



Date: August 22, 2025, Friday

**Response to queries received from the potential bidder through email and during the pre-proposer meeting:**

S.N.	Queries	Response
1.	How many red sealed stamps are required in an envelope?	A properly sealed envelope is required. The number of red stamps is not specific. Any number can be placed as per need.
2.	Do we have to print the photograph of the physical infrastructure?	Yes, the photos should be attached as reference as mentioned in section 6 [Bid Form and Price Schedule, 6.3 (Photographs of Physical Infrastructure)]
3.	How many photos and of which amenities do we need to submit?	Single picture of each infrastructure as per the table mentioned in section 6 [Bid Form and Price Schedule, 6.3 (Photographs of Physical Infrastructure)]
4.	Can we submit the pictures other than mentioned in section 6 [Bid Form and Price Schedule, 6.3 (Photographs of Physical Infrastructure)]	Not compulsory
5.	We have different categories of rooms. Can we rate them accordingly?	Yes, as prescribed in section 6 [Bid Form and Price Schedule, 6.4 (Schedule of requirement, specification, and price schedule, 6.4.2, SN.7 &8)]
6.	Do we have to sign and stamp on all the pages?	As mentioned in section 3 (Bid Data Sheet, ITB 16.1)
7.	Please specify the period/year of the long-term agreement.	Initially, one year, and as mentioned in section 6 [Bid Form and Price Schedule, 6.4 (Schedule of requirement, specification, and price schedule, 6.4.1, third bullet point)]
8.	Please explain the meaning of the packages mentioned in the Bidder's Information Form (SN.9).	Package means the name of province that your willing to bid.
9.	The rate column for the Veg item is missing in the price schedule.	Please refer to the " <b>revised price schedule</b> " attached along with this response.
10.	Do we have to provide a quotation separately?	No. As mentioned in the 6 [Bid Form and Price Schedule, 6.4 (Schedule of requirement, specification, and price schedule, 6.4.2 Specification and price schedule)]
11.	From which governing authority does the affiliation need to be provided?	Any government authority as mandated by the Government of Nepal for the hotel service business.
12.	How the physical infrastructure verification will be conducted?	The details provided by the bidders in section 6 [Bid Form and Price Schedule, 6.3 (Photographs of Physical Infrastructure)]

13.	Where should we mention the transportation cost?	N/A
14.	Do we need to print the forms and format them on the hotel letterhead?	Not compulsory.
15.	Which document should be provided for a self-declaration letter?	As mentioned in section 8 (Sample of forms and formats, 11.4 – Letter of self-declaration)
16.	What needs to be filled in the specification field of Section 5 (Eligibility and Evaluation Criteria), SN.B, 4?	If the bidder submits a document indicating the required specifications as per the bid, the bidder should mark "Yes". Submission will be evaluated as per the criteria and decided accordingly.
17.	Bid submission address for Bagmati Province	<b>SheLeads/Helvetas Nepal</b> Lalitpur Metropolitan -3, Lalitpur Oasis Building, Flat No.102 (1 <sup>st</sup> floor), Patan Dhoka. Tel: 977 01 5423772
18.	Do we need to submit the experience letter?	Not compulsory



## Revised Price-Schedule:

### Amendment of Bidding Document

Published date: 16 August 2025, Saturday

Contract ID No.: HN-NPL/HS/01/2025-26

(for the procurement of hotel service for a long-term agreement)

### Amended Section 6 [6.4 (6.4.2)]: Schedule of requirements, specifications, and price schedule

#### 1. Specification and Price Schedule:

**6.4.2 Specification and Price Schedule:** The following price schedule must be completed by the bidder in full conformity with the stated specifications.

#### Workshop/Seminar/Training related services:

SN	Particular	Specification	Qty	Unit	Rate (NRs.)		
					with Mutton	with Chicken or Fish	with Veg.
<b>A</b>	<b>Residential Packages</b>						
1	Full board package (Single Occupancy) or AP (3meals and room)	Buffet Breakfast: (Set 1): Puri/paratha, jeri, seasonal mixed veg (with appropriate portion of veg.), fresh mixed fruits, fresh juice, sausage, egg (boiled/omelet), Muesli, dahi, Milk, bread, jam, sauteed vegetables (OR)	1	pax			
2	Full board package (Double Occupancy) or AP (3meals and room)	(Set 2): Cornflakes, chocos, Muesli, milk, Sandwich/toast, egg(boiled/omelet), fresh mixed fruits, fresh juice, sauteed vegetables, sausage etc.	1	pax			
3	Semi Package (Single Occupancy) or MAP (2 meals and room)		1	pax			

SN	Particular	Specification	Qty	Unit	Rate (NRs.)		
					with Mutton	with Chicken or Fish	with Veg.
4	Semi Package (Double Occupancy) or MAP (2 meals and room)	Buffet Lunch/dinner (NON VEG): plain rice, roti, dal, seasonal mixed veg, saag, pickle, fresh salad, papad, curd, with non-veg(chicken/mutton/fish), dessert item.	1	pax			
5	Semi Package (Single Occupancy) or M-MAP (1 meal and room)	Tea/Coffee: 2 times tea/coffee with cookies or pakoda.	1	pax			
6	Semi Package (Double Occupancy) or M-MAP (1 meal and room)	Buffet Dinner/Lunch (VEG): Plain rice, roti, dal, seasonal mixed veg (with appropriate portion of veg), saag, pickle, fresh salad, papad, curd, paneer/mushroom vegetable, dessert item. Bed: Clean, hygienic, comfortable sleeping mattress, pillow, and blankets with necessary mosquito repellent and drinking water. Clean attached bathroom with free-flow water.	1	pax			

SN	Particular	Specification	Qty	Unit	Rate (NRs.)
7	Economic Room Package (single occupancy) or EP	Bed: Clean, hygienic, comfortable sleeping mattress, pillow, and blankets with necessary mosquito repellent and drinking water. Clean the attached bathroom with free-flow water.	1	pax	
8	Economic Room Package (double occupancy) or EP		1	pax	

SN	Particular	Specification	Qty	Unit	Rate (NRs.)
2	<b>Extra Meals/services:</b>				
2.1	Tea/coffee cookies or pakoda	<b>standard</b>	1	pax	
2.2	Tea/coffee	<b>standard</b>	1	pax	
2.3	Hi-Tea	3 vegs and 2 non-veg snacks	1	set	
2.4	Mineral water	branded sealed	1	bottle	
2.5	Meeting hall	(min 50pax capacity)	1	no	



SN	Particular	Specification	Qty	Unit	Rate (NRs.)
2.6	PA system	as per the meeting hall size	1	no	
2.7	Projector	daylight compatible	1	no	
2.8	Other items as per the standard menu	standard	1	unit	

SN	Particular	Specification	Qty	Unit	Rate (NRs.)		
					with Mutton	with Chicken or Fish	with Veg.
<b>B</b>	<b>Non-residential</b>						
1	Buffet breakfast, lunch, 2-times tea/coffee	as per above breakfast set.	1	pax			
2	Buffet Breakfast	as per above breakfast set.	1	pax			
3	Buffet Lunch/Dinner (NON-VEG.)	as per above lunch/dinner set.	1	pax			
4	Buffet Lunch/Dinner (VEG)	as per above lunch/dinner set.	1	pax			

**Note:**

- (1) The quoted price must include the corresponding food as mentioned above.
- (2) Quoted rate should include VAT and other applicable taxes.

Authorized signature:

Name

Designation

Company Seal/stamp: \_\_\_\_\_

Date: