



राष्ट्रीय प्रौद्योगिकी संस्थान अगरतला
National Institute of Technology Agartala
Agartala - 799 046 (Tripura)

F.NITA.5/(19-Acad)/16th Convocation/2023-24/Pandal & Stage Arrangement/L/3951 Date: 03/10/2023

Limited Tender Notice

On behalf of National Institute of Technology Agartala, bids are invited in sealed cover from the reputed resourceful Contractor / General order supplier/ Event Management organization etc. for Seating arrangement, Stage arrangement and Decoration in indoor stadium etc. for 16th convocation of NIT Agartala on hiring/rent basis as per specification mentioned in Annexure-A of tender document available at Institute website www.nita.ac.in.

Sl. No	Department / Section	Ref. No.	Items	Estimated cost (Rs.)	Last date of receipt of tender	Time and date of opening of Technical bid
1	Academic Section	F.NITA.5/(19-Acad)/16 th Convocation/2023-24/Pandal & Stage Arrangement/L	Seating arrangement, Stage arrangement and decoration in indoor stadium of NIT Agartala for 16 th convocation of NIT Agartala	11,80,000.00	12 / 10 / 2023 Up to 5:00 PM	13/10 /2023 At 10:00 AM

Bid in sealed cover super scribed appropriately in response to Enquiry F.NITA.5/(19-Acad)/16th Convocation/2023-24/Pandal & Stage Arrangement/L/ dated 03/10/2023 are invited for the supply of under-mentioned items so as to reach this institute latest by **5.00 PM on 12/10/2023** which will be opened on **13/10/2023 at 10:00 AM**.

Yours Sincerely

DBhalkya,
Registrar 03-10-23,
NIT Agartala

*OK
Ranab*



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Agartala - 799 046 (Tripura)

F.NITA.5/(19-Acad)/16th Convocation/2023-24 /3951

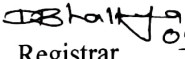
Date: 03/10/2023

Scope of Work:

1. Providing and placing of seating arrangement (on rent basis).
2. Stage and Decoration as required at NIT Agartala for Convocation Day i.e. 4th November, 2023
3. Three Nos. gates for NIT Agartala complex.
4. Providing and placing Lightings inside & outside of the BM indoor stadium ABV Sports complex on rent basis.
5. Providing and placing Decorative colour Light inside & outside of the BM indoor stadium ABV Sports complex and in the road adjacent to the ABV Sports complex on rent basis.

(Details as per Annexure-A of this tender document)

Yours Sincerely


Registrar 03-10-23
NIT Agartala



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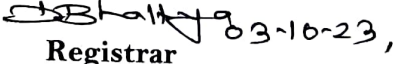
Limited Tender Enquiry

IMPORTANT INFORMATION

Name of the Institute : NATIONAL INSTITUTE OF TECHNOLOGY
AGARTALA
GST Number of the Institute : 16AAAGN0550K1ZG
PAN of the Institute : AAAGN0550K
TAN of the Institute : SHLN00719F
DSIR No. : TU/V/RG-CDE(1053)/2017 dated 15/03/2018
Institute Bank A/C No. : 030936141729 (IFSC: SBIN0011491) under SBI, NIT
Agartala Branch.
Name of Department / Branch : Academic Section.
Enquiry / Reference Number : F.NITA.5/(19-Acad)/16th Convocation/2023-24/Pandal & Stage
Arrangement/L

Some important/Critical dates:

Bid submission start date	Date: 03/10/2023	Time: 02:00 PM
Bid submission end date	Date: 12/10/2023	Time: 05:00 PM
Bid opening date	Date: 13/10/2023	Time: 10:00 AM


Registrar
National Institute of Technology
Agartala – 799 046, Tripura



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National Institute of Technology Agartala
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F.NITA.5/(19-Acad)/16th Convocation/2023-24/Pandal & Stage Arrangement/L/3951

Date: 03/10/2023

Terms & Conditions of the Tender

1. Please send your sealed bid by Registered/Speed Post or Courier (*) Service to:

THE REGISTRAR,
NATIONAL INSTITUTE OF TECHNOLOGY
AGARTALA – 799 046, TRIPURA

Or

Drop the sealed bid in the Tender Box kept in the office of the Purchase Section during the normal working hours (9.00 A.M. to 5.00 P.M.) of the Institute. Please do not hand over the quotation to any person by hand.

2. Bid received after the due date & time will not be considered.
3. Bid Security or EMD: 2% of the estimated cost of the tender or Bidders should submit “**Bid Security Declaration Form**” on company letter head as per annexure-B of this tender document.
4. Delivery Option: 10 (ten) days after receipt of the purchase/work order(s) at NIT Agartala campus (if required).
5. Bid should be valid for a period of **90** days from the opening date of the bid.
6. The bidders should quote their rates in clear terms without ambiguity. The quotation should be only in Indian Rupees.
7. Bid must be filled in legibly and overwriting/corrections, erasures etc. if any, must be duly attested, and **ON YOUR LETTERHEAD ONLY**.
8. Each bidder shall submit only one bid **against one enquiry**. A bidder, who submits more than one bid against single enquiry, shall be disqualified and considered non-responsive.
9. The bidders who are registered as a Micro or Small Enterprise as per latest definitions under MSME rules, Govt. of India for exemption of submitting EMD/Bid security must enclose relevant documentary proof of authentication of their firm’s registered as a Micro or Small Enterprise as per latest definitions under MSME rules, Govt. of India.
10. If the bidder is a Micro or Small Enterprise as per latest definitions under MSME rules, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria". If the bidder is OEM of the offered products, it would also be exempted from the "OEM Average Turnover" criteria. In case any bidder is seeking exemption from Turnover /Experience Criteria, the supporting documents to prove his eligibility for exemption must be submitted with bid.
11. If the bidder is a Startup, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria". If the bidder is OEM of the offered products, it would also be exempted from the "OEM Average Turnover" criteria. In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be submitted with bid.



राष्ट्रीय प्रौद्योगिकी संस्थान अगरतला

National Institute of Technology Agartala

Agartala - 799 046 (Tripura)

12. National Institute of Technology, Agartala is following and abide with the Public Procurement (Preference to Make in India), Order 2017, DIPP, MoCI Order No. P-45021/2/2017-B.E.II dated 15th June 2017 and subsequent amendments to the order. Accordingly preference will be given to the Make in India products while evaluating the bids, however, it is the sole responsibility of the bidder(s) to specify the product quoted by them is of Make in India product along with respective documentary evidence as stipulated in the aforesaid order in the technical bid itself. A self-declaration as per Annexure- C should be enclosed in the technical bid.
13. The rates shall quoted according to the units indicated in the enquiry letter and the rates preferably include all charges, taxes, duties etc. also these charges shall be shown distinctly and separately.
14. Conditional discount, if any, offered by the bidder shall not be considered at the time of evaluation
15. All rates should be based on delivery by the Supplier at National Institute of Technology, Agartala.
16. The exact delivery period and terms of delivery shall invariably be mentioned in the quotation.
17. **Payment: 100% will be made in INR (Indian National Rupees) after successful completion of the work and duly certified by the concerned authority. The quality of the work should be as per the specifications mentioned in the tender document. If any deviation found, NIT Agartala will not bound to make any payment.**
18. All payments due under the contract shall be paid after deduction of statutory levies at source (like ESIC, IT (TDS), GST, LBT / Octroi etc.), wherever applicable.
19. **An order for supply when placed, must be completed in full within the delivery period indicated on the order. Failure to supply or replace the rejected materials if any, will render the order liable to be cancelled without notice and the material will be procured elsewhere at your risks and cost.**
20. The Institute reserves the right to accept or reject any quotation or part thereof without assigning any reason thereof.
21. NIT Agartala will reject a proposal for award if it determines that the Bidder recommended for award has, directly or through an agent, engaged in corrupt, fraudulent, collusive or coercive practices in competing for the Contract in question.
22. **Penalty: Penalty will be charged @ 0.5 % of per week except for force majeure conditions for the unexecuted part of the supply/work order.**
23. **Arbitration: All disputes should be attempted to be resolve mutually between the National Institute of Technology, Agartala and the suppliers failing which jurisdiction of any Court of Agartala shall be applicable.**
24. The item(s)/goods are required to be delivered at the indenting Department of National Institute of Technology, Agartala, and must be dispatched within specified days from the date of placement of the supply/purchase/work order.

If the supplier fails to Supply, Install and Commission the system/instrument as per specifications mentioned in the order within the due date, the Supplier is liable to pay liquidated damages of 0.5% of order value per week of delay subject to a maximum of 3%, as the case may be, beyond the due date. Such money will be deducted from any amount due or which may become due to the supplier. Any exemption towards delay without LD can be resolved through mutual consent under exceptional circumstances.



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F.NITA.5/(19-Acad)/16th Convocation/2023-24/Pandal & Stage Arrangement/L

Date: /2023

Annexure-B

Bid Securing Declaration Form

Date:.....

Tender Ref. No:

To

(insert complete name and address of the purchaser)

I/We. The undersigned, declare that:

I/We understand that, according to your conditions, bids must be supported by a Bid Securing Declaration.

I/We accept that I/We may be disqualified from bidding for any contract with you for a period of one year from the date of notification if I am /We are in a breach of any obligation under the bid conditions, because I/We

a) have withdrawn/modified/amended, impairs or derogates from the tender, my/our Bid during the period of bid validity specified in the form of Bid; or

b) having been notified of the acceptance of our Bid by the purchaser during the period of bid validity (i) fail or reuse to execute the contract, if required, or (ii) fail or refuse to furnish the Performance Security, in accordance with the Instructions to Bidders.

I/We understand this Bid Securing Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the earlier of (i) the receipt of your notification of the name of the successful Bidder; or (ii) thirty days after the expiration of the validity of my/our Bid.

Signed: (insert signature of person whose name and capacity are shown)

in the capacity of (insert legal capacity of person signing the Bid Securing Declaration)

Name: (insert complete name of person signing the Bid Securing Declaration)

Duly authorized to sign the bid for an on behalf of (insert complete name of Bidder)

Dated on _____ day of _____ (insert date of signing)

Corporate Seal (where appropriate)

(Note: In case of a Joint Venture, the Bid Securing Declaration must be in the name of all partners to the Joint Venture that submits the bid)



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Date: /2023

Annexure-C

In line with Government Public Procurement Order No. P-45021/2/2017-BE-II dt. 15.06.2017, P-45021/2/2017-PP (BE-II) dated 28.05.2018, P-45021/2/2017-PP (BE-II) dated 29.05.2019 and P-45021/2/2017-PP (BE-II) dated 16.09.2020,

we hereby certify that (Supplier name) are local supplier meeting requirement of minimum local content..... % defined in as above orders for the material against Enquiry / Tender No dated.....

Details of the location at which local value addition will be made are as follows:

.....
.....
.....
.....

We also understand false declarations will be in breach of the Code of Integrity under Rule 175(1)(i)(h) of the General Financial Rules for which a bidder or its successors can be debarred for up to two years as per Rule 151 (iii) of the General Financial Rules along with such other actions as may be permitted under law.

Date:
Place:

Signature:
Name and Designation:
Mobile no:
Office Telephone No:
Email ID:

Office Seal

Annexure - A

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Detail Requirements

Requirement for providing and placing of seating arrangement (on rent basis), stage and Decoration as required at NIT Agartala for the Convocation Day on 4 November 2023

Sl. No.	Particulars	Unit	Quantity	Remarks
1	Stage (50 ft x 30 ft x 4 ft) with covered extension (20 ft x 30 ft x 4 ft) on either side with proper stage lightings and steps for entry and exit and with Roof Ceiling and covering on the front sides on either side of Main Stage on rent basis.	Set	1	
2	Providing and placing medium back visitor steel chair with arm on rent basis.	Nos.	40	
3	Providing and placing Center table (Glass top) on rent basis for Stage.	Nos.	5	
4	Stage Decoration with flower, wooden frame and cloth pasting frill as required.	Job	1	Model Stage Appearance in Annexure
5	Providing and placing medium back visitor steel chair with arm on rent basis for Press, Media, Police personnel, other government officials and Faculty members on rent basis	Nos.	200	
6	Providing and placing Plastic Chair with cover on rent basis.	Nos.	1600	
7	Total Flex printing & fixing in connection with Convocation 2023 including the wooden stand	Job	2406 Sqr Ft approx	Details in Annexure
8	One Job comprising 3 Nos gate for NIT complex (Infront of Stadium, sports Complex and NIT Main Gate) and removing the same after the function.	Job	1	Model Gates in Annexure
9	Providing and placing color Flag with flagpole on rent basis.	Nos.	500	
10	Providing and placing LED live stream background screen (20 ft. X 10ft) on rent basis with Making of LED table on rent basis	Nos.	1	
11	Providing and placing High quality sound system including adequate no of mics and with adequate satellite speakers for BM indoor stadium on rent basis.	Job	1	Details in Annexure

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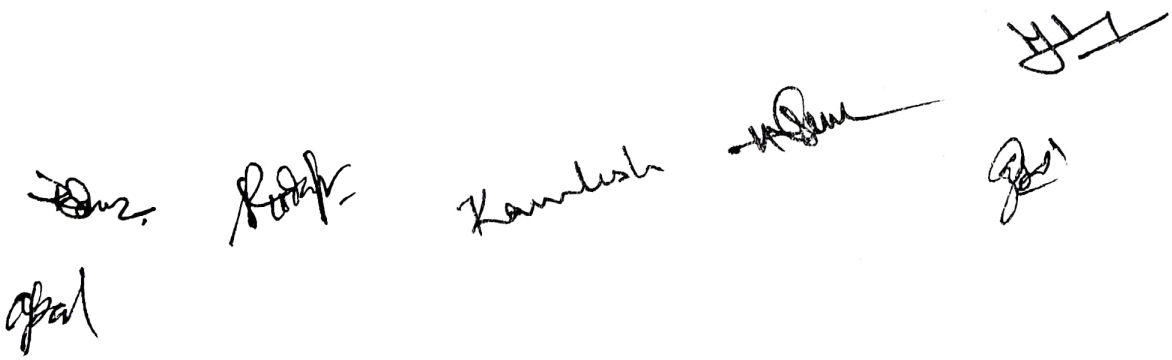
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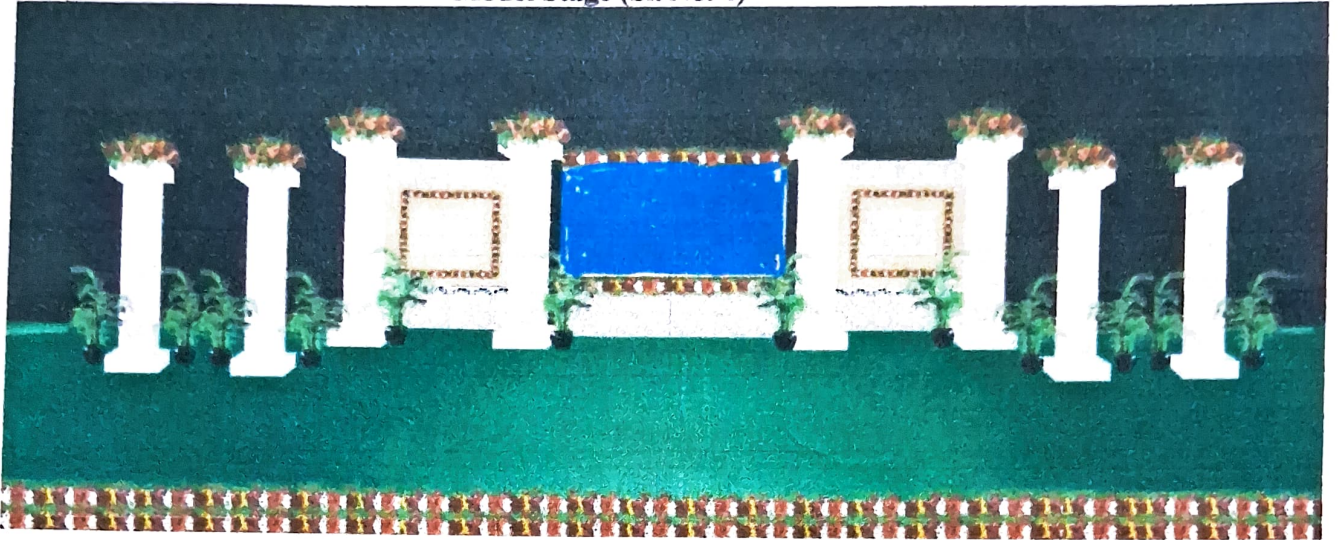
12	Providing and placing Lights inside and outside the BM indoor stadium, ABV Sports Complex on rent basis.	Job	1	Details in Annexure
13	Providing and placing Decorative color Lightings inside and outside the BM indoor stadium, ABV Sports Complex and in the roads adjacent to the ABV Sports Complex on rent basis.	Job	1	Details in Annexure
14	Providing and placing Clean and good condition Carpet for Stage and Road (Red Color) as required on rent basis.	Job	1	
15	Providing and placing Podium on rent basis.	Nos.	2	
16	Providing Lounge Set (1 (two seater) Sofa, 3 (Single seater) Sofa) for placing in VIP Guest Roping Room and BOG Members Room House with 2 Centre Table (Wood or Glass) on rent basis	Sets	2	
17	Water Air Cooler for graduates seating Area and in Roping Room of Senate Members on rent basis.	Nos.	16	
18	Pedestal Fan for graduates seating Area (Normal noiseless domestic type) on rent basis	Nos.	40	
19	Arrangement of Table (20 Nos) for distributing food packets and for providing to Tea vendors with 20 plastic chairs with Covers on rent basis	Nos.	20	
20	Exhaust Mounted Externally for Air Circulation on rent basis	Nos.	4	
21	Reception Table with Table Cover on rent basis	Nos	4	
22	Wooden Table for Keeping Certificates and Medals on the Side Stage with Table Cover on rent basis	Nos	10	
23	Selfie Point/Photo Shoot area with small stage and decorations outside the venue with lighting on rent basis	Nos.	1	
24	10 ft Long flag with " Convocation 2023" hanging of sports complex of the wall (30 Nos)	Job	30 nos	
25	AC for guest room & BOG Room for Convocation 2023 (Total 2 AC) on rent basis	Job	2 ACs	



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Annexure

Model Stage (Sl. No. 4)



- Designs shown are for illustrative purpose, Vendor can Provide innovative design meeting this requirement

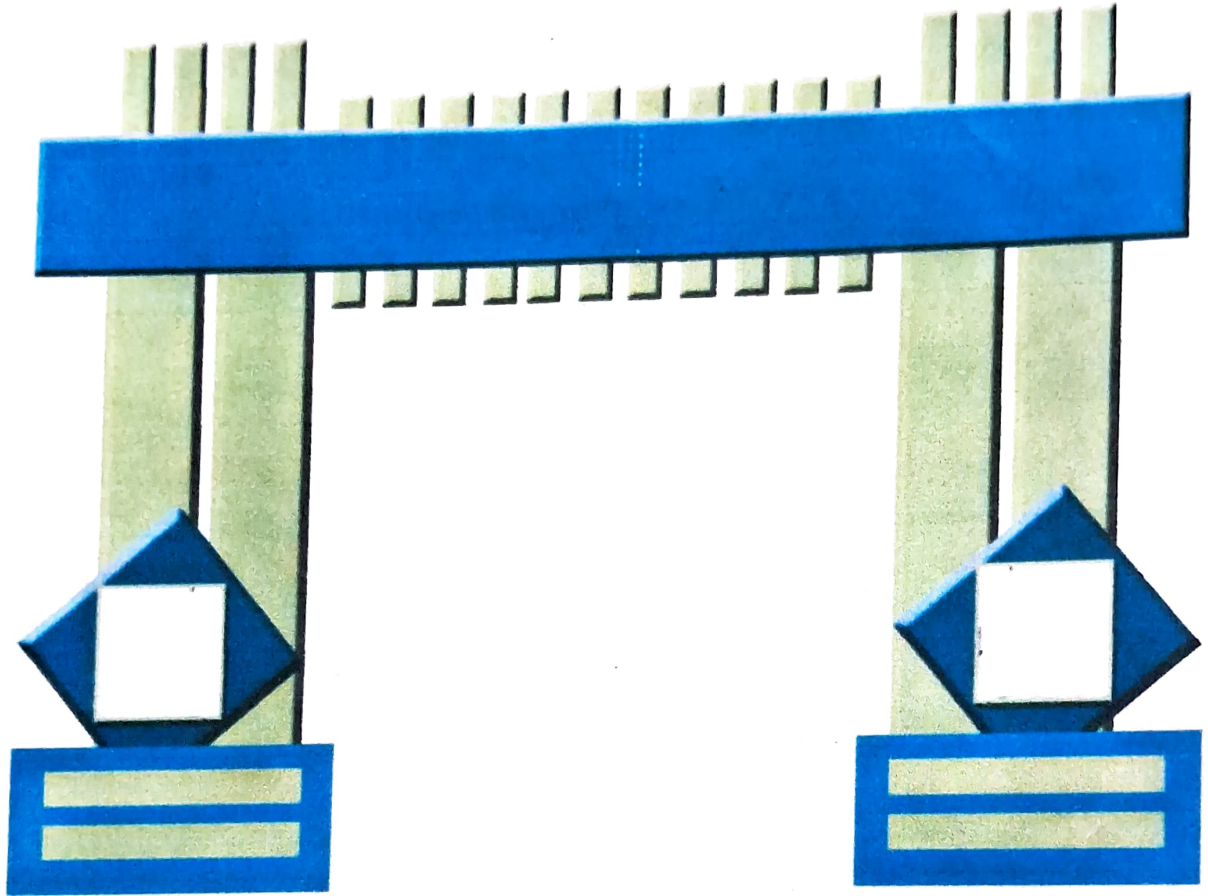
Total Flex printing & fixing in connection with Convocation 2023 including the wooden stand (Sl. No. 7)

Estimate for Banner with Wooden Stand

Sl. No.	Particulars	Quantity	Sq Ft
1	Providing and Placing Banner (15 x 10 Ft) Inside Stadium, Sports Complex Entrance and in front of Sankar bazaar Gate with wooden stand	10	1350
2	Providing and Placing Banner in front of Stadium (8 x 4 Ft) with wooden stand	3	96
3	Providing and Placing Banner in front of Airport (10 x 20 Ft)	1	200
4	Providing and Placing Banner (2 x 5 Ft) on the sides of road with wooden stand	100	1000

apal *[Signature]* *[Signature]* *Kamlesh* *[Signature]* *[Signature]* *[Signature]*

One Job comprising 3 Nos gate for NIT complex (Infront of Stadium, sports Complex and NIT Main Gate) and removing the same after the function. (SLNo. 8)



NITA Main Gate Entry

- Designs shown are for illustrative purpose, Vendor can Provide innovative design meeting this requirement

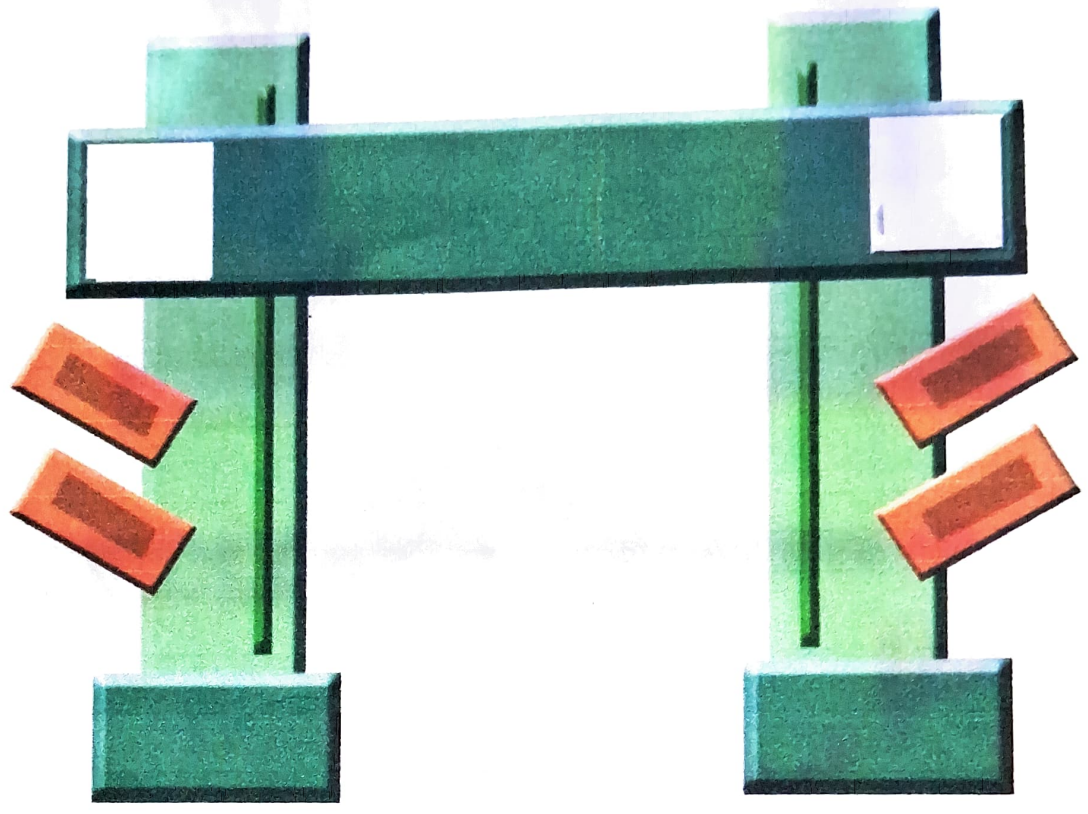
Sur. Rada

Kamlesh

Ravi

HI

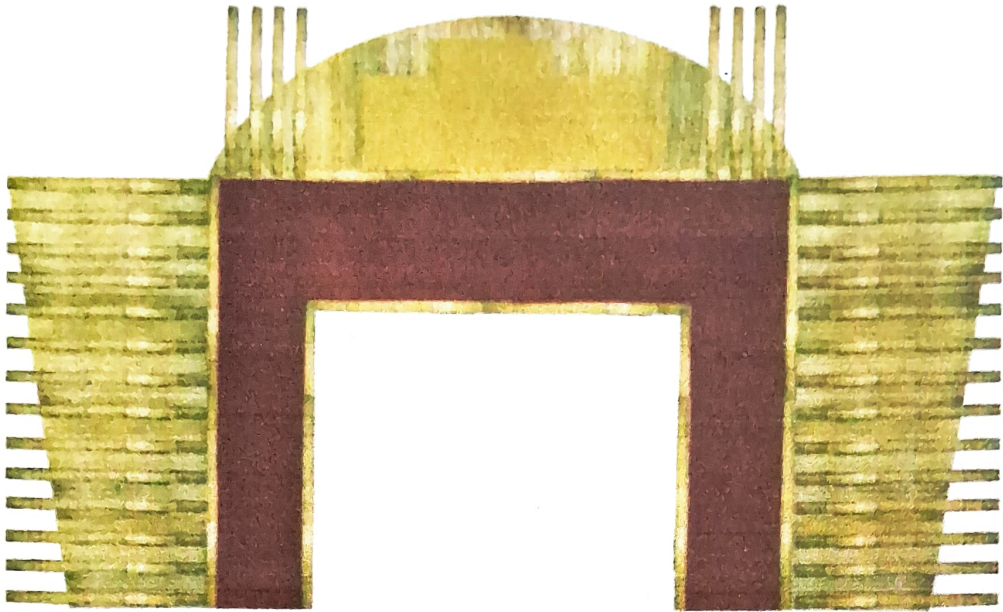
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Sports Complex Main Entry

- Designs shown are for illustrative purpose, Vendor can Provide innovative design meeting this requirement

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 Kamlesh [Signature] [Signature]
 apal



Indoor Stadium Main Entry

- Designs shown are for illustrative purpose, Vendor can Provide innovative design meeting this requirement

Providing and placing High quality sound system including adequate no of mics and with adequate satellite speakers for BM indoor stadium on rent basis. (Sl.No. 11)

S.No.	Details	Watts	Nos
1.	Satellite Speaker (Low)	500 Watts	30-40 and more as required to be distributed inside indoor stadium
2.	Stage Monitor	500 Watts	2 and more as required
3.	Stage High Speaker	1200 Watts	4 and more as required
4.	Stage Low Speakers	1000 Watts	4 and more as required
5.	Mics	Normal/Wireless	10 and more as required

Vendor should provide the audio demo 3 days before the date of event for synchronization purpose with the Audio-Visuals team

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Handwritten signature: Kamlesh

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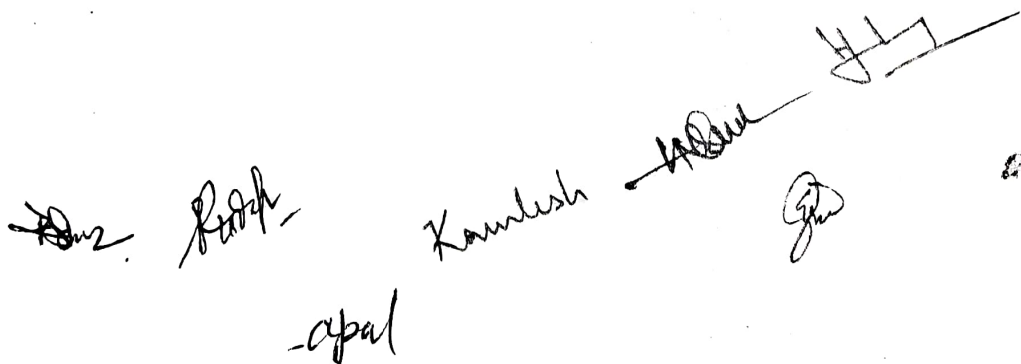
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Providing and placing Lights inside and outside the BM indoor stadium, ABV Sports Complex on rent basis (Sl.No. 12.)

S.No.	Details
1.	Sufficient LED lightings inside indoor stadium as required
2.	Sufficient LED/Metalloid lightings outside indoor stadium as required
3.	Sufficient LED/Metalloid lightings in garden areas of Sports Complex
4.	Sufficient LED/Metalloid lightings in front of Sports Complex Admin Building on either side
5.	Sufficient LED/Metalloid lightings in front of Main Gate of Sports Complex
6.	Sufficient colour lightings focusing Walls / Pillars of Indoor Stadium

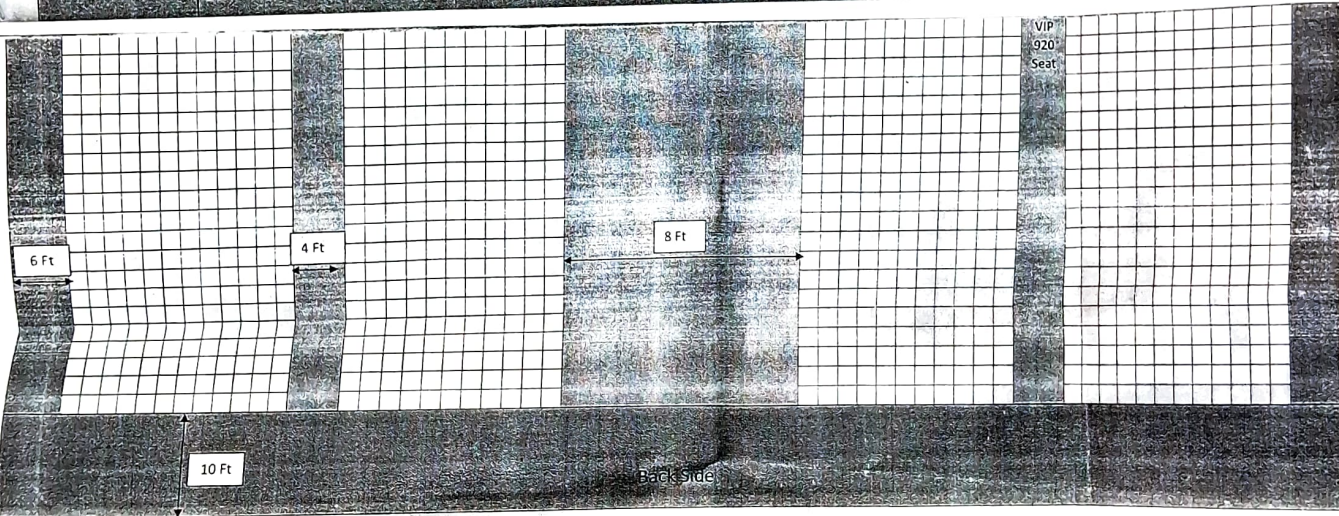
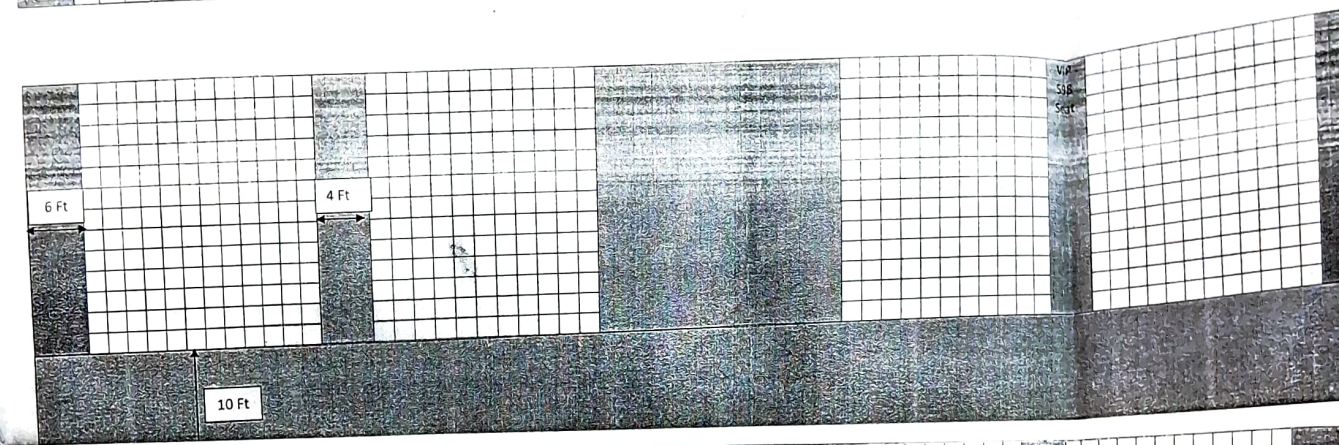
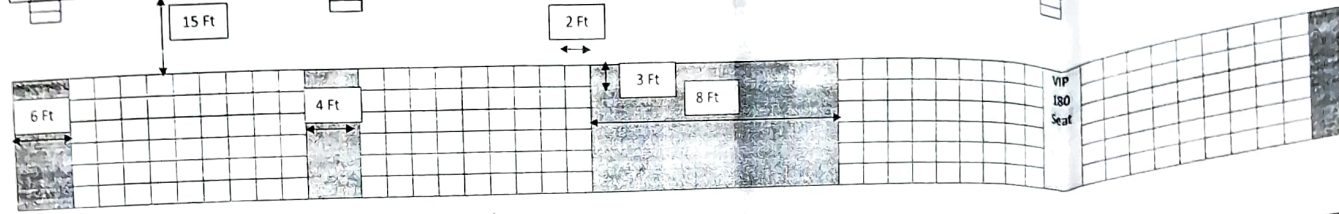
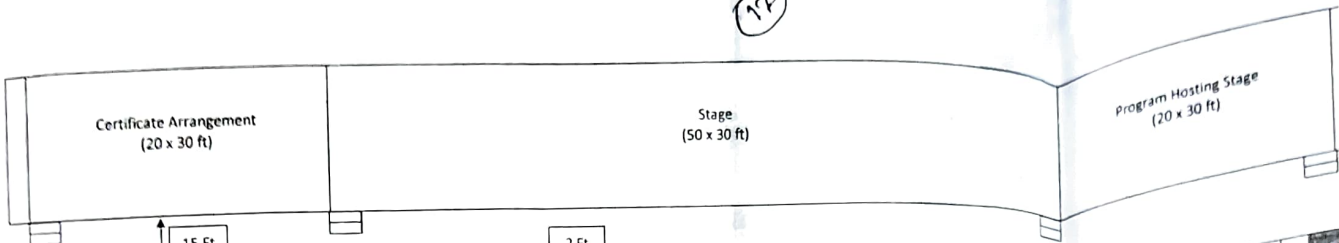
Providing and placing Decorative color Lightings inside and outside the BM indoor stadium, ABV Sports Complex and in the roads adjacent to the ABV Sports Complex on rent basis. (Sl.No. 13)

S.No.	Details
1.	Sufficient Colour Decorative lightings of different types as required at different location in Sports Complex.
2.	Sufficient Colour LED serial lightings on the walls of Sports Complex Admin Building on either side
3.	Sufficient Colour LED serial lightings on the trees on the roads/median inside the sports complex and in front of the main gate of the sports complex
4.	Sufficient Colour LED serial lightings on the plants in the median/roads inside sports complex

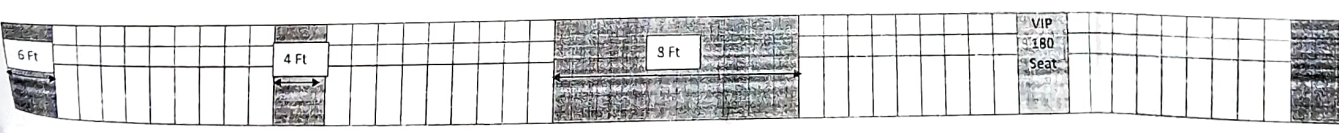


 -apal

17



Balcony Area



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Kamlesh

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