



NATIONAL INSTITUTE OF FASHION TECHNOLOGY

(A Statutory Institute under NIFT Act 2006)

Ministry of Textiles, Govt. of India

An ISO 9001: 2008 Certified Institute

NIFT Campus, Doorbhash Nagar, ITI Premises, Rae Bareli – 229010

9726(18)/NIFT-RB/SDAC/SPECTRUM-2019

Date: 11.2.2019

NOTICE INVITING TENDER for Event Management Service for NIFT Spectrum & Craft Bajar-2019

NIFT Raebareli invites e-tender under two bid system from the eligible company/agency for providing Event Management Services (Stage Design, Tentage, Furniture, Stalls, Light & Sound etc.) for its Annual college sports & cultural Festival “FASHION SPECTRUM & Craft Bajar-2019” scheduled to be held on 28th February & 1st March, 2019 at NIFT Raebareli as per details of tender document

The Tenderers are requested to read the instructions in the e-Tender document, Terms and conditions carefully before quoting the rates in the Tender schedule and comply with the same there after amendments made if any. Application to this tender will be accepted only through the online mode <https://nifttenders.eproc.in>. No other mode of tender shall be considered and such tender shall not be accepted. The right to accept or reject any / or all the tenders/quotations from any or all parties without assigning any reason is reserved.

OPENING DATE FOR ONLINE SUBMISSION OF TENDER	11.2.2019
CLOSING DATE FOR ONLINE SUBMISSION OF TENDER	22.2.2019 up to 3.00 PM
Date and time of opening of tender (Technical Bid)	22.2.2019 up to 3.30 PM
Opening Date and Time of Financial Bid(s)	will be notified to the technically qualified bidders only
Earnest Money Required: Rs. 20,000/-	in the form of DD in favour of NIFT, payable at Raebareli.

For applying online, the Firm should get itself registered at <https://nifttenders.eproc.in> by paying

- **Annual Registration Charges of Rs. 2000 + applicable taxes through online**
- **Bid Processing Fee charges Rs. 360+ applicable taxes through online**

**(Purchase Officer)
NIFT-Raebareli**



NATIONAL INSTITUTE OF FASHION TECHNOLOGY
(A Statutory Institute under NIFT Act 2006)
NIFT Campus, Doorbhash Nagar, ITI Premises, Rae Bareli – 229010
(Tel: 0535-2702426)

9726(18)/NIFT-RB/SDAC/SPECTRUM-2019

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(E-Tender Document)

(Part-A)

1. INTRODUCTION

National Institute of Fashion Technology(NIFT) is a statutory Body governed by the NIFT Act 2006 & set up by the Ministry of Textile, govt. of India for the promotion and development of education and research in field of Fashion Technology. NIFT provides Fashion business education across the country through its network of 16 centres. NIFT has its head office at New Delhi with its campuses located at Bengalure, Bhopal, Bhubaneswar, Chennai, Gandhi Nagar, Hyderabad, Jodhpur, Kangra, Kannur, Kolkota, Mumbai, New Delhi , Patna, Raebareli, Shilong and Srinagar.

NIFT Donations are exempted u/s 80 (G) of Income Tax Act. and being registered with DSIR, NIFT is entitled for Custom/Central Excise duty Exemption.

2. Notice Inviting Tender

NIFT Raebareli invites e-tender under two bid system from the eligible company/agency for providing Event Management Services (Stage Design, Tentage, Furniture, Stalls, Light & Sound etc.) for its Annual college sports & cultural Festival **“FASHION SPECTRUM 2019 & CRAFT BAJAR”** scheduled to be held on 28th February & 1st March, 2019 at NIFT Raebareli as per details of e-tender document. The Tenderers are requested to read the instructions in the e-Tender; Terms and conditions carefully before quoting the rates in quotations/Tender schedule and comply with the same there after amendments made if any. Application to this tender will be accepted only through the online mode <https://nifttenders.eproc.in>. No other mode of tender shall be considered and such tender shall not be accepted.

Submission of Bid:

OPENING DATE FOR ONLINE SUBMISSION OF TENDER	11.2.2019
CLOSING DATE FOR ONLINE SUBMISSION OF TENDER	22.2.2019 up to 3.00 PM
Date and time of opening of tender (Technical Bid)	22.2.2019 up to 3.30 PM
Opening Date and Time of Financial Bid(s)	will be notified to the technically qualified bidders only
Earnest Money Required: Rs. 20,000/-	in the form of DD in favour of NIFT, payable at Raebareli.

1. The interested bidders should apply online and submit their tender and bids along with scanned copy of all the relevant certificates and documents etc. in support of technical and price bids duly signed- on the <https://nifttenders.eproc.in> till 22.2.2019 upto 3.00 P.M.
2. E-tender document is also available for viewing on the “tenders” link of the NIFT website i.e. <https://nifttenders.eproc.in> and [/https://nift.ac.in/raebareli](https://nift.ac.in/raebareli).
3. Application to this tender will be accepted only through the online mode <https://nifttenders.eproc.in>. No other mode of tender shall be considered an such tender shall not be accepted. However, the required EMD in original demand draft shall be sent in the envelope with caption ‘tender no.’ and EMD address to the “ Joint Director, NIFT Campus, Doorbhash Nagar, Raebareli-229010.
4. For applying online, the Firm should get itself registered at <https://nifttenders.eproc.in> by paying

Annual Registration Charges of Rs. 2000 + applicable taxes through online

Bid Processing Fee charges Rs. 360+ applicable taxes through online

Basic Requirements

The basic requirements for registration and applying for tender online are as under:

Operating System should be windows 7 or above .

Java version : Java 8 update 25.

Use Internet Explorer 11 version.

All java add-ons must be enabled in the system.

Always use Class III B Digital Signature Certificates (DSC) having Signing and Encryption both.

For online procedure tenderer may contact on following Helpdesk officers:

Email: nifthelpdesk@c1india.com, sandeep.bhandari@c1india.com

Phone: 0124-4302033/36/37

5. In order to ensure right quality and required specification to be delivered and for clarification, if any, on the terms & condition of the tender, bidder(s) may visit the venue location before the bidding where the services are to be provided and quote accordingly.
6. NIFT has right to accept or reject any / or all the tenders/quotations from any or all parties without assigning any reason is reserved.

3. General Terms & Condition:

1. Only online bid will be considered. Conditional or offline tender will not be accepted or the condition(s) may not be considered. In addition to online, the original DD for EMD must be submitted by the bidder within the specified date and time and at the said address.
2. Please read the terms & condition carefully before online submission/filling up the document. Incomplete tender documents will be summarily rejected. instructions in the e-Tender; Terms and conditions carefully before quoting the rates in quotations / Tender Schedule and comply with the same there after amendments made if any.
3. NIFT shall in no way be responsible for any default with regard to any statutory obligation and the agency/tenderer will indemnify NIFT in case of any damage or liability, which may arise on account of action of any reason.

4. Dispute, if any, arising out of the supply of Items shall be settled by mutual discussion or arbitration by sole Arbitrator to be appointed by NIFT as per the provisions of the Indian arbitration and Conciliation Act, 1996 and the Rules framed thereunder. Any Arbitrator appointed shall not have the jurisdiction to pass any interim awards, or to grant interest higher than 8% charged simply on the award amounts, or amounts payable to either party.
5. All the firms are required to submit Earnest Money Deposit (EMD) for amounting of Rs. 20,000/- in shape of Demand draft(should not be drawn beyond the date of this NIT) in favouring NIFT, Raebareli. The original DD of EMD amount must be reached in an envelop superscripted as “ Tender No./Date:..... & EMD for Spectrum-2019 to following address on or before 22.2.2019 at 15:00 hrs: To: The Joint Director, NIFT Campus, Doorbhas Nagar, Raebareli-229010
6. **Offers received without earnest money or with earnest money less than the amount specified above shall be summarily rejected.**
7. Firms claiming exemption from depositing earnest money must enclose copies of their registration details validity as on the date of tender opening along with all its amendments for the subject stores. Offers received without these details and without earnest money will liable to be ignored.
8. The Earnest Money of the successful tenderer will remain with the NIFT and will be forfeited in case the selected/successful bidder does not accepted the work order or unable to provide the service or information declared/document submitted found false/fake/forget, otherwise EMD will be returned. The Earnest Money to other than lowest bidders will be returned after finalization of the L-1.
9. The bidder should have done at least 3 event of National Level/Collage Show/Annual show/Product Launch show/Celebrity Event etc. of work/service(order value not less than Rs. 1.0 lakh each in Centre/State Govt. depts. /PSUs/MNCs/reputed Academic Institute/organization) in last 5 years. The tenderer shall be accompanied by the relevant copy of work order including list of organization where the agency has provided/rendered such similar work/service. (Copy of work order must be enclosed)
10. Bidder must be registered for GST, Income Tax/PAN etc. and should enclose copies of relevant certificates
11. The tender may quote the each and every item in the tender, the consolidated rates will not be considered and tender will be rejected.
12. NIFT will provide the design, Logo, color option for Backdrop, Flex, Gate, etc in soft copy which need to get approved before the final printing.
13. Work order shall be issued to lowest bidder based on the overall final quoted value. The quantity given in the tender offer may be increase or decrease or withdrawn as per actual requirement. The payment shall be made accordingly.
14. The work order may be split up for any items depending upon the rate quoted without prejudice/claim of any supplier.
15. The responsibility for dispose off material is solely on vendor.

16. NIFT Raebareli reserves the right to change the quantity/drop any item or part thereof at any time before placing the purchase order.
17. Company will depute technically qualified executive to coordinate the job with NIFT team.
18. For items mentioned above, the bidders must ensure the required quality, materials, dimensions & other parameters and quote accordingly. In case items are not as per specification quoted the same shall not be accepted. No payment, claims for such items shall be entertained.
19. Seating arrangement and stage Design should be as per drawing given by the NIFT.
20. Fixing and laying of items should be done by the firm. Flooring should be neatly fixed and cleaned
21. A penalty as decided by the Competent Authority of NIFT for the items shall be payable & the same shall be deducted from his bill or security deposit as the case may be, for any defect in service.
22. 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 offer like "duties as applicable" shall not be considered.
23. The full & final payment shall be made after providing the necessary services based on certification by the concerned department.
24. The rates quoted should be on FIRM & FIXED basis.
25. The Work Order shall be issued by NIFT, Rae Bareli Centre and service shall be arranged by the agency at required location and time.
26. **The required materials/ services to be provided and ready before one day the scheduled dated of events i.e. 27th February, 2019(Evening) at the venue.** The deputed person should be available before the starting time of the event as per instruction of NIFT authority, failing which penalty will be impose as decided by NIFT Authority
27. All relevant permission (PPP etc.) from the local government/other authorities need to be arranged by the Event Manager.
28. If any of the items is not functioning during the event, the payment will not be made for that item.
29. Event Manager is expected to organize the event of very high standard and keep entire area and surrounding area neat and tidy. In no case the wall ceiling etc. should be exposed so that highest standard can be achieved.
30. In case of any doubt during technical evaluation, clarification may be sought by NIFT after the approval from the competent authority.
For online procedure:
For More enquiries / For Helpdesk officers :- Mr.Sandeep Bhandari , E-mail :- sandeep.bhandari@c1india.com Phone No.:- 0124-4302033 &36.
31. NIFT reserves the right to accept or reject any or all the offer either fully or partly without assigning any reasons.

Annexure 'A'**TECHNICAL BID****(PART-I)**

1. Name of the Agency.....
2. Name of the authorized person (who signs on the tender document)
.....
3. Address of the Agency.....
4. Phone No. (Mob.).....email:.....

Eligibility Criteria for Selection:

Sl. No	Particulars	Description	Proof Required	Mention 'Y'/'N'
1	Details of EMD (of Rs. 20,000/-in the form of DD)	DD No..... Dated..... DD amount Rs.....	Original DD of total amount in favour of NIFT, Rae Bareli payable at Rae Bareli should be attached along with technical bid.	
2	GST	GST No.....	Copy of GST registration should be attached	
3	PAN/income tax	PAN No.....	Copy of the PAN issued by Income Tax authorities should be attached	
4	Experience of similar work at least 3 Event of National Level Institutes /Govt. Organizations/ Collage Shows/Corporate Commercial/Non Commercial Events/ Celebrity Events/ Product	Nos. of order attached.....	Copies of the Work Orders should be attached.	

	Launch Shows/ Movie Promotion etc provided of order value not less than Rs. 1.0 lakh each in last five(5) years. (Minimum 3 work order of in Central/state Govt. Deptt./PSUs/MNCs reputed Academic Institute/organizations)			
6	Undertaking certificate	Undertaking as per Annexure 'B-'	To be submitted	
7	Tender acceptance	Whether agreed to abide by all the terms & conditions of this tender	To b mentioned 'Yes' or 'No'	
8	Bid processing charge	Registration id: Transaction ID: Date:		

All above enclosures must be valid (wherever applicable)

(Name & Signature of the tenderer)

Date:

Place:

TECHNICAL BID**(PART-II)****UNDERTAKING BY THE TENDERER**

To,
The Director
National Institute of Fashion Technology,
NIFT Campus, Doorbhash Nagar,
Rae Bareli – 229 010

Ref.: Your Notice Inviting Tender No.....

dated

Sub: Technical bid relating to NIFT Spectrum - 2019.

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 services as enlisted in schedule of item with your Notice Inviting Tender under reference.
4. I/We are making this offer after carefully reading the conditions and understanding the same without any kind of pressure or influence from any source whatsoever.
5. I/we here by sign this undertaking in token of our acceptance of various conditions listed above.

Place : -----

Name & Signature of Contractor

Date: -----

Address.....

.....

Phone No: (O) -----

(M).....

TECHNICAL BID**(PART-III)****Schedule of Items**

S. No.	Elements	Specification/ Dimension	Qty.
A	Arrangement for Tentage, Stall, Furniture Items in Fashion Spectrum and Craft Bajar -2019 FOR two days on 28th Feb & 1st March, 2019 at NIFT- Raebareli.		
S. N.	Particulars	Specifications	Total Qty.
1	Stall (Big size, rope on 3 sides with 4 Halogen Lights per stall)	Size 06 x 06 mt.	08 Nos.
2	Stall (small size, rope on 3 sides with 2 Halogen Lights per stall) with banner 9ft x 2½ ft.	Size 03 x 06 mt.	32 Nos.
3	Box Gate	Fixing of 3D gate with printing, flex mounting size 24' x 12'	2 nos.
4	Sofa two Seaters	-	20 Nos.
5	VIP Sofa with cover	-	08 Nos.
6	Plastic chairs	-	500 Nos.
7	Centre Table with cover for Jury & VIP	-	06 Nos.
8	Chairs for jury	-	04 Nos.
9	Table with frills & cover (for stalls)	-	100 Nos.
10	Green carpet	30x200 ft.	6000 ft.
11	Red Carpet from Entrance Gate		2000 sq ft
12	Bedding with quilt complete set	Good quality	40 Nos.
B	Arrangement for Stage Design, Light & Sound Items in Fashion Spectrum and Craft Bajar -2019 for two days on 28th Feb & 1st March, 2019 at NIFT- Raebareli.		
1	Back drop (Flex)	20x15 Sq. ft.	02 Nos.
2	Side panel wings (flex)	10x15 Sq. ft.	02 Nos.
3	Stage & Ramp with Gray Carpet surface covered	(H x W x L) 4.0'x40'x24' & 4.0'x8'x15'	01No.

4	Control Room with Public Address System, 2 stand MIC, 02 Cordless MIC, 04 Speaker & 08 Horn	For control room	01 Nos. (Complete set)
5	JBL Top VRX	932	8 Nos.
6	JBL Base	SRX 728	4 Nos.
7	Cordless Mic	AKG/Sure	6 Nos.
8	Mixer (32 Channel)	Sound craft/Yamaha	1 No.
9	Console set up	-	1 No.
10	Podium mike	sure	2 Nos.
11	Monitor	Stage monitor	4 Nos.
12	Sharpy (lights)	10R	8 Nos.
13	Laser	-	2 Nos.
14	Blinder	2400 w	4 Nos.
15	Haze	3000 w	1 Nos.
16	LED Parcans	3x54 w (RGBW)	32 Nos.
17	BEAM Parcan	64	16 Nos.
18	Snake cable	32 channel	1 No.
19	Lapd Mic	Arone/sure	2 nos.
20	Head Mic	Arone/sure	2 nos.
21	TRUSS as per venue	-	1 No.
22	Rock Band Related sound & MIC System	01 (One Job)	01 No. (one Job)

Note: The above quantity may be increase or decrease as per requirement, and payment shall be made accordingly.

Annexure 'B'

PRICE BID

S. N.	Particulars	Specifications	Total Qty.	Rate per unit for two day	Total Amount for two days (Rs.)
A	Arrangement for Stage Design, Light & Sound Items for two days on 28th Feb & 1st March, 2019				
1	Stall (Big size, rope on 3 sides with 4 Halogen Lights per stall)	Size 06 x 06 mt.	08 Nos.		
2	Stall (small size, rope on 3 sides with 2 Halogen Lights per stall) with banner 9ft x 2½ ft.	Size 03 x 06 mt.	32 Nos.		
3	Box Gate	Fixing of 3D gate with printing, flex mounting size 24' x 12'	2 nos.		
4	Sofa two Seaters	-	20 Nos.		
5	VIP Sofa with cover	-	08 Nos.		
6	Plastic chairs	-	500 Nos.		
7	Centre Table with cover for Jury & VIP	-	06 Nos.		
8	Chairs for jury	-	04 Nos.		
9	Table with frills & cover (for stalls)	-	100 Nos.		
10	Green carpet	30x200 ft.	6000 ft.		
11	Red Carpet from Entrance Gate		2000 sq ft		
12	Bedding with quilt complete set	Good quality	40 Nos.		
B	Arrangement for Tentage, Stall, Furniture Items for two days on 28th Feb & 1st March, 2019				
13	Back drop (Flex)	20x15 Sq. ft.	02 Nos.		
14	Side panel wings (flex)	10x15 Sq. ft.	02 Nos.		
15	Stage & Ramp with Gray Carpet surface covered	(H x W x L) 4.0'x40'x24' & 4.0'x8'x15'	01No.		
16	Control Room with Public Address System, 2 stand MIC, 02 Cordless MIC, 04 Speaker & 08 Horn	For control room	01 Nos. (Complete set)		
17	JBL Top VRX	932	8 Nos.		
18	JBL Base	SRX 728	4 Nos.		
19	Cordless Mic	AKG/Sure	6 Nos.		
20	Mixer (32 Channel)	Sound craft/Yamaha	1 No.		
21	Console set up	-	1 No.		

22	Podium mike	sure	2 Nos.		
23	Monitor	Stage monitor	4 Nos.		
24	Sharpy (lights)	10R	8 Nos.		
25	Laser	-	2 Nos.		
26	Blinder	2400 w	4 Nos.		
27	Haze	3000 w	1 Nos.		
28	LED Parcans	3x54 w (RGBW)	32 Nos.		
29	BEAM Parcan	64	16 Nos.		
30	Snake cable	32 channel	1 No.		
31	Lapd Mic	Arone/sure	2 nos.		
32	Head Mic	Arone/sure	2 nos.		
33	TRUSS as per venue	-	1 No.		
34	Rock Band Related sound & MIC System	01 (One Job)	01 No. (one Job)		
	TOTAL for all the items sr. 1-34 for two day				
	GST, Taxes				
	G. total for two days inclusive all taxes, duties & transportation				

(Total Price in word Rupees.....)

Note: The above quantity may be increase or decrease as per requirement, and payment shall be made accordingly.