

E-TENDER DOCUMENT

**NATIONAL INSTITUTE OF TECHNOLOGY JAMSHEDPUR
P.O.:NIT, JAMSHEDPUR, (JHARKHAND)- 831014**

(An Institution of National Importance under Ministry of HRD, Govt. of India)



**OPEN TENDER NOTICE
(E-Procurement mode)**

Tender Notice No. : NITJSR/Dean (SW)/Culfest/05/2019 Dated: 17/01/2019

SUPPLY OF ITEMS/WORKS FOR "CULFEST 2019" (ANNUAL CULTURAL FESTIVAL)

LAST DATE OF SUBMISSION OF TENDER: 06/02/2019 UP-TO 17.30 Hrs

DATE OF OPENING OF TENDER: 07/02/2019 AT 11.00 Hrs

KIND ATTENTION FOR TAKING ASSISTANCE, IF ANY.

CPP Portal web site: www.eprocure.gov.in

CPP Portal Help Desk Toll Free No.: 0120-4200462, 0120-4001002, 0120-4001005

E-Mail : [support-eproc\[at\]nitj\[dot\]in](mailto:support-eproc[at]nitj[dot]in)

NIT Jamshedpur Help No.: (91)+0657 - 2374256, 2373629, 2374249

Web site: www.nitjsr.ac.in Fax No. :(91) +0657- 2373246

PREPARED BY : STORES & PROCUREMENT SECTION, NIT JAMSHEDPUR



NATIONAL INSTITUTE OF TECHNOLOGY JAMSHEDPUR

P.O.: NIT, JAMSHEDPUR, (JHARKHAND) – 831014

(An Institution of National Importance under Ministry of HRD, Govt. of India)

E-PROCUREMENT OPEN TENDER DOCUMENT

Tender Notice No. : NITJSR/Dean (SW)/Culfest/05/2019 Dated: 17/01/2019

SUPPLY OF ITEMS/WORKS FOR "CULFEST 2019" (ANNUAL CULTURAL FESTIVAL)

National Institute of Technology Jamshedpur invites e-Tender offer under two bid systems (Technical and Financial) from reputed and reliable Firm/Suppliers for Supply of items/works on hiring basis under following categories for the event of "**CULFEST 2019" (ANNUAL CULTURAL FESTIVAL) scheduled on 15/02/2019 to 17/02/2019** at National Institute of Technology, Jamshedpur (Jharkhand).

Sl.No.	NAME OF ITEM/WORKS CATEGORIES WISE
1.	Supply/Work of General Tenting, Electronic & Decoration
2.	Supply/ Work of Main Stage

Competent and reliable Firms/ Suppliers who are financially sound and who have supplied/worked similar type of items/works to reputed organizations are requested to send their offer on line, in two bid systems (Technical and Financial) through CPP Portal site (www.eprocure.gov.in/eprocure/app). Rate of item should be quoted for full quantity of respective category wise and as per Technical specification/requirement.

The complete Tender document is available on CPP Portal site (www.eprocure.gov.in/eprocure/app) vide **Tender ID No.:2019_NITJS_432751_1**. The tenderers can download the tender set from this web site. The details of tender are also available at NIT Jamshedpur web-site <http://www.nitjsr.ac.in> vide Institute **Tender Notice No. : NITJSR/Dean (SW)/Culfest/05/2019 Dated: 17/01/2019 Dated: 17/01/2019**. Only on-line bids through the e-procurement portal of NIC will be accepted. Last date of bid submission is 06/02/2019 at 17:30 Hrs.

Registrar (I/C)
NIT, Jamshedpur

E-PROCUREMENT OPEN TENDER DOCUMENT

SCHEDULE

Name of Organization	National Institute of Technology Jamshedpur
Tender Type(Open/Limited/EOI/Auction/Single)	Open
Tender Category (Services/Goods/works)	Works
Type/Form of Contract (Work/Supply/Auction/Service/Buy/Empanelment/ Sell)	Supply
Product Category (Civil Works/Electrical Works/Fleet Management/ Computer Systems)	Supply of items/works for the event of "CULFEST 2019"
Is Multi Currency Allowed	No
Date of Issue/Publishing	17/01/2019 (11:00 Hrs)
Document Download Start Date	17/01/2019 (11:00 Hrs)
Document Download End Date	06/02/2019 (17:30 Hrs)
Date for Pre-Bid Conference	NA
Venue of Pre-Bid Conference	NA
Last Date & Time for Uploading of Bids	06/02/2019 (17:30 Hrs)
Date and Time of Opening of Technical Bids	07/02/2019 (12.00 Hrs)
Date and Time of Opening of Financial Bids	09/02/2019 (11:00 Hrs)
Tender Fee	Rs. NIL
EMD (Earnest Money Deposit)	Rs. NIL
No. of Covers (1/2/3/4)	02
Bid Validity days (180/120/90/60/30)	90 days (From date of opening of tender)
Address for Communication	Asstt. Registrar (S&P), NIT Jamshedpur-831 014
Contact No.	0657- 2374256, 2373629, 2374249
E-mail Address	skbhagat.adm@nitjsr.ac.in

IMPORTANT INFORMATION TO THE BIDDERS

Any bidder may search the tender through the following process:

1. Go to the www.eprocure.gov.in
2. Click on e procurement
3. Click on tender search
4. Search with "NITJSR"
5. Click on Go
6. Tenders will appear

Detailed Process to search/Submission/ Registration/ Preparation/ the tender through the following process

Tender Documents may be downloaded from Central Public Procurement Portal <http://eprocure.gov.in/eprocure/app>. Aspiring Bidders who have not enrolled / registered in e-procurement should enroll / register before participating through the website <http://eprocure.gov.in/eprocure/app>. The portal enrolment is free of cost. Bidders are advised to go through instructions provided at "Instructions for online Bid Submission".

Tenderers can access tender documents on the website (For searching in the NIC site, kindly go to Tender Search option and type 'National Institute of Technology Jamshedpur'. Thereafter, Click on "GO" button to view all NIT Jamshedpur tenders). Select the appropriate tender and fill them with all relevant information and submit the completed tender document online on the website <http://eprocure.gov.in/eprocure/app> as per the schedule given in the next page.

No manual bids will be accepted. All quotation (both Technical and Financial) should be submitted in the e-procurement portal.

Instructions for Online Bid Submission:

As per the directives of Department of Expenditure, this tender document has been published on the Central Public Procurement (CPP) Portal ([URL:http://eprocure.gov.in/eprocure/app](http://eprocure.gov.in/eprocure/app)). The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at: <http://eprocure.gov.in/eprocure/app>

REGISTRATION

- 1) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <http://eprocure.gov.in/eprocure/app>) by clicking on the link "**Error! Hyperlink reference not valid.**" Enrolment on the CPP Portal is free of charge.

- 2) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- 3) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- 4) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (DSC) (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / TCS / n Code / e Mudhra etc.), with their profile.
- 5) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSCs to others which may lead to misuse.
- 6) Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e Token.

SEARCHING FOR TENDER DOCUMENTS

- 1) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, organization name, location, date, value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as organization name, form of contract, location, date, other keywords etc. to search for a tender published on the CPP Portal.
- 2) Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
- 3) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

PREPARATION OF BIDS

- 1) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- 2) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.

- 3)** Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF formats. Bid documents may be scanned with 100 dpi with black and white option.
- 4)** To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "My Space" area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

SUBMISSION OF BIDS

- 1)** Bidder should log into the site well in advance for bid submission so that he/she upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- 2)** The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- 3)** Bidder has to select the payment option as "on-line" to pay the tender fee / EMD as applicable and enter details of the instrument. Whenever, EMD / Tender fees are sought, bidders need to pay the tender fee and EMD separately on-line through NEFT/RTGS (Refer to Schedule).
- 4)** A standard BOQ format has been provided with the tender document to be filled by all the bidders. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. Bidders are required to download the BOQ file, open it and complete the white colored (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BOQ file is found to be modified by the bidder, the bid will be rejected.

OR

In some cases Financial Bids can be submitted in PDF format as well (in lieu of BOQ).

- 5)** The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- 6)** All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured

Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done.

- 7) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 8) Upon the successful and timely submission of bids, the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
- 9) Kindly add scanned PDF of all relevant documents in a single PDF file of compliance sheet.

ASSISTANCE TO BIDDERS

- 1) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
- 2) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk. The contact number for the helpdesk is 1800 233 7315.

General Instructions to the Bidders

- 1) The tenders will be received online through portal <http://eprocure.gov.in/eprocure/app> . In the Technical Bids, the bidders are required to upload all the documents in pdf format.
- 2) Possession of a Valid Class II/III Digital Signature Certificate (DSC) in the form of smart card/e-token in the company's name is a prerequisite for registration and participating in the bid submission activities through <https://eprocure.gov.in/eprocure/app>. Digital Signature Certificates can be obtained from the authorized certifying agencies, details of which are available in the web site <https://eprocure.gov.in/eprocure/app> under the link "Information about DSC".
- 3) Tenderer are advised to follow the instructions provided in the "Instructions to the Tenderer" for the e-submission of the bids online through the Central Public Procurement Portal for e-Procurement at <https://eprocure.gov.in/eprocure/app>

KIND ATTENTION FOR TAKING ASSISTANCE, IF ANY.

CPP Portal web site: www.eprocure.gov.in

CPP Portal Help Desk Toll Free No.: 0120-4200462, 0120-4001002, 0120-4001005 E-Mail : [support-eproc\[at\]nic\[dot\]in](mailto:support-eproc[at]nic[dot]in)

NIT Jamshedpur web site: www.nitjsr.ac.in

NIT Jamshedpur Help No.: (91)+0657-2374256, 2373629, 2374249

E-PROCUREMENT OPEN TENDER NOTICE

Tender Notice No. : NITJSR/Dean (SW)/Culfest/05/2019 Dated: 17/01/2019

SUPPLY OF ITEMS/WORKS FOR "CULFEST 2019" (ANNUAL CULTURAL FESTIVAL)

INSTRUCTIONS TO THE BIDDERS

1. Offer are invited on behalf of the Director, National Institute of Technology Jamshedpur – 8831014 (Jharkhand) for **SUPPLY OF ITEMS/WORKS FOR "CULFEST 2019" (ANNUAL CULTURAL FESTIVAL) scheduled on 15/02/2019 to 17/02/2019** at National Institute of Technology, Jamshedpur.
2. The bidders who are desirous of participating in 'e'- procurement, can be downloaded the tender document from CPP Portal: <https://eprocure.gov.in/eprocure/app> . Bid has to be submitted online.
3. The bidders are advised to go through the tender documents and understand the terms and conditions specified therein before submitting the tender.
4. **Required categories of Items have to be supplied only on hire basis.**
5. Rate of items/Category should be quoted full quantity and as per Technical specification/requirement. Interested vendor can visit institute campus for site seeing and enquiries, if any.
6. **PREPRATION OF BIDS:** The offer/bid should be prepared in two bid systems (i.e.) Technical bid and financial bid. The technical bid should consist of all technical details along with commercial terms and conditions. Financial bid should indicate item wise price for the items mentioned in the technical bid. All document/information should be submitted in PDF format. **Technical Bid:** Technical Bid should contain the following:
 - a. Company Profile in prescribed TENDER FORM as TECHNICAL BID FOR PRE-QUALIFICATION in as **ANNEXURE "I" containing with following document**
 - a. Filled up (**Annexure I**)
 - b. Registration Certificate of firm
 - c. GST Registration Certificates
 - d. Valid License of respective business
 - e. Income Tax /PAN Registration Certificates
 - f. Copy of supply orders/work order of similar category completed during the last three years preferably from Academic Institutions/reputed organizations or institutions with proof of document.
 - g. Declaration in prescribed format in as **ANNEXURE "II"** (on printed letter head of the Bidder's firm indicating thereon Sales Tax Registration, FAX, Email, Telephone numbers, etc.)
 - h. Compliance Report as per **Annexure – "IV"**
 - i. All requisite supporting documents in support of all claims made in tender document and Annexure-I to Annexure-IV
- Financial Bid:** submit their price bids in the standard formats prescribed in the Tender documents. Financial Bid should contain Price only in prescribed TENDER FORM as FINANCIAL BID **ANNEXURE "III"**.
7. **Bidders are free to participate /offer for any or all categories mentioned in Tender Documents but bid must be submitted in prescribed documents and**

rate of item should be quoted for full quantity of respective categories. It is notable that comparison of price will be made on category wise.

8. **It is mandatory to submit the bid only in prescribed Format otherwise bid will be rejected.**

The bidder should upload the scanned copies of all the relevant certificates and documents of Technical bid and the financial bid separately in PDF file online through portal <http://eprocure.gov.in/eprocure/app>.

9. **MODE OF SUBMISSION OF BID:** Bid must be submitted for full quantity and as per Technical specification through CPP Portal site (www.eprocure.gov.in/eprocure/app).
- I. Bidder should log into the site well in advance for bid submission so that he/she upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- II. The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- III. Kindly add/upload scanned copy of Technical bid along with all relevant documents of compliance sheet in a single PDF file and financial bid in PDF file separately.
10. All pages of the bid document shall be signed by the person or persons duly authorized to sign, on behalf of the bidder.
11. Offers should be clearly written or typed without any cutting or over writing. All cutting / over writing must be initialed and stamped.
12. Bidders must confirm the acceptance of all the terms and conditions of the tender.
13. Any non-acceptance or deviations from the terms and conditions must be CLEARLY mentioned. However, bidder must note that any conditional offer or any deviation from the terms and conditions of this tender may render the bids liable for rejection.
14. Furnishing of any false information/ fabricated document would lead to rejection of tender at any stage.
15. There shall NOT be any price indication in the technical bid. If for any reason, it is found that the technical bid reveals the price bid related details in any manner whatsoever will be summarily rejected in the first instance itself.
16. **OPENING OF BIDS:**
- I. **Envelop** (Cover) 1. i.e. Technical Bid will be opened on the scheduled date and time mentioned in the tender enquiry/CPP Portal in the office of STORES & PROCUREMENT SECTION in presence of committee of officials and interested vendors or their authorized representatives. Tenderer may be present at the time of opening of the Tender.
- II. **Envelop** (Cover) 2 i.e. Financial Bid of only those firms/agencies which satisfy technical requirements will be opened; a date which will be intimated to the qualified bidders after the scrutiny of technical bids. The bidders, whose Technical Bids are not found acceptable their financial bid will not be opened.
17. **PERIOD OF VALIDITY OF BIDS:** The bid shall remain valid and open for acceptance for a period of 90 days from the last date fixed for receiving the same.

A bid valid for a shorter period shall be rejected by the Purchaser as non responsive.

18. **AMENDMENT OF TENDER DOCUMENT:** at any time prior to the last date of receipt of bids, Institute may for any reason, whether at its own initiative or in response to a clarification requested by prospective bidder, modify the Tender document by an amendment.
19. **EXTENSION OF LAST DATE:** The Director, NIT Jamshedpur, may in his discretion extend the last date for submission of the Tender and such extension shall be binding on all the Bidders.
20. **QUANTITY:** Quantity mentioned is only indicative. The actual requirement may vary at time of placement of the purchase order.
21. **CLARIFICATION OF TENDER DOCUMENT:** A prospective bidder requiring any clarification of the Tender document may communicate to the Asstt. Registrar NIT Jamshedpur during office hours.
22. **DELIVERY of ITEMS/WORKS:** Supply/work must be completed within week from the date of award of the work by the successful bidder or before schedule of **SUPPLY OF ITEMS/WORKS FOR "CULFEST 2019" (ANNUAL CULTURAL FESTIVAL) which is scheduled on 15/02/2019 to 17/02/2019**
23. All the work will be completed as per direction of Dean (Student's Welfare)/ P/I Cultural Activities and for any assistance and advice feel free to contact officials.
24. **PAYMENT:** 100% Payment will be made only after the completion of work in good and satisfactory condition and receipt of the relevant Bill & Challan each in triplicate with other relevant. No advance payment will be made. No part payment/advance payment shall be made. Payment shall be made by on-line through **NEFT/RTGS**.
25. **DISCRETION:** The Institute reserves the right of accepting any bid other than the lowest or even rejecting all the bids without assigning any reasons therefore. The decision of the Director NIT Jamshedpur OR Person authorized by him is final in all matters of tender and purchase.

E-PROCUREMENT OPEN TENDER NOTICE

SCHEDULE OF REQUIREMENTS (BILL OF QUANTITY)

CATEGORIES	NAME OF ITEM/WORKS CATEGORIES WISE
1.	Supply/Work of General Tenting, Electronic & Decoration
2.	Supply/ Work of Main Stage

KIND SPECIAL ATTENTION

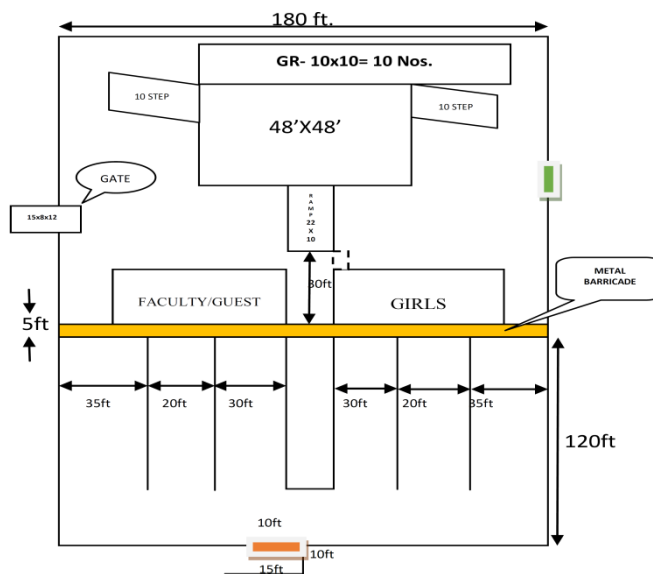
Category for Supply/Work of General Tenting, Electronic & Decoration (Hire basis) :

- a. Tenting work will be completed as per guide line of P/I Culfest.
- b. Items under this Category will be supplied on rental/ hiring basis for three day.
- c. Firm should have experience of such type of Work.
- d. Interested vendors must visit institute campus for site seeing and stage requirements. To analyse the nature of work and advice, feel free to contact officials.

Category for Supply/Work of Main Stage :

- a. Main Stage work will be completed as per guide line of P/I Culfest.
- b. Items under this Category will be supplied on rental/ hiring basis for three day.
- c. Firm should have experience of such type of Work.
- d. Interested vendors must visit institute campus for site seeing and stage requirements. To analyse the nature of work and advice, feel free to contact officials.

STAGE FIGURE MAIN STAGE



Quote the diesel consumption of 125 KVA and 62.5 KVA per Hours. Diesel will be provided by the institute or payment will be made as per govt. rate on actual basis.

E-PROCUREMENT OPEN TENDER NOTICE

GENERAL TERMS AND CONDITION (CONDITION OF CONTRACT)

1. **Prices:** The price should be quoted in net per unit in Indian Rupee F.O.R. NIT Jamshedpur (after breakup) and must include all Packing - Forwarding charges, Freight charges and delivery charges. The offer/bid should be exclusive of taxes and duties, which will be paid by the purchaser as applicable. However the **percentage of GST** shall be clearly indicated separately as per the format of **Financial Bid: Annexure VI**. The stores are required to be delivered at the Institute under the Suppliers' own arrangement, free of additional charges. No escalation in respect of materials, labour, freight etc will be allowed in any shape.
2. Bidders are free to participate /offer for any or all categories mentioned in Tender Documents but bid must be submitted in prescribed format along with required documents and rate of items should be quoted for full quantity of respective categories. It is notable that comparison of price of all responsive firms will be finalised category-wise.
3. The Prices are to be quoted in Indian National Rupee (INR) in figures and words. In case of discrepancy, the rate quoted in words will be taken as valid. Over-writing /over-typing or erasing of the figures which render it doubtful or ambiguous are not allowed and shall render the bid invalid.
4. No escalation in respect of materials, labour, duties, freight etc will be allowed in any shape.
5. GST should be quoted as separately.
6. **Quality & Specification of Stores/works:** The goods/works offered should strictly conform to the required specification and technical details as specified in annexure – I.
7. The quantities included in the tender can be increased or decreased at the discretion of the Director, National Institute of Technology, Jamshedpur.
8. **Period of Validity:** Offer shall remain valid for acceptance at least for a period of 90 days from the date of opening of bid.
9. **Road Permit:** Supplier will manage them self for Road Permit, if needed at their end.
10. **Delivery and installation:** Supply/work must be completed within week from the date of award of the work by the successful bidder on or before schedule of **SUPPLY OF ITEMS/WORKS FOR "CULFEST 2019" (ANNUAL CULTURAL FESTIVAL) which is scheduled on 15/02/2019 to 17/02/2019**

11. Payment: 100% payment will be made against receipt of materials/completion of work in good condition within week after submission of bill by RTGS/NEFT in the Bank Account of respective Bidder.
12. The Institute reserves absolute right to accept or reject any or all the Tender on whole or in part without assigning any reason thereof.
13. The Institute reserves the right to reject any article/service found defective, damaged and or not of the desired quality and specification, Decision of NIT Jamshedpur will be final. The agency will make necessary modification as per the direction of concerned authority without further delay at their cost.
14. **Dispute:** In the event of any dispute arising out of the bid or from the resultant contract, the decision of the Director, NIT Jamshedpur shall be final.
15. The bid document/resultant contract will be interpreted under Indian Laws and subject to the jurisdiction of courts in Saraikela-Kharsawa.

TECHNICAL BID

Tender Notice No. : NITJSR/Dean (SW)/Culfest/05/2019 Dated: 17/01/2019

SUPPLY OF ITEMS/WORKS FOR "CULFEST 2019" (ANNUAL CULTURAL FESTIVAL)

APPLICATION FORM (FOR PRE QUALIFICATION)

Sl.No	Requisit Information	Firms response
1.	Application for Category:
2.	Name of Tendering Company / Firm/ Agency (Attach certificates of registration)	M/s.....
3.	Full Crospondence Address
4.	Telephone /Mobile No.	
5.	Email ID	
6.	Registered Office Address
7.	GST Registration No. (Please Attach copy)	
8.	Income Tax Permanent Account No . (Please Attach copy)	
9.	P.Os Copies having executed similar items/Work order copy within last 3 financial years. (Please Attach copy)	----- ----- -----
10.	Name, address, designation, phone, cell number and E Mail address of the Contract Person:
11.	Details of Bank	Name of Bank: _____

		Account No. : _____ IFSC Code : _____ MICR Code : _____
12.	Name of Contract Person : Mobile No.	
13.	Agreed to supply/work as specified	
14.	Agreed to Terms & Condition as specified in Tender documents	
15.	Payment Terms agreed as Specified	

This is to certify that all the information stated above is true and correct to the best of my/our knowledge. I/We understand and accept the terms and conditions and further accept that if there is any suppression, fabrication and misstatement of facts in any form, will at once result in cancellation of my Tender and NIT Jamshedpur reserves its rights to take such action as it may deem fit in such an eventuality.

(Signature of Bidder/authorized Person)

Name of Signatory:.....

Designation :.....

Office Seal :

Date: _____

Place: _____

CONTRACT FORM

(Declaration should provide on printed letter head of the Bidder)

DECLARATION

To,
Registrar
National Institute of Technology
Jamshedpur - 831014

Sir,

Sub: Declaration against Tender Notice No. : NITJSR/Dean (SW)/Culfest/05/2019
Dated: 17/01/2019 Ref: SUPPLY OF ITEMS/WORKS FOR "CULFEST 2019" (ANNUAL CULTURAL FESTIVAL)

1. Having examined the details of Tender document, I / We hereby submit the prequalification documents and other relevant information.
2. It is also confirmed that I/We will abide by all the Terms & condition of aforesaid tender notice and we do not have any counter conditions.
3. I/We hereby certify that all the statements made and information supplied in the statements are true and correct to the best of my knowledge. I understand that if any information found incorrect, the application is liable to be cancelled.
4. I/We have furnished all information and details necessary for pre-qualification and have no further pertinent information to supply.
5. I/We certify that my firm or any of its subsidiaries have not been blacklisted by any Govt. / Autonomous bodies / Universities / Govt. Institutes from business.
6. I/We hereby accept the rules and procedures of the Institute for pre-qualification of contractor and agree that the Institute has the right to accept or reject any application without assigning a reason thereto.
7. I/We have not tampered/modified the tender forms in any manner. In case, if the same is found to be tampered/modified, I/we understand that my/our tender will be summarily rejected and I/we am/are liable to be banned from doing business with National Institute of Technology, Jamshedpur and /or prosecuted.

(Signature of authorized person)

Full Name of Signatory: _____

Place: _____ with Seal of the company/firm

Date _____

FINANCIAL BID- ANNEXURE: "III"

Tender Notice No. : NITJSR/Dean (SW)/Culfest/05/2019 Dated: 17/01/2019

SUPPLY OF ITEMS/WORKS FOR "CULFEST 2019" (ANNUAL CULTURAL FESTIVAL)**(PRICE SCHEDULE (FINANCIAL BID))****(To be utilised by the bidders for quoting their prices)**-----
TENDER FORM (FINANCIAL BID)**CATEGORY (1): SUPPLY/WORK OF GENERAL TENTING, ELECTRONIC & DECORATION**

Sl. No.	ITEM	PLACE	QUANTITY	Rate (Rs)	Cost (Rs.)
1.	DECORATIONS for three days				
1.1	MAIN STAGE + Hostel C & D internal road	METAL LIGHT 250W	40		
		LED BULB (60 W)	150		
		CFL(60 W)	15		
1.2	Tree Decoration near Hostel C & D	RICE LIGHT	5*500m = 2500m		
		METAL LIGHT 250W	10		
1.3	Computer Centre Building	METAL LIGHT (250W)	10		
1.4	VSG	METAL LIGHT (250W)	8		
		CFL(60 W)	10		
1.5	Informal Arena	METAL LIGHT 250W	06		
		CFL(60 W)	10		
1.6	Academic Building	METAL LIGHT 250W	40		
1.7	Main Circle (Golumbar)	BULB (60W)	250		
		RICE LIGHT	400m		
1.8	Road Sides (Sudha Dairy-Computer Centre- Main Circle -MAIN GATE near Security Office- Library-Academic Building -TSG)	BULB(60W)	800		
1.9	Decoration	N.IT main gate, Security Office-gate, From TSG to roundabout, From auto stand gate to academic building (150 m), Academic roundabout (245 metres in perimeter), Academic front + V.S.G (365 metres in perimeter), From roundabout to ups ground (280 metres)	All 3 Day		
2.	ARENA REQUIREMENTS				
2.1	Technological Students Gymkhana TSG	Cordless mic: 2 Nos. Cord mic: 2 Nos. Collar microphone: 4 Nos. Mic stand – 3 Nos.	All 3 days		

		PA system:2-high & 2 low speakers (ONLY JBL), 2 feedback monitor Mixer Console: capable of operating mentioned equipment			
2.2	Vishwakarma Sabha Grih VSG(Stage)	Cord mic: 1 No. Cordless mic: 2 Nos. Collar microphone: 2 Nos. PA system:2 low and 2 high speakers with speaker stand (ONLY JBL), 2-feedback monitor Mixer Console: capable of operating mentioned equipment	All 3 days		
2.3	Registration Desk(VSG)	Cord mic – 1 No. PA system:1-high(ONLY JBL) Mixer Console: capable of operating mentioned equipment	All 3 days		
2.4	Computer Science Dept. Parking Area	Cordless mic: 2 Nos. Cord mic: 1 No. PA SYSTEM: 1-high(ONLY JBL) Mixer console: capable of operating mentioned equipment	All 3 days		
2.5	The requirement for LDS(ROOM No.-212 & 222)	Cordless mic: 4 Nos. 2 low speakers (ONLY JBL) Small Mixer console: capable of operating mentioned equipment	All 3 days		
2.6	The requirement for Faces (Room No.- 312)	One high speaker (ONLY JBL) Cordless mic: 1 No.	All 3 days		
2.7	The requirement for Qunite (Room No.- 113)	One high speaker (ONLY JBL) Cordless mic: 2 Nos.	All 3 days		
2.8	Generator ##	125 KVA1 No. 62.5 KVA 2 Nos.	All 3 days		
3.	General Tenting 3 Days				
3.1	Stalls required: Food, Coffee	a) 10' x 10' - 12 Nos. b) 6' x 6' - 6 Nos. c)Gazebo (10' x 10') - 2 Nos.			
3.2	Security Office Gate	*Width of the gate (end to end)-35' & Height-22' *Width of column-6.5' & Length of column -6.5'			

3.3	Informal Arena	*External walling (6'X400') *Jukebox (10'x10'x1.5') *Jukebox ceiling (10'x10') *Full carpeting of informal arena (4000 sq. ft.)(ONLY GREEN)			
3.4	VSG Arena	*VSG stage decorated walling (10'x120') *VSG stage decorated ceiling (30'x48') *Full carpeting of VSG stage (1500 sq. ft.)			
3.5	Shades Arena(* To be made 2 days prior to the event)	*Shades arena walling (240'x10') *Shades ceiling (90'x10')* *Shades Carpeting (30'x90') *Queue Manager with a trip of 95' x2'			
3.6	Chair and Table	*Brass sofa – 20 Nos. *Chair cover – 250 Nos. *Plastics chairs: 1500 Nos. *Table with tablecloth – 50 Nos.			
3.7	TSG	*Side Walling with design (on stage) (15'x90') *Side Walling 10x40 *Ceiling (21'x36') *Carpet (21'x36')			
3.8	BEDDING	* Bedding set (mattress, pillow, pillow cover, bed sheet)- 400 sets			
					Goss Total Rs.
					GST
					Total Rs.

(In words) Rs.....

(Signature of Bidder/authorized Person)

Name of Signatory:.....

Designation :.....

Office Seal :

Quote the diesel consumption of 125 KVA and 62.5 KVA per Hours. Diesel will be provided by the institute or payment will be made as per govt. rate on actual basis.

FINANCIAL BID- ANNEXURE: "III"

Tender Notice No. : NITJSR/Dean (SW)/Culfest/05/2019 Dated: 17/01/2019

SUPPLY OF ITEMS/WORKS FOR "CULFEST 2019" (ANNUAL CULTURAL FESTIVAL)

(PRICE SCHEDULE (FINANCIAL BID))

(To be utilised by the bidders for quoting their prices)

----- CATEGORY (2.): SUPPLY/WORK OF MAIN STAGE

Sl. No.	ITEM PLACE	Rate (Rs)	Cost (Rs.)
1. TENTING:			
1.1	Main Stage: *Plywood centering stage (48'x48'x5') *Centre ramp (20'x8'x5') *Movable Drum riser (12' X 8' X 1.5')-1 No. *Green room (12'x10') - 8 Nos. (with ply on the floors for 4 rooms) Full carpeting of the stage and ramp (See figure 1) Full carpeting of the whole area.		
1.2	MAIN ARENA: Bamboo barricading (4'x1120') Cloth Walling(20'x180' (Black Colour) Audience View Cutter Iron barricading (4'x200') Carpeting of the VIP area (50'x200') Entrance carpeting (6'x120') Console house riser (16'x12'x1.5')		
1.3	MAIN ARENA – Main Gate: Width of the gate (end to end):20' Height: 17' Width of the column: 3' Length of the column: 3'		
2. SOUND			
2.1	1. MAIN STAGE a. SM 58 Cordless mic (SHURE)- 6 Nos. 2. Cord mics – 08 Nos. 3. Mic for drum kit (Sennheiser) – 1 set 4. Mic stand – 8 (metallic base) 5. Keyboard stand – 2 Nos. 6. Iron truss (52'x48'x24' (H) with T-Stand) 7. Guitar stands -03 Nos.		

	Notation stand: 02 Nos.		
2.2	<p>Amplifier:</p> <ul style="list-style-type: none"> • Base guitar (Hartke or peavey) - 1 • Lead guitar (Marshall, fender twin reverb) – 1 • Keyboard amp (Roland KC 550)- 1 • Single Keyboard Stand 1 Nos. • Dual keyboard stands 2 Nos. • Monitor (JBL/LA)- 08 Nos. IN-EAR: 8 Nos. <p>2 Nos. of monitor for drumset with a subwoofer side fills</p>		
2.3	<p>PA system:</p> <ul style="list-style-type: none"> • 6 pair(JBL VRX) way linear array speakers hanged on a truss with sufficient amplification and speakers enclosures to cover the entire venue. • 12 high & 16 low speakers with the speaker stand <p>1. Acceptable systems: original & certified JBL ONLY 2. Drum kit (PEARL reference) – 01 No. 3. Cymbal stand -06 Nos. 4. DI box – APR</p>		
2.4	<p>House Sound Console:</p> <ul style="list-style-type: none"> • Meyer/Adamson/D&b Das Aero 50 JBL (sound craft) • Wartac Minimum 48 input Digital Desk, only the profile/venue series SOUNDRAFT Vi6 or YAMAHA M7CL are acceptable (AHUJA IS NOT ACCEPTABLE) APR • CD player Nixon 2000 -02 No. • Pioneer 900 mixer -1 NO. 		
2.5	<p>Other requirements:</p> <ol style="list-style-type: none"> 1. Keyboard (2 X MOTIF XF6): 2 Nos. 2. Keyboard (MOTIF XF8): 1 No. 3. LP Tumba hi and low 		
3. LIGHT			
	<ul style="list-style-type: none"> • Par cans: 16 Nos. • Led par cans: 40 Nos. • Tower Light:1 Nos. • Follow spots: 2 Nos. • Sharpy: 24 Nos. • Profile: 4 nos • Smoke machine: 2 Nos. • Haze machine: 2 Nos. • Blaster (confetti):6 Nos • Blinder: 4 Nos. • LED Screen(outdoor) : 1no. (minimum size of 40' * 10') IP 67 (Water proof)(NOVA STAR VX5s) • Projector with screen: 1 No. 		

<ul style="list-style-type: none"> • Scanner: 2 Nos • AVOLITE: 1 No. • Audience light (hanging from truss) – 2 Nos. • LED Screen Raiser • Co2 Gun: 02 Nos. • Fire Ball: – 04 Nos 		
Goss Total Rs.		
GST		
Total Rs.		

(In words) Rs.....

(Signature of Bidder/authorized Person)

Name of Signatory:.....

Designation :.....

Office Seal :

ANNEXURE: IV**Tender Notice No. : NITJSR/Dean (SW)/Culfest/05/2019 Dated: 17/01/2019****SUPPLY OF ITEMS/WORKS FOR "CULFEST 2019" (ANNUAL CULTURAL FESTIVAL)****COMPLIANCE REPORT**

Sl. No.	Details	Yes / No	Document Attachment Page Sl. No.
1.	We have gone through the terms & conditions of the tender document and agreed to abide by the same.		
2.	Bidder is registered Firm with proof of document?		
3.	Prescribed filled up application for pre qualification formats and requisite documents are attached?		
4.	GST Registration Number copy attached?		
5.	PAN (Income Tax) Registration Certificate attached?		
6.	Copy of purchase order/Work of supply of similar items/Works with proof of document attached?		
7.	Our organization or any of its subsidiaries have not been blacklisted by any Govt. / Autonomous bodies / Universities / Govt. Institutes, declaration attached?		
8.	Is Bid document duly signed?		
9.	Validity of the bid as specified?		
10.	Payment Terms agreed as Specified?		
11.	Agree to work completion as per tender?		

Place: _____
Date _____

(Signature of Bidder/authorized person)
Seal of the company/Firm

BID SUBMISSION

Online Bid Submission :

The Online bids (complete in all respect) must be uploaded online in **Two Envelops** as explained below:

Envelope – 1			
(Following documents to be provided in envelope 1 as single PDF file)			
Sl. No.	Document	Content	File Type
1.	Technical Bid	Basic Technical Details Of Bidder as per Annexure-I	PDF
2.		Declaration sheet as per Annexure- II	PDF
3.		Compliance Report as per Annexure – IV	PDF
4.		Technical supporting documents in support of all claims made in tender document and Annexure-I to Annexure-IV	PDF
Envelope – 2			
Sl. No.	Document	Content	File Type
1.	Financial Bid	Price bid should be submitted in PDF format as per Annexure-III	PDF