



मालवीय राष्ट्रीय प्रौद्योगिकी संस्थान जयपुर
MALAVIYA NATIONAL INSTITUTE OF TECHNOLOGY JAIPUR

Tender Document

For

**Hiring of Tent Items for Annual Technical Fest Sphinx'23 MNIT
Jaipur**

F5(3797)ST/MNIT/2023

Email: storepurchase@mnit.ac.in

**Jawahar Lal Nehru Marg, Malviya Nagar
Jaipur, Rajasthan 302017 (India)**



मालवीय राष्ट्रीय प्रौद्योगिकी संस्थान जयपुर
MALAVIYA NATIONAL INSTITUTE OF TECHNOLOGY JAIPUR

Jawahar Lal Nehru Marg, Malviya Nagar Jaipur, Rajasthan 302017

Email: storepurchase@mnit.ac.in

Website: www.mnit.ac.in

No. F5(3797)ST/MNIT/2023

Phone : 0141-2713312,2713352

Notice Inviting Quotation (E-Procurement Mode)

Registrar, MNIT, JLN Marg, Jaipur invites sealed tenders for the supply of “Hiring of Tent Items for Annual Technical Fest Sphinx’23 from 03rd Nov. to 05th Nov., 2023” of this Institute.

1. Vendors are requested to submit their online bid for mentioned item as per detailed technical specification given and Price Bid as per BOQ on CPP Portal. The Important information related to tender are as follows:

Schedule	
Event	Date & Time
Date of Issue/Publishing	07-09-2023 (17:00 Hrs)
Document Download/Sale Start Date	07-09-2023 (17:00 Hrs)
Document Download/Sale End Date	29-09-2023 (14:00 Hrs)
Last Date and Time for Uploading of Bids	29-09-2023 (14:00 Hrs)
Date & Time of Opening of Technical Bids	30-09-2023 (14:00 Hrs)
Date of Opening of Financial Bids	will be informed later
Earnest Money	(Rs. 11,300.00) EMD in the form of Demand Draft in the name of The Registrar, MNIT payable at Jaipur or NEFT/RTGS in the bank account details as under:- Bank Name: ICICI Bank Ltd., Bank Branch: MNIT Jaipur Account Holder: Registrar MNIT Jaipur, J.L.N. Marg, Jaipur Bank Account No: 676805000011 Bank IFSC Code: ICIC0006768
Performance Bank Guarantee	10% of the contract value valid for the period of contract and which will be released after successful and satisfactory completion of the event.
No. of Covers	02
Bid Validity days	90 days
Email Address (for Technical Clarifications)	storepurchase@mnit.ac.in

The Director, MNIT Jaipur reserves the right to accept or reject any or all tenders / offers either in part or in full or to annul the tender process at any stage or to split the order without assigning any reasons there for.

2 **Instructions to Bidders**

Instructions for Online Bid Submission

Department of Expenditure has issued the directive to publish the tender document on the Central Public Procurement Portal (URL:<http://eprocure.gov.in/eprocure/app>). The bidders are required to submit soft copies of their bids electronically on the CPP Portal using valid Digital Signature Certificates. Belowmentioned instructions are meant to guide the bidders for registration on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal. For more information, bidders may visit the CPP Portal <http://eprocure.gov.in/eprocure/app>. Tender document can also be downloaded from MNIT Jaipur Website (www.storepurchase@mnit.ac.in)

2.1 **Registration Process**

- a) Bidders to enroll on the e-Procurement module of the portal <http://eprocure.gov.in/eprocure/app> by clicking on the link "Click here to Enroll". Enrolment on the CPP Portal is free of charge.
- b) The bidders to choose a unique username and assign a password for their accounts. Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- c) Bidders to register upon enrolment their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India with their profile.
- d) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSCs to others which may lead to misuse. Foreign bidders are advised to refer "DSC details for Foreign Bidders" for Digital Signature requirements on the portal.
- e) Bidder then logs in to the site through the secured login by entering their user ID / password and the password of the DSC / eToken.

2.2 **Tender Documents Search**

- a) Various built in options are available in the CPP Portal to facilitate bidders to search active tenders by several parameters. These parameters include Tender ID, organization, location, date, value, etc.
- b) There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as organization name, form of contract, location, date, other keywords etc. to search for a tender published on the CPP Portal.
- c) Once the bidders have selected the tenders they are interested in; they may download the required documents / tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
- d) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

2.3 **Bid Preparation**

- a) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- b) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid.
- c) Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- d) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / Schedule and generally, they can be in PDF / XLS / RAR / DWF formats. Bid

documents may be scanned with 100 dpi with black and white option.

- e) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use “My Space” area available to them to upload such documents. These documents may be directly submitted from the “My Space” area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process

2.4 Bid Submission

- a) Bidder to log into the site well in advance for bid submission so that he/she upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- b) The bidder to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- c) Bidder to select the payment option as “on-line” to pay the tender fee/ EMD wherever applicable and enter details of the instrument.
- d) A standard BOQ format has been provided with the tender document to be filled by all the bidders. Bidders to note that they should necessarily submit their financial bids in the prescribed format and no other format is acceptable.
- e) The server time (which is displayed on the bidders’ dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- f) All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data, which cannot be viewed by unauthorized persons until the time of bid opening.
- g) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- h) Upon the successful and timely submission of bids, the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
- i) Kindly add scanned PDF of all relevant documents in a single PDF file of compliance sheet.

2.5 Assistance to Bidders

- a) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
- b) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk. The contact number for the helpdesk is 1800 2337315.

2.6 General Instructions to the Bidders

1. The tenders will be received online through portal <https://eprocure.gov.in/eprocure/app>. In the Technical Bids, the bidders are required to upload all the documents in .pdf format.
2. Possession of Valid Class II/III Digital Signature Certificate (DSC) in the form of smart card Token in the company’s name is a prerequisite for registration and participating in the bid submission activities through <https://eprocure.gov.in/eprocure/app>. Digital Signature Certificates can be obtained from the authorized certifying agencies, details of which are available in the web site <https://eprocure.gov.in/eprocure/app> under the link ‘Information about DSC’. Bidders are advised to follow the instructions provided in the ‘Instructions to the Bidders for the e-Submission of the bids online through the Central Public Procurement Portal for e-Procurement at <https://eprocure.gov.in/eprocure>

3. Online Bid Submission

The bids (complete in all respect) must be uploaded online in **TWO** Envelops as explained below.

Cover – 1 (Following documents to be provided)				
Ser.		Content	Supporting Page Number of bid	File Types
2.	Technical Bid	UTR No. of payment of EMD. In case of exemption from submission of Bid security, proof of registration with NSIC/MSME.		.PDF
3.		Copy of GST Certificate and PAN.		.PDF
4.		Compliance Sheet (Annexure-I)		.PDF
5.		Required past Experience as per Annexure- II (kindly refer clause No. II.A)		.PDF
6.		Minimum average annual turnover of the bidder (kindly refer clause No. II.B)		.PDF
7.		Non Blacklisting of Supplier and Price reasonability declaration as per Annexure-III		.PDF
8.		Declaration of Local Content (Annexure-IV)		.PDF
Cover - 2				
9	Financial Bid	Price bid as per BOQ format only. (Note: -Comparison of prices will be done ONLY on the bids submitted for the Main Equipment and anything asked as ‘Optional’ in the specifications is not to be included for overall comparison)		.XLS

FINANCIAL BID (PRICE-BID): Bidder has to quote separately for all the fields as mentioned in Price Schedule. Adding 0 'Zero' shall be treated as unresponsive. Online submission of the bids will not be permitted on the portal after the expiry of submission time and the bidder shall not be permitted to submit the same by any other mode. **The bid will be evaluated 'total value wise' hence it is mandatory for the bidder to quote price for all the items and supply the same to the Institute. If any bidder quote '0' Zero price for any article, his bid will be treated non-responsive and will be rejected.**

MAVLAVIYA NATIONAL INSTITUTE OF TECHNOLOGY JAIPUR

Invitation for Tender Offers for Procurement of Hiring of Tent Items for Annual Technical Fest Sphinx'23

Malaviya National Institute of Technology Jaipur invites online Bids (Technical bid and Commercial bid) from eligible and experienced firms for Procurement, of “**Hiring of Tent Items for Annual Technical Fest Sphinx'23 from 03rd to 05th Nov., 2023**”, as per terms & Conditions specified in the tender document, which is available on CPP Portal <http://eprocure.gov.in/eprocure/app>

4. TECHNICAL SPECIFICATION:

Sl. No.	Technical Specifications			
	Hiring of Tent Items for Annual Technical Fest Sphinx'23"			
S.No.	Particulars	Qty.	Unit	Days
	Requirement for OAT (Main Artist Night)			
1.	Carpet on stage (Red) – 48*90	4320	Sq. Ft.	1
2.	“T” shaped ramp in front of stage (20*6 feet and 16*8 feet) height 4ft & along with carpet covering (RED)	240	Sq. Ft.	1
3.	Barricading of OAT stage, VIP seating, and console from all sides by black cloth of 4ft height (length may vary as per venue requirement)	270	Running Ft.	1
4.	Square Gate Truss at OAT (12*30)	1	Nos.	1
5.	Frill Design work on stage (Black color with RED Dripping)	120	Running Ft.	1
6.	Black Cloth Masking- 3 Sides- on the stage	110	Running Ft.	1
7.	Carpet for ground and ramp-Red- (6x30-4 +6x160)	1680	Sq. Ft.	1
8.	Deluxe white leather sofa (Seating capacity 2 each)	30	Nos.	1
9.	Riser for Drum Kit (8*8)	64	Sq.Ft.	1
10.	Deluxe Black Leather Chairs	50	Nos.	1
11.	Riser Setup for Camera and Console, Size :2.5ft height with proper carpeting	64	Sq.Ft.	1
12.	Deluxe Glass Center Table	5	Nos.	1
13.	Standard Tent setup 10ft depth, 10ft width (Covered from three sides + top) (Stalls) Size may vary)	30	Nos.	3
	Requirement for SAC and VLTC			
14.	Stage Near SAC (45*15*4ft) with frill work (Black color with RED Dripping) and stairs	675	Sq. Ft.	2
15.	Carpet on stage (Red) – 45*15	675	Sq. Ft.	2
16.	Black masking at SAC	110	Running Ft.	2
17.	Backdrop of stages	320	Sq. Ft.	3
18.	Deluxe White leather sofa (Seating capacity 2 each)	6	Nos.	2
19.	Deluxe Glass Center table	3	Nos.	2

20.	Standard Tent setup 10 ft depth, 10ft width (Covered from three side + top) (Stalls) (Size may vary) at VLTC Parking for Startup Expo and Job Fair	20	Nos.	3
21.	White masking (vltc parking) (10*150)#	1500	Sq.Ft.	3
Other Requirements				
22.	Rope for barricading (Length may vary as per vanue requirement)	300	Running Ft.	3
23.	Standard Size metal poles (12 Ft.)	40	Nos.	3
24.	Water Camper	50	Nos.	3
25.	Dustbins (3 feet height) Syntex make	50	Nos.	3
26.	Beddings (Pillow, mattresses, bathware and badsheet) (May vary)	500	Nos.	3
27.	Plastic moulded chairs	600	Nos.	3
28.	Canopy 20 Ft. Height and 30 Ft. radius (pmc)	1	Nos.	3
29.	White Shading VLTC parking	10	Nos.	3
30.	Tables	200	Nos.	3

**Deputy Registrar
(Store & Purchase)**

INSTRUCTIONS TO THE BIDDERS

I. PROPOSED EVENT : Hiring of Tent Items for Annual Technical Fest Sphinx'23 from 3rd Nov. to 5th Nov., 2023

II. ELIGIBILITY CRITERIA

- a) The Bidder must have successfully executed / completed at least one single order of Rs. 1,57,000.00 or 2 orders each of Rs. 90,000.00 or 3 orders each of Rs. 67,500.00 for similar products in last three years to any IIT/NIT/CFTIs/ any other Govt. organization/Public company. Copies of contracts / purchase orders and documentary evidence of successful execution / completion in support of Past Experience of Similar product along with names, address and contact details of clients shall be submitted in the format **(Annexure II)** with the bid for verification by the Buyer.
- b) The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of the previous financial year, should be Rs. 2,25,000.00. **Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be submitted with the bid.** In case the date of constitution / incorporation of the bidder is less than 3-year-old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for these criteria.

III. REJECTION OF BIDS

The Bid will be considered Non Responsive & summarily rejected in case it does not fulfill any one or more of the following conditions:-

- a). If EMD is not provided by the bidder.
- b). If the bidder tries to put any influence.
- c). If the bidder furnished false information.
- d). If the Authorized Signatory has not signed with official seal on all pages of the bid document.
- e). Any bid indicating conditions beyond those indicated in this Tender Document i.e. conditional bid shall be rejected.

IV. CRITERIA FOR SELECTION OF BIDDERS

1. The agency who quotes lowest in the financial bid shall be eligible for award of work after technical evaluation.

a. **Financial bid:** The financial bid is to be quoted as per BOQ format only.

b. The Director, MNIT Jaipur reserves all the rights related to the opening, evaluation and cancellation of Bids without assigning any reasons thereof. The Director, MNIT Jaipur can accept OR reject the financial bids without assigning any reason and decision of the Director, MNIT Jaipur will be final & binding in this regard. In case of any ambiguity while comparing the rates offered by the bidders, The Director, MNIT Jaipur reserves all the rights to decide on the issue of identifying selected bidder

V. OTHER CONDITIONS:-

- a). **Liquidated Damages:-** The entire work as listed in the scope of work is to be completed by the Morning of 03rd Nov., 2023. The above time schedule is required to be strictly adhered to and followed. Liquidated Damages will be applicable, on the entire value of the contract. In case of delay in completion of a specific job beyond the date/time of completion as indicated above. Penalty would be applicable at the rate of 10% of the contract value for delay of each day, subject to maximum of 20% of the contract value. The penalty shall be recoverable from the EMD/ Bill submitted by the agency.

Further, in case of delay to deliver the work within stipulated program, MNIT Jaipur reserves the right to terminate the contract and get all the jobs or the delayed job completed through another agency of its choice. Any extra expenditure that MNIT Jaipur incurs for completion of the balance job/s through another agency on account of higher rates quoted by the new agency, will be recovered from the selected bidder's account or Performance Guarantee. Moreover, MNIT Jaipur shall also be entitled to all other legal proceedings as may be required for shortfalls in recovery.

b). Earnest Money Deposit (EMD)

- (i) The Bidder shall furnish, EMD of Rs. 11,300/- (Rs. Eleven thousand three hundred only) in form of Demand Drafts drawn in favour of "Malaviya National Institute of Technology Jaipur" payable at Jaipur or Bank Guarantee in prescribed format with validity of 180 days from the date of opening of bid in a separate envelope.
- (ii) No interest shall be paid on EMD.
- (iii) EMD of Bidders not short-listed will be refunded within 30 days from the date of declaration of Short-listed Bidders.
- (iv) The successful Bidder's EMD will be discharged upon the Bidder signing the acceptance, and furnishing the Performance Guarantee.
- (v) The EMD may be forfeited either in full or in part, at the discretion of MNIT Jaipur, on account of one or more of the following reasons:-
 - a) The Bidder withdraws their Bid during the period of Bid validity of 90 days.
 - b) Bidder does not respond to requests for clarification of their Bid.
 - c) Bidder fails to co-operate in the Bid evaluation process, and
 - d) In case of a successful Bidder, the said Bidder fails:
 - 1. To sign the acceptance in time; or 2. To furnish Performance Guarantee.

c). Performance Guarantee

- (i) The selected bidder shall submit Performance Guarantee / Demand Draft equal to 10% of the contract price to the Office of Deputy Registrar (Store and Purchase) at the time of award of work and shall be issued as per the given format and shall be issued from any Scheduled Bank.
- (ii) The performance guarantee shall be valid for the period of contract and which will be released after successful and satisfactory completion of the event.
- (iii) If the selected bidder fails to remit the performance guarantee, the EMD remitted by him will be forfeited and his bid will be held void.

d) Payment Terms

- a) For Indigenous supplies, 100% payment shall be made by the Purchaser against delivery, inspection, successful installation, commissioning and acceptance of the equipment at MNIT Jaipur in good condition and to the entire satisfaction of the Purchaser and on production of

unconditional performance bankguarantee as specified in bid document.

- b) GST Deduction at source as per Order/ notification of the Govt.
- c) GST No of MNIT Jaipur is **08AAAJM0351L1Z6**
- d) HSN/SAC No of the items must be clearly mentioned in the quotation along with GST No.

e) **Additional Conditions:-**

- i) Director MNIT Jaipur reserves the right to reject any or all the Bids without assigning any reason whatsoever.
- ii) The bidder must comply with the terms and conditions of contract. No deviations shall be entertained.
- iii) In case of any dispute, decision of competent authority at MNIT Jaipur will be final and binding.
- iv) The bidder must furnish a declaration to the effect that it has not been blacklisted in the recent past by any Government Authority / Public Sector Organization etc.
- v) Only "Class-I and Class-II local supplier will be eligible to bid. It is mandatory for bidders to quote items having local content more than 20%. Refer revised Public Procurement (Preference to Make in India), Order 2017 P-45021/2/2017-B.E-II dated 04.06.2020 issued by DPIIT, Ministry of Commerce and Industry, Govt. of India. (Submit duly filled Annexure X for the same)

VI. Force Majeure

If at any time, during the continuance of this contract, the performance in whole or in part by either party of any obligations under this contract shall be prevented or delayed by reason of any war, or hostility, acts of the public enemy, civil commotion, sabotage, fires, floods, explosions quarantine restrictions, strikes, lockouts or act of God (herein after referred to as events) provided notice of happenings, of any such eventually is given by party either party to the other within 21 days from the date of occurrence thereof, neither party shall be reason of such event be entitled to terminate this contract nor shall either party have any such claim for damages against the other in respect of such non-performance, or relay in performance, and deliveries under the contract shall be resumed as soon as practicable after such event may come to an end or cease to exist, and the decision of the Director MNIT Jaipur will be final and conclusive.

VII. Arbitration

- a) If a dispute of any kind whatsoever arises between the MNIT Jaipur and the bidder in connection with, or arising out of, the Contract or the execution of the works or after their completion and whether before or after the repudiation or other termination of the contract, including any disagreement by either party with any action, in action, opinion, instruction, determination, certificate or valuation of the Engineer, the matter in dispute shall be settled by arbitration in accordance with the Indian Arbitration and Conciliation Act, 1996 or any statutory amendment thereof.
- b) The reference to arbitration may proceed notwithstanding that the works shall not then be or be alleged to be completed, provide always that the obligations of the MNIT Jaipur and the bidder shall not be altered by reason of the arbitration being conducted during the progress of the works. Neither party shall be entitled to suspend the works, payments to the bidder shall be continued to be made as provided by the contract.
- c) Arbitration proceedings shall be held at Jaipur and the language of the arbitration proceedings and that of all documents and communications between the parties shall be English.
- d) All arbitration awards shall be in writing and shall state the reasons for the award.
- e) Penalty/Liquidate Damages shall not fall under the Arbitration clause.

VIII) Cancellation / Postponement of Programme

In case the organizing of the Event is cancelled or postponed due to any reason, no claims shall be made by the bidder on MNIT Jaipur.

IX) Special term and conditions:

1. No advance will be paid to the contractor.
2. In case of defective works the same shall be rectified by the contractor at his own cost.
3. The contractor will be responsible for transportation of all materials released to his/her work and no extra payment will be made by the institute on this account.
4. All material used should be very high quality, If the material used is not of good quality deduction will be made from the bill.
5. As the tournament is an important event of the Institute, timely completion of work and quality of material would be important. The committee in this regard may inspect material to be used for the work before awarding the work.
6. MNIT, Jaipur reserves the right to curtail or enhance the scope of work either by removing of certain items entirely or by reducing/increasing the quantities of certain items as required by the Institute from time to time and therefore, the final value of the work shall be worked out and paid to the extent of work actually carried out.
7. Subletting the awarded work to other party is not allowed. If found, appropriate action will be taken against successful bidder.
8. The validity of the tender shall be at least 90 days from the date of opening of Tender.
9. **OPTION CLAUSE:** The Purchaser reserves the right to increase or decrease the quantity to be ordered up to 25 percent of bid quantity at the time of placement of contract. The purchaser also reserves the right to increase the ordered quantity by up to 25% of the contracted quantity during the currency of the contract at the contracted rates. Bidders are bound to accept the orders accordingly.
10. **Prices:** The price should be quoted in BoQ format only. The offer/bid should be exclusive of taxes and duties, which will be paid by the purchaser as applicable. However, the percentage of taxes & duties shall be clearly indicated. The price should be quoted without custom duty and excise duty, since MNIT Jaipur is exempted from payment of Excise Duty and is eligible for concessional rate of custom duty. Necessary certificate will be issued on demand. **The bid will be evaluated 'total value wise' hence it is mandatory for the bidder to quote price for all the items and supply the same to the Institute. If any bidder quote '0' Zero price for any article, his bid will be treated non-responsive and will be rejected.**
11. **Exemption to Startups:** If the bidder is a Startup, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria". In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.
12. **Exemption to MSME:** If the bidder is a Micro or Small Enterprise as per latest definitions under MSME rules, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria". In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.

Deputy Registrar
Stores and Purchase MNIT Jaipur

INFORMATION TO BE FURNISHED BY THE BIDDER

The bidder are required to provide the following details in the prescribed format and also enclose self attested copy in support of the information provided, wherever applicable:

1.	Name of the Bidder(Firm)	:	
2.	Address of the Bidder/Firm	:	
3.	Contact Phone number(s) of the bidder: Email ID:	: : :	
4.	Year of Establishment	:	
5.	GSTIN No. (Enclose certificate)	:	

This is to certify that I have under stood the terms & condition of the tender document and all the information provided above &enclosed is true to the best of my knowledge and belief.

Further, I have visited the actual site, where the services need to be provided, and submitted my quotation based on the same.

Signature of the Bidder
Date:

ANNEXURE -I

COMPLIANCE SHEET

Sl. No.	Name of item: Hiring of Tent Items for Annual Technical Fest Sphinx'23"				Comply (Yes/No)	Supporting Page No.
	Item	Qty.	Unit	Days		
	Requirement for OAT (Main Artist Night)					
1.	Carpet on stage (Red) – 48*90	4320	Sq. Ft.	1		
2.	"T" shaped ramp in front of stage (20*6 feet and 16*8 feet) height 4ft & along with carpet covering (RED)	240	Sq. Ft.	1		
3.	Barricading of OAT stage, VIP seating, and console from all sides by black cloth of 4ft height (length may vary as per venue requirement)	270	Running Ft.	1		
4.	Square Gate Truss at OAT (12*30)	1	Nos.	1		
5.	Frill Design work on stage (Black color with RED Dripping)	120	Running Ft.	1		
6.	Black Cloth Masking- 3 Sides- on the stage	110	Running Ft.	1		
7.	Carpet for ground and ramp-Red- (6x30-4 +6x160)	1680	Sq. Ft.	1		
8.	Deluxe white leather sofa (Seating capacity 2 each)	30	Nos.	1		
9.	Riser for Drum Kit (8*8)	64	Sq.Ft.	1		
10.	Deluxe Black Leather Chairs	50	Nos.	1		
11.	Riser Setup for Camera and Console, Size :2.5ft height with proper carpeting	64	Sq.Ft.	1		
12.	Deluxe Glass Center Table	5	Nos.	1		
13.	Standard Tent setup 10ft depth, 10ft width (Covered from three sides + top) (Stalls) Size may vary)	30	Nos.	3		
	Requirement for SAC and VLTC					
14.	Stage Near SAC (45*15*4ft) with frill work (Black color with RED Dripping) and stairs	675	Sq. Ft.	2		
15.	Carpet on stage (Red) – 45*15	675	Sq. Ft.	2		
16.	Black masking at SAC	110	Running Ft.	2		
17.	Backdrop of stages	320	Sq. Ft.	3		
18.	Deluxe White leather sofa (Seating capacity 2 each)	6	Nos.	2		
19.	Deluxe Glass Center table	3	Nos.	2		
20.	Standard Tent setup 10 ft depth, 10ft width (Covered from three side + top) (Stalls) (Size may vary) at VLTC Parking for Startup Expo and Job Fair	20	Nos.	3		
21.	White masking (vltc parking) (10*150)#	1500	Sq.Ft.	3		
	Other Requirements					
22.	Rope for barricading (Length may vary as per venue requirement)	300	Running Ft.	3		
23.	Standard Size metal poles (12 Ft.)	40	Nos.	3		
24.	Water Camper	50	Nos.	3		
25.	Dustbins (3 feet height) Syntex make	50	Nos.	3		
26.	Beddings (Pillow, mattresses, bathware and	500	Nos.	3		

	badsheet) (May vary)					
27.	Plastic moulded chairs	600	Nos.	3		
28.	Canopy 20 Ft. Height and 30 Ft. radius (pmc)	1	Nos.	3		
29.	White Shading VLTC parking	10	Nos.	3		
30.	Tables	200	Nos.	3		
31.	UTR No. of payment of EMD. In case of exemption from submission of Bid security, proof of registration with NSIC/MSME.					
32.	Copy of GST Certificate and PAN.					
33.	Compliance Sheet (Annexure-I)					
34.	Required past Experience as per Annexure- II (kindly refer clause No. 5.8.A)					
35.	Minimum average annual turnover of the bidder (kindly refer clause No. 5.8.B)					
36.	Non Blacklisting of Supplier and Price reasonability declaration as per Annexure- III					
37.	Declaration of Local Content (Annexure-IV)					

Signature of Bidder

Name: _____

Designation: _____

Organization Name:

Contact No.: _____

Past Experience details

List of Organizations for whom the bidder has undertaken such work during last three years (must be supported with Purchase orders)			
Name of the organization	Name of Contact Person	Contact No.	Copy of Purchase Orders (Page no.)

Note: Without submission of relevant Purchase orders, experience will not be considered.

Signature of Bidder

Name:

Designation:

Organization Name: _

Contact No.: _

<< Organization Letter Head >>

DECLARATION SHEET

We, _____ hereby certify that all the information and data furnished by our organization with regard to these tender specifications are true and complete to the best of our knowledge. I have gone through the specifications, conditions and stipulations in details and agree to comply with the requirements and intent of specification.

We, further specifically certify that our organization has not been Black Listed/De Listed or put to any Holiday by any Institutional Agency/ Govt. Department/ Public Sector Undertaking in the last three years.

**(Signature of the
Tenderer) Name:**

Seal of the Company

DECLARATION OF LOCAL CONTENT

[For Local Content of Products, Services or Works]

(To be given on Company Letter Head – For tender value below Rs.10 Crores)

(To be given by Statutory Auditor/Cost Auditor/Cost Accountant/CA for tender value above Rs.10 Crores)

To,
The Registrar
MNIT Jaipur

Subject: Declaration of Local Content

Tender reference No. _____

1. Country of Origin of Goods being offered: _____
2. With reference to Order No. P- 45021/2/2017-PP(BE-II) dated 16-09-2020 of DPIIT, Ministry of Commerce and Industry, Govt. of India, we fall under the following category of supplier (please tick the correct category) for the items for which this tender has been floated and being bided.
 - Class I local supplier – has local content equal to more than 50%. Local contents added at _____ (name of location).
 - Class II local supplier – has local content more than 20% but less than 50%. Local content s added at _____ (name of location).
 - Non-local supplier – has local content less than or equal to 20%. Local contents added at _____ (name of location).
3. We are solely responsible for the above mentioned declaration in respect of category of supplier. False declarations will be in breach of the Code of Integrity under Rule 175(1)(i)(h) of the General Financial Rules for which we may be debarred for up to 2 years as per Rule 151(iii) of the General Financial Rules along with such other actions as may be permissible under law.

Signature of Bidder

Name:

Designation:

Organization Name: _

Contact No.: _

PERFORMANCE BANK GUARANTEE

(To be executed on Stamp Paper of Rs. 100/- or such higher value as per the Stamp Act of the State in which the Guarantee is issued. Stamp Paper should be in the name of the Bank Issuing the Guarantee.)

BANK GUARANTEE NO. :

DATED :

Dear Sirs,

1. THIS DEED OF GUARANTEE made on this day of between **MALAVIYA NATIONAL INSTITUTE OF TECHNOLOGY, JAIPUR** (hereinafter called the "**MNIT**" which expression shall unless excluded by or repugnant to the context includes its successors and assignees) of the one part and the (hereinafter called the "**Bank**" which expression shall unless excluded by or repugnant to the context include its successors and assignees) of the other part.
2. AND WHEREAS as per clause Of the purchase order in question the supplier shall furnish a Performance Bank Guarantee of 10% of P.O. Value i.e. Rs. (in words) only) valid for the period of two months beyond warranty period as and by way of security for satisfactory working of the AND WHEREAS at the request of the supplier, the Bank executes these presents.
- 3.0 THIS DEED WITNESSETH AND IT IS HEREBY AGREED AND DECLARED BY AND BETWEEN PARTIES HERETO AS FOLLOWS:
 - 3.1 The Bank hereby guarantees to the MNIT, Jaipur that the equipment / service contracted are capable of performing the work as demanded by the MNIT, Jaipur. In the event of equipment / service failing to perform to the satisfaction of the MNIT, Jaipur, which shall be final and conclusive of the factum of non-performance, the Bank shall indemnify and keep the indemnified to the extent of of P.O. Value i.e. Rs. (Rupees) valid for the period of two months beyond the warranty period against any loss or damage that may be caused to or suffered by the MNIT, Jaipur consequent to non-performance of the contracted equipment / services to be supplied by the supplier.
 - 3.2 In consideration of the aforesaid premise and at the request of the supplier, we the Bank hereby irrevocably and unconditionally guarantee that the supplier shall perform in an orderly manner their contractual obligations in accordance with the terms and conditions set forth in the Purchase order dated and in the event of the supplier's failure to do so, the Bank unconditionally pay to the MNIT, Jaipur on demand, any amount up to the value mentioned in Clause 3.1 above without any reference to the supplier and without questioning the claim.
 - 3.3 The guarantee herein shall remain in full force for a period of two months beyond the warranty period from the date of certification by the MNIT, Jaipur of successful installation and commissioning of the equipment/ service contracted. Date of start of warranty period will be notified by MNIT, Jaipur to the Bank.
 - 3.4 The decision of the MNIT, Jaipur regarding the liability of the Bank under the guarantee and the amount payable there under shall be final and conclusive and binding on us without question. The Bank shall pay forthwith the amount demanded by the MNIT, Jaipur notwithstanding any dispute, if any, between the MNIT, Jaipur and the supplier.
 - 3.5 The Bank further agrees that the guarantee herein shall remain in full force during the pendency of aforesaid period mentioned in Clause 3.3 above and also any extension of the guarantee which has been provided by the Bank for this purpose beyond the aforesaid period provided, further, that if any claim accrues or against the Bank by virtue of this guarantee, should be lodged with us within a period of 60 days from the date of expiry of the guarantee period.

- 3.6 This Guarantee shall not be affected by any change in constitution of the supplier, MNIT, Jaipur or us not shall it be affected by any change in constitution or by any amalgamation or absorption or reconstruction thereof otherwise, but will ensure for and be available to and endorsable by the absorbing amalgamated company or concern.
- 3.7 The MNIT, Jaipur has the fullest liberty without affecting the guarantee to postpone at any time or from time any of the powers exercisable by it against the supplier, either to enforce or forbear the clause governing guarantee in the terms and conditions of the said contract and Bank shall not be released from its liabilities under the guarantee by any matter referred to or by reason of time being given to the supplier or any other forbearance, act or omission on the part of the MNIT, Jaipur or any material or things whatsoever which under the law relating to sureties shall but for the provisions hereof have the effect of so releasing the Bank from its liabilities.
- 3.8 We further agree that the MNIT, Jaipur shall have the fullest liberty without affecting in any way our obligations hereunder with or without our consent or knowledge to vary any of the terms and conditions of the said contract or to extend the time of delivery from time to time.
- 3.9 The Bank undertakes not to revoke this guarantee during its currency except with the previous consent in writing of the MNIT, Jaipur.
- 3.10 We further agree that in order to give full effect to the guarantee herein contained MNIT, Jaipur shall be entitled to act as if we were its principal debtors in respect of its claim against the Supplier hereby guaranteed by us as aforesaid and we hereby expressly waive all our rights of suretyship and other rights if any which are in any way inconsistent with the above provision of this Guarantee.

Notwithstanding anything herein before, liability of the Bank under this guarantee is restricted to Rs. (Rupees only) and it will remain in force up to the period specified in Clause 3.3 unless a suit to enforce any claim under the Guarantee is filed against the Bank before the period specified in Clause 3.4. All your rights under this Guarantee shall be forfeited and we shall be relieved and discharged from all liabilities thereunder.

COUNTERSIGNED

Signature	:	Signature	:
Name	:	Name	:
Designation	:	Designation	:
Organization	:	Organization	:

