



संस्कृति मंत्रालय
Ministry of Culture
Government of India



इन्दिरा गाँधी राष्ट्रीय कला केन्द्र
सूत्रधार

INDIRA GANDHI NATIONAL CENTRE FOR THE ARTS

कला यस्मिन् प्रतिष्ठिता

Sutradhara

Janpath Building, (Near Western Court)

Janpath, New Delhi-110 001

Website: www.ignca.gov.in

F.No. 11013/01/2024-ABCD

Date: - 27.03.2024

Subject: - Requirement for Tentage, Sound & Stage for 02 Days Event at Red Fort
(06.04.2024 to 07.04.2024) -reg.

Notice Inviting Quotation

Sealed item rate quotations are invited on behalf of Indira Gandhi National Centre for the Arts (IGNCA), New Delhi for the work mentioned above.

Quotations duly filled signed and sealed as mentioned in Schedule of quantity (**Annexure - A**) shall be submitted manually in the office of the PPS/Incharge, Estate Management Unit, IGNCA, Janpath Building New Delhi-110001 by **01.04.2024 on or before 03:00 pm.**

The terms & conditions are applicable on above mentioned work as mentioned on **Annexure – B.**

The Site Inspection declaration is placed at **Annexure – C.**

(D R Juyal)

PPS/Incharge(EMU)

Indira Gandhi National Centre for the Arts, New Delhi							
Estate Management Unit							
Subject: Requirement of Tentage alongwith Light and Sound at Project AATMAN, Red Fort, New Delhi-							
S.no.	Particulars	L	W	H	Qty	Days	Amount
1	FABRICATION & TENTAGE						
1.1	Carpeting	10ft	150ft		1	2	
1.2	New cloth Ceiling with trussing	100ft	30ft		1	2	
1.3	Food tent	20ft	40ft		1	2	
1.4	Stage and levelling	20ft	32ft	2.5ft	1	2	
2	GREEN ROOM REQUIREMENT						
2.1	Green Room	10ft	10ft		1	2	
2.2	Mirrors with light				1	2	
2.3	Table				2	2	
2.4	Chairs with Linen				4	2	
2.5	Hanger with Stand				1	2	
2.6	Electric Point				1		
2.7	General Lighting				2		
2.8	Flooring Carpet	10ft	10ft		1	2	
3	FURNITURE						
3.1	Sofa 3 seater				10	2	
3.2	Centre Table - VIP				10	2	
3.3	Dias centre table				3	2	
3.4	Dias chair				10	2	
3.5	Chair with linen				250	2	
3.6	Round table				8	2	
3.7	Tent Table with linen				10	2	
4	MANPOWER						
4.1	Labour				6	2	
5	TECHNICAL						
5.1	Switcher and other Accessories					2	
5.2	Cabling					2	
5.3	Generator with diesel (62 kw 12 hours running)				2	3	
5.4	Stage sound					2	
6	VENUE DÉCOR & BRANDING						
6.1	Entrance Gate						
6.2	Sound Console with black Masking	24ft	4ft		1	2	
Total							
GST							
Total Amount (Including GST)							

Terms & Conditions:-

1. **No secured advance etc. shall be paid or allowed to the contractor.**
2. The rates quoted by the vendor are including of all Taxes etc and nothing shall be paid on account of any taxes what so ever. The vendor have to quote GST in the format enclosed at Annexure-A.
3. The vendor will have to observe all the prevalent laws including contract labor laws, safety laws etc.
4. No escalation on account of increase of labor wages or material is admissible.
5. No reimbursement is admissible on account of levy of any tax etc.
6. If contractor or his worker damages any property of the IGNCA, the recovery will be made from the contractor as decided by the Engineer-In- Charge, and decision of Engineer -In-Charge is final and binding.
7. All the safety rules should be followed by the Engineer/Technicians of the firm while working in IGNCA, Institute has no liabilities in case of any accident/mishap.
8. **Vendor warrants that all Products, at the time of execution of work will conform with all written specifications provided from time to time by Engineer – in – charge, (b) will be free of defects in material, workmanship, and design, and (c) will comply with all applicable laws and regulations.**
9. The IGNCA reserves the right to reject any material if not found satisfactory.
10. The payment will be made after satisfactory completion of above mentioned work.
11. Final amount will be calculated after the completion of the aforesaid work as per actual measurement.
12. Please also note that the scope of work may be reduced from the estimated quantities and no claim on this account will be entertained.
13. Please also note that if the scope of work increased from the estimated quantities then, the payment will be done as per quoted rate.
14. The Quotations duly filled as mentioned in Schedule of quantity (**Annexure - A**) and signed and sealed and the sealed quotation shall be submitted manually in the office address of The PPS/Incharge, Estate Management Unit, IGNCA, New Delhi-110001
15. Contractor must submit signed & stamped site inspection declaration as per the **Annexure-C** along with NIQ.
16. The items like furniture, tentage and carpet shall be in good condition and as per approval of Engineer in Charge.
17. The bidder shall quote the bid including the loading, unloading, installation, uninstallation and transportation of material.

Name

Designation

Company with Seal

Address

.....

Documents for eligibility criteria to be submitted along with the Bid:

1. The bidder should have minimum experience of 03 Years in the concerned field
(Certificates shall have to be submitted)
2. The bidder shall have to enclose Completion certificate of 02 works of minimum 08
lakhs each, issued by the Executive Engineer or similar Authority of organization
3. Copy of Pan Card and GST registration Certificate.
4. List of Clients with Contact person details for the work done in the previous 03 Years.

Name :.....
Designation :.....
Company with Seal :.....
Address :.....
.....

date: -

Annexure – C

Site Inspection Declaration

I Representative/Owner of M/s
..... Inspected the site and understand all
the requirements/works needed for the said event.

After understanding the aforesaid work in all aspects, I am submitting the NIQ.

Name

.....

Designation

.....

Company Name with Seal

.....

Address

.....

.....