



National Games Secretariat

Chandrasekharan Nair Stadium, Palayam, Thiruvananthapuram, Kerala

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Expression of Interest for Empanelment of 4 Star and 5 Star Hotels for the

35th National Games

The National Games of India is the premier Multi Discipline Sporting Event held in the country, once in every two years. The 35th National Games is now scheduled to be held in Kerala during from 31st January, 2015 to 14th February, 2015. The National Games Secretariat (the “NGS”) is the Nodal Agency of the State Government of Kerala, mandated with the responsibility of organizing the 35th National Games of India. The 35th National Games will be held in 30 Venues located across seven Districts of Kerala. Competitions will be held in 31 Disciplines, which will attract the crème-de-la-crème of the Sports Fraternity of India to the State of Kerala to participate in this largest multi-sport Event of India. The details of Venues and the respective Sports are attached as Annexure 1.

The National Games Secretariat intends to arrange accommodation for Indian Olympic Association (IOA) Officials, Guests and other dignitaries to the National Games in various 4-star and 5-star category hotels in the seven Host Districts across Kerala.

For this purpose, NGS is inviting Expressions of Interest, from reputed 4-star / 5-star Hotels situated in the seven Host Districts, to provide Hotel Rooms during the period from 28th January, 2014 to 15th February, 2014.

Interested parties may send their applications to the address mentioned below, as per the format in Annexure II, enclosing all supporting documentation.

NGS shall assess the applications on the basis of the information submitted. If required, the applicants may be invited to NGS for discussions. Officers from NGS may visit the hotel premises to inspect the facilities as part of the evaluation process. Upon completion of the evaluation, the Accommodation Committee of NGOC will decide on suitable empanelment of hotels.

An Agreement shall be signed between NGS (or its assigns) and the Empanelled Hotels.

Terms and Conditions

- A. The Room Tariff to be quoted should include Buffet Breakfast – (CP, MAP, AP) and Wi-Fi.
- B. The Menu for any food and beverage to be served to the guests during the duration of the National Games shall be agreed in advance with NGS.
- C. Any extras like food, beverages, room service, smokes, liquor, laundry, etc, shall be billed separately and directly to the Guest, unless otherwise advised in advance by National Games Organising Committee (NGOC). NGOC/NGS shall not be responsible or liable to settle any such claim in this regard.
- D. Similarly, charges for usage of any other facility like the audio visual equipment, telephones, business centre, transportation, sightseeing, photography, etc., and any other facility utilized, other than as a part of this package, will be charged as per the usage directly from the guests and NGOC/NGS shall not be liable to pay the same.
- E. Individual bills towards rooms and extras should be signed by the concerned guest. Any bill not signed by the guest will not be settled by NGOC/NGS.
- F. NGOC will hand over the Guest Allocation List (Rooming List) by 15th January, 2014.
- G. NGOC is free to substitute/replace the names in Rooming List prior to check-in.(Back-to-back booking to be adopted).
- H. It is agreed that check in/check out time would be 12 noon. The Hotel will accommodate early arrivals and late departures as and when required – (Hold on/Grace period).
- I. The Hotel shall submit a daily Arrival/Departure list report of the guests who have checked in/checked out.
- J. The Hotel will bring out a daily room status report and get it verified and counter signed by NGS, on a daily basis. The final payment of amounts due by NGS in terms of the Agreement will be settled after reconciliation of the bills submitted with Daily Reports
- K. Unless there is a written request by the authorized representative of NGS for any additional room(s), no additional booking shall be made or entertained by the Hotel in the name of NGS/NGOC and NGS/NGOC shall not be liable to pay towards the charges of any additional room(s) which has/have been booked/reserved without due written confirmation of NGS. The name of the authorized authority from NGS will be indicated to the Hotel.

- L. NGS reserves the right to choose the number of rooms to book in a particular Hotel.
- M. In the event the National Games Organising Committee requests for additional rooms beyond those initially agreed, if the same are made available to NGOC, the Hotel shall charge NGS and NGS shall be liable to pay to the Hotel at the same rates as quoted depending upon the type of room booked and except where it may not be feasible to comply with the conditions contained in the Agreement viz. relating to dates of reservation. All terms and conditions contained herein shall apply in respect of the additional room(s).
- N. NGS shall be liable to pay retention charges only on the overall total number of room nights booked during the 35th National Games period .i.e. from 27/01/15 to 14/02/15. The Hotel shall not charge NGS retention on a daily basis.
- O. Payment Schedule

	Milestone	Payment
1	Upon Signing of Agreement	30% of estimated billing
2	Within 20 days of submission of final bills by the Hotel	70% (or the remaining amount)

General Conditions

1. NGS reserves the right to not to follow up this EoI, modify the EoI process or terminate the entire EoI Process, without assigning any reason or without any obligation to any of the Applicants.
2. This EoI in no way forms any commitment or indication of any business from NGS.Submission of the EoI shall not guarantee an automatic selection or empanelment of the Applicant.
3. Each Applicant shall be liable to individually bear the cost of data collection, preparation and submission of this EoI.
4. Whilst the information in this Expression of Interest has been prepared in good faith, it is not and does not purport to be comprehensive or to have been independently verified. Neither NGS, nor any of its officers or employees, nor any of their advisers nor consultants accept any liability or responsibility for the accuracy, reasonableness or completeness of, or for any

errors, omissions or misstatements, negligent or otherwise, relating to the proposed work, or makes any representation or warranty, express or implied, with respect to the information contained in this EOI document or on which this EOI document is based or with respect to any written or oral information made or to be made available to any of the recipients or their professional advisers and, so far as permitted by law and except in the case of fraudulent misrepresentation by the party concerned, and liability therefore is hereby expressly disclaimed.

Modalities of EOI Submission

1. Applications should be submitted in a sealed envelopesuperscribed “**EOI for Empanelment of 4 start and 5 star Hotels**”.
2. The EOIs should reach the Office of the **Chief Commissioner & Principal Coordinator of NGS** in the below mentioned address, before 4 pm on December 16 , 2014. Late submissions will be rejected.

Chief Commissioner & Principal Coordinator
National Games Secretariat,
Chandrasekharan Nair Stadium, Palayam,
Thiruvananthapuram
Phone: +91 471 2302287, Fax: +91 471 2302267
Email: ngoc@kerala2015.com

Sd/=
Chief Commissioner & Principal Coordinator of NGS

Annexure 1: List of Host Districts and Venues

Sl No	Name of Venue	Events / Competition Disciplines
Thiruvananthapuram		
1	Aquatic Complex, Pirappancode	Aquatics, comprising of Swimming, Diving & Water Polo
2	University Stadium, Palayam	Athletics
3	Jimmy George Indoor Stadium , Vellayambalam	Gymnastics & Handball
4	Shanghumugham Beach	Beach Handball
5	Sreepadam Stadium, Attingal	Kabaddi& Kho Kho
6	Indoor Stadium, Agricultural College, Vellayani	Netball & Taekwondo
7	NH Bye pass, Kovalam	Triathlon
8	Tennis Complex, Kumarapuram	Tennis
9	Karyavattom Stadium/LNCPE	Wushu
10	Chandrasekharan Nair Stadium, Palayam	Squash
11	LNCPE Velodrome, Karyavattom	Cycling
12	New Shooting Range, Vattiyookavu	Shooting
Kollam		
13	New Hockey Stadium, Ashramam	Hockey
14	LalBahadurShastri Corporation Stadium	Rugby 7s
Alappuzha		
15	Vembanad Lake	Canoeing & Kayaking and Rowing;
Ernakulam		
16	JawaharLal Nehru Stadium, Kaloor	Archery
17	Rajiv Gandhi Indoor Stadium, Kadavanthra	Badminton & Table Tennis
18	CIAL Trade Fair Centre, Nedumbassery	Fencing
19	CIAL Golf Course, Nedumbassery	Lawn Bowls
20	Munambum Beach	Yachting
Thrissur		
21	Corporation Stadium, Thrissur	Football (Women)
22	VKN Menon Indoor Stadium	Judo & Weightlifting
23	Indoor Stadium, Thriprayar	Boxing
24	Police Academy Shooting Range, Thrissur	Shooting – Trap & Skeet
Kozhikode		
25	Corporation Stadium	Football (Men)
26	Medical College Ground	
27	VKK Menon Indoor Stadium	Volleyball

Sl No	Name of Venue	Events / Competition Disciplines
28	Kozhikode Beach	Beach Volleyball
Kannur		
29	Indoor Stadium, Mundayad	Basketball & Wrestling

Annexure II

Format for Submitting Application

1. Name of the Hotel
2. Address
3. Contact Number
4. Category of Hotel (whether 4-star / 5-star)
5. Whether classification of Hotel into 4-star / 5-star has been approved by the Ministry of Tourism (enclose copy of approval)
6. Type of Rooms available and size of Room, for each type (in sqft)
7. Size of Bathroom, for each type of Room (in sqft)
8. Distance from major landmarks (Airport, Railway Station, Bus Station, Hospitals etc)
9. Distance from the Games Venues in the District (Please refer Annexure 1)
10. Food & Beverages facilities available
11. Details of other facilities available
12. Details of Safety and Security facilities
13. Photos of the rooms and other facilities
- 14. Tariff Offered**

		4*	5*
A	Number of Rooms offered for National Games		
B	Standard Tariff		
	Taxes		
C	Discounted Tariff offered for National Games for 1 room-night, without complimentary lunch and dinner(Continental Plan)		
	Taxes		
D	Discounted Tariff offered for National Games for 1 room-night, with complimentary		

	breakfast, lunch or dinner on buffet basis (MAP)		
	Taxes		
15. D e	Discounted Tariff offered for National Games for 1 room-night, with complimentary breakfast, lunch and dinner on buffet basis (American Plan)		
F a	Any specific exclusions from tariff (Pl:Specify)		

ils of complimentary facilities offered to guests (*Besides the room charges and breakfast, the hotel may like to consider offering any other amenities/facilities such as complimentary room (s), complimentary airport transfers by car, complimentary internet / Wi-Fi usage, happy hour, discounts on F & B, discounts on laundry, etc, at no extra cost to NGOC/NGS. In the event of a tie between two hotels, then these complimentary amenities/facilities/discounts, etc, would be quantified and a comparison would be made between these additional offers extended to NGS by the bidding hotels*)

(Note: In case an applicant has rooms in multiple properties, please attach separate sheets using this annexure for each hotel/property)

