**College of Horticulture and Forestry**
**Dr YS Parmar University of Horticulture and Forestry,**
**Neri, Hamirpur (HP) 177 001**
Ph. 01972-262901, email· deancohf@yspuniversity.ac.in, deancohf@gmail.com

No.UHF/COHF/Neri/Education Tour/26/4795-99 Dated: 07.11.2026

**SHORT TERM TENDER NOTICE**

Sealed tender is invited by the Dean, College of Horticulture and Forestry, Neri (Hamirpur) from the eligible, reputed, experienced and Ministry of Tourism (GOI)/ HP Government approved Registered Tour and Travel Agencies/tour operators for conducting the study tour of under graduate students of this College on or before 23.11.2026 upto 2.00 PM which will be opened on 25.11.2026 at 11.00 AM by the committee constituted for the purpose. The education tour will be conducted for 351 students via train and local road travelers, as per itinerary attached. The details of the students and teachers alongwith tentative dates is given below;

| Group | Student Composition | Nos. of Students | Accompanying Faculty | Tentative period of journey |
|---|---|---|---|---|
| Group 1 | B. Sc. (Hon's) Horticulture and B. Tech. Food Technology (4th Year) | 99 | 02 Teachers | 10.01.2027 to 24.01.2027 |
| Group 2 | B. Sc. (Hon's) Forestry and B. Tech. Bio-Technology (4th Year) | 87 | 02 Teachers | 17.01.2027 to 31.01.2027 |
| Group 3 | B. Sc. (Hon's) Horticulture (3rd Year) | 86 | 02 Teachers | 15.01.2027 to 29.01.2027 |
| Group 4 | B. Sc. (Hon's) Forestry, B. Tech. Bio-Technology and B. Tech. Food Technology (3rd Year) | 79 | 02 Teachers | 13.01.2027 to 27.01.2027 |
| **Total** | **All streams** | **351** | **08 Teachers** | |

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

1. **Total cost/quote of transportation via train and local road travelers as per the itinerary attached in Annexure-I (separate for 3rd and 4th year students).**
2. **Total cost / quote of boarding & lodging including 3 time meal per day with water bottle as per the standard menu attached in Annexure-II, stay in hotels (3 star) in triple 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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Endst.No. Dated:

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**

**Tour Itinerary for 4th year (Horticulture, Forestry. B.Tech Biotechnology and B.Tech. Food Technology)**

| Day | From Destination | To Destination | Mode of Travel | Night Stay/Activity |
|---|---|---|---|---|
| Day 1 | CoHF, Neri 03.00PM | 6.10 PM Una and 9.53 PM Una to Delhi | Bus and Train | Overnight train from Una to Delhi |
| Day 2 | Halt at Delhi & Visit | 5.00Am arrive Delhi Academic Visits ICAR-Indian Agricultural Research Institute (IARI),ICAR- National Institute for Plant Biotechnology (NIPB), and ICAR-National Bureau of Plant Genetic Resources (NBPGR) Cultural Visit National Museum and other site seeing. | | |
| Day 3 | Delhi | Hyderabad | 4.10 PM Board the Telangana Express(12724) from Hazrat Nizamuddin Railway Station ,New Delhi | Journey |
| Day 4 | Arrival in Hyderabad | 5.10 PM Arrive at Hyderabad Deccan and check-in for a halt. | | |
| Day 5 | - | International Crop Research Institute for the Semi-Arid Tropics(ICRISAT), Patancheru/ICAR-National Academy of Agricultural Research Management (NAARM)/National Institute of Agriculture Extension Management<br>CSIR-Centre for Cellular and Molecular Biology (CCMB), Habsiguda/<br>ICAR-Central Researh Institute for Dryland Agriculture (CRIDA)<br>Indian Institute of Millets Research (IIMR)<br>Cultural Visits: Golconda Fort, Salar Jung Museum, and Hussain Sagar Lake as per availability of time. | | |
| Day 6 | - | Hyderabad | Coimbatore | Journey |
| | | Cultural Visits Golconda Fort, Salar Jung Museum, and Hussain Sagar lake as per availability of time.<br>2.25 PM Board the Sabari SF Express from Hyderabad toward Coimbatore | | |
| Day 7 | - | Arrival and Halt at Coimbatore | 9.10AM Arrive in Coimbatore Academic Visits Tamil Nadu Agricultural University (TNAU) and | |

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|---|---|---|---|---|
| | | | ICFRE-Institute of Forest Genetics and Tree Breeding (IFGTB)<br>Ecological Visits TNAU Botanical Garden and Isha Yoga Centre (Adi Yogi) | |
| Day 8 | - | Coimbatore | Bengaluru | Journey day |
| | | | 8.50 AM Board the LTI Exp train from Coimbatore to Bengaluru (Arrival 03.45 PM)<br>Academic Visits: IIHR (Hessarghatta), University of Agricultural Sciences (UAS-GHVK), ICFRE- Institute of Wood Science and Technology (IWST), Indian Plywood Industries Research and Training Institute (IPIRTI) Central Silk Technological Research Institute (CSTRI) and National Dairy Research Institute (NDRI- Southern Regional Station). | |
| Day 9 | - | Bengaluru | Goa | Journey day |
| | | | Visit to Lalbagh Botanical Garden<br>03.30 PM Board the Yesvantpur-Vasco da Gama-Exp train to Goa. | |
| Day 10 & 11 | - | | Halt & Fieldwork in Goa | |
| | | | 3.25 AM (Jan 19-20) Arrive at Goa-Madgaon Railway Station<br>Academic & Field Visits: ICAR-Central Coastal Agricultural Research Institute (CCARI)-Ela, Old Goa), Goa University (School of Biological Sciences and Biotechnology) and Ella Farm/homestead systems.<br>Ecological & Local Exposure Local coastal vegetation/biodiversity sites, Goa Science Centre & Planetarium, Fort Aguada, Chapora Fort, and Salim Ali Bire Sanctuary. | |
| Day 12 | - | Goa | Mumbai | 08.10 PM Board the Matsyagandha Express from Goa-Madgaon toward Mumbai |
| Day 13 | - | Arrival and Halt and | 06.35 AM Arrive in Mumbai Academic Visits Indian Institute of | |

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|---|---|---|---|---|
| | | Mumbai | Technology (IIT) Bombay and Central Food Technological Research Institute (CFTRI-Mumbi Centre).Landscape & Ecological Exposure Kamala Nehru Park/ Sanjay Gandhi National Park Marine Drive, Vertical Landscaping/commercial indoor green –wall installations, and Coastal turf-grass management sites, Elephanta Caves, if time permits. | |
| Day 14 | - | Mumbai | Chand igarh | Journey day 11.30 Am Board the Paschim SF Express from Mumba i heading north |
| Day 15 | - | Chandigarh | Neri | Journey day |
| | | | 3.23 Chandigarh railway station 4.00PM Board the return bus from Chandigarh 8.00 PM Arrive back Neri, concluding the educational tour. | |

**Tour Itinerary for 3rd year (Horticulture, Forestry. B.Tech. Biotechnology and B.Tech. Food Technology)**

| Day | From Destination | To Destination | Mode of Travel | Night Stay/Act ivity |
|---|---|---|---|---|
| Day 1 | Neri, Hamirpur | Una | Bus | |
| | Una | Delhi | Train | |
| Day 2 | Hazrat Nizamuddin Railway Station New Delhi | Hyderabad | Train | |
| Day 3 & 4 | | Halt at Hyderabad | | |
| Day 5 | Hyderabad | Coimbatore | Train | |
| Day 6 | | Halt at Coimbatore | | |
| Day 7 | Coimbatore | Bengaluru | Train | |
| Day 8 | | Halt at Bengaluru | | |
| Day 9 | Bengaluru | Goa-Madgaon Railway Station | Train | |
| Day 10 | | Halt at Goa | | |
| Day 11 | Goa-Madgaon Railway Station | Mumbai | Train | |
| Day 12 | | Halt at Mumbai | | |
| Day 13 | Mumbi | Chandigarh | | Train |
| Day 14 | Ambala | Neri | | By Bus |

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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

**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 flavors.

This menu offers a mix of variety, balance, and nutritional content, while also being practical for a

Long-duration trip.

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***ANNEXURE-III***

## Term and Conditions

**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** from the 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 via train and local road travelers.
6. The group of students will move during **January, 2027**.
7. Bill of cost of boarding and loading should be included of meals for two teacher and one attendant for each group.
8. **Rate Tender Breakdown**: The rates should be quoted separately under the following three 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 triple sharing**

Any hidden charges must be disclosed upfront.

9. **Experience Requirement**: The service provider should have a **minimum of 3 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 and it should be a **MSME Travel Agency.**

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 accompanying teachers shall be dealt as per law

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12. **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 basedon the proximity of the cancellation to the trip dates. Terms of cancellation and refund should be clearly mentioned by the service provider.

13. **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.

14. **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 in advance.

15. **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 the teachers/students accompanying in tour . 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.

16. 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.

17. **Railways Logistics**: Procurement of confirmed train tickets (Sleeper Class for students/AC-III tire for teachers as per institution policy) including handling student concessions wherever applicable.

18. **Road Transport Logistics:** Provision of dedicated, commercially licensed, deluxe coaches (e.g. 2x2 buses or Tempo Travellers) for local station transfers, transit points and regional sightseeing. Vehicles must have valid national tourist permits, fitness certificates, and experienced drivers.

19. **Accommodation:** Arrangement of triple sharing rooms for students and twin sharing rooms for faculty and others in clean, secure, and reputed hotels/guest houses featuring boundary wall and CCTV.

20.**Catering:** Provision of 3 wholesome meals a day (Breakfast, Lunch, Dinner) along with evening refreshment as per menu attached and packaged drinking water. Food must be hygienic, cooked fresh, and primarily vegetarian.

21.**Site Management**: Handling entry tickets for monuments, museums, or scientific institutions, arrangement of local guides, and 24x7 dedicated tour manager assistance.

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