



# NILAMBER-PITAMBER UNIVERSITY

MEDININAGAR, PALAMU - 822101

Memo No. - NPU/R.1554.../22

Date - 06/08/2022

## Tender for Hiring of Waterproof & Fireproof Tent, Sound and Lighting Services for 2<sup>nd</sup> Convocation of Nilamber-Pitamber University, Medininagar

Nilamber-Pitamber University, Medininagar, Palamu invites tender with all required details including cost/price per unit from licensed firms for the Hiring of Waterproof & Fireproof Tent, Sound and Lighting Services for 2<sup>nd</sup> Convocation of Nilamber-Pitamber University. All the papers must be submitted in a single duly sealed envelope super-scribed with "**Tender for Hiring of Waterproof & Fireproof Tent, Sound and Lighting Services for 2<sup>nd</sup> Convocation of Nilamber-Pitamber University**". The detailed technical specifications and other terms and conditions of the tender can be downloaded from the University's website, [www.npu.ac.in](http://www.npu.ac.in). The last date of submission of the tender by hand/by speed post/by registered post in the office of the Registrar, Nilamber-Pitamber University, Medininagar, Palamu - 822101 is 29.08.2022 till 03:30 pm. The tender will be opened on 30.08.2022 at 12:30 pm in which their representative/tenderer may be present.

By order of the Vice-Chancellor,

*RKumar*  
6.8.22

Registrar

Nilamber-Pitamber University  
Medininagar, Palamu

*SB*  
06/08/22

Anuprash

Memo No. – NPU/R.554.../22

Date – 06/08/2022

**TENDER DOCUMENT**

**FOR**

**HIRING OF WATERPROOF & FIREPROOF**

**TENT, SOUND AND LIGHTING**

**SERVICES FOR 2<sup>ND</sup> CONVOCATION**

**AT**

**NILAMBER-PITAMBER UNIVERSITY**

**MEDININAGAR, PALAMU**

Nilamber-Pitamber University, Medininagar, Palamu

Notice Inviting Tender (NIT)

(A) Nilamber-Pitamber University, Medininagar, Palamu (Jharkhand) invites sealed tenders for German Hanger, Waterproof & Fireproof Pandal, Sound & Lighting System for 2<sup>nd</sup> Convocation as per the details given below:-

01.	Last Date & Time for receipt of Bids	29.08.2022 at 03:30 PM
02.	Time & Date of opening	30.08.2022 at 12:30 PM
03.	Date of Convocation	Between 11 <sup>th</sup> to 20 <sup>th</sup> October, 2022 (tentative)
04.	E.M.D. (by DD in favour of Registrar, Nilamber-Pitamber University, Medininagar, Palamu)	One lakh only

(B) Pre-Qualification conditions and Eligibility Criteria: -

(Please attach necessary supporting documents for all in Bid envelope)

1. Should have minimum work experience of executing 03 works tent services in the University or Govt. organization.
2. Should possess all statutory requirements with appropriate License from competent authority, such as,
  - (a) Labour License
  - (b) G.S.T. Registration No.
  - (c) Shop and Establishment registration certificate and
  - (d) PAN card with submission of Income Tax Returns for the last three financial years.
3. The tenderer should submit the Technical Bid and Financial Bid separately. (The University reserves the right to accept/reject or assign the work to one or two parties without assigning any reason what so ever.)

PKumar

4. Tender document DD of Rs. 10,000/- (Rupees ten thousand only) in favour of Registrar, Nilamber-Pitamber University, Medininagar, Palamu needs to be submitted as non-refundable tender fee. The tender without requisite fee will be rejected.
5. A sum of Rs. 1,00,000/- (Rupees <sup>one</sup> lakh only) as Demand Draft issued from recognized bank in favour of Registrar, Nilamber-Pitamber University, Medininagar payable at Medininagar must be submitted with tender as EMD.
6. Firm/Agency agreed to the terms & condition and satisfying the eligibility criteria may submit their tender in the office of Registrar, Nilamber-Pitamber University, Medininagar, Palamu giving the requisite documents and information along with their offer.
7. All pages of tender should be signed by the authorized signatory of the company/firm.
8. Tender shall be opened in the presence of their representatives if any present at the time of opening of bid.
9. The Nilamber-Pitamber University reserves the right to accept/reject/split/cancel the Tender in full or part, without informing affected firms, including on liability whatsoever.
10. In case of any dispute, the decision of Vice-Chancellor, Nilamber-Pitamber University, Medininagar, Palamu will be final and binding on the parties.
11. It shall be deemed that the bidders have undertaken a visit to Nilamber-Pitamber University, Medininagar, Palamu and are fully aware of the scope of work prior to the submission of the tender documents.
12. The fabricator should be a reputed contractor having previous work experience in doing five similar work each not less than 30 lakh in Govt. Department/University (for convocation purpose only).
13. Audited Balance Sheet of any three years out of last five financial years. The turnover should not less than 2.00 crores.
14. Company profile.

RKumar

### Main Terms, Condition & Important Instructions:-

1. The work is to be executed as per work order.
2. The selected firm will have to handover the complete full proof work 48 hours before the start of the event.
3. Dismantling is to be started immediately after completion of event and to be completed at the earliest.
4. Transportations of all items to site and back from site is total responsibility of the firm.
5. All materials should be new of standard quality and decent. The fabric to be used will be approved by the University and it should be of white color only.
6. All items (Sofa Chairs/Carpet/Tables etc.) should be in good conditions and will be cleaned by agency's staff after putting it on appropriate places.
7. Quantities requirements and specifications given are approximate and may vary as per site conditions and few items may be deleted/added/modified, if needed.
8. Payment will be made as per actual hired quantities put in use.
9. Rate must be quoted on unit basis (including transportation, labour installation etc.) in the price schedule only including all taxes (if any).
10. The agencies are requested to see proposed site, understand the work and agree to all the terms and conditions of Nilamber-Pitamber University given above.
11. All wirings have to be provided by the firm from the source to be specified by Nilamber-Pitamber University, Medininagar and all the safety parameters must be followed. Proper electrical connections to made so as to avoid any hazard due to the work entrusted with the contractor. All electrical joints must be properly insulated so as to avoid short-circuiting and fire.
12. For any emergency situation the contractor will provide solution related to his work at no extra cost.
13. All the material used should be of very high quality. Appropriate deduction will be made from the bill which is not of good quality.

RKumar

14. As the Convocation is an important function of the University timely completion of work and high quality material would be the deciding factor in award of work. A committee in this regard will inspect the material to be used before award of works.
15. All works related to Convocation etc. should compulsorily be completed two days before commencement of event so that any modification/alteration can be made in time.
16. Rates will be compared on the basis of grand total and not on the basis of individual items.
17. All works related to this tender should be completed to entire satisfaction of Nilamber-Pitamber University, Medininagar will have the right to cancel the work order forfeit the earnest money and further no payment will be made in that case.
18. All precautionary safety measures should be adopted by the agency in erecting hangers tents fixing lights etc. The University shall not be responsible for any mis-happening and loss caused due to the agency's negligence.
19. The representatives of the firm should be available on also mobile to enable this University to call them in emergency situation. Therefore, telephone as well as mobile Nos. will also be provided to Nilamber-Pitamber University, Medininagar.
20. Tenders received without E.M.D. or incomplete Tenders would be rejected.
21. No advance payment will be made.
22. Final payment of the agency will be released after successful completion of the event and after deducting all Govt. taxes.
23. Quantities of various items can be increased or decreased as per requirement.

Rkuma  
6.8.22  
Registrar

Nilamber-Pitamber University  
Medininagar, Palamu

06-08-22

## TECHNICAL PART

1.	Name of the Firm/Agency	
2.	Status of the Firm/Agency (Proprietary/Partnership/Limited/Joint Venture) (specify)	
3.	Postal Address	
4.	Telephone No(s)	
5.	E-mail ID & Website	
6.	Year of Establishment	
7.	Activities/Services offered	
8.	PAN No.	
9.	GST Registration No.	
10.	Particulars of Head of organization and directors/Partners of organization with Name, PAN No., Complete Address, Phone No. etc.	
11.	Experience in doing three similar work each not less than 30.00 lakh in Govt. Deptt./University (for Convocation purpose only)	
12.	The tenderer should have experience of at least 05 years in similar work. Certificates and testimonials of state and other Universities for similar type of jobs for organizing convocation must be enclosed.	
13.	Audited Balance Sheet of any three years out of last five financial years. The turnover should not less than 2.00 crores.	
14.	F.M.D. of Rs. 1,00,000/- in shape of DD	
15.	Labour License	
16.	Any other item as per requirement	

Date :

Place :

*P. Kumar*

(Signature of Authorized Signatory with Seal)

**PRICE PART (To be submitted separately)**

Sl. No.	Description of Work	Quantity	Unit Rate (Rs.)	Amount (Rs.)
<b>I. Preparation of higher structure, stage, greenroom, welcome gate etc.</b>				
1.	German Hanger structure (Pandal) clear span area with SRF Pillar less with new cloth ceiling for 3000 seats (approximately size 375 ft. X 80 ft.)	30,000 Sq. ft.		
2.	Stage design for construction size 60 X 40 with VIP toilet	01 (1920 Sq.ft.)		
3.	Temporary construction of Green Room, Ladies & Gents toilets, near stage in the pandal			
4.	Backdrops & Frontdrops on table & Dias etc. Premises Branding with colourful designs			
5.	Erection of flag poles inside and outside of convocation premises with colourful designs	50		
6.	Erection of iron pillars & branding of University gate of size 25ft. X 4 ft. backlit flex. Welcome gate (designed with theme) with eight pillars.	04 Nos.		
7.	Signage's - on Flex & Vinyl mounted on frame/sun board Directional signage outside the convocation area (4ft.X3ft.) as per requirement	10 Nos.		
8.	Stage for Media (size 24 ft. X 16 ft.)	384 sq.ft.		
9.	VIP Room with AC, furniture etc.	01 No.		
<b>II. Electrical wiring and installation of</b>				
1.	Internal wiring & installation of electrical equipments like Fan's Table Ceiling. Coolers as required			
2.	Generator & Backup power with diesel (375 KVA)			
3.	AC 5.5 tons on stage	04 units		
1.	Steel Sofas with White Cover	50 Nos.		
2.	Sofa	12 Nos.		
3.	VVIP Chairs with Towel	10 Nos.		
4.	VIP Chair with cover	200 Nos.		
5.	Ordinary Chairs	3000 Nos.		
6.	Centre Table	25 Nos.		
7.	Podium with Branding	02 Nos.		
8.	Audio & Sound equipment, cordless mikes, speakers inside and outside walkie-talkie headset (complete as per Govt. VVIP Functions)			
9.	Ceremony lamp, candle, ghee, ribbons, balloons etc. Flower decoration and bouquet arrangement for inaugural and closing ceremony			
10.	Red carpet in VVIP area, passage, pandal and inside the hangers Green PVC net charai	As per requirement		
11.	Cloth masking in wooden frame design in required places (price sq ft.)	As per requirement		
12.	Barricading (Mojo & Steel pole chain) at required places			
13.	Sunmica Tray with red velvet cover	10 Nos.		
14.	Chemical Toilets	02 Nos.		
15.	Fire Extinguishers	10 Nos.		
16.	German Pagoda with Flooring	01 No.		
17.	LED Screen size 8X12 with scaffolding stage 4 ft. height	04 Nos.		
18.	LED Platform - 4 ft. height in Iron scaffolding size 16x4	04 Nos.		
19.	LED Screen - 44" on stage with stage	04 Nos.		
20.	Dias arrangement			
21.	Flex work with frame (star blackout)	2000 sq. ft.		

*Rkuma*  
6.8.22

Registrar  
Nilamber-Pitamber University  
Medinagar, Palamu

*06/08/22*