



**NATIONAL INSTITUTE FOR THE EMPOWERMENT OF
PERSONS WITH INTELLECTUAL DISABILITIES (DIVYANGJAN)**
Department of Empowerment of Persons with Disabilities (Divyangjan)
(Ministry of Social Justice & Empowerment, Government of India)
Manovikas Nagar, Secunderabad-500 009
(An ISO 9001:2015 Institution)



NIEPID/Pur.10(300)/2023-24/

01.02.2024

Tender no.11/2024

Sub: Tender for Supply of Physical arrangements and Food arrangement for opening of new building at CRC Rajnandgaon at Thakurtola village, Rajnandgaon - reg.

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Opening of new building of CRC Rajnandgaon at Thakurtola village, Rajnandgaon is scheduled tentatively in the last week of Feb 2024. The approximate number of Divyangjan participants alongwith escorts in the event will be approximately 2000 members.

The interested bidders are required to participate in tender through www.eprocure.gov.in for supply of the following material/service at Secunderabad.

You are requested to submit your offer as per our specification and terms and conditions as mentioned below:

Scope of Work

S. No.	Description	Qty	Price per Qty/ persons	GST	Total Amount
1.	A.physical arrangement Stage 3ft ht from groundx 50 ft x 25 ft with Top and back side of the stage to be covered with thick white pandal	1	Nos		
2	Ramps and steps both side of stage for disable friendly	1	Nos		
3	LED Wall 8x12	10	Nos		
4	TV 55 inch on stage	1	Nos		
5	Sofa 3 Seater in front of stage	6	Nos		
6	Coolers on Stage	2	Nos		
7	Air Conditioners on Stage	2	Nos		
8	Heavy duty Pedestal fans 10 each on both sides of beneficiary tents	20	Nos		
9	Stage Carpet and below the Dias till the VIP Seating Area (to be quoted for square meter)	1	meter		
10	VIP Entry Carpet – Red from Alighting point of VIP till stage – 3' or 4' width	10	mtrs		
11	Barricading below the stage from beneficiary to the VIP area (if open ground)	1	Nos		
12	Complete Carpet for beneficiary area (150 ft length x 72 ft width	1	Nos		
13	Shamiyana White Tent for beneficiary area (150 ft length x 72 ft width) starting from the stage.	1	Nos		
14	VIP Chairs with white cloth	15	Nos		
15	Plastic chairs	1500	Nos		
16	Table (Tea Poy)	5	Nos		

17	Podium	2	Nos			
18	Sound System complete set (including cordless mike, Podium mike, collar mike) which should covers complete event/ground	1	Set			
19	Shamiyana Tent for food area (50ft X 100ft)	1	Nos			
20	Table for food counters with cloth	40	Nos			
21	Generator 125 KVA	1	Nos			
22	Dust Bins	20	Nos			
23	Hand Wash	10	Nos			
24	Mobile Toilets having 5/10 Toilets in each vehicle (if open ground)	10	Nos			
25	Water Dispensers 10 each on both sides of beneficiary tents	20	Nos			
26	Printing of invitation cards (200), ID card for beneficiaries (1000 nos) and escorts (1000 nos) and lunch coupons (2000 nos)	1	combined			
27	Flower Decoration in front of Stage, In front of Podium (02 nos), Main entrance, inside the building , Flower Bunch on the Coffee Table (Qty 05), Around the Lamp, Over Railing of Steps Flower Bouquet (20 nos) (Big-10+Small-10)	1	combined			
28	Photography & Videography for one day. Drone photography should also be included.	1	day			
29	Live Streaming of the Event (01 Day)	1	day			
30	Internet connectivity at venue	1	day			
31	Banners Backdrop banners of size 50 ft x 25 ft Banners, 8X10 (03 nos), 6X4 (10 nos), 6x3 (10 nos), with printing and pasting (with frames)	1	combined			
32	B. Food Arrangement Breakfast as per Annexure I	500	Nos			
33	Tea & Biscuits	1000	Nos			
34	Lunch as per Annexure I	2000	Nos			

Contd..3

Menu for Food Arrangements for Beneficiaries/Escorts

S.No	Time	Qty	Description
1.	Breakfast (7 to 8 AM)	500 members	04 Idli with Vada & Chutney or 02 chapattis & curry
2.	Lunch (1 to 2 PM)	2000 members	<u>Vegetarian Buffet</u> Vegetable Curries - 02, Dal, White Rice, Roti/Poori, Pickle, Raita Curd, Papad, Sweet Water Dispenser can (20 Ltrs) with paper glasses – 40 Nos

Contd..4

Terms & Conditions

- 1.The price quoted should be inclusive of all taxes. GST should be separately quoted in BoQ chart
- 2.The bids should be submitted on or before **15.02.2024** by 1300 hrs through e-procurement and date of opening **15.02.2024** at 1330 hrs under two bid system.
- 3.The tender is required to be submitted through e-procurement online under two bid system (Go to website www.eprocure.gov.in/eprocure, click on tenders by organization and select National Institute for the Mentally Handicapped).
- 4.The rates has to conform with prevailing local market prices should be inclusive of all taxes.
- 5.The cost of the Earnest Money Deposit of **Rs.20,000/-** (Rupees Twenty Thousand Only) the amount may be transferred through RTGS to "NIEPID Institution, A/c No. 3631010100000025, IFSC Code – PUNB0453800, Punjab National Bank, Manovikasnagar, Secunderabad – 500 009 on or before opening of the tender. The details of UTR No. is required to be submitted online.
- 6.The successful bidder shall have to deposit a performance security deposit @ **3%** of the total value of the order in the form of Demand Draft/Bank Guarantee which should be valid for over and above two months of completion of work/supply or the warranty period.
7. The items installed should be of very high standard, no soiled/damaged/worn out tents/materials to be installed. The agency will be panalized for not adhering to the instructions.
8. The agency should be responsible for any incidence of breaking of chairs/collapsing of shamiyanas, and resultant incidences if any.
9. The food should be served hot and quality should be of very high standard, The agency will be penalized for not adhering to the instructions.
- 10.The agencies has to quote unit price where ever applicable.
- 11.No advance will be given, however, the payment will be made after 15 working days on completion of the work/ providing of services only.
- 12.The delivery of the material shall be made at venue place as per Purchase Order.
- 13.Copies of similar 03 work orders, preferable in government organisations are required to be submitted.
- 14.The decision of competent authority is final to accept or reject the Tender or relax the conditions of the tender..
- 15.GST TDS / IT TDS will be deducted as per rules.
- 16.The quantity may increase or decrease based on the actual requirement. However, the payment will be made on actual only.
- 17.The agencies should submit GST registration, PAN Details and registration certificate
- 18.The price has to be quoted as per BOQ chart in e-procure only.
- 19.The agencies/bidders are required to submit price in BOQ chart in e-procurement online. The Institute will consider the L1 bidder based on the total value combined together of all items of each category and not individual items. The following categories are provided in the tender.**

A. Physical Arrangements

B. Food Arrangements

TECHNICAL BID FORM

Sl No.	Description	Submitted Yes/No Indicate the Page No. Where the copy attached In the tender document
1.	Name of the Firm: Head Office Address : Branches Tel. No. Fax No. e-mail web site, if any	
2.	Kind of proprietorship: (i) If limited concern, name and address of Directors and Managing Directors i) If single owner, name and address of the proprietor and Manager. ii) If partnership, name and addresses of partners	
3.	Shall submit 03 similar work orders of the value of Rs 1,00,000/- (Rupees One Lakh only) and above for each order from different organizations executed in the last 03 years.	
4.	Annual financial statement for last 3 years authorized by CA.	
5.	Shall have firm registration/Shop and Establishment Licenses certificate (Attach copies)	
6	Acceptance certificate of technical & Financial bid as per Annexure-1 & 2.	
7.	EMD Details	
8.	GST/VAT/CST Certificate of the firm to be attached	
9.	PAN details to be attached	

ACCEPTANCE CERTIFICATE

FOR TECHNICAL BID

I.....(designation).....,of (Name of the Company)..... hereby accept the above mentioned Terms & Conditions for **Supply of Physical arrangements and Food arrangement for opening of new building at CRC Rajnandgaon at Thakurtola village, Rajnandgaon** .

Date:

Place:

Signature & Company Seal

ACCEPTANCE CERTIFICATE

FOR FINANCIAL BID

I.....(designation).....,of (Name of the Company)..... hereby accept the above mentioned Terms & Conditions for **Supply of Physical arrangements and Food arrangement for opening of new building at CRC Rajnandgaon at Thakurtola village, Rajnandgaon** .

Date:

Place:

Signature & Company Seal