

# TENDER DOCUMENT

FOR

Conceptualizing, Designing, Art Work, Erection & Setting up of  
Convocation Hall with fixtures, Furniture, Sound System and other  
associated works for the 14<sup>th</sup> Convocation of JH Scheduled on

21.09.2023

at the Sports Ground

Jamia Hamdard, New Delhi.



J A M I A H A M D A R D

HAMDARD NAGAR, NEW DELHI –110062

JAMIA HAMDARD  
(DEEMED TO BE UNIVERSITY)  
HAMDARD NAGAR, NEW DELHI-110062

NOTICE INVITING TENDER

Ref No. JH/E&M/Convo.\_23/001  
Date: 01.09.2023

Sealed quotations are invited from Govt. registered eligible firms having expertise in Conceptualizing, Designing, Art Work i/c Decorations, and Sound Systems. **Separately sealed** Technical Bid and Financial Bid will be kept in a **single outer envelope** should be dropped in the Tender Box kept in Purchase Section, Admin Block, Jamia Hamdard on or before **12.09.2023 up to 3.00 PM** super-scribing “**Tender bid for Conceptualizing, Designing, Art Work, Erection & Setting up of Convocation Hall with fixtures, Furniture, Sound System and other associated works for the 14th Convocation of JH**” on top of the cover.

Pre-Bid Meeting:	05.09.2023 at 11:00 AM
Last Date of submission of tender / quotation:	12.09.2023 upto 01:00 PM
Date of Opening of Technical Bids:	12.09.2023 at 02:30 PM
Presentation by bidders	12.09.2023 at 03:00 PM
Opening of Financial Bids:	Will be intimated to eligible bidders
Last date of Hand-over of the site: (Complete in all respect)	20.09.2023 upto 02:00 PM
Earnest Money Deposit	Rs. 60,000.00 in form of DD
Tender Fee (Non-Refundable)	Rs. 5,000.00 in form of DD

Bidders should read the tender document carefully as enclosed and comply strictly with the conditions, while submitting their bids. Clarifications, if any, may be sought from JH Engineering & Maintenance Department on Telephone No. 26059688 Ext. 5370. Tender format can be downloaded from our website ‘[www.jamiahamdard.edu](http://www.jamiahamdard.edu)’. **Bidders are advised to visit our site regularly for any update.**

**Registrar**

Copy forwarded to:-

1. Secretary to VC, Jamia Hamdard
2. Finance Officer, Jamia Hamdard

## **Terms & Conditions**

### **1. Parties:**

The parties to the contract are the Tendering Firm and Jamia Hamdard (JH).

### **2. Contractor:**

The term Contractor shall mean Company, Firm, Agency or the party to whom the Contract is awarded and shall include his/ her/ their heirs, legal representative, assigns and successors.

### **3. Scope of Work:**

Conceptualizing, Designing, Art Work, Erection & Setting up of Convocation Hall with fixtures, Furniture, Sound System and other associated works for the 14th Convocation of JH

### **4. Location:**

The convocation will be held in the Sports Ground of Jamia Hamdard, Hamdard Nagar, New Delhi - 110062. The Bidders, in their own interest, are advised to inspect the site at their own cost and see its physical condition before submitting tenders.

### **5. Eligibility Criteria:**

(a) The Contractors, who have an annual average turnover of at least Rs. 50,00,000.00 (Rupees Fifty Lakh) in the last five years shall only be eligible. Documents in support should be duly audited by a Chartered Accountant.

(b) The Contractors should have successfully executed minimum 03 similar works in the last five years with Central or State Government or Public Sector Undertakings/ Autonomous bodies of Govt. of India, State Govt. or National Level Educational Institutions/ Professional Bodies in India or abroad by providing similar services. The bidders shall submit the copies of work order and completion certificate for the same.

(c) The representatives of JH shall have the right to inspect the Godown(s) and office(s) of the Contractor to assess the capability of his claim in executing the jobs. If it is felt that the Contractor does not have the capability to carry out the specified job in such an event, JH reserves the right to reject the bid on technical grounds. The decision of JH in this regard would be final and binding.

(d) The Bidder should have updated PAN No. and GST No. and should submit legible attested copies of these documents with Technical Bid.

(e) Evaluation Parameters:

The firms meeting the initial eligibility criteria will be further evaluated and shortlisted on the following

parameters based on marks as indicated:

<b>S. No.</b>	<b>Particulars</b>	<b>Evaluation</b>
A	Quality of presentation (Concept, Design, Art Work)	<b>Max. 40 marks</b>
B	Work experience Same or similar works	<b>Max. 20 marks</b>
	Will be evaluated based on experience of doing similar work (Convocation) and successful completion of projects within 5 years.	a). Numbers of projects completed less than 5 - upto 10 marks b). Numbers of projects completed equal to 5 upto 8 - upto 15 marks c). Numbers of projects completed more than 8 - upto 20 marks
C	<b>Financial capability</b>	<b>Max. 40 marks</b>
	Average Annual Financial turnover in last 5 financial years  Audited financial result of all relevant year and summary to be submitted.	a). Upto 50 Lacs. - 10 marks b). from 50 Lacs upto 70 Lacs. - 20 marks c). Above 70 Lacs. -40 marks

The financial bid will be opened for only those bidders who secure minimum 60 marks in technical bid stage. The amount quoted shall inclusive of all charges and deemed final. GST as applicable shall be paid extra. The composite score will be calculated on the basis of technical and financial scores of the bidder following QCBS at the ratio of 70:30 (Technical: Financial).

Financial score of the proposals is determined using the following formula:

$$FS = 100 \times (FL/F) \text{ Where,}$$

'FS' is the financial score of a bidder,

'FL' is the lowest Financial Proposal among all and

'F' is the financial proposal of the particular bidder.

The Composite Score (CS) is calculated using the following formula:  $CS = TS \times 0.70 + FS \times 0.30$ .

TS= Technical Score.

**6. Validity of Tender:**

The tender is valid for a period of 30 days.

**7. Validity of Bids:**

The bids submitted by the Bidders shall be valid for a minimum period of 30 days, computed from the date of award of the contract.

**8. General Conditions:**

- (a) The tender should be submitted on the prescribed tender form (**Annexure–I, II and III only**). Tender should be filled in only as per unit for which rate is called. Deviation from prescribed unit will cause rejection of the whole tender.
- (b) If the cover of the tender is not sealed and marked, JH will assume no responsibility for misplacement or premature opening of the bid.
- (c) The Bidder shall bear all costs associated with the preparation of his tender document including cost of any clarifications, required by JH.
- (d) When deemed necessary, JH may seek clarification on any aspect from the Bidders. However, that would not entitle the Bidder to change or cause any change in the price quoted. JH may, if so required, ask the Bidder to give presentation for the purpose of clarification on the tender. All expenses for this purpose as also for preparation of documents and other meetings will be borne by the Bidder.
- (e) JH will examine the tenders to determine whether they are complete, whether any computational errors have been made, whether the documents have been properly signed, and whether the tenders are generally in order.
- (f) A tender determined as not substantially responsive will be rejected by JH and may not subsequently be made responsive by the Bidder by rectifying the non-conformity.
- (g) JH may waive off any minor infirmity or non-conformity in the tender which does not constitute a material deviation, provided such waiver does not prejudice or affect the relative ranking of other Bidders. The decision of JH in this regard will however be final and binding.
- (h) Bidder shall not be permitted to withdraw his/ her/ their offer or modify the terms and conditions thereof after acceptance of tender. In case the Bidder fails to observe and comply with the

stipulations made herein or backs out after quoting the rate, the aforesaid amount of Earnest Money and Performance Guarantee, will be forfeited by the University.

Besides this, the Bidder will also liable to be debarred/ blacklisted from participating in the tendering process of JH in future or fined.

(i) Tender containing any condition leading to unknown/ indefinite liability is liable to be summarily rejected.

(j) Canvassing in connection with tenders is strictly prohibited and the tenders submitted by the Contractors who resort to canvassing in any form or try to influence the process either directly or indirectly shall be liable for rejection by JH.

(k) If the Bidder withdraws his tender before the expiry of the validity period or makes any modifications in terms and conditions of the tender which are not acceptable to JH, or the contract is not executed within three (3) days from the date of letter of acceptance or the work is not commenced on the stipulated date and time as per the work order, then JH without prejudice to any other right or remedy be at liberty to forfeit the EMD and Performance Guarantee.

(l) Any modification/ corrigendum issued with regard to this tender document shall be uploaded on JH website only. Bidders are, therefore, requested to visit the website regularly till the last stipulated date of issuance of the tender document for ascertaining any modification/corrigendum issued in this regard.

(m) The entire tender document and copies of certificates submitted by the Bidder should be duly signed at the given places, together with initials on every page by the authorized person of the Bidder. Initial/ signature will indicate the acceptance of the tender papers by the Bidder.

## **9. Technical Bid:**

(a) The Technical bid, having details of the firm along with the EMD, should be submitted in the form given in Annexure–I.

(b) A bidder will submit EMD of Rs. 60,000.00 & Tender Fee of Rs. 5000.00 (Non-Refundable) in the form of Demand Draft along with the bid in favour of “Jamia Hamdard” payable at “New Delhi”.

(c) The Contractor/ Supplier should be a registered Firm with GST and should possess PAN, GST as applicable, copies of which should be enclosed.

## **10. Financial Bid:**

(a) The Financial Bid should be submitted in the form given in Annexure–II. The Financial bid of the tender will be opened after evaluation of the technical bids and only such bidders, whose bids are qualified in technical evaluation, shall be called for opening of their commercial bids.

(b) The consolidated price quoted shall be firm and final and payable for the goods delivered & installed and shall include all taxes, duties, etc. as applicable. Only GST, as per Govt. norms, will be paid extra.

(c) If no amount is mentioned against any item/ column then its value shall be considered as ZERO and Bidder has to provide/ supply that item/ facility free of cost.

(d) If there is a discrepancy in rates between figures and words, the amount given in words will prevail.

(e) In the case of successful Bidder, rates quoted shall be valid till the supplies are completed.

#### **11. Criterion for Evaluation of Tenders:**

(a) The evaluation of bids will be made by a Tender Evaluation Committee first on the basis of technical information furnished in form given in Annexure–I and then on the basis of commercial information furnished in form given in Annexure–II.

(b) The Committee will have the right to either call for a sample of the item(s) being procured or inspect the office/ warehouse/ godown of the bidder to ascertain the quality related aspects at the time of opening of technical bids. The bidder should facilitate the same.

(c) As a part of the process to evaluate the tenders, the Tender Evaluation Committee may invite the bidders to make a presentation before it.

(d) JH will award the contract to the Bidder whose tender has been determined to be substantially responsive and has been determined as the lowest evaluated bid, provided further that the Bidder is determined to be competent to perform the contract satisfactorily. JH shall however not bind itself to accept the lowest or any tender bid, wholly or in part.

(e) It must be kept in view that no decision will be given by the Tender Evaluation Committee. Any inferences drawn during the meeting of this Committee by the Bidders or their representatives will be their own view and the University will not be responsible and will not abide by the same.

#### **12. Award of Work:**

(a) The tender shall be awarded on the total value of all the items.

(b) JH will have discretion to award the contract to more than one Contractor, in case the successful Bidder fails to complete work. In such a condition, other Bidders shall work at the lowest accepted rate. JH, however, reserves its right to recover the difference, if any, arising out of above condition from the Bidder if the other parties execute the work on higher rates than the lowest accepted rates.

(c) When deemed necessary, JH may seek clarification on any aspect from the Bidders. However,

that would not entitle the Bidder to change or cause any change in the price quoted. JH may, if so desired, ask the Bidder to give presentation for the purpose of clarification of the tender. All expenses for this purpose as also for the preparation of documents and other meetings will be borne by the Bidder.

### **13. Right of Acceptance and Other Provisions:**

(a) JH reserves the right to accept or reject any or all bids/ quotations without assigning any reason and also does not bind itself to accept the lowest bid/ quotation or any tender. Any failure on the part of the Contractor to observe the prescribed procedure and any attempt to canvass for the work will prejudice to the Contractor's quotation or any tender. Successful Bidder will be informed of the acceptance of his bid in writing. Necessary instructions regarding the amount and time provided for Security Deposit, if any, will be communicated.

(b) Any failure on the part of the Contractor to observe the prescribed procedure and any attempt by the Contractor to influence JH for furtherance of his/ her interest, his/ her tender will be rejected forthwith. The decision of JH in this regard will be final.

(c) JH reserves the right to accept the whole or any part of the tender as portion of the quantity offered, which the Bidder shall supply at the rates quoted.

(d) JH reserves the right to cancel the tender process without assigning any reason whatsoever, at any stage.

(e) JH reserves the right to place requirement for any additional item depending on the prevailing requirement and increase or decrease quantity of the items given in the financial bid.

### **14. Time Schedule for Completing of Work:**

(a) The work must be completed satisfactorily by **2.00 PM on 20<sup>th</sup> Sept. 2023** and handover the completion charge report of the work done, to the Registrar/DSW/EE/.... in writing. Upon receipt of the completion report, the Registrar/DSW/EE/.... or his/ her nominee shall carry out a joint inspection of the work with the Contractor.

(b) In case, no completion letter for handing over of the Convocation tents is given by the Contractor, JH shall consider the recommendation of the Registrar/DSW/EE/.... for invoking penalty etc. for delay in work, if any.

(c) The Contractor shall engage technically qualified personnel in sufficient numbers for executing the work. JH reserves the right to call for the details of staff so engaged by the Contractor.

(d) The Contractor or his/ her workers shall perform the electricity related works under supervision of the Project Engineer (Electrical) of JH.

### **15. Performance of Work:**



- (a) The colour scheme of the Convocation Pandal/Hanger and Robing areas will be white and violet.
- (b) The Contractor will be responsible for the up-keep and maintenance of the entire tented area till the end of the Convocation, for which no extra payment shall be made. Breakage and damages, if any, shall immediately be replaced/ repaired without any extra cost.
- (c) The dismantling of structures should begin only after written permission from the Registrar/DSW/EE/.... But, if it is done without prior permission and loss of any material or property, on the basis of complaint, if any, is brought to the notice of the Registrar/DSW/EE/...., JH shall provide a list of the losses to the Contractor. The Contractor will be liable to pay the total amount of such loss thus incurred.
- (d) The Contractor shall indemnify the University against all damages/ charges and expenses for which the Government may be held liable or pay on account of the negligence of the Contractor or his servants or any person under his control whether in respect of accident, injury to the person or damages to the property of any member of the public or any person or in executing the work or otherwise and against all claims and demands thereof. JH shall not be responsible financially or otherwise for any injury to the Contractor or person deployed by him/ her during the course of performing duties.
- (e) The Contractor should ensure his/ her inventory at own cost. In the event of any accident or on account of natural calamities/ riots or any other reason whatsoever during the execution of work or during the period of the Convocation, the Contractor shall not be entitled to any compensation or claim from JH, for any loss to his personnel, articles, dead stock, furniture, fixtures, etc.

#### **16. Insurance:**

It will be the responsibility of the Contractor to take a comprehensive insurance cover against fire, damage, pilferage, etc., at his/ her own cost. The Contractor should take necessary precautions to safeguard against possible hazards/ accidents. JH shall not be liable to pay any additional amount to the Contractor in case of any accident/ mishap and loss to the items/ equipment/ facility of the Contractor in case no insurance cover is taken by the Contractor for the items/ facility provided.

#### **17. Subletting of Work:**

The Contractor shall not assign or sublet the work/ job to any other person or party. If it is noticed by JH that the Contractor to whom work has been awarded, sublets the work to other Contractor/ party including those person or persons who participated in the bidding process, then penalty of up to 25% on total bill shall be imposed. Apart from above, such Contractor can also be blacklisted from future tendering of the University.

#### **18. Terms of Payment:**

(a) Material is to be supplied by the Contractor at JH Campus on specified address. Payment shall be made through NEFT transfer only and TDS as applicable will be deducted, after satisfactory completion of work.

(b) 100% payment would be made on delivery and submission of bill. No advance payment will be released.

#### **19. Earnest Money Deposit (EMD):**

(a) The Technical Bid must be accompanied by Earnest Money Deposit of Rs. 60,000.00, submitted in the form of Demand Draft drawn on any Scheduled Bank in favour of “Jamia Hamdard” payable at Delhi.

(b) Bidder shall not be permitted to withdraw their offer or modify the terms and conditions of the tender. In case the Bidder fails to observe and comply with the stipulations ~~made~~ therein or backs out after quoting the rate, or only undertake to do portion of the work, the aforesaid amount of earnest money will be forfeited by the University. Besides, the Bidder will also be debarred/ blacklisted from participating in the future tendering of the University or fined.

(c) The EMD of other bidders will be returned after placing of the order to the successful Contractor.

#### **20. Performance Security:**

(a) The Contractor selected would be required to furnish a Performance Security equal to 5% of the cost of the work order **within three working days** from the day of issue of work order, in the form of Demand Draft/ FDR/ Bank Guarantee from any Scheduled Bank in favour of “Jamia Hamdard” payable at Delhi. In case the Performance Security is submitted in the form of Bank Guarantee, the same should be valid for a period of 3 (three) months beyond the date of expiry of the contract.

(b) The Performance Security Money so deposited along with the EMD will be retained for a period of three months after the event has concluded, and refunded along with balance payment without any interest.

#### **21. Breach of Terms and Conditions:**

In case of breach of any of terms and conditions, the Competent Authority will have the right to cancel the work order/ job without assigning any reason thereof. Nothing will be payable by JH in that event and the EMD and Performance security deposit shall also stand forfeited. Besides, the Bidder will also be debarred/ blacklisted from participating in the future tendering process of the University. JH's decision that a breach has occurred will be final and shall be accepted without demur by the Contractor.

## **22. Force Majeure:**

(a) For purpose of this Clause, “Force Majeure” means an event beyond the control of the Contractor and not involving the Contractor’s fault or negligence and not foreseeable. Such events may include, but are not limited, acts of the University either in its sovereign or contractual capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargo.

(b) If a Force Majeure situation arises, the Contractor shall promptly notify the University in writing of such conditions and the cause thereof. Unless otherwise directed by the University in writing, the Contractor shall continue to perform its obligations under the Work Order as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

## **23. Liquidated Damages:**

In case of failure to complete the job in time, JH shall impose a penalty of Rs 30,000/- per hour without prejudice and initiate legal action, which the University may deem fit. The Contractor may also be blacklisted for future work. In such situation, JH shall have the right to make alternative arrangement for completion of the work through some other Contractor of its choice at his/ her/ their risk and cost. In that event, the entire cost so incurred by JH will have to be recovered from the original Contractor **and the same will be deducted from the Bill/ Performance Security amount/ EMD.**

## **24. Arbitration:**

If dispute or difference of any kind shall arise between JH and the Contractor in connection with or relating to the contract, the parties shall make every effort to resolve the same amicably by mutual consultations.

(a) If the parties fail to resolve their dispute or difference by such mutual consultation, the same shall be referred to the sole arbitrator, to be appointed by the Vice Chancellor, JH at Delhi as per the provisions of the Indian Arbitration and Conciliation Act, 1996 and the rules framed there under. His/ Her decision will be final & binding on both the parties. The venue of arbitration shall be Delhi, India.

## **25. Legal Jurisdiction:**

The agreement shall be deemed to have been concluded in the National Capital Territory of Delhi and all obligations hereunder shall be deemed to be located at the NCT of Delhi and the Court within NCT of Delhi will have jurisdiction to the exclusion of all other Courts.

**Technical Bid**

The technical bid shall contain following information in a sealed cover super scribed “**Technical Bid for Conceptualizing, Designing, Art Work, Erection & Setting up of Convocation Hall with fixtures, Furniture, Sound System and other associated works for the 14th Convocation of JH**”. It shall consist of the following documents/ information:

1. Name & Postal address of Agency:

Telephones Nos.:

Fax Nos.

E-mail:

Mobile Nos:

2. Name & address of Owners/ Partners/ Directors :

3. Nature of Agency (Sole/ Partnership/ otherwise) :

4. If Registered, Regn No with validity of registration with appropriate authority:

5. GST Regn No. (Attach copy):

6. PAN No. (Attach copy):

7. Details of turnover in the last five financial years (**indicate year-wise and attach audited documents**) :

8. Three similar nature work orders issued by Govt organizations/ PSUs/ reputed Educational Institutions (Attach copies).

9. List of 3 reputed clients, with at least one client belonging to GOI/ State Govt. Dept./PSU with telephone No.:

10. Has your organization been placed in defaulter category by any Govt. Department/PSU? If not, please submit a certificate as per Annexure III to this effect.

11. Are you related in any way with any staff member of JH : Yes/ No.

### Check list

S. No.	Check list of documents/ Undertakings?	YES/NO	Remarks (Give explanation ifis answer No)
1.	Is demand draft for a sum of Rs. 60,000.00 towards EMD, attached?		
2.	Is copy of GST Regn. attached?		
3.	Is copy of PAN No. attached?		
4.	Is audited accounts statement of the last three financial years attached?		
5.	Are three work orders issued by Govt organizations/PSUs/ reputed Educational Institutions attached?		
6.	Whether list of three reputed users (along with telephone numbers of contact persons) attached?		
7.	Is undertaking certifying that the firm is not black listed signed as per Annexure III?		
8.	Has the tender document been <b>duly signed oneach page?</b>		

Place :

Signature of the Proprietor/ Authorized Signatory

Date :

Rubber Seal indicating complete address

**Financial Bid**

The financial bid should be enclosed in a separate sealed cover super scribed “**Financial Bid for Conceptualizing, Designing, Art Work, Erection & Setting up of Convocation Hall with fixtures, Furniture, Sound System and other associated works for the 14th Convocation of JH**”.

The quoted rates shall include all duties, insurance, octroi, transportation, cartage etc. as applicable and no extra shall be payable on this account. **Only GST shall be quoted extra** and will be paid as per Govt. norms.

S. No	Description (Items/ Particulars)	Accou- -nting Unit	Qua- -ntity	Rate per Unit (Rs)	Total cost (Rs)
1	Water proof Hanger for Convocation area (Approx. 2000 sq mtr)	Nos.	01		
2	Water proof Pagoda/ Marquees for Robing area (Approx. 200 sq mtr) with Air Conditioning.	Nos.	01		
3	Water proof Pagoda/ Marquees for Registration area/Pantry with one tower Air Conditioning each (Approx. 25 sq mtr)	Nos.	08		
4	VIP Entrance Gate near Robing area	Nos.	01		
5	Side screen from VIP Entrance to Robing Area	Work	01		
6	Red carpet of standard width from VIP Entrance to Robing area, from Robing area to Convocation area, & inside the Convocation area and Robing area (Rate to be given per sq. mtr)	Sq. Mtr.	2500		
7	Flex Boards (size 2 x 1 mtr) for display on routes	Nos.	10		
8	Complete stage arrangement for 25 persons (size 48 ft x 24 ft, height 3 ft), conveniently stepped on two sides, alongwith red colour carpet, front cover by mat finish flex	Work	01		
9	Ramp for Disabled people 12' x 8'	Work	01		
10	Complete pedestal arrangement for Group Photograph area for 50 persons to sit/ stand in three rows (Approx. 240 sq ft)	Work	01		

11	Truss covering for Group Photograph area	Work	01		
12	Draping scalping in the open area showing 14 <sup>th</sup> Convocation	Work	01		
13	Chairs for stage	Nos.	25		
14	Chairs with white cover	Nos.	2000		
15	Sofa of good quality for seating of minimum three persons	Nos.	40		
16	Centre table (10-3)	Nos.	10		
17	Round tables (Four seater) with cover	Nos.	04		
18	Table(s) for Registration area	Nos.	10		
19	Queue Managers	Nos.	06		
20	Mic/ Public address system with speakers (JBL/ Bose or equivalent quality)and all accessories having c. Two hand held cordless mics d. Three mics with stand/podium	Work	01		
21	Silent generator 80 KVA	Nos.	01		
22	Lighting arrangement in the Convocation area and Robing area (as approved)	Work	01		
23	Wooden platform (min. 4")	Sqm	300		
24	Flower decoration with good quality of fresh flowers (as approved) a. Stage b. Convocation area including entrance c. Robing area	Work	01		
25	Table bouquet	Nos.	02		
26	Door mats 5 ft x 2 ft	Nos.	10		
27	Fire extinguishers ABC Type, 9 Kg	Nos.	30		
28	Water filled fire buckets	Nos.	30		
29	Sand filled fire buckets	Nos.	30		
30	Fire beaters	Nos.	10		
31	Portable toilets (1 near stage & 3 for public)	Nos.	04		
32	Dust bin (Minimum 55 ltr)	Nos.	20		
33	Low noise Air Conditioning	Tonne	100		
34	Tower ACs 2 tonne each (For Stage)	Nos.	04		
	<b>Total</b>				
	GST				

	<b>Grand Total</b>				
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**Amount in words Rupees**

.....

**Note: The bidder should be able to provide any additional or extra items for the event as & when required on a mutually agreeable rates/charges**

Signature :

Name & Designation :

Name of the Firm/ Agency:Seal  
of bidder :

Date :





**VIP Entrance Gate**



**Chair for Stage**



**Seating Arrangement Robing Area**



**Water Proof Hanger**



**Pagodas**



**Portable Toilet**



**Chair with White Cover**



**Table for Registration Area**



**Sofa**

**UNDERTAKING (To be submitted with Technical Bid)**

It is certified that my Firm/ Agency/ Company has never been **black listed** by any of the Departments/ Autonomous Institutions/ Universities/ Public Sector Undertakings of the Government of India or Government of NCT of Delhi or any other State Government or reputed Educational Institutions and no criminal case is pending against the said Firm/ Agency as on\_\_.

Signature of the Bidder \_\_\_\_\_

Name of the Signatory\_\_\_\_\_

Name of the Firm/Agency \_\_\_\_\_

Seal of the Firm/Agency \_\_\_\_\_

Place: \_\_\_\_\_

Date:\_\_\_\_\_