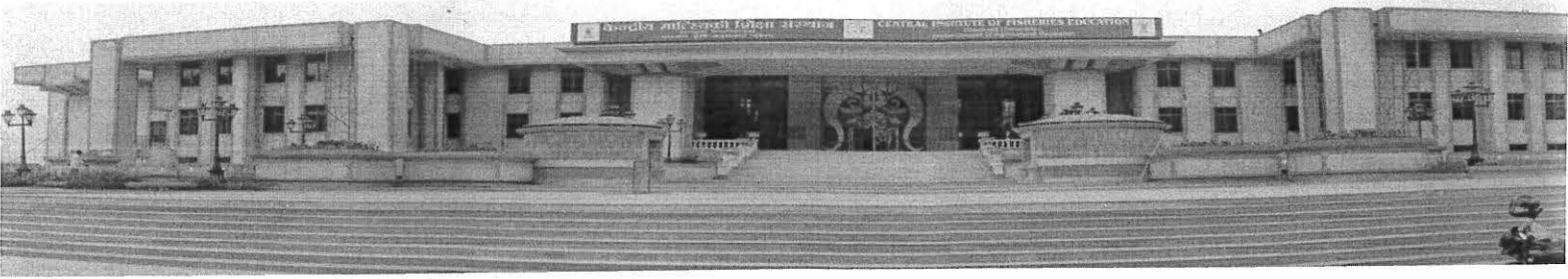


**TENDER FOR ERECTION OF PANDAL AND STAGE FOR
CONDUCTING 15TH CONVOCATION OF ICAR-CIFE,
MUMBAI**



**ICAR-CENTRAL INSTITUTE OF FISHERIES EDUCATION
(DEEMED UNIVERSITY)
PANCH MARG, OFF YARI ROAD, VERSOVA, ANDHERI (WEST)
MUMBAI - 400 061**

Phone: 6361446/7/ 8 : Fax: 6361573 / 6348223 : Website: www.cife.edu.in

**ICAR - CENTRAL INSTITUTE OF FISHERIES EDUCATION
(DEEMED UNIVERSITY)
Panch Marg, Off Yari Road, Versova, Andheri (West)
MUMBAI – 400061**

Tel. No. 022-26361446/7/8

Fax No. 022-26361573

Web Site: www.cife.edu.in


F. No. 65(57)/2021-22/ES

Dated: 28 March 2022

Notice Inviting E-Tender

Director, ICAR-CIFE, Mumbai invites E-tenders titled **Erection of Pandal & Stage for conducting the XV Convocation of ICAR-CIFE, Mumbai** through the website www.eprocure.gov.in under **Single Bid System** from reputed Decorators / firms / Contractors as per Schedule given below:

| Tender Details | | |
|----------------|------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------|
| 1 | Tender ID | |
| 2 | Start of issue tender Download | 28 March 2022 |
| 3 | Last date for submission of tender | 07 April 2022 |
| 4 | Pre-Bid Meeting | On 01 April 2022 at 1200 hours in Committee Room No. 314, Main Academic Building of ICAR-CIFE, Mumbai |
| 5 | Pre-Bid Meeting Place | ICAR-CIFE, MUMBAI |
| 6 | Opening of Bids | 08 April 2022 |
| 7 | Mode of Tender | Open |
| 8 | Tender type | Service providing |
| 9 | Tender category type | Services (Erection of Stage & Pandal for Convocation) |
| 10 | Type of Bid | Single bid |
| 11 | Tender validity | 90 Days |
| 12 | EMD Deposited (In Rupees) | Rs. (INR) 50,000/- |
| 13 | Security Deposit | @ 3% of the quoted amount |
| 14 | Tender Value (Estimated) | Rs. (INR) 25,00,000/- (approx..) |
| 15 | Location of Service | ICAR- Central Institute of Fisheries Education (CIFE), New Campus, Panch Marg, Off Yari Road, Versova, Andheri (West), Mumbai – 400 061 |



SENIOR ADMINISTRATIVE OFFICER

ICAR - CENTRAL INSTITUTE OF FISHERIES EDUCATION
(DEEMED UNIVERSITY)
Panch Marg, Off Yari Road, Versova, Andheri (West)
MUMBAI – 400061

Tel. No. 022-26361446/7/8

Fax No. 022-26361573

Web Site: www.cife.edu.in

F. No. 65(57)/2021-22/ES

Dated: 28 March 2022

NOTICE INVITING TENDER

The Director, ICAR-Central Institute of Fisheries Education (CIFE), Mumbai-400 061 invites sealed Tenders (in single bid system) from the eligible and reputed Contractors (Decorators & Caterers) for **Erection of Pandal & Stage for conducting the XV Convocation of ICAR-CIFE, Mumbai**. Tender Document can be downloaded from ICAR-CIFE website www.cife.edu.in or from Central Public Procurement Portal www.eprocure.gov.in. Bidders should enroll / register in the e-procurement module of Central Public Procurement Portal through the website: www.eprocure.gov.in. Bidders should also possess a valid DSC for online submission of bids.

The prospective Agencies/Bidders may attend the **Pre-bid meeting** scheduled on **01.04.2022 at 1200 hours** in the Committee Room No. 314 of the Main Academic Building in the new campus of CIFE. The last date for submission of tenders on CPPP is **7 April 2022**. The Tenders shall be opened on **8 April 2022**. An amount of **Rs. 50,000/- (Rupees Fifty Thousand only)** towards EMD should be deposited in the form of crossed Demand Draft payable to **"ICAR Unit-CIFE" at Mumbai**. The Tenders of the Agencies/Bidders who do not deposit EMD in the above said manner are liable to be rejected. Incomplete Tenders and the Tenders received after the due date and time will not be accepted.

The Director, CIFE, Mumbai reserves the right to accept or reject any or all tenders without assigning any reason whatsoever it may be. No correspondence shall be entertained in this regard.


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MUMBAI – 400061**

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ICAR - CENTRAL INSTITUTE OF FISHERIES EDUCATION
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Panch Marg, Off Yari Road, Versova, Andheri (West)
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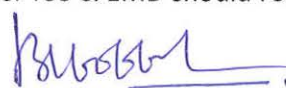
F. No. 65(57)/2021-22/ES

Dated: 28 March 2022

IMPORTANT NOTES:

1. Tender Document can be downloaded from ICAR-CIFE website www.cife.edu.in or from Central Public Procurement Portal www.eprocure.gov.in. Bidders should enroll / register in the e-procurement module of Central Public Procurement Portal through the website: www.eprocure.gov.in. Bidders should also possess a valid DSC for online submission of bids.
2. Bids received on e-tendering portal only will be considered. Bids in any other form sent through sealed cover/email/post/fax etc. will be rejected.
3. The Director ICAR-CIFE, Mumbai reserves the rights to accept / reject any /all tenders in part /full without assigning any reason thereof.
4. ICAR-CIFE will not be responsible for any delay in enrollment/registration as bidder or submitting/uploading the offer on e-tender portal. Hence, bidders are advised to register in e-tendering website www.eprocure.gov.in and enroll their **Digital Signature Certificate** and upload their quotation well in advance.
5. Any changes, corrigendum etc. in respect of this tender shall be issued only through on Central Public Procurement Portal www.eprocure.gov.in. Bidders are therefore requested to regularly visit www.cife.edu.in website/ Central Public Procurement Portal www.eprocure.gov.in. For updates.
6. **Earnest Money Deposit (EMD):** An amount of EMD Rs.50,000/- (**Rupees Seven Thousand Only**). The Demand Draft drawn in favour of **"ICAR Unit CIFE"** payable at Mumbai Failure to deposit Earnest Money will lead to rejection of tender.
7. **EMD is not mandatory if you have exemption certificate of like MSME, NSIC etc.**

Note: EMD envelop should be submitted in a sealed envelope super-scribed as **"Erection of Pandal & Stage for conducting the XV Convocation of ICAR-CIFE, Mumbai"** and addressed to: The Director, ICAR-Central Institute of Fisheries Education (CIFE), Panch Marg, off. Yari Road, Versova, Andheri (W), Mumbai-400 061. These envelop having Tender fee & EMD should reach on or before the last date & time of submission of bid.


SENIOR ADMINISTRATIVE OFFICER

**ICAR - CENTRAL INSTITUTE OF FISHERIES EDUCATION
(DEEMED UNIVERSITY)
Panch Marg, Off Yari Road, Versova, Andheri (West)
MUMBAI – 400061**

SECTION – I

GENERAL INSTRUCTIONS TO THE TENDERERS

- (1) The job is to be executed for the benefit of ICAR - Central Institute of Fisheries Education, Off. - Yari Road, Versova, Andheri (W), Mumbai-400 061.
- (2) **SITE VISIT:** The tenderer is advised in his/her own interest to visit / examine the site of work before submission of his tender. He/she may obtain all relevant information that may be necessary for preparation of the bid.
- (3) The tenderer/bidder requiring any further information or clarification on the Tender document may contact Chairman of the Pandal Committee of Central Institute of Fisheries Education (CIFE) up to the closing date of the Tender during office hours only.
- (4) The tenderer must fill and submit the Tender document without making any additions or alteration in the tender document. Incomplete tenders and those submitted not as per the instructions are liable to be rejected. Conditional tenders shall not be accepted.
- (5) Tender shall be submitted in a wax sealed envelope with the name of the job super-scribed over it. The name and address of the tenderer shall be written on the bottom left hand corner of the envelope. The tender shall be addressed to "**The Director, ICAR - Central Institute of Fisheries Education, Off Yari Road, Panch Marg, Versova, Andheri (West), Mumbai - 400 061**".
- (7) The sealed envelope shall contain the following documents/ certificates:
 - (a) Signed copy of tender document
 - (b) Deposit receipt of Earnest Money Deposit (EMD)
 - (c) EMD exemption certificate, if claiming EMD exemption
 - (d) Copies of ITR of last 3 years (2019-20; 2020-21; 2021-22)
 - (e) A copy of PAN and AADHAR Card
 - (f) Valid GST Registration certificate
 - (g) Establishment registration certificate
 - (h) Scan copy of Balance sheet last three (3) years /(Certified by CA)
 - (i) Experience certificate of similar works (erection of Pandal / Shamiana / Stage etc.)
- (8) **Signing of document:** All pages of tender document including various annexure shall be signed and stamped at the lower right hand corner and wherever required by the tenderer.

- (9) **Earnest Money Deposit (EMD):** The tenderer shall pay an Earnest Money Deposit (EMD) of **Rs. 50,000.00 (Rupees Fifty Thousand only)** along with the tender in the form of Crossed Demand Draft payable to "**ICAR Unit - CIFE**" Mumbai. **The tenders received without the EMD in the prescribed form shall be rejected out rightly.**
- (10) The Earnest money of the tenderer shall be forfeited to CIFE without prejudice to any other rights or remedies.
- a) If the tenderer withdraws his tender during the period of tender validity specified in the tender document.
 - b) If, after acceptance of his tender, the tenderer fails to take up the job.
 - c) If, the tenderer fails to sign the contract in accordance with the terms and conditions of the contract.
 - d) If, after acceptance of his tender, the tenderer fails to furnish the Security Deposit.
 - e) If, after acceptance of his tender, the tenderer fails to commence the work within the scheduled time period after receipt of work order to that effect.
- (11) **Security Deposit:** The successful bidder will have to submit **3% of the quoted amount** for the work (i.e., **Erection of Pandal & Stage for conducting the XV Convocation**) excluding of Taxes etc. as Security Deposit in form of Bank Guarantee or Demand Draft before commencement of the work. The Security Deposit shall be released/ refunded only after successful completion of Guarantee/Warranty period.
- (12) **PERIOD FOR WHICH OFFER WILL REMAIN OPEN:**
- Firms tendering should note that it is desired that their offers should remain open for acceptance for **90 days** from the date of opening of tender, If the firms are unable to keep their offers open for the specified period their tenders are likely to be rejected.
- (13) **Care in submission of tender:** Before submitting the tender, the tenderer shall be deemed to have satisfied himself by actual inspection of the site and locality regarding the site conditions, stacking space for materials, Approach roads, available working area, working conditions of the Institute, etc. that are likely to be encountered during the execution of works, and he shall be deemed to have taken all these factors into account while quoting his rates. The rate quoted by him shall be deemed to be all inclusive for completion of work to the satisfaction of Pandal Committee of CIFE, Mumbai.
- (14) The tender document shall not contain any interlineation, erasures or overwriting except as necessary to correct the errors made by the tenderer in which case such correction shall be initialed by the tenderer along with his company's stamp.
- (15) **Omission and discrepancies:** Should a tenderer find discrepancies in, or omissions from the tender documents or any drawings or should be in doubt as to their meaning, he should at once notify the authority inviting the tenders, who may send written instructions to all the tenderers. It shall be understood that every endeavor has been

made to avoid any error which can materially affect the basis of the tender and the successful tenderer shall take upon himself and provide for the risk of any error which may subsequently be discovered and shall make no subsequent claim on account.

- (16) **OPENING OF THE TENDER:** At the advertised date and time, the tenders received shall be opened. **Tender received after the dead line is liable to be rejected.**
- (17) **THE QUOTED RATES** should be inclusive of cost of materials required for erection of Pandal, materials to be supplied on rental basis, labour charges, loading & unloading charges, transportation charges, contractor's profit, and cleaning of the ground after the programme is over. Taxes, as applicable as per Govt. norms, should be clearly mentioned in the bid; failing which, it will be presumed that the quoted rates are inclusive of all taxes. The rates quoted once shall not be increased under any circumstances. Any claim on account of tax or anything whatsoever it may be shall not be entertained after opening of tenders and placing the work order.
- (18) **Canvassing:** Any effort by the tenderer to influence the representatives of CIFE in making the decision in respect of tender evaluation or award of contract will result in rejection of the tender.
- (19) **Misleading information:** If the tenderer/tenderers deliberately gives/give any wrong information or suppresses/any material facts or makes/make false representations in this tender or creates/create circumstances for the acceptance of his/their tender, CIFE reserves the right to reject such tender at any stage or cancel the order even after acceptance of the tender at the risk and cost of the tenderer/ tenderers.
- (20) **Award of Contract:** CIFE will notify the successful tenderer in writing by a registered letter / speed post / e-mail to be confirm the acceptance of bid of successful bidder.
- (21) **No advance shall be given and no part payment shall be made. The Payment (through RTGS) shall be made only after the satisfactory completion of the work.**
- (22) Non-compliance with any of the conditions set forth here above is liable to result in the tender being rejected.
- (23) The quantities (like size of pandal, number of articles to be provided etc.) mentioned in the Bill of Quantities are approximate and may vary as per the actual requirement at the site. The decision of Director, CIFE shall be final and binding on all concerned in finalizing the quantities of items.
- (24) **Right of CIFE to deal with tenders:** The Director, CIFE, Mumbai, reserves the right to accept or reject any tender (whether lowest rate or not) or all the tenders at any time prior to award of contract without assigning any reasons whatsoever and no correspondence shall be entertained in this regard. CIFE also retains its right of providing work preference to public sector undertakings as admissible under Governments present policy.

SECTION – II

SPECIAL TERMS & CONDITIONS OF CONTRACT FOR ERECTION OF PANDAL & STAGE

1. No advance shall be given for erection of Pandal, stage, and related works. **The payment shall be made as per the actual measurements (i.e. actual size of pandal erected for convocation, fish festival stalls, exhibition stalls, etc.) and actual number of items/articles (i.e. chair, table, sofa, fan, cooler, ACs, light, sound system, focus lamps, display boards, etc.) supplied / used in the function / programme.**
2. The Pandal (main pandal with mild steel posts, truss, and mild steel sheet roofing) should be erected in the new campus of ICAR-CIFE for conducting the convocation. Normal / ordinary pandal shall be erected for making fish festival stall and exhibition stalls in accordance with the size and specifications mentioned in the BOQ as per the instructions of the Pandal Committee.
3. The sizes (i.e. areas) of pandals and stalls for conducting the convocation, fish festival / exhibition mentioned in the Bill of Quantities (BOQ) are approximate and the same may vary as per the actual requirement at the time of erection of pandal. **A joint inspection and measurement of pandal and stalls will be taken immediately after the erection of pandal/stalls/stage to avoid any ambiguity at a later stage.** Similarly, the number of items (such as chair, table, sofa, fan, light, AC, air cooler, fire extinguishers, etc.) shown in the BOQ are tentative/approximate and may vary as per the requirement. Hence; after all functions are over, the contractor has to prepare the bill in accordance with actual size of pandal, stall, stage, and as per the actual number of items supplied / used in the function. The pandal committee of the institute will certify the bill only after the examination and verification of the bill, and after satisfactory completion of the work.
4. The Pandal shall be erected and the items like Dias, Sofas, Chairs, Table, etc. shall be placed as per the positions reflected in the enclosed drawing.
5. The Pandal of convocation should be kept ready latest by **1100 hrs. on 22 April 2022** including supply of chairs, fans, carpet, stage, lighting and Public Address System etc. Complete.
6. At least one supervisor or Representative of the Contractor must be available at the site of Pandal and stage during **rehearsal on 22 April 2022** for smooth conduct of the events (i.e. convocation) and also to look after the equipment, furniture, sound system and assisting in making other arrangements of urgent nature.

7. The Public Address System (i.e. cassette deck, mike, amplifier, speakers, recorders, 15/5 amp., switch board for connecting TV, video film, etc.) must be ready latest by **1100 hrs. on 22 April 2019** for inspection and rehearsal.
8. Arrangement must be up to the satisfaction of Pandal Committee of this Institute. Minor alteration / modifications in erection of Pandal and in the requirements of materials if required should be done on insistence and approval of Pandal committee only.
9. Payment shall be made only after the successful completion of the entire job up to the satisfaction of Pandal / stage Committee which will certify the work after verification of bill. The contractor has to prepare bill as per the actual size/area of the pandal and actual number of items/materials supplied for the event. Payment shall be made through RTGS System within a fortnight from the date of successful completion of job.
10. The Tender must be accompanied with an **EMD of Rs. 50,000/- (Rupees Fifty Thousand only)** in the form of Demand Draft drawn in favour of **"ICAR Unit-CIFE" payable at Mumbai.**
11. The furniture like Chair, Table, Sofa, etc. must be of uniform shape, size, color, look, and must be new ones / free from damages; Red synthetic /woolen carpet, Jalar, Khanat partition, gate cloth, etc. should be new / neatly washed.
12. Preference shall be given to the experienced decorators who have done similar works in Government, Semi-Govt., Educational institutes and Autonomous bodies in the past.
13. ICAR-CIFE doesn't bind itself to award the contract to the lowest bidder. After opening of bids, the Pandal Committee of the institute may visit the office/store house of the bidders to inspect the condition of items. The decision of the **Director, ICAR-CIFE, Mumbai** shall be final and binding on all the concerned. No correspondence shall be entertained in such matters.
14. The rates quoted by the tenderers should be inclusive of cost of all necessary materials required for erection of Pandal, hiring charges, labour charges for complete job, transportation charges, loading and unloading charges, removal of Pandal after the programme is over, insurance etc. **Taxes as applicable** (like GST, service tax etc.) as per the norms of the Government should be clearly mentioned in the financial bid. The tenderers are not allowed to claim any extra amount placing the work / supply order.
15. TDS (Tax Deducted at Source) and Service Tax will be as per prevailing rules. Any taxes like GST, etc., as applicable, must be mentioned clearly. Nothing extra shall be paid over and above the quoted rates.
16. **The rate should be quoted per unit per day, and the amount quoted (for each item) shall be for required number of days. For any clarification, the Chairman of Pandal committee**

of ICAR-CIFE may be contacted. The rates quoted by the tenderers should not increase under any circumstances.

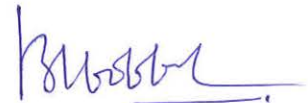
17. **ICAR-CIFE shall not be responsible for any type of damage caused to the furniture, PA system, Sound system, Shamiana, lighting, carpet etc. in any case (like fire accident, theft, and any unforeseen circumstances.). The contractor/bidder is responsible for taking care of the Pandal and items supplied during the programme.**

18. Sound System should be of best quality. In case, the quality of sound system is found to be inferior, the Pandal Committee of CIFE has every right to reject such sound system and no payment shall be made in such cases.

The light and sound system for cultural programme (please see Item No. 31 of the BOQ) should be of high quality; and must include disco lights, flash lights, Colour lights, special effect lights, etc.; and digital sound system including quality sound track, sound mixer, amplifiers, high quality cordless mikes, speaker, sound recorder, smoke machine (2 no.), and other essential sound equipment including DJ.

19. Illumination of the main academic building, Library building, Hostels etc. shall be done with high power (200 to 250 Watt) LED flood lights / splash lamps of different colors (as instructed by the Committee) so as to cover the entire building (G+4 storied). Series lights should have different coloured LED bulbs. Trees, hedges, and buildings shall be decorated with focus lamps and series lights as per the directions of Pandal Committee.
20. The EMD shall be forfeited, if the successful bidder fails to take up the job within 2 days from the date of receipt of work order/ supply order.
21. The Earnest Money Deposit (EMD) shall be forfeited if, due to reasons whatsoever it may be, the work is not completed on scheduled time period, inferior quality and substandard items are provided / absence of supervisor or mechanic during the functions / Shamiana is not made ready within the given time and date.
22. **Security Deposit:** The successful bidder will have to submit **3% of the quoted amount** for the work (i.e., **Erection of Pandal & Stage for conducting the XV Convocation**) excluding of Taxes etc. as Security Deposit in form of Bank Guarantee or Demand Draft before commencement of the work. The Security Deposit shall be released only after successful completion of the entire job.
23. Fresh flowers shall be used for stage decoration on Convocation Day (i.e. **23.04.2022**). Flower decoration includes border of stage backdrop, front & sides of stage, front side of the dais, and on the front edge of stage (with big flower bouquets) as directed by the Pandal Committee of the Institute.

24. The Decorator (i.e. Contractor) has to carry-out all electric works in pandals and exhibition stalls & halls; works include providing main board, power plug, wiring from generator to board, connecting entire electricity load to Generator (on the day of convocation); switches, batteries, complete wiring and all electrical works, total job including everything, work also includes making wiring and electric connections for light, fan, and power points in stalls & halls in the exhibition area, each stall should be provided with 2 light points and 1 fan point; including all connections to control room near by the convocation pandal, one electrician should be available on the day of convocation for operation and emergency handling/situation, etc. complete
25. The Pandal of convocation should be ready latest by **1100 hrs. on 22 April 2022** along with lighting and Public Address System etc.; failing which a penalty amounting up to 10% of the total contract value shall be deducted from the bill.
26. The decision of DIRECTOR, ICAR-CIFE shall be final for any aspect of the contract and binding to all parties concerned. **Disputes arising, if any, on the contract will be settled at his/her level by mutual consultation; and in case of failure of the settlement, dispute shall be referred to the sole arbitrator to be appointed by the Director, ICAR-CIFE, Mumbai in consultation with the Secretary, Indian Council of Agricultural Research (ICAR), New Delhi.** The decision of the sole arbitrator so appointed shall be final and binding on the parties. The arbitration proceedings shall be governed by the Arbitration & Constitution Act, 1996, and amendments from time to time.
27. At the time of erection of pandal, no work (that disturbs the general public) should be carried out beyond 2200 hours. The contractor shall be solely responsible for the consequences in case the work is executed beyond the set time line.
28. Each and every page of the tender document must be signed by the bidder failing which tender shall be rejected.



Sr. Administrative Officer

AN UNDERTAKING TO BE SIGNED BY THE CONTRACTORS

TO
THE DIRECTOR
CENTRAL INSTITUTE OF FISHERIES EDUCATION
OFF YARI ROAD, PANCH MARG,
VERSOVA, ANDHERI (W),
MUMBAI - 400 061

Dear Sir,

1. Having examined the tender document thoroughly including instructions to Tenderers, conditions of Contract, Technical specifications, mode of Payment, Schedule of Contract, Quantities, Drawings, other schedules and Annexure, etc., (as mentioned in the tender document), for execution of above-mentioned jobs, We the undersigned offer to take up the job of **Erection of Pandal & Stage for the XV Convocation of CIFE** if we are awarded the job
2. We undertake, if our Tender is accepted, to commence the work as per the schedule and instructions of the C/A in CIFE to commence and to complete the entire job within the stipulated time period as mentioned in the Tender document
3. If our tender is accepted, we will furnish the Security Deposit as per the terms and conditions mentioned in the Tender Document
4. Unless and until an agreement is prepared and executed, the Tender together with your written acceptance thereof, shall constitute a binding Contract between us, but without prejudice to your right to withdraw such acceptance.
5. We understand that you are not bound to accept the lowest or any tender you may receive.
6. We hereby agree and accept all the terms and conditions mentioned in the tender document. We also agree to abide by and fulfill all the terms and provisions of the conditions of the contract.

Seal:

(Signature of the Tenderer)

Date:

DETAILS OF COMPANY ADDRESS, BANK, TENDER FEE & EMD, CONTACT FOR CO-ORDINATOR**A. Company Address Details:**

| | | |
|---------------------|---|--|
| Name of the Company | : | |
| Address | : | |
| | : | |
| | : | |
| Pin Code | : | |
| State | : | |
| Phone No. | : | |
| Fax No. | : | |
| Email ID. | : | |

B. Bank Details:

| | | |
|----------------|---|--|
| Bank Name | : | |
| Branch Name | : | |
| Branch Address | : | |
| | : | |
| Branch Code | : | |
| Account Number | : | |
| IFSC Code | : | |
| MICR No. | : | |

C. Contact Person for Coordinator:

| | | |
|----------------|---|--|
| Name of Person | : | |
| Designation | : | |
| Contact No. | : | |
| Email ID | : | |

(SIGNATURE OF THE TENDERER)

DETAILS OF EARNEST MONEY DEPOSIT (EMD)

NAME OF THE JOB: ERECTION OF PANDAL & STAGE FOR THE XV CONVOCATION OF CIFE

AMOUNT: Rs.

DEMAND DRAFT NO:

DATE OF DRAWN:

NAME OF THE BANK:

ANY OTHER DETAILS:

DATE:

SEAL:

(SIGNATURE OF THE TENDERER)

CHECK LIST

FOR QUALIFICATION IN TECHNICAL BIDS

The Online bids (complete in all respect) must be uploaded online in Two Covers as explained below-

| COVER – I- Technical Bid (Following documents to be provided as PDF file) | | | |
|--------------------------------------------------------------------------------|---------------------------------------------|---------------------------------------------------------------------|------------|
| Sl. No. | Documents | Content | File types |
| 1 | Technical Bid | Scan copy of PAN and GST Registration Documents | PDF |
| | | | |
| 2 | | Scan copy of Earnest Money Deposit by way of Demand Draft | PDF |
| | | | |
| 3 | | Scan copy of certificate for EMD exemption, if claiming. | PDF |
| | | | |
| 4 | | Scan copy of ITR last three years | PDF |
| | | | |
| 5 | | Scan copy of Balance sheet last three (3) years / (Certified by CA) | PDF |
| | | | |
| 6 | Scan copy of Experience Certificate | PDF | |
| | | | |
| 7 | Scan copy of Annexure I, II, and III | PDF | |
| | | | |
| 8 | Scan copy of Tender Document Signed by Firm | PDF | |
| | | | |
| COVER – II - Commercial bid (Following document to be providing as Excel file) | | | |
| 1 | Financial Bid | Price bid (BOQ) to be filled in Excel format | .XLS |
| | | | |

Note: All the documents and BOQ has to be digitally signed by the bidder.

B) FINANCIAL BID

- (1) Before quoting the item wise amount, the bidders are instructed to read the details of technical specification to be executed as mentioned in tender document.
- (2) The Director ICAR-CIFE, Mumbai reserves the rights to increase or decrease quantity of items of work and supply items as per the requirement during the convocation in part /full without assigning any reason thereof as the same price quoted by firm.

**SPECIFICATIONS OF ITEMS
&
BILL OF QUANTITIES**



**ICAR - CENTRAL INSTITUTE OF FISHERIES EDUCATION
(DEEMED UNIVERSITY)
MUMBAI – 400 061**

**ERECTION OF STAGE & PANDAL FOR THE XV CONVOCATION OF CIFE
AND
FISH FESTIVAL AT ICAR-CIFE, MUMBAI DURING 23-24 APRIL 2022**

| SN | Name of the items | Qty. | Unit | No. of days | Rate per unit per day (Rs.) | Amount (Rs.) |
|-------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|--------|-------------|-----------------------------|--------------|
| 1 (a) | <p>Erection of water proof, decorative Pandal / Shamiana by using mild steel (MS) frame structural work consisting of mild steel vertical strong posts (columns) and truss with GI sheet roofing, including rigid & proper fixing of GI sheets to truss with required size of nut and bolts, and clamping with water proof roofing super structure with appropriate span and height with ceiling etc. complete as directed by site In-charge</p> <p>Size of Pandal: 170 feet X 80 feet (approx.)</p> <p>Specifications:</p> <p>Erection of Pandal structure with mild steel structural frame work consisting of strong post feet (columns) and mild steel truss with GI sheet roofing, finished with an under layer of Tarpaulin (i.e. Tadapatri) and plastic sheets on the top (i.e. over Tarpaulin); ceiling of Pandal should be in the form of spotless bright-white cloth with decorative jalar wherever required or as directed; making central passage (properly leveled) provided with steel barricades on either side; provision for requisite number of entry/exit gates, stage backdrop finished with hard wood planks / ply boards (not less than 19 mm), stage backdrop should be finished with neat velvet cloth of approved colour; all sides of the Pandal should be encompassed with khanath (i.e. fancy partition cloth on rigid frame work) with neat & spotless bright white cloth etc., complete as per the details shown in drawing and as per the instructions of the Pandal committee.</p> <p>(Note: Construction of Stage & Pandal should be complete in all respects by 11 am on 22.04.2022 for rehearsal purpose)</p> | 13,600 | Sq.ft. | 3 | | |
| 1(b) | <p>Erection of ordinary Pandal / Shamiana for making exhibition stalls, fish festival stalls, food court, food preparation area, and high tea serving area etc.</p> <p>Overall Size: As required in parts</p> <p>Specifications: erection of normal pandal for</p> | 5,400 | Sq.ft. | 2 | | |

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| | <p>covering the fish festival stalls, food preparation area, specifications as follows: normal pandal with bamboo framework, roofing with bamboo frames, roof finished with plastic on the top and ceiling finished with spotless bright-white cloth, work includes making internal partitions (to make stalls) wherever required, provision for requisite number of simple cloth gates, making exhibition hall, provision for partition covering, with khanath on all sides of exhibition / fish festival stalls, internal partitions for cooking & serving areas, exhibition hall, green room etc. complete as per the drawing and instructions of the Pandal committee</p> <p>(Note: overall roof area will be considered for measurement).</p> | | | | | |
| 2 | Hiring charges for jute carpet or Agro-net carpet of approved colour & shade on Floor area of the main Pandal and exhibition / fish festival stalls; good quality, neat and tight finishing | 14,261 | Sq.ft. | 2 | | |
| 3 | Hiring charges for providing red synthetic clean Carpet (for passage, in VIP lounge etc.) of approved variety, Synthetic), good quality without any cuts/patches, carpet should be of uniform colour (in convocation pandal & exhibition areas) | 4,500 | Sq.ft. | 2 | | |
| 4 | <p>Construction of wooden stage in the convocation pandal with 40 mm thick hard wood planks for vertical support and cross support; stage floor should also be made up of 40 mm thick wooden planks, from all sides strong support with wooden planks; rear side of stage floor (50 ft. x 8 ft.) should be elevated by 60 to 75 cm (to accommodate 2 rows of chairs at different levels) as shown in the enclosed diagram; entire stage should be built with strong wooden planks (in filmy style), work includes making steps with steel handrails on 2 sides of the stage and with hard wooden planks for climbing on the stage, these steps should be an integral part of the stage, stage back drop / side (total height = 12 feet) shall be made up of strong wooden plank to provide strong & solid backdrop to the stage.</p> <p>Size of the stage: 50 ft. X 30 ft. = 1500 Sq. ft.</p> <p>Note:</p> <p>(a) Stage should be kept ready by 1100 hrs. on 22 April 2022 for rehearsal purpose</p> | 1500 | Sq. ft | 3 | | |

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| | <p>(b) Rear elevated portion (50 x 8 feet) of the stage should be removed and made plain immediately after the convocation is over as directed by the Pandal committee.</p> <p>(c) Area of stage shall be measured as length x breadth, irrespective of height</p> | | | | | |
| 5 | Hiring charges for supplying Plastic Chairs (with arm), in good condition, neat & clean | 500 | No. | 2 | | |
| 6 | Hiring charges for supply of Double seater foam Sofa with Cushion, in good condition, neat & clean, with good cover on seats | 18 | No. | 1 | | |
| 7 | Decoration of Stage back drop (on periphery), front & sides of the stage, and also on front side of the dais including podium and handrails / barricades, etc. with fresh flowers as per the approved design and pattern given by CIFE, work also includes decorating the stage back drop with rose flowers as per the design / pattern approved by CIFE. Note: Flower decoration should be completed in all respects latest by 7 am on 23.04.2022 | Job | L.S | 1 day | | |
| 8 | Erection of decorative main entrance gate (box type) at the Institute's main gate, work includes making box type gate with hard wooden planks / ply wood / similar material, covering box with canvas or similar type cloth with neat painting, jalar, flower & toran decoration etc. complete as per the instructions of the Pandal committee Size: 15 ft. X 12 ft. (approx.) | 1 | Job | 1 | | |
| 9 | Erection of decorative entrance gate with 4 vertical posts (circular) on either side and top covered with colour cloth with jalar or banner etc. at the entrance of the Convocation Pandal, decorative pillar, and decorating the main gate with fresh flowers and toran decoration (flower decoration on one day only) Size: 15 ft. X 12 ft. (approx.) | 1 | No. | 2 | | |
| 10 | Erection of Ordinary cloth gate (15 ft. X 10 ft.) with necessary required decoration and accessories in the convocation pandal, exhibition area pandal, and food preparation area | 6 | No. | 2 | | |
| 11 | Hiring charges for providing and laying neat and clean red woolen carpet (50 ft X 30 ft.) on the stage of pandal, woolen carpet of approved | 1500 | Sq.ft. | 2 | | |

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| | design, good quality, standard thickness, and rich look and neat fixing on stage and steps. | | | | | |
| 12 | Hiring charges for dais on the stage of convocation pandal; dais to be constructed with optimum tables (having smooth surface or finished with laminate or similar material) of size (4ft X 2 ft.), neat joining, white table cloth with white/coloured frill, covering the dais with table cloth and frill on 3 sides - table front, top and sides, etc. complete as per the instructions of the pandal committee | 10 tables | No. | 2 | | |
| 13 | (a) Hiring charges for Wooden Table (4 ft. X 2 ft.) in neat and clean condition with smooth surface for various uses including making food counters in dining area, exhibition stalls, and halls, etc. (b) Hiring charges for White table cloths (good quality, washed, without any dirty spots) for above tables of appropriate size for covering the tables | 72 72 | No. No. | 2 2 | | |
| 14 | Hiring charges for supplying Dunlop chairs with cushion seat and cushion back (good quality, good condition, neat and clean) covered with bright white cloth cover (new / washed) | 200 | No. | 2 | | |
| 15 | Hiring charges for Running fancy khanat partition with bright white cloth, neat and clean condition for covering dining area and other places, if required | 500 | Feet | 2 | | |
| 16 | Hiring charges for VIP Chairs (i.e. MLA Chairs) or executive chairs for the dais. | 10 | No. | 1 | | |
| 17 | Hiring charges for Fire extinguishers (dry powder filled) | 20 | No | 2 | | |
| 18 | Supply and fixing of exhibition panel boards made up of hard wood planks finished with laminate or having smooth surface for sticking / pinning exhibits, size of each panel board should be 3 to 4 ft x 8 feet height (approx..) with light fitting, to be fixed in exhibition partition area as directed by Site in-charge | 1152 | Sq. ft. | 2 | | |
| Electrical items/ Sound system/Generator, etc. | | | | | | |
| 19 | Hiring charges for providing Sound proof Generator, 120 KVA for one day on 23 April 2022 for 8 hours, the entire electricity load on the day of convocation shall be taken from Generator | 1 | No. | 1 | | |

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| 20 | Hiring charges for providing Sound system (with standby /battery back-up arrangement) with a total of 8 mikes of good quality (digital) & 4 Speakers with mixer and recording arrangement including 2 - cordless mike (Complete set with all accessories), 4 podium mikes, mikes with sound system should have high frequency (sound should reach up to 250 feet) | Job | No. | 1 | | |
| 21 | Hiring charges for Electric works including main board, power plug, wiring from generator to board, connecting entire electricity load to Generator (on the day of convocation), connecting electricity load to institutes main electricity point (on other days i.e. students' convention function), switches, batteries, complete wiring and all electrical works, total job including everything for 3 days, work also includes making wiring and electric connections for light, fan, and power points in stalls & halls in the exhibition area, each stall should be provided with 2 light points and 1 fan point; including all connections to control room near by the convocation pandal, one electrician should be available on all 4 days for operation & emergency handling / situation, etc. complete | Job | L.S. | 1 | | |
| 22 | Hiring charges for Pedestal fans - Heavy duty - Industrial type in convocation pandal & food court | 25 | No. | 2 | | |
| 23 | Hiring charges for Pedestal fans – medium range in Exhibition stalls and food court, etc. as directed by Pandal committee | 40 | No. | 2 | | |
| 24 | Hiring charges for ceiling fans in convocation hall | 40 | No. | 3 | | |
| 25 | Hiring charges for supply of LED flood lights (250 W) inside the pandal and fish festival / exhibition stalls as directed by the Pandal Committee. | 50 | No. | 2 | | |
| 26 | Hiring charges for Supply of Air-coolers in pandal and exhibition areas as directed by Pandal committee | 20 | No. | 2 | | |
| 27 | Hiring charges for supply of tower type, vertical (standing type) Air-conditioners (5 - 5.5 ton) capacity , on stage with all accessories and arrangements for draining out water etc., to be provided near stage as directed by the Pandal Committee. | 6 | No. | 1 | | |

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| 28 | Hiring charges for providing, fixing, and operating LED Screens of approved size as directed by the Pandal committee | 48 | Sq. ft. | 2 | | |
| 29 | High Quality Video recording of the entire programme (8 to 10 hours a day) with 2 parallel cameras and 2 operators; this also includes still photography with high standard professional cameras to cover the Convocation programme as directed by the Pandal committee | Job | LS | 1 | | |
| 30 | Ordinary tube lights (4 feet) or LED lights or CFL lights in exhibition area / food court as directed by the Pandal Committee. | 50 | No. | 2 | | |
| 31 | Supply of DJ Music System with Disco / flash lights for conducting cultural programme, this DJ light and digital sound system should be of high quality; and must include disco lights, flash lights, colour lights, special effect lights, etc.; and digital sound system including quality sound track, sound mixer, amplifiers, high quality cordless mikes, speaker, sound recorder, smoke machine (2 no.), and other essential sound equipment including DJ. | Job | LS | 1 | | |
| 32 | <p>Illumination of Main building with focus lamps / flash lights (200 to 250 W), decorating trees, hedges, and other facilities with series lamps, etc. as instructed by the Pandal Committee:</p> <p>(a) 250-to-250-Watt focus lamps / flash lights with different colours suitable for main academic building (G+4) as directed</p> <p>(b) LED Series lights (mixed colour), each line having 100 LED colour bulbs</p> | <p>50</p> <p>800</p> | <p>Each</p> <p>Lines</p> | <p>3</p> <p>3</p> | | |
| Total, Rs. | | | | | | |
| GST @ 18% Rs. | | | | | | |
| Net Total, Rs. | | | | | | |

Amount in words Rupees -----

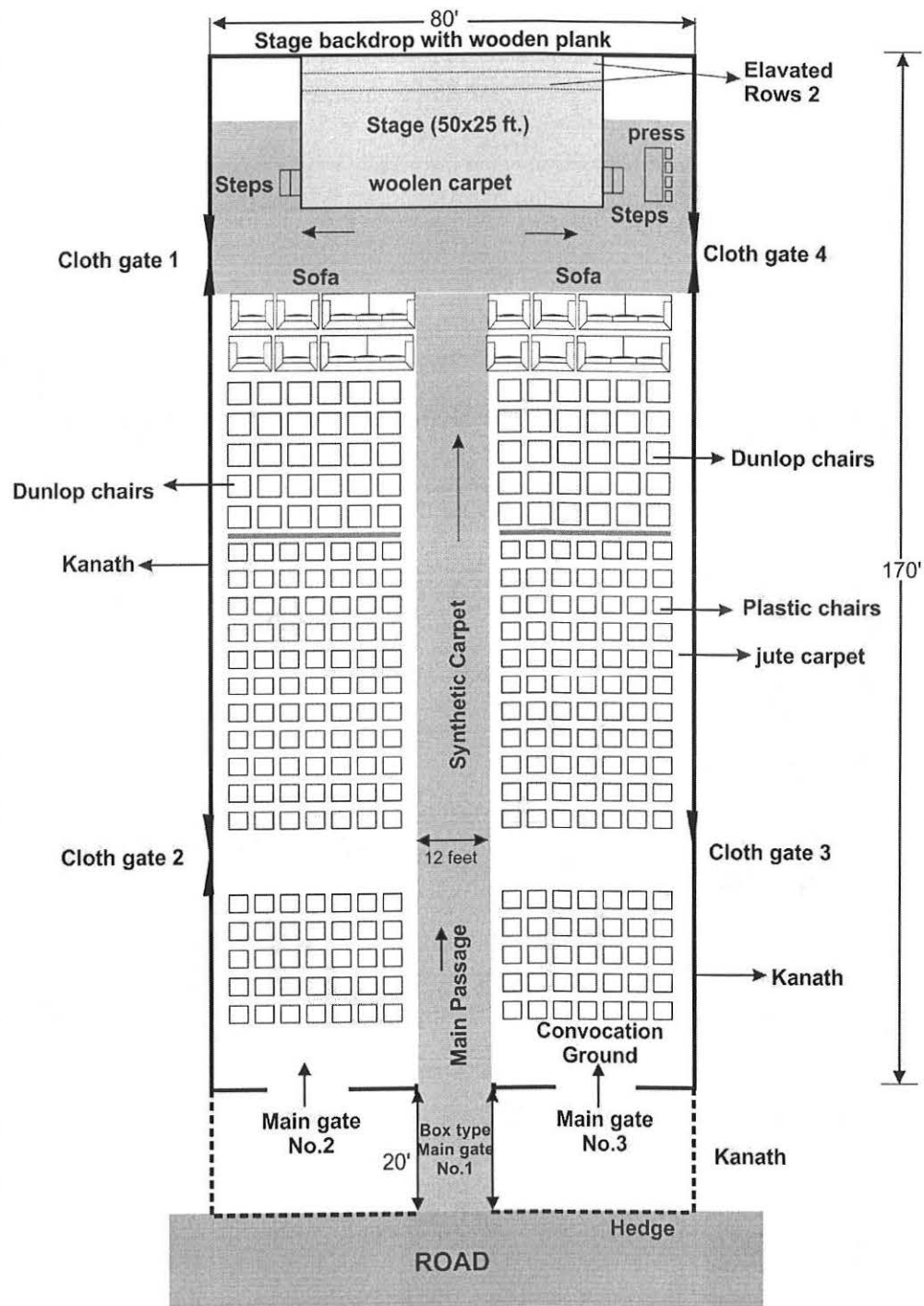
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Place:

Signature of the Bidder with Stamp

Date:

Layout plan of Pandal/Shamiana for Convocation and students' convention





Stage made up of 40mm thick hard wood planks -
all wood (both vertical, cross support and floor of the stage)