

SOUTH EASTERN RAILWAY

Office of the
Workshop Personnel Officer
Kharagpur-721301

No. SER/P-KGPW/Wel/SBF/Diff.Abled Camp/25-26/Quotation/1

Dated 26.09.2025

Sub: Offers inviting quotations for Tour Package at Mandarmoni-Digha and it's surrounding areas reg. Camp for Differently Abled employees of S.E. Railway, to be organized by Kharagpur Workshop under the aegis of Staff Benefit Fund Committee, South Eastern Railway.

Personnel Department, Kharagpur Workshop, South Eastern Railway proposes to organize a Camp for Differently Abled employees over SER from 15.12.2025 to 17.12.2025, under the aegis of Staff Benefit Fund Committee (SBFC), South Eastern Railway, Garden Reach.

This letter is an offer inviting quotations from interested parties towards organizing the said camp at Mandarmoni-Digha and it's surrounding areas for 02 nights and 03 days, including Fooding, Lodging, Transportation (from KGP to Mandarmoni-Digha and back and sightseeing). The approximate number of participants for the Differently Abled Camp shall be 40, accompanied by 10 officials of this Railway (Total =50). However, in the inevitable circumstances of visit of extra numbers of campers/officials in the camp, per diem charges shall be payable for the number days of stay.

The quotation should separately include the following details: -

1. Complete itinerary of the Camp (as per schedule in Annex-A).
2. Place, standard, facilities and communication details of the resort/hotel for the stay of campers at Mandarmoni, near sea beach. Rooms of hotel should be Deluxe and Air Conditioned. Wheel chairs should be available in the hotel.
3. Accommodation details (numbers & type of rooms with details of facilities in the rooms with appropriate bedding) for the participants as well as officials for stay with check-in on 15.12.2025 to check-out on 17.12.2025 at Mandarmoni (Double accommodation per room).
4. Fooding facilities towards all meals (Tea-Breakfast, Lunch, Evening Snack and Dinner) during the whole period of Camp, including journey period by Bus as mentioned above, i.e. 15.12.2025 (Morning) to 17.12.2025 (Evening), with details of food to be provided in details along with the quotation. All participants should invariably be provided with packaged drinking water of reputed companies for the whole period of Camp.
5. Details of facilities to be provided during the Camp. This may include Conference Room/Banquet Hall facilities, PA system, staging of bonfire and area for such other facilities appropriate for holding such camp. Extra facilities worth mentioning, should also be highlighted in the quotation.
6. Details of transport facilities from KGP to Mandarmoni-Digha and return back to KGP including sightseeing to be provided for the Camp as per schedule of programme. For journey and sightseeing, AC Bus or AC Tempo Traveler should be provided, with sufficient seating capacity.
7. Fooding facilities should be provided from the morning of 15.12.2025 and upto the evening of 17.12.2025 as per the menu list or similar as given in Annexure-B.

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8. Any other details relevant to organizing such camps. Any other charges, if any, for facilities/entertainment to be provided during the camp, should be charged separately.
9. Details of payment schedule. Final payment will be made after submission of GST deposit acknowledgement.
10. Contact details with name of the contact person/liaison authority, postal address, telephone/facsimile numbers and website/email addresses to be mentioned.
11. Any changes/deviation from the agreed to conditions shall only be done with mutual agreement of both the parties, i.e. South Eastern Railways and the authorized signatory of party.

It shall be the sole discretion and prerogative of authorities of South Eastern Railway in respect of sharing of the Hotel rooms and the Hotel shall provide additional bedding facilities at no extra cost, if needed, in the event the rooms are required to be shared beyond the stated capacity.

All the Payments will be made through RTGS/NEFT mode only.

Quotations must be submitted in sealed cover and addressed to '**The Asstt. Personnel Officer(G), S.E. Railway Workshop, Kharagpur, Paschim Medinipur, PIN-721301**'. Quotations must reach the office of Workshop Personnel Officer, S.E.Railway Workshop, Kharagpur, Paschim Medinipur, PIN- 721301; latest by 15:00 hrs. of 29th October, 2025 at the above address. Quotations will be opened in the chamber of Asstt. Personnel Officer(G)/Kharagpur Workshop at 16:00 hrs. of the same day.

Quotations/Offer received through TELEX/FAX/e-mail will not be entertained/considered.

Encl: Annexure -A & B



(D. Satyanarayana)
Asstt. Personnel Officer (G)
for Workshop Personnel Officer
S.E.Railway Workshop, Kharagpur

Tentative Programme of Camp for Differently Abled (Divyang)- 2025
at Mandarmoni-Digha from 15.12.2025 to 17.12.2025,
to be organized by Kharagpur Workshop, under the aegis of SBF.

Date & Day	Time	Programme
Day-1 15.12.2025 (Monday)	08:00 AM	Assembly of all Campers from different Divisions/Units of SER in the morning at KGP Rly. Station, near DRM/KGP Office.
	08:30 AM	Welcoming and refreshment of Campers
	09:00 AM	Start from KGP Rly station towards Mandarmoni by Bus (Breakfast will be provided on the way)
	12:30 PM	Arrival at Mandarmoni and Check-in at Hotel
	02:00 PM	Lunch and Rest
	04:00 PM	Leisure at Hotel or at Beach or Local Market visit
	06:30 PM	Evening Snacks & Tea
	07:00 PM	Cultural Programme
	09:00 PM	Dinner and overnight stay at Hotel
Day-2 16.12.2025 (Tuesday)	08:00 AM	Breakfast & Tea
	09:00 AM	Various Competitions amongst the Campers
	10:00 AM	Enjoying the beach shoreline
	12:00 Noon	Lunch
	02:00 PM	Visit to Jagannath Dham and other places of interest at Digha, Evening, free leisure time at Digha Beach or Market
	08:00 PM	Return back to Hotel at Mandarmoni
	09:00 PM	Bonfire, followed by Dinner and overnight stay at Hotel
Day-3 17.12.2025 (Wednesday)	08:00 AM	Breakfast & Tea
	09:00 AM	Interaction session with Campers
	10:00 AM	Check-out from Hotel
	11:00 AM	Visit Chandaneswar Temple & Udaipur Beach / Bichitrapur
	01:00 PM	Lunch on the way
	03:00 PM	Return back for Kharagpur by Bus
	06:00 PM	Arrival at KGP Rly. Station. Relieving of Campers and End of the Camp

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Annexure-B

	15.12.2025	16.12.2025	17.12.2025
Breakfast	Tea, Biscuit, Cake, Puri-Sabji, Bread butter toast, Boiled Egg, Fruit, Sweet, Juice, Ice-cream	Tea/Coffee Idli, Upma, Puri-sabji, Sandwich, Fruit, Boiled egg, Sweet, juice	Tea/Coffee Puri-sabji, Bread Butter, Poha, Fruit, Boiled egg, Sweet, Juice
Lunch	Salad, Basmati Rice, Roti, Veg Daal, Veg Fry item, Seasonal veg, Paneer butter masala, Fish curry, Mutton curry, Chatni, Papad, sweet	Salad, Basmati Rice, Roti, Veg Daal, Veg Fry item, Seasonal veg, Mix-Veg curry, Fish curry, Chicken Curry, Egg curry, Chatni, Papad, Sweet, Ice-cream	Rice, Roti, Daal, veg Fry item, Seasonal veg (2), Fish curry, Chicken curry, Chatni, Papad, Sweet, Cold Drink
Evening Snacks	Tea/Coffee Chicken Pakora, Paneer Pakora, Chilly Baby Corn	Tea/Coffee Dosa/Noodles/ Momo	Tea/Coffee Veg pakora, Samosa, Cake, Sweet
Dinner	Fried Rice, Roti, Daal Fry, Kashmiri Alu Dum, Kadai Paneer, Chilly Chicken, Chilly Fish, Chatni, Papad, Sweet, Cold Drinks	Salad, Veg Biryani, Mutton Kasha, Chicken Chaap, Sahi Paneer, Veg Korma, Raita, Sweet, Ice-cream	-----


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