

F.No.7/15(2)/2017-SD/S&S

INDIRA GANDHI NATIONAL CENTRE FOR THE ARTS
C.V. MESS BUILDING
JANPATH
NEW DELHI-110001

TENDER DOUCMENT

Limited Tender Process for hiring of Tentage Services, Lights, Electrical items etc. for Lok Gatha Utsav to be held from 28.11.2017 to 03.12.2017.

Cost of Tender Document : FREE

- | | | |
|-------|--|---|
| (i) | Last date for collection Tender Document | :21 st Nov 2017 upto 03:00PM |
| (ii) | Date of opening of Technical Bid | :21 st Nov 2017 at 03:30 PM. |
| (iii) | Date of Opening of Financial Bid | :23 th Nov 2017 at 04.00 PM. |

Name and Signature of Tenderer

F.No.7/15(1)/2017-SD/S&S
INDIRA GANDHI NATIONAL CENTRE FOR THE ARTS
SUTRADHARA DIVISION (S&S SECTION)

Tender No.12

New Delhi ,Date: 17th Nov 2017.

Subject: **Limited Tender for Hiring of Tentage services for Indira Gandhi National Centre for the Arts, New Delhi for hiring of Tentage services, Lights, ,Electrical items etc. for Lok "Gatha Utsav" to be held from 28.11.2017 to 03.12.2017.**

IGNCA intends to invite Sealed tenders under two bids system for providing Tentage services **etc** during Lok Gatha Utsav to be held at IGNCA **from 28.11.2017 to 03.12.2017**. Interested bidders who have got seven years experience in **providing Tentages services, Lights, ,Electrical items etc.** may submit the tender documents latest by 21st November, 2017 up to 3:00PM and Technical bid will be opened on the same day at 4:00PM.

The Financial bid will be opened on 23rd November 2017 .The tenders of technically qualified bidders only will be opened . Technical and Financial bids should be kept in separate envelopes and both are to be placed in one envelop which is to be addressed to The Consultant (S&S.), IGNCA, No-3-Building, R.P.Road, New Delhi-110001.

The tender documents can be obtained from S&S Section free of cost or downloaded from the IGNCA website www.ignca.nic.in.

2. **TECHNICAL BID.(Annexure-I)**

1. Technical bid as per details given in (Annexure-I) along with requisite supporting documents should be kept in one envelope which is to be sealed and superscribed in bold as Technical Bid from bidder with experience in providing **Tentage service, Lights, ,Electrical items etc for Lok Gatha Utsav from 28.11.2017 to 03.12.2017 dated for 17th November 2017**. Tender No. ____/____/2017 .No part of Financial bid is to be kept in this envelop.
2. Earnest money deposit (EMD) Each tenderer is to attach a Demand Draft in favour of IGNCA of Rs.60,000/- (Rupees sixty thousand only). The Earnest Money of unsuccessful bidders will be refunded.

3. **FINANCIAL BID(ANNEXURE-II).**

The Financial bid as per (Annexure II) duly completed in all respect is to be put in second envelop sealed and superscribed in bold on top of the envelop ***“Financial Bid of Bidder for providing Tentage services, Lights, ,Electrical items etc for Lok Gatha Utsav from 28.11.2017 to 03.12.2017 dated17th November 2017”.***

The lowest tenderer will be decided on the basis of total rates quoted by them of all items at the rate one unit each.

Terms & Conditions

1. All willing Tenderers to contact at IGNCA S&S Section in case of any doubt on tender documents.
2. The bidder itself must be registered with the Labour department Delhi, as registered electrical contractor
3. The vendor should have at least seven years experience in the particular field and also have turnover of Rs.60.00 Lakhs per annum during the last three years.
4. IGNCA reserve the right to reject or accept any offer/application without assigning any reason. Decision of IGNCA in this regard shall be final and binding.
5. No advance payment shall be made & final payment shall only be released only after completion of event to the satisfaction of the IGNCA authorities.
6. All the tenderers are to quote rate for all the items given at (Annexure.II) and part bidding will not be considered.
7. TDS as per applicable rates shall be deducted from the gross amount of the Bill as per rule.
8. The tenderers are to quote the rates inclusive of all taxes, GST, Cartage and service personnel employed/engaged and nothing extra shall be paid on any of this account.
9. The quotation form can be obtained free of cost from the Office of the Consultant(S&S Section) at IGNCA. Or downloaded from the IGNCA website www.ignca.nic.in.

Consultant (S&S.)

Annexure-I.**Technical Bid**

1. Name of the Firm/Company :
2. Date of incorporation/establishment (Attach proof) :
3. Address :
4. Telephone No./Mob. Number :
5. Type of firm : Proprietary/Limited Company
6. PAN Number : Attach proof.
7. Service Tax Number : Attach Proof.
8. Registration Number with statutory Authority : -do-
9. Details of EMD :
10. Details of Experience :
Attach separate sheet and supporting documents.
11. Proof of turnover during last 3 years. : Attach copy of ITR and Balance sheet etc. duly certified by the Chartered Account.

Name Signature of Tenderer with stamp.

Annexure-II.**FINANCIAL BID****SCHEDULE OF QUANTITY**

S.No.	Description	Qty.	Rate each items
1.	Banquet Chair	Each	
2.	Chair Cover	Each	
3.	Table	Each	
4.	Masking for table	Sqft	
5.	Round Table With Cover	Each	
6.	Tarpaulin	Sqft	
7.	Water Proof Tent with ceiling	Sqft	
8.	Carpet / Green Carpet	Sqft	
9.	Ceiling	Sqft	
10.	Mirror	Each	
	Light		
11.	Halogen Light 500watt, 1000watt	Each	
12.	Sodium Light 400watt	Each	
13.	Garden Light	Each	
14.	Park Light	Each	
15.	LED Light	Each	
16.	Main line	Rft	
17.	Sub Main Line	Rft	
18.	Plug Point	Each	
19.	Generator Sound Less 62 KVA	Each	

Name and Signature of Tenderer with stamp

