

LIMITED TENDER

Reference to earlier tender notice published in the newspapers on 21/22.01.2018 and 14.02.2018 , the sealed tenders are again invited from the potential contractors/event management agencies for providing infrastructure and publicity etc for organizing Gandhi **Shilp Bazar at Police Ground, Dharamshala (HP)** from **09.03.2018 to 18.03.2018**. The tender documents, terms and conditions and other details can be downloaded from the Corporation's website: himcrafts.com .The last date of submission of tenders will be **01.03.2018 upto 12.00 Noon** and the bids will be opened on the same day at 02.00 PM in the presence of tenderer or their authorized representative who may like to present at the time of opening of tenders. The undersigned reserves the right to accept or reject any or all tenders without assigning any reasons.



Managing Director

Annexure-I

Financial bids for Organizing Gandhi Shilp Bazar at Police Ground, Dhramshala (HP) sponsored by the Development Commissioner (Handicrafts), Govt. of India Ministry of Textiles, New Delhi.

(A) INFRASTRUCTURE:-

Sl. No	Particulars	Quantity	Amount (in Rs.)
1.	Construction & Erection of Gate at the entrance of size 20 ft. x 20 ft. (artistic, theme based)	01	
2.	Construction & erection of 100 octonorm stalls of size 3 mtr. x 3 mtr with prefabricated water proof sheds and carpet flooring.	100	
3.	01 table, 02 chairs with 02 tube lights in each stalls.		
4.	Preparation & Erection of one big hoarding size 10 ft. x 20 ft.	01	
5.	Hoardings/ standees of size 5 ft. x 7 ft.	15 No.	
6.	Help Desk of size 3 mts. X 3 mts.	01	
7.	Proper light arrangements in the ground with backup		
8.	Arrangement for a) Security guards b) Fire extinguisher equipment c) Drinking water facility d) Public convenience (Temporary) if required. e) NOC from Police, Fire Service, Municipal Corporation and Electric department etc.	10 No. 10 No. - 06 Nos.	
9.	Construction of wooden stage for inauguration for one day if required	01	
10.	Red Carpet for welcome for 01 day	200 mtrs.	
11.	Setting up of Dias with floral arrangements for 01 day	01	
12.	Podium for 01 day	01	
13.	Backdrop of size 24' x 10' on stage for 01 day	01	
14.	Pandal with Ceiling of size 40' x 100' at Stage and in front of stage for 01 day if required	01	
15.	Carpet on Dias & General Area for 01 day if required	450 sq. feet	
16.	Chairs with cover for inaugural day	400 approx. No.	
17.	3 Seater leather sofa (White) for Inaugural day	10 Nos.	
18.	VIP chairs for Inaugural day	05 Nos.	
19.	Light arrangements at stage on Inaugural day	Where ever required	
20.	Music system with 09 mike if required (02 Singing Mike, 02 Stand Mike, 02 Small Stand Mike, 02 Big Stand Mike and 01 cordless)	6 No.	
Total (A)			

(B) PUBLICITY:-

Sl. No	Particulars	Quantity	Amount (In Rs.)
1.	Printing of Invitation Cards (Imported Art Card and Printing in 4 colour)	500	
2.	Printing of Handbills size A-4, 130 gsm.	5000	
3.	Fascia for Stalls (size 1 ft. x 5 ft.)	100	
4.	Flower Bouquets (preferably rose bouquets)	5	
5.	Advertisement through newspapers		
6.	Ushers / other VIP Protocols for 15 days	2 Nos.	
Total (B)			

(C) MISCELLANEOUS

1	Arrangements of Hi-Tea/ lunch for VIP's on the day of inauguration, cultural activities etc	100	
Total (C)			
Total amount (A + B + C)			
GST/Tax & duties etc. applicable if any with details			
Grand total			

In case your firm is interested to undertake the above specified job, please submit your technical bid and financial bid separately in a sealed cover superscripted as **“Quotations for Gandhi Shilp Bazaar at Dharamshala”** and send the same to the **Managing Director, HP State Handicrafts & Handloom Corporation Ltd., SDA Commercial Complex, Kasumpti, Shimla-171009** on or before 01.03.2018 up to 12.00 Noon.

Eligibility criteria

1. The applicant shall be private, public or Govt. owned legal entity.
2. The applicant shall be in the business of providing Infrastructure/ beautification etc. for at least past five years continuously starting from 2012-13 with the turnover not less than Rs. 50.00 lakh per year and having valid PAN No., Service Tax registration No./GST of the company duly supported with credible documents including experience in the field of Event Management.
3. The applicant should not be debarred or blacklisted by CBI or any State/ Central Govt. Department.

Technical Bid

1. The technical bids shall comprise of dummies of entrance gate, hoardings, banner, pole bunting, Invitation card, fascia of the stalls and beautification etc. in a sealed cover and superscripted as **“Quotations for Gandhi Shilp Bazaar at Dharamshala” (Technical Bid)**.

2. Company profile, experience, turnover in the core business etc.
3. The applicant and all parties constituting the applicant shall provide such evidence of their continued eligibility satisfactory of committee as he shall demand.
4. The Technical Bid should be accompanied by processing fee of **Rs. 25,000/- (non refundable)** and EMD of Rs. 2.00 lakh in the form of Pay Order/ Demand Draft issued by any Nationalized Bank in favour of " HP State Handicrafts & Handloom Corporation Ltd., Shimla-171009 or directly through RTGS in the **Account No. 366805000050, IFSC Code : ICIC003668**, ICICI Branch, Kasumpti, Shimla-9. Please attach the RTGS receipt with the document. Earnest money and processing fee in any other form will not be accepted.
5. Tender not accompanied by Earnest money and processing fee are liable to be rejected. Attach the receipts of deposit of EMD and processing fee
6. EMD of unsuccessful applicants will be returned without interest after finalization of the tender at the expenses of such applicants within a reasonable time as per rules and regulations in this behalf.
7. Technical Bids shall be evaluated and list of technically qualified applications will be prepared by the Committee.
8. The applicant should produce valid evidence such as copy of balance sheet at least five years, registration certificate if any.
9. An Affidavit regarding non involvement in any corrupt practices and non blacklisted by any Govt. Agency.
10. The financial bids of technically qualified bids will be opened by the committee.

Financial bid

1. The financial bid (separately) shall comprise item wise rate required for infrastructure, publicity and hi-tea and inaugural function etc. (Annexure-I) in a sealed cover superscripted as "Quotations for Gandhi Shilp Bazaar at Dharamshala (Financial Bid)".
2. The rate should be clearly indicated in words and figures. There should not be any overwriting cutting in the rates tendered and the terms and conditions other than these shall not be considered and shall be rejected forthwith.
3. The financial bid should be clearly specifying as to whether the rates quoted are inclusive or exclusive of taxes & duties.

LAST DATE

1. **Both the sealed envelopes containing Technical and Financial bids be enclosed in another envelop superscripted as "Bids for Gandhi Shilp Bazar at Dharamshala."**
2. The last date for receipt of tender is on or before **01.03.2018 upto 12 Noon.**

3. The tenders received after the stipulated date and time will not be considered and rejected summarily.
4. The HPSHHC will not accept any responsibility or grant any relaxation of time for any postal delay in the submission of tender.

OPENING OF TENDER AND EVALUATION THEREOF

- a) The tenders received will be opened by a Committee constituted by Managing Director, HPSHHC in the presence of those applicants or their representative (with a letter of authority who prefer to attend the opening)
- b) The technical / financial bids shall be opened on **01.03.2018 at 2.00 PM.**
- c) Tenders in unsealed conditions or without the required documentation and certificate are liable to be rejected summarily.
- d) Commercial Bids in respect of the organization qualifying in the Technical Bids for the services offered shall be opened in the by the committee constituted for the purpose as per the date and time mentioned in the tender document.
- e) In awarding the contract, the committee shall not be bound by the highest or lowest bidder. The decision shall be taken based on the credentials deliverability and the price bid all taken together. The decision of the Committee shall be final and binding on all applicants.

STATUTORY REQUIREMENT

- i. The successful tenderer should obtain NOC/ permission/ all statutory requirements from the relevant Police, Fire Service and other departments before organizing the said event.
- ii. The successful tenderer should obtain permission from the Municipal Corporation of Dharamshala (HP) for putting of banners and hoardings etc.
- iii. The successful tenderer should obtain temporary electric connection from the concerned department.

ACCEPTANCE AND WITHDRAWAL

- a) The final acceptance of the tender would entirely vest with the committee who reserves the right to accept or reject any or all tenders without assigning any reason whatsoever.
- b) The committee reserves the right to accept the bid for anyone or all the activities as mentioned in the scope of work of this tender.
- c) If any applicant does not accept any of the conditions, his tender shall not be considered.


Managing Director