

UT ADMINISTRATION OF
DADRA AND NAGAR HAVELI
DEPARTMENT OF TOURISM, SILVASSA-396230
E-MAIL: dnhtourism@gmail.com

NO. DNH/TOUR/SPOTAC/ADVT/2018/67/174

DATE :12/07/2018

SHORT TERM TENDER NOTICE

The Member Secretary (SPOTAC), Dadra and Nagar Haveli invite sealed tenders on behalf of the President of India from any interested agencies/supplier/manufacturer as per the detail below:

Sr. No.	Particulars	Tender fees	Work Period	EMD
1.	<i>Organizing "Dance Mania" at Town Hall, Silvassa in the Month of July 2018 for U.T. Administration of Dadra & Nagar Haveli.(Refer to Annexure I& III).</i>	Rs. 1000/-	1 days	Rs. 10,000/-

Tender document for *Organizing "Dance Mania" at Town Hall, Silvassa on 28th July 2018 for U.T. Administration of Dadra & Nagar Haveli* will be available in the office of the Member Secretary (SPOTAC), Dadra and Nagar Haveli on all working days from 12/07/2018 to 17/07/2018 up to 15:00 hrs. at the cost of Rs. 1000/- only. The tender is also available on Website www.dnh.nic.in which can be downloaded, and rate can be offered by interested agencies/Proprietors/Partnership firms/ LLPs/Companies, the document must also contain the Tender Fees in the form of Demand Draft. The complete tender form along with EMD of Rs. 10,000/- in the form of Demand Draft of any Nationalized Bank only in favor of **Member Secretary (SPOTAC), Dadra and Nagar Haveli** should be properly covered sealed and super scribed *Organizing "Dance Mania" at Town Hall, Silvassa on 28th July 2018 for U.T. Administration of Dadra & Nagar Haveli* on envelop and deliver it in person or post/courier to reach in the office of the Member Secretary (SPOTAC), Office of the Department of Tourism, Near Tribal Museum, Shaheed Chowk, Silvassa, UT of DNH on or before **16.00 hours on 17 /07/2018**.

- The tender will be opened on the same day by the approved tender evaluation committee.
- Tender without EMD and Tender Fees shall not be entertained.
- The right to reject any or all tender without giving reason is reserved with the Tender Inviting Authority.

Sd/-
**Member Secretary (SPOTAC),
Dadra and Nagar Haveli.
Silvassa.**

- Copy to NIC, DNH for publication/hosting on official website.

LAST DATE OF ISSUE OF TENDER : 17/07/2018 up to 15:00hrs

LAST DATE OF RECEIPT OF TENDER: 17/07 /2018 up to 16:00hrs

E.M.D. Rs. 10,000/-

TENDER FORM

This tender is issued to Shri. M/s. _____ of
village/city _____ tender fees Rs. 1000/- received vide receipt No. _____
Dated: _____.

Silvassa.

Date: /07/2018

Sd/-
Member Secretary (SPOTAC)
Dadra and Nagar Haveli.
Silvassa.

To,
The Member Secretary (SPOTAC),
Department of Tourism,
Dadra and Nagar Haveli.
Silvassa.

I, the undersigned Shri. M/s _____
hereby enclose the offer for *Organizing "Dance Mania" at Town Hall, Silvassa on 28th July 2018*
for U.T. Administration of Dadra & Nagar Haveli as per "Annexure-I & II" and also agree with
the terms and conditions attached with this tender document as attached.

Place:

Date: /07/2018.

Signature of the tenderer
along with the rubber stamp

GENERAL INSTRUCTIONS TO BIDDER

1. The rate(s) quoted should be strictly for Dadra and Nagar Haveli and operative for supply orders issued by the department.
2. The rates should be quoted inclusive of all taxes. Any other taxes, etc. payable will be the responsibility of the tenderer and will be deducted from the bill by the department.
3. G.S.T as applicable has to be paid by the tenderer.
4. All other Taxes/duties/royalties charges payable on the sale/transport etc. within and/or outside the State, the supplier shall be responsible for the same.
5. **The rates should be quoted only for the items specified in list of requirements and should be for the items of given specifications confirming to the standard(s) requirements of the given specification/mark/manufactures.**
6. The decision of the Tender Inviting Authority for acceptance rejection of any item mention including the decision for equivalent specification, standard and quality etc. of articles shall be final.
7. The tenderer should enclose **Rs.10,000/-** with tender as Earnest Money Deposit by drawing a Demand Draft of any Nationalized Bank at DNH in favor of the Officer Inviting Tenders. Tenders received without Earnest Money will be summarily rejected.
8. The EMD of the unsuccessful bidders will be refunded to them by the Tender Inviting Authority.
9. Only on satisfactory completion of the supply order, the amount of Security Deposit or Earnest Money deposit will be refunded after completion of the event.
10. The components required for the event of ***“Dance Mania” at Town Hall, Silvassa on 28th July 2018 for U.T. Administration of Dadra & Nagar Haveli*** as per tender document if found of inferior quality/ standard or of different specifications after then that ordered/ specified and / or incompletes or torn articles will not be accepted. The successful bidder will have to replace the same at his own cost and risk. However, if no communication the Tender inviting Authority will not be responsible for any damage, loss etc. of such rejected articles.

11. In case of failure to replace the accepted and rejected work from tenderer made, as mentioned in the conditions, the loss undergone by the Govt. will be recovered from the tenderer from security deposit/ earnest money or payment due of any bill (s) to the extend required.
12. In case of failure for ***Organizing “Dance Mania” at Town Hall, Silvassa on 28th July 2018 for U.T. Administration of Dadra & Nagar Haveli*** ordered for as per conditions and within the stipulated time limit, the same articles will be obtained if required from the tenderer who offered next higher rates or from any other sources, as may be decided by the Tender Inviting Officer and the loss to the Govt. on account of such purchases shall be recovered from the former supplier from security deposit/ earnest money deposit or bill (s) payable. The tenderer shall have no any right to dispute with such procedure.
13. If possible, the tenders will be opened in presence of Tenderer or their representative if any present in the office of the Tender Inviting Authority.
14. The right to accept or reject without assignment any reason any or all tenders in part or whole is reserved with the Tender Inviting Authority and his decision(s) on all matters relating to acceptance or rejection of the tenders as a whole or in part will be final and binding to all.
15. The tender offer received which do not confirm with the terms and conditions of this office will be summarily rejected.
16. If the tenderer whose tender/quotation is accepted fails to execute the work order within stipulated time the EMD of such tender will stand forfeited to the Govt. and the for the supply shall stand terminated with no further liabilities on either party to the contract.
17. The tenderer shall submit a PAN copy of a Proprietor / Partnership Firm/ LLP/ company.
18. No Separate agreement will be required to be signed by the successful tenderer(s) for the work of the contract for supply. Rates tendered/offered in response to the concerned tender/quotation notice shall be considered as acceptance of all legal purpose.
19. If, in the opinion of the Authority, it is necessary to carry out any additional work, the Bidder shall carry out such additional work and with the prior authorization of the Authority. Fees for such additional work shall be decided by mutual agreement at rate similar to that finalized for other similar project.

The above conditions are accepted and are binding to me and my assignee.

Signature of the Supplier.
Authority.

Date: /07/2018

Sd/-
Tender Inviting

**NOTE: Please return the copy of the conditions duly signed
along with your
Tender / quotation.**

ANNEXURE – I (SCOPE OF WORK)

Name of Work: - *Organizing “Dance Mania” at Town Hall, Silvassa on 28th July 2018 for the U.T. Administration of Dadra & Nagar Haveli.*

The scope of work shall include but not be limited to the following:

1. The date of the event is 28th July 2018.
2. The event management agency should arrange three seater’s VIP sofas (16 nos.), light, sound system and décor related to the event as below :

The specifications of the sound system and light system respectively are:
2 nos base, 2 top, 2 monitor (JBL), Microphones (Shure and Sennheiser), wireless microphone, pioneer console, 15 nos LED par, sharpy 6 nos, sil beam 4 nos, follow lights 1 nos, 2 nos smoke machine, 4 nos blinder lights, red carpet, draperies (full stage & side wall), 10 nos Table fans, 3 seater sofas 12 nos, metal lights, LED screen, waterproof mandap, etc.

3. The agency has to provide the VIP snacks (Includes 01 Qty of Tropicana Juice , Muffin , Samosa , Wafers packet, Cheese Sandwich, packet of dry fruits , Cookies etc.) 30 Nos. and snack boxes (Includes 01 Qty of Tropicana Juice , Muffin , Samosa , Wafers packet, Cheese Sandwich) to the contestants 150 nos. only corrugated box is allowed for packaging of the snacks boxes. and drinking water facility for the audiences.
4. The Agency will have to assist in all matters of the event planning and management including but not limited to contracting performers/artists, videography and photography, etc.
5. The agency will have to arrange a celebrity dance artist, who will perform in the mid of the event day (28th July 2018) and should be a popular name in the industry. The celebrity dance artist will also have to judge the dance competition.
6. The tender inviting authority recommends the following names;
 - A) Kalpita Kachroo
 - B) Piyush Bhagat
 - C) Vaishnavi Patil
 - D) Shushant Khatri
7. In case if the above-mentioned artists are not available due to any reason, then same category artist should be proposed.

8. The agency will also have to arrange 01 Judge for 03 days; i.e. from 26th to 28th July, 2018 for Judging the auditions as well as finale. The Judge should be a local of Dadra and Nagar Haveli, having a professional degree in any of the dance form.
9. The successful bidder shall make the accommodation, food and transportation facility of the selected artists.
10. The Successful bidder has to arrange total cash prices of approximately 1,20,000/- (Rupees One Lakh Twenty Thousand Only) to the winners.
11. The agency has to arrange and install a LED screen at the venue on finale.
12. The agency has to provide red carpet as per the directions of the tender inviting authority and a green room for the celebrity artist.
13. The agency has to check and maintain the complete cleanliness and hygiene of the venue.
14. The agency has to arrange for the bouquets for felicitation of the judges.
15. The agency has to arrange an emcee/anchor for the event.

Sd/-
Member Secretary (SPOTAC)
Dadra and Nagar Haveli.
Silvassa.

PART B
(Financial Bid)

ANNEXURE – II
(To be submitted online)

Sr. No.	Particulars	Qty.	Unit	Amount
1.	Light system as per scope of work	Lump sum		
2.	Sound system as per scope of work	Lump sum		
3.	Production work as per scope of work	Lump sum		
4.	Fees for the celebrity Artist including transportation, food and accommodation (inclusive of GST)	01 person		
5.	Fees for the local Judge for 03 days	01 person		
6.	Photography and Videography of the event	01 day		
7.	VIP Snacks , Water bottles , Food packets for all the participants	180 qty		
8.	Anchor for the event	01 person		

Inclusions:

Rates quoted above should be all included turn key rate for the finished product and service as per your designs and presentation inclusive of Equipment rental, Setup, Electrical and Audio Visual, Transportation cost, Entire manpower cost for setup – operations – maintenance & management,; hosts / hostesses, power back-up, insurance cost of manpower and equipment, all inclusive fees for artists / performers / MCs including their travel, F&B and stay; disposal, installation and dismantling, and all other items mentioned in the Scope of Work in the RFP, GST or other tax / levy if required to be paid.

Signature & Stamp
of the Bidder Date: