

To,

Sub.: Short Term Tender for Hire Charges for Setting Up of Hanger and Other Infrastructure for Foundation Stone Laying Ceremony of MDBP Building on 06.07.2011

Sir,

Sealed offers are invited from experienced and eligible contractors for setting up the hanger structure and allied infrastructure on hire basis for the work as mentioned in the enclosed Schedule of Quantities on the terms and conditions stipulated below:

1. The duration of the event shall be for one day tentatively scheduled on 06.07.2011.
2. The bidder may also download the tender document from NSIC website. However, any alteration in the downloaded tender document is strictly prohibited.
3. Technical Eligibility Criteria – The bidder shall enclose the following documents along with its tender to fulfill the technical eligibility criteria.
 - i. Copy of work order and completion certificate for at least one work of similar nature of value not less than Rs.8.00 lac executed during the past three years.
 - ii. Copy of the TDS certificate should also be enclosed if the above work has been executed for a Pvt. Party
 - ii. Proof of PF registration of the party.
 - iii. Copy of Valid VAT/ Work Contract Tax registration.
4. Work of similar nature means installation of hanger structure with allied infrastructure for any event/ exhibition/ seminar/ workshop etc., on hire basis.
5. Earnest Money of Rs.11,000/- (Rupees Eleven Thousand Only) shall also be submitted along with the tender in the form of Demand Draft favouring "The National Small Industries Corporation Ltd." payable at New Delhi.
6. Criteria for Award of Work – The work shall be awarded to the bidder quoting the lowest bid value in the enclosed Schedule of Quantities subject to having qualified the technical eligibility criteria.
7. Earnest Money of the qualified bidder shall be adjusted against security deposit . However, earnest money of the other bidders shall be returned without any interest after opening of the tenders.
8. Security Deposit – Immediately after issued of the work order, the successful bidder shall deposit an amount equivalent to 10% of the accepted tender cost as security deposit after adjusting the earnest money deposited by him against the security deposit. The security deposit shall be deposited in the form of Demand Draft favouring "The National Small Industries Corporation Ltd." payable at New Delhi. The security deposit shall be refunded without any interest after successful completion of the work.

Contd.....2/-

9. The tenders submitted by the bidders shall remain valid for a period of 45 days from the date of submission of the bids.
10. NSIC reserves the right to reject/ cancel one or all offers without assigning any reason.
11. NSIC reserves the right to split the work among bidders.
12. The bidders are advised to inspect the site of work before submitting the tender.
13. Before submitting the tender, the bidder should satisfy himself that he has adequate infrastructure/ resources in terms of manpower and material etc. to complete the work in all respect within the stipulated time frame. The contractor shall not be allowed to sub-let the work during any stage of the contract.
14. If required, successful tenderer shall get the layout drawing of the event approved from the Delhi Fire Services (DFS) in accordance with the stipulations of the said authority. However, statutory fees paid on this account, if any shall be reimbursed to the contractor as per actuals on submission of receipt issued by the DFS.
15. The contractor shall use fire resistant materials to ensure that there is no mishap due to fire.
16. The total time allowed for the completion of the work, from the date of written order to commence the work shall be 2 days but all the work should be completed latest by one day before the date of event.
17. The contractor shall commence the work immediately from the date of issue of work order and upon the terms and conditions contained or referred to therein and to carry out such deviations as may be ordered.
18. In the event of failure to commence the work as stated above, the security deposit of the contractor shall be forfeited and NSIC shall get the work executed at the risk and cost of the contractor.
19. The contractor shall indemnify and keep indemnified the Corporation against claim/ damages arising out of any loss of life, injury, harm caused to his workmen/ third party at all times during the currency of the contract.
20. The Contractor shall at all times indemnify the Corporation against all claims damages or compensation under the provisions of Payment of Wages Act, 1936, Minimum Wages Act. 1948, Employer's Liability Act, 1938 the Workmens Compensation Act, 1923, Industrial Disputes Act, 1947 and the Maternity Benefit Act. 1961 or any modifications thereof or any other law relating thereto and rules made thereunder from time to time.
21. The contractor shall comply with all the PF/ESI/Labour and other applicable statutory regulations and he shall indemnify and keep indemnified NSIC from any liability arising out of observance of any such statutory provision.
22. The contractor shall at his own expense arrange for safety provisions or as required by the Officer-in-charge in respect of all labour directly or indirectly employed for performance of the works. The contractor shall indemnify and keep indemnified NSIC against any loss arising out of a mishap/ accident involving the labour employed by him / any third party injury/ loss of life/ property etc., while executing the work.
23. The quoted rates shall be inclusive of all tools & plants, materials, labours, transportation, taxes and duties etc., for fabrication and dismantling of the structure and allied set up.
24. The rates shall remain firm for the entire duration of the contract and extended period, if any and escalation on any account whatsoever shall not be paid.

25. Deviations – The quantities mentioned in the schedule of quantities are approximate and may vary depending upon site conditions/ requirements. The Officer-in-charge is fully empowered to deviate, either by way of addition or deductions, deletion from the works described in the Schedule of Quantities.
26. On successful completion of the work, the contractor shall submit the final bill. The payment shall be made to the contractor based on actual measurement subject to statutory deductions. No intermidate / running payments shall be released.
27. The work shall be carried out inside the NSIC Complex and the contractor shall follow all the rules and regulations of NSIC.
28. All the items shall be got approved from the Officer-in-charge before installation.
29. All electrical works shall be carried out as per standard Indian Electricity rules.
30. The contractor shall make his own arrangement for water and electricity required at site for installation of the hanger and allied infrastructure.
31. After completion of the event, the contractor shall dismantle and remove all the materials within 48 hours.
- 32. Any conditional tender shall be summarily rejected.**
33. Any corrigendum/ modification to this tender document shall be uploaded on our official website only. Bidders are therefore requested to regularly visit the related section of the website on regular basis till the date of submission of the tender document.
34. The tender document with all terms & conditions contained herein along with Schedule of Quantities shall form the part of the contract. All the pages of this tender document shall be signed with seal by the bidders and enclosed with the price bid.
- 35. Bidder by submission of this tender shall be deemed to have accepted all the terms and conditions contained in the tender document.**
36. Your offer in two sealed envelope addressed to the **General Manager (Works), NSIC Ltd. NSIC Bhawan, Okhla Industrial Estate, New Delhi- 110 020** should be delivered at the Central Receipt Section (**CR Section**) of NSIC Ltd. NSIC Bhawan, Okhla Industrial Estate, New Delhi- 110 020 latest by **03.30 PM on 01.07.2011**.
37. The name of the work and due date should be clearly mentioned at the top of the envelop containing the offer submitted by you i.e. "**Tender for Hire Charges for Setting Up of Hanger and Other Infrastructure for Foundation Stone Laying Ceremony of MDBP Building.**"
- 38. The bid of all bidders shall be opened at 4.00 PM on 01.07.2011, in the presence of the authorized representatives of the bidders who choose to be present.**

Thanking you,

Yours faithfully,

Encl.: As above.

(A.Gupta)
Manager (Works)

Schedule of Quantities

S.No.	Item Particulars	Qty.	Unit	Rate (Rs.)		Amount(Rs.)
				In figures	In words	
1	Installation of hanger superstructure made of aluminium tubular sections in inverted "V"/"D" shape with clear span of 15 metre and knee height of 4 m (approx.) and other accessories complete in all respect with water proofing and fire retardant sheet covering on the sides and roof. The hanger structure along with covering should have strength to withstand wind load upto 70 kmph.	225	Sqm			
2	Pipe Pandal made of steel frames and thick white fabric of approved shade with side covering as per the directions of Officer-in-charge.	50	Sqm			
3	Floor covering with New Synthetic Carpet (Unitech/ Obeetee or equivalent) inside/ outside the hanger, colours to be got approved from NSIC with laying charges. including maintenance thereof. Different colors of carpet may be used at different locations as approved by the officer in charge.	1650	Sqm			
4	Single/ Three Phase power wiring in the hanger(s) / NSIC Exhibition Grounds as per requirements	3	KW			
5	2.40 m high tin barricading/ fencing along the periphery of the Exhibition Space using MS Sheets and steel sections/ ballis duly covered with fabric of approved shade from one side	500	metre			
6	Providing and fixing of display boards, murals and backdrop etc. inside/ outside the hangers with digital flex printing on vinyl sheets mounted on MS tubular sections of required sizes (Design of murals to be provided by the contractor)	150	Sqm			

7	Fire extinguishers A B C type each of capacity 5 Kg with pressure guage system	10	each			
8	Green net carpeting	100	Sqm			
9	Providing and fixing of flood lights / halogen lights on hire for lighting entire hanger					
(a)	250 W –Flood Lights (Metal Halide)	2	each			
(b)	500 W – Halogens light	1	each			
10	Pedestal type noiseless variable speed fans (Make-Almonard/ Usha Lexus or equivalent)	30	each			
11	Supply and placement on hire basis healthy plants, in neat and clean flower pots, well painted.					
(a)	Flowering bogivill as 3' to 4' height in pots	200	Nos.			
(b)	Decorative colour foilage plants of 3' to 4' height.	200	Nos.			
(c)	Monstfai as in drum size 2' to 3' height.	100	Nos.			
(d)	Evergreen small plants like cholhel assaragus, ferns, treadsancancies	100	Nos.			
12	Wooden Stage dias of 18 ft x 35 ft and height 3 ft. duly carpeted with frills on side, two wooden steps for climbing up & getting off the stage, head table for ten persons duly covered with side frills and covered on top with new white cloth and one speaking podium	1	each			
13	VIP revolving chairs with leather covering	10	each			
14	Banquet chairs	500	each			
15	Two seater Sofa with leather covering in excellent condition	30	each			
16	Centre Table with Glass Top	15	each			
17	Side Table of sofa with Glass Top	10	each			

18	Food Service Counters of height 2.5 ft and width 2 ft. with white cloth covering on top and side frills of appropriate colour as approved by Officer-in-charge	20	Running Metre			
19	Supply and installation of white / off white laminated panels of height 2.4 m fabricated with octonorm system in good condition inside the Exhibition Hall as per directions of Officer-in-charge.	80	Running Metre			
20	Audio System with cordless mike-3 nos., podium mike-1 no. , mike with stand on table- 1 No. And adequate no. of speakers and loudspeakers of proper wattage for proper audibility inside/outside the hanger and inside the Exhibition Hall as per directions of Officer-in-charge	1	Job			
21	P/F of name plates of acrylic sheet of appropriate size for the VIP's on the head table. Name of the VIP should be fixed on sheet with computer cut letters complete in all respect	10	each			
22	Installation of Coloured satin flags of size 6 ft. X 4ft. Fixed on steel poles/ pipes (painted white). The height of the flag pole should be 15 ft from ground level after its proper installation	150	each			
23	Laying of Belgian Carpet of size 6 ft x 8ft	1	each			
						Total

Total (In words) – Rupees _____ Only

Signature of bidder with seal