



TENDER CALL NOTICE.

No. 7127 /JE (Civil)

Dated the 4/12/18


Sealed tenders are invited from the reputed firm/agency to provide tent services during foundation day, convocation and 34th Inter-University Youth Festival from 3rd to 11th January 2019 to be held at Sambalpur University Jyoti Vihar Burla Campus. Envelope containing quotation should be clearly marked as "**Tender for providing Tent Services**", Detailed tender paper can be downloaded from University web site www.suniv.ac.in under tender section. The same may be submitted through speed post/registered post latest by 1PM on 19.12.2018 and it will be opened on the same day at 3PM in the office of registrar.

Undersigned reserve the rights to accept or reject any or all tenders without assigning any reason thereof.

Memo No. 7128 /JE (Civil)

Copy forwarded for information and necessary action to:


- 1) Notice Board.
- 2) Director, e-Gov for uploading the document in the University web site.
- 3) COF, Sambalpur University.

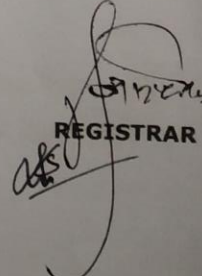

REGISTRAR
Dated, the 4/12/18

Memo No. 7129 /JE (Civil)

Copy forwarded to:

The editor of The Sambad (all Odisha Edition), Sakhipara Sambalpur and The editor Express publication (madurai) Limited, BBSR in order to publish the same once on or before Dt. 10.12.2018 by using minimum space and submit the bil in duplicate at govt concessional rate along with full scape of published news paper for payment.


REGISTRAR
Dated, the 4/12/18


REGISTRAR

**SAMBALPUR UNIVERSITY
TENDER DOCUMENT
FOR
"PROVIDING TENT SERVICES"
34TH Inter-University National Youth Festival'2019**

TERMS AND CONDITION

1. The Association of Indian Universities (AIU), New Delhi has entrusted Sambalpur University, Burla (ODISHA) for hosting 34th Inter-University Central Zone Youth Festival 2019 named as "**JUAN PARAV**" during the month of January.
2. The foundation day will be conducted at Biju Patnaik Auditorium hall of Sambalpur University on Dt.03/01/2019.
3. The convocation day will be conducted at Biju Patnaik Auditorium hall of Sambalpur University on Dt.05/01/2019.
4. The youth festival shall commence on January 07, 2019(Monday, after lunch) and concludes on January 11, 2018(Friday, after lunch).
5. The Registrar on behalf of Sambalpur University invites sealed quotations for "Tent services during 34th Inter-University Central Zone Youth Festival 2019 named as "**JUAN PARAV**" during the month of January 07-11'2019 from intended parties/authorized agents etc.
6. The tenderer should have five (05) years of experience and technical expertise in undertaking similar works preferably at large institutional, establishments, Government, University or college etc.
7. **Cost of tender documents (Non-Refundable):**

An amount of **Rs.3,000/- (Rupees Three Thousand Only)** in shape of Demand Draft issued from any nationalized bank drawn in favour of "**The Comptroller of Finance, Sambalpur University**" payable at Jyoti Vihar, Burla shall be submitted along with quotation documents. The quotation without paper cost shall be rejected out rightly.

8. **Cost of EMD:**

- a) An amount of **Rs.20,000/- (Rupees Twenty Thousand Only)** in shape of Demand Draft issued from any nationalized bank drawn in favour of "**The Comptroller of Finance, Sambalpur University**" payable at Jyoti Vihar, Burla shall be submitted

2018/12/4 16:51

**SAMBALPUR UNIVERSITY
TENDER DOCUMENT
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"PROVIDING TENT SERVICES"**

34th Inter-University National Youth Festival'2019

- along with quotation documents. The quotation without EMD shall be rejected out rightly.
- b) The EMD, in case of unsuccessful Bidders shall be retained by Sambalpur University, Burla till the finalization of the tender. No interest will be payable by Sambalpur University, Burla on the EMD. The same will be returned after finalization of tender.
- c) Tenderer shall not be permitted to withdraw his offer or modify the terms and conditions thereof. In case the tenderer fails to observe and comply with stipulation made herein or backs out after quoting the rates, the aforesaid amount of earnest money will be forfeited.
- d) The Firm who are registered with National Small Industries Corporation (NSIC) / OR Small-Scale Industries (SSI) are exempted to submit the EMD (Copy of registration must be provide along with technical bid).

9. Scope of work:

- a) To provide Bedding Set (800 No's) such as mattress, bed sheet, pillow with cover, blanket etc.
- b) To provide Bucket with Mug of 100 No's with facility for dustbins
- c) To provide Side walled Dining Space with 5 Food Counters, lights
- d) To provide Stage light and sound (Digital Operating System) for opening and closing ceremony of all events.
- e) To make Main Stage (Auditorium) with carpeting, back and side screens/walls /Back drop with provision of LED light fittings.
- f) To provide Genset: 2 Nos (125 KV) silent for Auditorium + Dining Area
- g) To provide LED Walls (Size: 12 X 10) for 5 days i.e. from Dt.07 to 11/01/2019.
- h) To provide Campus lighting such as at outdoor/buildings/event place, etc.)
- i) To provide Video and photography with drone camera and 4 set album with 4 -set of DVD.
- j) To make a large Welcome gate.

2018/12/4 16:51

**SAMBALPUR UNIVERSITY
TENDER DOCUMENT
FOR
"PROVIDING TENT SERVICES"
34th Inter-University National Youth Festival'2019**

- k) To provide Plastic Chairs of 1000 qty
- l) To provide 10 no's of Steel Sofa with white cover
- m) To provide Flower Bouquet and flower Decoration in stage, etc.
- n) To provide VVIP Chairs of 50 no's with towel
- o) To provide Center Table with Cover= 10 no's
- p) To provide Banquet Chairs with white cover=100 no's
- q) PRIZES, MEMENTOS, TROPHIES, ETC.

Winner Trophies (for 27 events) = 27 x 3= 54 (1-, 2- & 3- Prizes)
 Participant Medals (Silver) = 1000 participants x 1= 1000
 Champions Trophies = 5 categories x 5= 5

- r) To provide Publicity Posters/Hoardings/Newspaper printing
- s) To provide Souvenir and Stationeries as per requirement.
- t) Sufficient water bottle to be provided at the time of foundation day, convocation day & youth festival.
- u) To provide different size of banner as per direction given by Asst.Engineer(Civil).

10. The bid proposals are to be sent in a **sealed envelope** subscribed with detail and addressed to as appended hereunder.

Tender For" Providing Tent Services to Sambalpur University";	
From Mr./Mrs..... Address..... Contact No.....	To The Registrar, Sambalpur University, JyotiVihar, Burla-768019, Odisha

11. The bids submitted without tender document fees and/will be summarily rejected and no further communication in these regards will be entertained. The authority reserves the right to accept/ negotiate/ reject any or all the tenders and modify the conditions/ specification at any stage without assigning any reason thereof.

12. The Tenderers should furnish a copy of GST, a copy of PAN registration number.

2018/12/4 16:52

SAMBALPUR UNIVERSITY
TENDER DOCUMENT
FOR
“PROVIDING TENT SERVICES”
34TH Inter-University National Youth Festival'2019

13. Sambalpur University shall deduct the statutory deduction as applicable under the income Tax Act 1961, Odisha value added Tax Act 2004 and may other statutory deductions.
14. The Bill in triplicate may be send to this office for settlement after satisfactorily completion of the event. The bill should have full particulars of the items. No Payment shall be made in advance nor shall the loan from any financial institutions be recommended on the basis of the order of award of work. The Contractor shall submit the bill only after satisfactorily completion of festival.
15. In case of breach of any terms and conditions as mentioned above, the Competent Authority, will have the right to reject the bid at any stage without assigning any reason thereof and nothing will be payable by Sambalpur University, Burla in that event the EMD shall also stands forfeited.
16. After due evaluation of the bid(s) Sambalpur University, Burla will award the contract to the lowest evaluated responsive tenderer. Conditional bid will be treated as unresponsive and it may be rejected. The work order will be issued to the lowest bidder, who qualifies the technical bid as well financial bid.
17. The authority reserves all the rights to cancel the process at any time without assigning any reason thereof. Any dispute arising in this case shall come under the jurisdiction of courts of Sambalpur.
18. The list of documents to be submitted along with the tender document:
 - (i) A copy of GST certificate.
 - (ii) A copy of PAN certificate.
 - (iii) 05 year work experience certificate issued by the employer.
 - (iv) Technical bid.
 - (v) Financial bid.

2018/12/4 16:52

SAMBALPUR UNIVERSITY
TENDER DOCUMENT
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ANNEXURE-I

Technical Bids

Sl. No.	Description	Bidder's Remarks
1.	Name of Supplier/Firm/Agency	
	Name of contact person with details and mobile number.	
2.	Full address	
3.	E-Mail address	
4.	Telephone/Fax Number	
5.	EMD: Rs.20,000/- (Details of DD no.....and Date.....)	
6.	Cost of Tender Paper:Rs.3000/- (Non Refundable) (Details of DD no.....and Date.....)	
7.	Self-Attested photo copy of PAN Card	
8.	Self-Attested photo copy of GST Registration certificate.	
9.	05 years work experience certificate issued by the employer	

(Signature of the Bidder)
Along with Stamp of Firm/Company

Date:

Place:

2018/12/4 16:52

**SAMBALPUR UNIVERSITY
TENDER DOCUMENT
FOR
"PROVIDING TENT SERVICES"
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ANNEXURE-II

Financial Bids

Sl. No.	Name	Unit	Amount (In Rs.) "A"	GST (In Rs.) "B"	Total Amount (In Rs.) "C"="A"+"B"
01	Bedding Set (800 Nos): mattress, bed sheet, pillow with cover, blanket etc. Bucket with Mug (100 No's) Dustbins	Lump sum			
02	Side walled Dining Space with 5 Food Counters, lights	Lump sum			
03	Stage light and sound (Digital Operating System) for opening and closing ceremony and all events	Lump sum			
04	Main Stage (Auditorium) with carpeting, back and side screens/walls/Back drop with LED	Lump sum			
05	Genset 2 Nos (125 KV) silent for Auditorium+ Dining Area	Lump sum			
06	LED Walls (Size: 12 X 10) for 5 days	Lump sum			
07	Campus lighting (out door/buildings, etc.)	Lump sum			
08	Video and photography with drone camera and 4 set album with 4 set DVD	Lump sum			
09	Welcome gate preparation, installation with proper lighting arrangement etc.	Lump sum			
10	Plastic Chairs	1000 no's			
11	Steel Sofa with white cover	10 no's			
12	Flower Bouquet and flower Decoration in stage, etc	Lump sum			
13	VVIP Chairs with towel	50 no's			
14	Center Table with Cover	10 no's			
15	Banquet Chairs with white cover	100 no's			
16	Souvenir and Stationeries as per requirement	Lump sum			
17	Publicity Posters/ Hoardings/	Lump			

2018/12/4 16:52