



നാഷണൽ ഇൻസ്റ്റിറ്റ്യൂട്ട് ഓഫ് ടെക്നോളജി കാലികറ്റ്  
राष्ट्रीय प्रौद्योगिकी संस्थान कालीकट  
NATIONAL INSTITUTE OF TECHNOLOGY CALICUT

Estate & IRM Sections  
Telephone No. 0495-2286170/74

**NOTICE INVITING QUOTATION (NIQ) FROM REPUTED TENT HOUSE OR EVENT MANAGEMENT GROUPS FOR ERECTING, DECORATION OF PANDAL AND FOR HIRING OF FURNITURE AT NIT CALICUT FOR 9<sup>th</sup> EDITION OF IEDC SUMMIT 2024**

NIQ No :- NITC/ESTATE&IRM/IEDC/IW/2024-25/18 dated 04-10-2024

NIT Calicut invites quotations from reputed tent house or event management groups for erecting of pandal and for supply of furniture, lighting & sound system. As per details at Annexure-I, II, III and IV in single sealed envelopes to reach the undersigned **on or before 3.00 PM on 10.10.2024.**

**BID INSTRUCTION**

1. Quotations will have to be submitted in SINGLE BID. The address of the firm submitting the quotation and the Officer to whom the quotation is addressed must appear distinctly on sealed covers. Further, on sealed cover, the following are to be written:

**NOTICE INVITING QUOTATION (NIQ) FROM REPUTED TENT HOUSE OR EVENT MANAGEMENT GROUPS FOR ERECTING, DECORATION OF PANDAL AND FOR HIRING OF FURNITURE AT NIT CALICUT FOR 9<sup>th</sup> EDITION OF IEDC SUMMIT 2024**  
**Dated: 04.10.2024**

**Ref. No. NITC/ESTATE&IRM/IEDC/IW/2024-25/18 Dated: 04-10-2024**

**LAST DATE OF SUBMISSION: 10.10.2024, 03:00 PM. NIQs will be opened on the same day at 4:00 PM**

2. The requirement will be initially for one day. Bidders shall quote for discounted price for consecutive days, if any.
3. Bid not transferable: The bid documents are not transferable and the seal and signature of the authorized official of the firm's must appear on all the papers and envelopes submitted.
4. Quantity of the items is tentative and they may change depending upon the requirement as advised by the organizing committee. The rate for the changed items quantity shall be calculated proportionately

**NIQ TERMS & CONDITIONS:**

1. **Rates:** Rates quoted in the NIQ should be on DOOR DELIVERY at NITC to be submitted in the format given in IV. Please break up CGST/SGST/IGST.
2. Bidders shall indicate their rates in clear or visible figures as well as in words and shall not alter/overwrite/make cutting in the quotation. In case of a mismatch, the rates written in words will prevail. Vague terms like "packing, forwarding, transportation etc, extra" without mentioning the specific amount will not be accepted. Such offers shall be treated as incomplete and rejected.

3. Bidders have to submit copy of
  - a. Valid GST Registration.
  - b. ISO Certification
  - c. PWD License (if applicable)
  - d. Bank Mandate Cancelled Cheque
4. **Validity of Quotation:** Quoted rates must be valid for 30 days from the date of quotation.
5. The pandhal is to be set up strictly as per specification of the Organizing Committee. It should be ensured that pandhal is set up as per the given measurements and with necessary other items as specified by the Organizing Committee of the institute and should be risk free.
6. **Time Limit:** The pandhal along with all items specified by the Organizing Committee of the Institute shall be readied by 11.00 AM of 17<sup>th</sup> October 2024.
7. **The Successful Bidder have to submit the copies of Aadhaar Card/Voter ID of all the workers engaged by him at the time of execution of the work.**
8. **The Successful Bidder have to deposit 5% of total rate quoted amount as Bid Security in the form of Account Payee Demand Draft from any scheduled or nationalized bank, drawn in favour of “The Director, NIT Calicut”.**
9. **Conditional quotations not acceptable:** All the terms and conditions mentioned herein must be strictly adhered to by all the vendors. Conditional quotations shall not be accepted on any ground and shall be rejected straightway. Conditions mentioned in the quotations submitted by vendors will not be binding on NIT Calicut.
10. **Late and delayed quotations:** Late and delayed quotations will not be considered. In case any unscheduled holiday occurs on the prescribed closing/opening date, the next working day shall be the prescribed date of closing/opening.
11. **Payment:** 100% payment will be paid on successful completion of the work within 60 days from the date of receipt of the final bill.
12. All structures and materials are to be dismantled and fully removed within 3 days after the program and the campus to be cleaned up to satisfaction of NIT Calicut.
13. It is the responsibility of the firm to provide good quality tables, chairs, cloth and other materials for erection of Pandal. Any defect found in the work carried out by the contractor will have to be rectified free-of-cost by the contractor.
14. The Contractor shall take all necessary precautions to ensure safety and security of their workmen and shall be responsible for any injury that might occur to person/s and bear all cost towards treatment/compensation of them. The Contractor shall have to comply with the provisions of all prevailing Labour Rules, Wages Act and 1948 Worker's Compensation Act, whichever is applicable. No claim for idle labour will be entertained under any circumstances.
15. The Contractor shall take all necessary precautions to prevent any damage that may cause towards any host property during the course of execution of the contract and they will be liable to make good the same at their cost.
16. **Enquiry during the course of evaluation not allowed:** No enquiry from the bidder(s) shall be entertained during the course of evaluation of the quotation till final decision is conveyed to the successful bidder(s). However, the Purchase Committee or its authorized representative may make enquiries/seek clarification

from the bidders. In such a case, the bidder must extend full co-operation. The bidders may also be asked to arrange demonstration of the offered items, in a short period of notice.

17. At any time prior to the date of submission of bid, NIT Calicut may, for any reason, either of its own or in response to a clarification from a prospective bidder, modify the bidding documents by an amendment or corrigendum. **Any such amendment/ corrigendum will be duly notified through the institute's website only.** Prospective bidders are advised to check the institute's website every now and then for any amendment/ corrigendum. In order to provide reasonable time to take the amendment into account in preparing the bid, NIT Calicut may extend the date and time for submission of bids.
18. The acceptance of the quotation will rest solely with the Director, NIT Calicut who in the interest of the Institute is not bound to accept the lowest quotation and reserves the right to himself reject or partially accept any or all the quotations received without assigning any reasons.
19. **Force Majeure:** If the performance of the obligation of either party is rendered commercially impossible by any of the events hereafter mentioned that party shall be under no obligation to perform the agreement under order after giving notice of 15 days from the date of such an event in writing to the other party, and the events referred to are as follows:
  - Any law, statute or ordinance, order action or regulations of the Government of India,
  - Any kind of natural disaster and
  - Strikes, Acts of the public enemy, war, insurrections, riots, lockouts, sabotage.
20. **Termination for default:** Default is said to have occurred
  - a. If the equipment or any of its component is found to having poor workmanship, faulty designs, poor performance and bad quality of materials used.
  - b. If the supplier fails to deliver any or all of the services within the time period(s) specified in the purchase order or any extension thereof granted by the NIT Calicut
  - c. If the supplier fails to perform any other obligation(s) under the contract.

Under the above circumstances NIT Calicut may terminate the contract/purchase order in whole or in part and forfeit the Bid Security as applicable. In addition to above, NIT Calicut may at its discretion also take the following actions: NIT Calicut may procure, upon such terms and in such manner, as it deems appropriate, goods similar to the undelivered items/products and the defaulting supplier shall be liable to compensate NIT Calicut for any extra expenditure involved towards goods and services obtained.

21. **Applicable Law:**

- a. The contract shall be governed by the laws and procedures established by Govt. of India and subject to exclusive jurisdiction of Competent Court and Forum in Calicut, Kerala or High Court of Kerala only.
- b. Any dispute arising out of this purchase shall be referred to the Director, NIT Calicut and if either of the parties hereto is dissatisfied with the decision, the dispute shall be referred to the decision of an Arbitrator, who should be acceptable to both the parties, to be appointed by the Director of the Institute. The decision of such Arbitrator shall be final and binding on both the parties.

Convenor  
IEDC Summit

Encl: Annexure-I, Annexure-II, Annexure-III and Annexure IV

NATIONAL INSTITUTE OF TECHNOLOGY, CALICUT – 673601

**ELIGIBILITY CRITERIA FOR BIDDERS**

Only those bidders fulfilling the following criteria should respond to the tender.

1. The bidder should be a company registered under the Companies Act, 1956/2013 OR a Limited Liability Partnership / a registered partnership firm OR a sole-proprietorship entity. Appropriate Registration incorporation certificate must be submitted.
2. The bidder must be in existence in the Event Management or similar business for a minimum period of FIVE (5) years. Documentary evidences of experience shall be provided.
3. Should have an **Average Annual Turnover of Rupees One Crore** during the last THREE financial years (2021-22, 2022-23, 2023-24). The bidder shall enclose the audited statements of the indicated financial years, which should have been certified by a Chartered Accountant or a Competent Authority.
4. The successfully completed or substantially completed similar works shall be awarded by the Centrally Funded Technical Institutes (IITs, NITs, IISc, and IISER) or Government of India/Kerala Firms in India.
5. The bidder should have implemented at five three similar orders during the previous three financial years (2021-22, 2022-23, 2023-24). Copies of the most recent Work Orders and certificates of successful implementation shall be included.
6. The applicant should have: successfully completed or substantially completed similar works during last five years ending last day of month previous to the one in which applications are invited should be either of the following: -
  - (a) Three similar completed works costing not less than 25 Lakh;  
OR
  - (b) Two similar completed works costing not less 37.50 Lakh;  
OR
  - (c) One similar completed work costing not less 75 Lakh; and

*The similarity of work shall be pre-defined based on the physical size, complexity, methods/ technology and/ or other characteristics described, and scope of works. For contracts under which the applicant participated as a joint venture member or sub-contractor, only the applicant's share, by value, shall be considered to meet this requirement.*
7. The bidder must have a registered office in Karnataka/Tamil Nadu/Telangana/Andhra Pradesh/Kerala. Certificate of registration for the offices to be provided. Details about the types of services provided shall be provided.

**NATIONAL INSTITUTE OF TECHNOLOGY, CALICUT – 673601**

(To be submitted in a separate sealed envelope marked “**Earnest Money Deposit**” but to be kept inside a larger size outer envelope)

**Details of Earnest Money Deposit**

<b>BANK DETAILS</b>		
1	Name of Bank	
2	Branch	
3	IFSC	
4	Address	
<b>DEMAND DRAFT DETAILS</b>		
5	Demand Draft No.	
6	Amount (in Rs.)	
7	Date	

**Signature of the Bidder with official seal and date**

**COMPLIANCE CERTIFICATE FOR NIQ TERMS**

(To be submitted in a separate sealed envelope marked “**NIQ Terms and Conditions Acceptance**” but to be kept inside a larger size outer envelope)

<b>S.No.</b>	<b>NIQ Terms and Conditions</b>	<b>Yes/No</b>
1.	<b>Rate</b> quoted as per instruction	
2.	<b>Validity</b> of quoted rate for 30 days agreed	
3.	<b>Payment</b> term agreed	
4.	<b>Time Limit for completion</b> agreed	
5.	<b>Dealership/Distributorship</b> certificate (In case of dealers/agents) provided	
6.	<b>Applicable Law</b> terms agreed	
7.	<b>Agreed to fulfilment of Annexure-I, II, III and IV</b>	

Vendor: M/s.

Signature with Seal:

\*Vendor must quote the parameter specification of the quoted product in this column and not just copy the specification from the quotation call document. Failure to do so will lead to rejection of the quotation.

(To be submitted in a separate sealed envelope marked “**FINANCIAL BID**” but to be kept inside a larger size outer envelope)

**REQUIREMENT FOR ERECTING, DECORATION OF PANDAL AND FOR HIRING OF FURNITURE AT NIT CALICUT FOR 9<sup>th</sup> EDITION OF IEDC SUMMIT 2024**

<b>9th EDITION OF IEDC SUMMIT 2024 - Infrastructure BOQ</b>				
<b>Sl. No.</b>	<b>Particular</b>	<b>Quantity</b>	<b>Unit Price (in Rs.)</b>	<b>Total (in Rs.)</b>
1	German tent ( Platform with carpet)	6500 SQ		
2	Stalls 3x3	36		
3	Table with cloth	72		
4	Chair with cover	72		
5	Entrance gate 12x4x4	1		
6	Flex with branding 8x4	10		
7	Pagoda 6mx6m	6		
8	Pagoda 3mx3m	10		
9	Folding tent 3mx3m	10		
10	Panthal for food stall 5mx5m (tarpolin)	10		
11	Table	150		
12	Chair	350		
13	washbasin	6		
14	Waste stand	20		
15	Panthal for 10 registration counter with division			
16	Helpdesk (in front of main gate )			

<b>Sl. No.</b>	<b>Particular</b>	<b>Quantity</b>	<b>Unit Price (in Rs.)</b>	<b>Total (in Rs.)</b>
17	Venue arrangements in auditorium			
18	Panthal in front of main gate (for helpdesk)			
19	Panthal for Food counter	7		
20	Tables in food counter	21		
21	Chairs in food counter	200		
22	Water cans 200 LTR ( with refilling)	20		
<b>Main Stage (OAT)</b>				
23	Stage with red carpet 30 x 20 ft	600 Sqft		
24	Podium with Branding	1		
25	Podium Mike	2		
26	Cordless Collar Mikes	2		
27	Sofa Arrangements (6 x 2.5 ft)	2		
28	Teapoy Table	6		
29	Backdrop banner (30 x 10 ft)	300 Sqft		
30	LED Wall on both the sides (10x8) - 2 Nos	160		
31	4 Steps with hand rail	10		
32	Flower decoration on stage	100		
33	Parcan for Stage	12		
34	Stage Monitor	3		
35	Cordless Mike	4		



36	Stage Light Warm	12		
37	Stage Cooler	4		
<b>Sub Total</b>				
<b>GST @ _____ %</b>				
<b>Grand Total (in Numbers)</b>				
<b>Grand Total (in Words)</b>				

NB:

- \* Expense for transportation, loading, unloading, building and dismantling of structures should be meet by the vendor.
- \* Inspection charges and testing charges have to meet by the vendor.
- \* All the accessories, hardware's and software's for smooth functioning of each component shall also be included in the quote.
- \* Only runtime volunteers in limited quantity can be provided.
- \* Everything should be placed at exact locations decided after discussion with both the parties.

Vendor: M/s.

Signature with Seal: