender should be accompanied by a non-refundable **Tender Fee of Rs 20,000/-** in the form of a Demand Draft in favour of **Comptroller/ Dean, College of Horticulture and Forestry (Dr YS Parmar University of Horticulture and Forestry), Neri, Hamirpur.** Tenders without the required tender fee will be summarily rejected.

2. **Earnest Money Deposit (EMD)**: Tenders must include an **Earnest Money Deposit (EMD) of Rs 1,00,000/-** (refundable) in the form of a Demand Draft/ FDR in favour of **Dean, College of Horticulture and Forestry (Dr YS Parmar University of Horticulture and Forestry), Neri, Hamirpur.** Any tender not accompanied by the EMD will be rejected.

3. **Validity of Tender**: The rates quoted by the service provider must remain valid for **six month** fromthe date of submission.

4. **Itinerary Adherence**: The travel route and itinerary must be strictly adhered to as per the schedule provided by the University. Any deviations should only be made with prior approval.
5. **Mode of Transport and Type of Vehicle**: Mode of travel shall be by road by 2x2 pushback AC Traveler cabs. The buses / vehicle should not be older than 05 years, Insurance.

6. The group of students will move during first fortnight of **January, 2027**.
7. Bill of cost of boarding and loading should be included of meals for three to four teachers
8. **Rate Tender Breakdown**: The rates should be quoted separately under the followingthree heads:
    - **Transportation** (Inclusive of all taxes/expenses) as per it may attached (***Annexure-I***)
    - **Board and Lodging** (including their needs per day as per) ***Annexure -II***
    - **Accommodation quad sharing**

    Any hidden charges must be disclosed upfront.

9. **Experience Requirement**: The service provider should have a **minimum of 5 years' experience** in organizing educational tours. Supporting documents proving experience must be submitted along with the tender.
10. **Professional Qualifications**: The service provider must be registered with HPTDC and any other agency and should hold a valid qualification (**Diploma or Degree in Tourism or Travel Management) MSME Travel Agency Activities** from a recognized institution. Proof of qualification must beattached.

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11. **Legal Compliance**: The company must be registered in India and should possess:
    - **GST Registration**
    - **PAN Card**

      Copies of both GST registration and PAN card must be provided with the tender.
    - Breach of term and conditions and misbehavior with the students or accompaining teachers shall be dealt as per law

12. **Insurance**: The service provider must ensure that all vehicles provided for transportation during the trip are adequately insured, and drivers hold valid licenses. Insurance of all passengers should be coved.

13. **Safety and Security**: The service provider must ensure that proper safety measures are in place during transportation, accommodation, and sightseeing visits.

14. **Cancellations and Refunds**:
    - It is a time bond event cancellation of the tour is not permitted. If the service provider cancels the provision of service a penalty as per rule shall be imposed and legal action shall be taken as it is a curricular event of the student In case of cancellation by the University, a percentage of the refund will be calculated based on the proximity of the cancellation to the trip dates. Terms of cancellation and refund should be clearly mentioned by the service provider.

15. **Compliance with Laws**: The service provider must comply with all applicable laws, including traffic laws and regulations, and must ensure that all accommodations and services comply with the standards set by local authorities.

16. **Guides and Support Staff**: If guides or support staffs are provided during the tour, they must be well-behaved, experienced and qualified. The service provider must submit details of guides and staff inadvance.

17. **Payment Terms**: Payment shall be parted in three portions; the bill of travel cost will be refunded by the University, whereas the cost of boarding and lodging (including meals will be met by the contribution from the students and teachers per head basis, the dean will facilitate the payment disbursal). The cost or charges of visiting the monuments or institutes shall be refunded on actual basis on production of the original bills. The University reserves the right to withhold a portion of the payment i.e. 20% of travel cost until after the successful completion of the trip and all services have been verified as satisfactory. By submitting the quotation, the service provider agrees to comply with all terms and conditions listed above. The University reserves the right to accept or reject any tender without assigning any reason.

18. The University reserves the right to cancel the tender at any time and exempt or add any terms and condition at the time on or before opening the tender.

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