

**Rs.590/- with
18 % GST**



राष्ट्रीय फैशन प्रौद्योगिकी संस्थान
NATIONAL INSTITUTE OF FASHION TECHNOLOGY

**NATIONAL INSTITUTE OF FASHION TECHNOLOGY,
BENGALURU.**

**LIMITED TENDER DOCUMENT
FOR
CHOREOGRAPHY FOR DESIGN COLLECTION SHOW - 2019
TO
NIFT BENGALURU**

FORM No: Tender No.05/Design Collection Show 2019

Receipt No & Date of Issue: _____

Tender form issued to _____

Time schedule for tender process

Date of tender notification	16.04.2019
Sale of tender document commences from	16.04.2019
Last date of sale of Tender documents	07.05.2019 up to 10:30 am
Last date for receipt of duly filled in tenders	07.05.2019 up to 11:30 am
Date and time of the opening tenders	11:45 hrs 07.05.2019

Note: This tender document contains 09 pages and bidders are requested to sign on all the pages. The tender shall be submitted in two separate sealed envelopes, one for the Technical bid (as per annexure 'A' & A-1) and another one for the Financial bid (as per annexure 'B') which should be clearly super scribed on the envelopes. Both these sealed covers are to be put in a bigger cover which should also be sealed & duly super scribed as "Choreography for Design Collection Show" - 2019.

**NIFT Campus, C.A. Site No.21, 16th Cross, 27th Main Road, Sector – 1,
HSR Layout, Bengaluru – 560 102 Phone: 91 -80-22552550 to 55
Fax no. 91 80 22552566E-mail: nift.bengaluru@nift.ac.in
Web: <http://www.nift.ac.in/bengaluru>**

PREAMBLE / INTRODUCTION

National Institute of Fashion Technology (NIFT) is a premier educational institution set up under an Act of Parliament and functioning under the aegis of the Ministry of Textiles, Govt. of India. The Bengaluru center has been set up since August, 1997 with undergraduate and post graduate programmes.

Tender Notice:

NIFT invites sealed Tenders under two Bid systems for Design Collection Show Choreography to NIFT Bengaluru as per the quantity and specification mentioned in price bid. The tender bids duly-filled in all respects enclosing necessary documents may be addressed to The Director, National Institute of Fashion Technology, CA Site 21, 16th Cross, 27th Main, HSR Layout, Sector 1, Bengaluru – 560 102 so as to reach on or before 11:30 am, **7th May 2019** or the tender may be dropped in Tender Box placed at 'A' Block of NIFT, Bengaluru Centre.

Technical Qualifying Criteria:

1. NIFT proposes to invite tenders for choreography for their Graduating Fashion Show on 25th May 2019 at NIFT, Auditorium. The tender shall be submitted in two separate sealed envelopes, one for the Technical bid (as per **annexure 'A' & A-I**) and another one for the financial bid (as per annexure 'B') which should be clearly super scribed on the envelopes. Both these sealed covers are to be put in a bigger cover which should also be sealed & duly super scribed as "Choreography for Design Collection – 2019"
2. Tender shall be submitted in official tender form only. If submitted in any other form the same shall be summarily rejected. No tenderer shall be issued more than one tender form.
3. **Tender form is free if downloaded from the website.**
4. No paper shall be detached from the tender.
5. Tenderer shall enclose a demand draft/ pay order on any Nationalized Bank/Scheduled Bank of Rs.20,000/- in favor of NIFT Bengaluru payable at Bengaluru as the non-interest bearing Earnest Money Deposit [EMD].
6. The name and address of the tenderer shall be clearly written in the space provided and no overwriting, correction, insertion shall be permitted in any part of the tender unless duly countersigned by the tenderer. The tender should be filled in and submitted in strict accordance with the instruction laid down herein: otherwise the tender is liable to be ignored.

7. The tender is liable to be ignored if complete information is not given therein, or if the particulars and data (if any) asked for in the Schedule to the tender are not filled in.

8. The tender must be addressed to the Director, National Institute of Fashion Technology, NFIT Campus, CA Site 21, 27th Main, HSR Layout, Sector 1, Bengaluru – 560 102 and be deposited in the Tender Box on or before 11:30 am on 07.05.2019. The Technical bid will be opened on the same day at 11.45 am in NIFT, in the presence of tenderer who may wish to be present, either by themselves or through their authorized representatives.

9. NIFT shall in no way be responsible for any default with regard to any statutory obligation and the vendor/contractor will indemnify NIFT in case of any damage or liability, which may arise on account of action of the firm.

10. Tenderer must sign along with company seal on each and every page of the tender document as token of the acceptance of tender conditions.

11. Offers received without EMD will be rejected.

12. The Earnest Money to other than lowest bidders will be returned within two week of opening of tenders.

13. Tender shall be accompanied by the relevant documents including "A list of organizations where the choreographer has currently provided/has supplied the items covered in the tender".

14. The service provider shall deposit 5% (including Amount of EMD) of the quoted price of the equipment(s) as Security Deposit with NIFT in shape of Demand Draft (in favor of NIFT, Bengaluru), which will be returned after successful completion of show/event and after adjusting dues, if any.

15. These rates will be valid for 60 days from the date of opening of tender document.

16. No tenderer will be allowed to withdraw the tender rates after opening of the tender (price bid). If any tenderer withdraws the rates the EMD amount deposited by him/her will be forfeited and he/she will be disqualified from participating in any future tender of this Institute.

17. Rates should be offered unconditionally and if rates are submitted with any condition the tender liable to be rejected.

18. The choreographer must have at least 5 years' experience in conducting fashion shows for reputed fashion events/ organizations like FDCI, NIFT, Bengaluru Fashion Week, LIFW, etc. the proof for the same may be submitted along with the documents.

19. The full & final payment shall be made on the successful completion of the show, on production of satisfaction certificate from the Co-coordinators of FD & KD department.
20. The bill will be settled within 21 days of the date of submission of bills.
21. The supplier shall ensure that himself or his authorized representative is available for proper handing over the supplies/consignments at any place NIFT is holding the show.
22. The agreement will be valid for the delivery as incorporated in the tender document. This should be strictly adhered to.
23. NIFT reserves the right to accept or reject any or all the offers either fully or partially without assigning any reasons and is not bound to accept the lowest bid since due weightage shall be given to several factors besides the commercial bid.
24. The specification of items required as per Annexure/Schedule and the evaluation of bid will be on the basis of total bid value. The rates quoted should be inclusive of all taxes and duties including GST. The rates quoted should be on the basis of free delivery to the consignee.
25. The rates quoted should be on FIRM & FIXED basis.
26. Price may be quoted on unit basis for the items as per annexure. Delivery is required on 25-05-2019 at the venue – NIFT, Bengaluru, Auditorium.
27. The Work Order shall be issued by NIFT, Bengaluru and delivery of work/equipment's/items/machines shall be arranged by the supplier at any place NIFT is holding the show.
28. They should be registered for GST and Income Tax and should enclosed copies of relevant certificates.
29. Firms must clearly indicate in their offers the different taxes and duties which they propose to charge mentioning clearly the present rate(s) thereof. Vague offers like "**duties as applicable**" shall not be considered.
30. In case of any dispute raised by the supplier, a representation will be made only by the authorized representative of the supplier and the decision of the Director NIFT – Bengaluru will be binding on the supplier. The jurisdiction of Court will be Bengaluru.
31. For items mentioned above, the bidders must ensure the required quality, material, dimensions & other parameters and quote accordingly. In case items are not the same as quoted they shall not be accepted. No payment/claims for such items shall be entertained.

Annexure-'A'

TECHNICAL BID
(No price should be quoted in technical bid)

TECHNICAL BID should contain the following:

- (1) Tender documents along with technical bid -Annexure 'A' duly completed and signed but without indicating the rates.
- (2) Company profile
- (3) List of Clients and shows conducted in the last 03 years
- (4) Details of models viz name, category etc.
- (5) Name & relevant details of show compere.
- (6) Name & relevant details of hair and makeup Artists.
- (7) Required tender cost and EMD of Rs.20,000/-.
- (8) A certificate regarding confirmation of having gone through and understood all the terms and conditions laid down in the instant Notice Inviting Tender, (As per annexure A-I).
- (9) A confirmation regarding providing the material as per our technical specification as enlisted in the schedule of items with the Notice Inviting Tender (As per annexure-'A'-1).
- (10) The venue for conducting the show is any place NIFT is holding the show on 25th May 2019 (Tentative), 5:00 pm.
- (11) The company will depute technically qualified executive to coordinate the job with NIFT team.
- (12) For items mentioned above, the bidders must ensure the required quality, quantity, material, dimensions & other parameters and quote accordingly. In case items are not as quoted the same, shall not be accepted. No payment/claims for such items shall be entertained.

SCHEDULE OF ITEMS

Following facility to be provided for Design collection show

S.No	Particulars		
1	Choreography Show Production -(25 th May 2019) Tentative <ul style="list-style-type: none">Hiring of models: for 1 day<table><tr><td>Models</td></tr><tr><td><ul style="list-style-type: none">Models (Female) -15 no'sModels (Male) – 10 no's</td></tr></table>Artist fee for hair and makeup of modelsMusic compilation for 24 students including operationStage and ramp constructionFittings	Models	<ul style="list-style-type: none">Models (Female) -15 no'sModels (Male) – 10 no's
Models			
<ul style="list-style-type: none">Models (Female) -15 no'sModels (Male) – 10 no's			
2	Lights and Sound Stage Lighting Equipment - Complete Stage Lightening equipment with Par cans, Halogen Lights, Color Labs, Clear Com, Smoke Machine, Victory Scanner, Mixer/Dimmer Pack, Programming Board, Dimmer Pack etc. and other connected equipment. Sound Equipment- Complete Sound equipment with Hi power speakers, amplifier, Cordless Mikes, Corded Mikes, Audio Mixer, C Player etc. and other connected equipment.		
3	Wardrobe in-charge, Backstage helpers, Ironing <ul style="list-style-type: none">Models Co-ordinations & Backstage Management.Makeup Artist & hair StylistFood for Models on the day of dress rehearsal as well as show & CrewAir ticket, travel and stay of models if any.		
4	Stage Design Stage Design - Complete set up of the stage along with building of the ramp <ul style="list-style-type: none">Minimum (30'X12') stage of 2 ½ ft in height with flex on topMinimum (4'X50') ramp starting from 2 ½ Ft in height.Minimum (32'X18') backdrop with 2 side screens of size 4' x 12'on either sideConsole set-up.		
5	Others Printing and set up of back drop along with the required logos. Arrangement of a good Master of Ceremony Photography and videography of the complete event Dressed chairs - 100 nos. AV equipment Complete AV equipment's with: 2 Projectors 2 Screens- LED Screen 24" X 12"		

Annexure-'B'

FINANCIAL BID**SCHEDULE OF ITEMS****S.N. Particulars****Value in Rs.****(1) Choreography****Rs.**_____

- Show Production-(show on 25th May 2019)
- Hiring of models: for 1 day

Female Models	Male Models	Remarks (Please fill up the required models for 25 th May 2019 show (for FD & KD)
15	05	<ul style="list-style-type: none"> • Models (female) -15 nos • Models (male) – 05 nos

- Artist fee for hair and makeup of models
- Music compilation for 24 students including operation
- Stage and ramp construction
- Fittings

(2) Lights and sound**Rs.**_____**Stage Lighting Equipment** - Complete Stage Lightening

Equipment with Par cans, Halogen Lights, Color Labs,

Clear Com, Smoke Machine, Victory Scanner,

Mixer/Dimmer Pack, Programming Board,

Dimmer Pack etc. and other connected equipment.

Sound Equipment- Complete Sound equipment

with Hi power speakers, amplifier, Cordless Mikes,

Corded Mikes, Audio Mixer, C Player etc. and

other connected equipment.

(3) Wardrobe in-charge. Backstage helpers

Rs._____

- Models Co-ordinations & Backstage Management.
- Makeup Artist & hair Stylist
- Food for Models on the day of dress rehearsal as well as show & Crew
- Air ticket, travel and stay of models if any.

(4) Stage Design

Rs._____

Stage Design - Complete set up of the stage along with building of the ramp

- Minimum (30'X12') stage of 2 ½ **ft** in height with **flex** on top
- Minimum (4'X50') ramp starting from 2 ½ Ft in height.
- Minimum (32'X18') backdrop with 2 side screens of size 4' x 12'on either side
- Console set-up.

(5) Others

Rs._____

- Printing and set up of back drop along with the required logos.
- Arrangement of a good Master of Ceremony
- Photography and videography of the complete event
- Dressed chairs - 100 nos.
- AV equipment
- Complete AV equipment's with:
- 2 Projectors
- 2 Screens- LED Screen 24" X 12"

(6) Total Value in (1+2+3+4+5)

Rs. _____

(Rs. in words.....)

Note:

1. The venue for conducting the show is any place NIFT is holding the show on 25th May 2019 .
2. The company will depute technically qualified executive to coordinate the job with NIFT team.
3. For items mentioned above, the bidders must ensure the required quality, material, dimensions & other parameters and quote accordingly. In case items are not as quoted the same, shall not be accepted. No payment/claims for such items shall be entertained.

Date:

Signature with Name & Seal

Annexure-' A 1'

To
National Institute of Fashion Technology
CA Site 21, 27th Main,
HSR Layout, Sector 1,
Bengaluru

Ref.: Your Notice Inviting Tender (NIT) dated 15-04-2019

Sub: Technical bid relating to NIFT Graduation Show-2019

Sir/Madam,

(1) I have gone through all the Terms and conditions and also the schedule of items as enlisted by you in your Notice Inviting Tender for the subject under reference.

(2) I /We, hereby confirm that we have understood all the Terms and conditions and confirm my/our commitment to abide by them.

(3) I/We also confirm my/our commitment to provide the material as enlisted in schedule of item with your Notice Inviting Tender under reference.

(Signature with Name & stamp)

Place:

Date: