



**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(CRC Rajn)/2021--22/

24.03.2022

Tender no.25/2021-22

Sub: Tender for Physical Arrangement Services at CRC, Rajnandgaon.

In view of laying of Foundation Stone (Bhoomi Pooja) for CRC, Rajnandgaon; It has been informed that the visit of VIP is scheduled on 02nd May, 2022 at Thakurtolla, Rajnandgaon (exact venue (Rajnandgaon only) intimated in due course of time). All the Senior Dignitaries will be present for the occasion. The interested Vendors are required to participate in tender through www.eprocure.gov.in.

You are requested to submit your offer as per our specification and terms and conditions as mentioned below under single bid system.

Scope of Work

Sl. No.	Description	Qty	Rate	GST	Total Amount
TENT/VENUE DECORATION					
1	Supply of Pandals size 20' x 18' (White Colour) Red Carpet for VIP entry, passage and visitor gallery in the pandal	20 Nos.			
2	03 Seater executive sofa VIP area	02 Nos.			
3	02 Seater executive sofa VIP area	03 Nos.			
4	Cushion type High Quality chair for VIPs with white cloth with backrest support	20 Nos.			
5	Plastic Chair	1000 Chairs			
6.	Green Carpet at Beneficiary seating area along with covering the roof top	4000 Sq.ft			
7.	Centre Tables Glass top	04 Nos.			
8.	Dias arrangement Size 30' width x 20' depth x 3' height with barrier free and background of the Dias with banner of the event suitable for the VVIP (Tentative size, may change as per actual site/ location placement) Ramp should be made disabled friendly for Divyangjans approaching the Dias	1 Nos. Complete Dias Arrangement			
9.	Welcome Gate (Main Entry Gate, Event Gate) with Banner	2 Nos. Complete Gate Arrangement			
10.	Tables for food arrangements with cloth and frills	30 Nos.			

FLOWER DECORATION					
11	Dias Area (in front, over podium, over centre tables, background of the Dias, over foundation stone or as per actual)	1 Nos. Complete Dias Arrangement			
12	Welcome Gate (Main Entry Gate, Event Gate)	02 Nos.			
13	Hand Bouquets Big (Good Quality Flowers)	10 Nos.			
14	Hand Bouquets Small (Good Quality Flowers)	20 Nos.			
15	Single Roses	25 Nos.			
16	High quality Sound System with Mikes with complete set for official functions (Cordless mike)	01 Set			
17	Fans Pedestal/ Big Cooler (As Per Actual)	20 Nos.			
PHOTO AND VIDEO					
18	Photographer Full Day	Soft Copy + 150 photos with album			
19	Videographer Full Day & Live Videography on LED screen	Soft Copy			
FLEXI BANNERS					
20	Backdrop Banner 20'x12' size (or as per actual Size)	01 Nos.			
21	Flexi Banner 8'x6' size (For placing from the entrance of Rajnandgaon to site with fitting)	15 Nos.			
22	Welcome Flexi Banner 8'x6' (For placing in front of entrance of site and near to first turning)	02 Nos.			
POWER GENERATOR					
23	Portable Power Generator (4000 -5000 VA)	For 24 Hours			
Bhoomi Pujan					
24	Bhoomi Pujan Samagri, Fruits & Ladu along with Priest	Complete arrangement			
MOBILE TOILETS					
26	Mobile Toilets (with access to disable)	04 (02 Male, 02 Female)			
27	Mobile Toilets (with access to disable) for VIP	02 (01 Male, 01 Female)			
Total=					

Terms & Conditions

1. The price quoted should be inclusive of all taxes.
2. The tender is required to be submitted through e-procurement online under single bid system (Go to website www.eprocure.gov.in/eprocure, click on tenders by organization and select National Institute for the Mentally Handicapped).
3. The vendors should deposit Earnest Money Deposit (EMD) for Rs.10,000/- (Rupees Ten Thousand Only) through NEFT/ RTGS to the following bank details, and the same document is needed to upload along with tender documents by giving Sl. No.
Account Name: **COMPOSITE REGIONAL CENTRE TRAINING AND DEPOSIT**
Account Number: **6839460609**
IFSC Code: **IDIB000R075 (5th, 6th, 7th & 9th letter is “0” Zero)**
Name of the Bank: **Indian Bank, Rajnandgaon Branch, Jaisthambh Chowk, Rajnandgaon**
4. The bids should be submitted on or before 13.04.2021 by 11:00 hrs through e-procurement and date of opening 13.04.2022 at 12:00 hrs under single bid system.
5. 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.
6. The tender is required to be submitted through e-procurement online under single bid system (Go to website www.eprocure.gov.in/eprocure).
7. The rates have to conform with prevailing local market prices should be inclusive of all taxes.
8. MSME Registered firms are exempted from EMD.
9. Relaxation of prior turnover and prior experience in public procurement will be applicable vide MSME guidelines issued from time to time to all startups (whether Micro & Small Enterprises (MSEs) or otherwise) subject to meeting of quality & technical specifications in accordance with relevant provision of GFR.
10. The tentage should be of very high standard, no soiled / damaged / worn out tentage to be installed. The agency will be penalized for not adhering to the instructions.
11. The agency should be responsible for any incidence of breaking of chairs/collapsing of shamiyanas, and resultant incidences if any.
12. The agencies have to quote unit price where ever applicable.
13. No advance will be given, however, the payment will be made after 15 working days on completion of the work/ providing of services AND submission of Tax invoice along with supporting documents only.
14. Copies of similar 03 work orders, preferable in government are required to be submitted by new firms
15. The decision of competent authority is final to accept or reject the quotation.
16. The agencies should submit GST registration, PAN Details and registration certificate
17. GST / IT TDS will be deducted as per rules.
18. The quantity may increase or decrease based on the actual requirement. However, the payment will be made on actual only.

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 ii) If single owner, name and address of the proprietor and Manager. iii) If partnership, name and addresses of partners	
3.	Shall submit 03 similar work orders of the value of Rs 50,000/- and above for each order from different organizations executed in the last 03 years.	
4.	Shall have firm registration/Shop and Establishment Licenses certificate (Attach copies)	
5.	Acceptance certificate of technical & Financial bid as per Annexure-1.	
6.	GST/VAT/CST Certificate of the firm to be attached	
7.	PAN details to be attached	
8.	Earnest Money Deposit (EMD) 3% of quoted tender value (RTGS/ NEFT Copy need to be attached)	

ACCEPTANCE CERTIFICATE

FOR TECHNICAL & FINANCIAL BID

I.....(designation).....,of (Name of the Company)..... hereby accept the above mentioned Terms & Conditions for **Tender for “Physical Arrangements” at Composite Regional Centre, Old District Hospital Campus, Rajnandgaon, Chhattisgarh– 491441.**

Date:

Place:

Signature & Company Seal