



पर्यटन, कला एवं संस्कृति प्रोत्साहन संघ  
SOCIETY FOR PROMOTION OF TOURISM, ART AND CULTURE  
संघप्रदेश प्रशासन, दादरा एवं नगर हवेली  
U.T. ADMINISTRATION OF DADRA & NAGAR HAVELI

No DNH/TOUR/ADVT/2/2020/SPOTAC/188

Date: 03/ 01/ 2020

**SHORT TERM TENDER NOTICE  
FOR PREPARATION OF A TABLEAU ON  
THE OCCASION OF REPUBLIC DAY 2020**

The Member Secretary (SPOTAC), Society for Promotion of Tourism, Art and Culture, Dadra & Nagar Haveli invites sealed tenders on behalf of the President of India from interested agencies/firms/companies/suppliers as per the details mentioned below:

Sr. No.	Particulars	Tender fees	Work completion period	EMD	Estimated cost of this tender
1.	Preparation of Tableau including transportation, Installation (Inclusive of Material Cost, Flex Printing, Welding, Lights, FRP Structures, Truck Body Enhancing, Painting, Sound System, Wooden & Steel Angles/ Frames, etc	Rs. 1000/- (non-refundable in any case)	5 days	Rs. 10,000/-	Rs. 3,35,000/-

Tender document for Selection of an agency for preparation of a Tableau on the occasion of Republic Day 2020 will be available in the office of the Member Secretary (SPOTAC), Near Tribal Museum, Silvassa on all working days from **04/01/2020 to 11/01/2020** at the cost of **Rs. 1000/-** only. The tender notice can be seen on website [www.dnh.nic.in](http://www.dnh.nic.in). Also, the tender document can be collected from the undersigned office and rate can be offered by interested agencies/firm in a sealed envelope.

The complete sealed tender form along with tender fees and EMD in the form of Demand Draft only of any Nationalized Bank in favor of **Member Secretary (SPOTAC)**, Dadra & Nagar Haveli should be super scribed as **"Preparation of a Tableau on the occasion of Republic Day 2020"** and has to be deliver it in person or post/courier so as to reach in the office of the Member Secretary (SPOTAC) on or before **16.00 hours on 11/01/2020**.

The tender will be opened on the date finalized by the competent authority, and in presence of the tenderer if possible. Tender without Tender fees, EMD and valid tender document shall not be entertained. The right to reject any or all tender without giving reason is reserved. The validity of the tender shall be for one year from the date of opening of the tender form.

Sd/-  
MEMBER SECRETARY (SPOTAC)  
DADRA AND NAGAR HAVELI  
SILVASSA

LAST DATE OF ISSUE OF TENDER: 11/01/2020 16:00 hrs  
LAST DATE OF RECEIPT OF TENDER: 11/01/2020 16:00 hrs  
EMD Rs: 10,000/-

TENDER FORM

This tender is issued to Shri/ M/s. \_\_\_\_\_  
residing at (address) \_\_\_\_\_ . Tender fees Rs. 1000/- received  
vide receipt no. \_\_\_\_\_ dated \_\_\_\_\_ .

Silvassa.  
Date: 03/01/2020

**MOHIT MISHRA**

**04/01/2020**

Member Secretary (SPOTAC)  
Tourism Department  
Dadra & Nagar Haveli, Silvassa.

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

I/We undersigned Shri. /M/s \_\_\_\_\_ hereby offer my/our rates as under/as  
enclosed. I/We agree with the terms and conditions attached with this tender and promise to pay the  
rates shown against the item in the financial bid.

Place:  
Date: /01/ 2020

Signature of the tenderer  
along with the rubber stamp

Note: Strike out whatever is not applicable.

A- GENERAL TERMS AND CONDITIONS TO CARRY OUT THE WORK AS PER TENDER DOCUMENT

1. The rates quoted per item should be exclusive of all taxes. The applicable taxes should be mentioned in the separate row of the financial bid. The bill shall be paid after deducting TDS & GST TDS amount. Therates should be quoted only for the item specified in list of requirements with the brand name, manufacturer etc.
2. The EMD of unsuccessful bidders will be returned to them within 2 weeks by the Tender Inviting Officer and the EMD of successful bidder will be returned after completion of work.
3. Security Deposit for an amount equivalent to 5% of the Tender Value rounded off to the next rupee shall be furnished before signing of the contract in form of FDR.
4. For the successful bidder, the Security Deposit shall be retained by the Tender Inviting Authority and be released within 90 days after the completion of the Event.
5. The Security deposit shall be forfeited in the following cases:-

If a Bidder engages in any of the Prohibited Practices specified in this tender

If the Bidder is found to have a Conflict of Interest as specified in this tender

If the Selected Bidder commits a breach of the terms and conditions prescribed in this tender.

6. No extension of time shall be granted to the successful bidder for completing the work by the tender inviting officer.

7. All bills should be in DUPLICATE and should invariably mention the number and date of supply order.

8. If possible, the tenders will be opened in presence of Tenderer or their representative if any present, in the office of the tender inviting officer.

9. The right to accept or reject any or all tenders without assigning any reason in part or whole is reserved with the tender inviting officer and his decision(s) on this matter will be final and binding to all.

10. The tender offer received which do not confirm with the terms and conditions of this office will be summarily rejected. **All the pages of this tender shall be duly signed, stamped and submitted with the technical bid documents compulsorily.**

11. If the tenderer whose tender is accepted, fails to execute the mentioned work within stipulated time the security deposit of such tender will be forfeited, and the work order shall be terminated with no further liabilities on either party of the contract.

12. The successful tenderer shall have to undertake all the work required for preparation of a tableau as per the mentioned Scope of Work and as per the directions and satisfaction of the tender inviting authority.

13. The bids will be evaluated by the Evaluation Committee duly approved which will decide the lowest bidder (L-1) on basis of financials quoted.

14. In case, the L-1 (lowest bidder) fails to comply with the requirements/execute the work as directed by the department, then the tender inviting authority may select the successive lowest bidder for this work.

15. Received tenders of all applicants would be opened on the 11/01/2020 at 12.00 hrs.

16. No advance payment will be made in any circumstances to the successful bidder.

17 The tender inviting authority reserves the right to accept the tender in full or in part. Conditional bids would be rejected outright.

18 The tender inviting authority reserves the right to place an order for the full or part quantities under any items of work indicated in the Scope of Work.

19. All disputes subject to Dadra and Nagar Haveli jurisdiction only.

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

Date:

Signature and stamp of the bidder

TECHNICAL ELIGIBILITY CRITERIA:

1. Tender fees (non-refundable) and EMD in form of Demand Draft only.
2. The Bidder can be a sole Proprietorship firm / a Partnership firm/ limited liability partnership/a Company incorporated under the Companies Act 1956 / 2013/ any other legal person.
3. The bidder should have an experience of having successfully completed the similar work during last seven years ending on the last day of the month previous to the one in which the following works are invited.

Three similar completed works costing not less than the amount equal to 40% of the estimated cost of the tender.

OR

Two similar completed works costing not less than the amount equal to 60% of the estimated cost of the tender.

OR

One similar completed work of aggregate cost not less than the amount equal to 80% of the estimated cost of the tender.

Work Order from Central Government/State Government/Semi-Government/PSUs/ Private Companies/ Individual persons shall be considered.

4. Average annual financial turnover of the agency shall be at-least 50% of the estimated cost during the last 3 consecutive financial years. (Chartered account certificate).

5. Income tax return of last three years.

6. Proof of Goods and service tax registration certificate.

7. Copy of PAN.

8. Copy of Company registration certificate, in case of company.

9. An undertaking that the firm/agency is not blacklisted/debarred from any Government organization/Department on the firm/agency's letter head.

All the supporting documents in this regard to be submitted along with the physical bid document.

**SCOPE OF WORK**

1. The theme for the preparation of the tableau shall be the merger of Union Territories of Dadra & Nagar Haveli and Daman & Diu with vision and should give a meaningful presentation to the viewer and public.
2. The provided rate shall include designing and preparation of Tableau along with transportation, Installation (Inclusive of Material Cost, Flex Printing, Welding, Lights, FRP Structures, Truck Body Enhancing, Painting, Sound System, Wooden & Steel Angles/ Frames, etc).
3. The successful agency will have to provide minimum 3 (three) separate creative designs on the theme mentioned at point no 1 above. The design may be changed as many times until finalized by the Tender Inviting Authority.
4. The truck charges shall be filled in the financial bid on per-day basis.
5. After completion of the republic day programme, the tableau is to be placed at the Anand Mela, near Tiranga ground, at Sayli village untill midnight.
6. The successful bidder must submit the photos of the tableau as a proof to be attached with the invoice/ bill.
7. The agency shall arrange for a silent generator with diesel of 5-10 KVA.
8. The successful agency shall make sure to get the tableau ready by 25<sup>th</sup> January 2020 till 04 PM as per the directions of the department.
9. The successful bidder shall have to arrange a decorative truck with M/s framework of 3/4" x 1/2" pipe of 50 mtrs welding done with decorative printed flex on all sides.
10. The sculpture and artwork must be prepared of FRP material. Necessary wood ply's steel frames, flooring, ceiling, partitions, electrical work, flex printing and its installation, FRP structures (animals and humans) installation and fixtures etc work has to be done by the successful bidder.
11. The agency has to provide 2 nos. speakers with amplifier and USB output.

Signature of the Supplier

**MOHIT MISHRA**

**04/01/2020**

**Member Secretary (SPOTAC)  
Tourism Department  
Dadra & Nagar Haveli, Silvassa  
Tender Inviting Officer.**

**FINANCIAL BID FOR PREPARATION OF A  
TABLEAU ON THE OCCASION OF REPUBLIC DAY 2020.**

	Preparation of Tableau	Qty	Unit	Days	Rate Per Unit	Total Amount
	Preparation of Tableau including transportation, Installation	1	1	1		
1.	(Inclusive of Material Cost, Flex Printing, Welding, Lights, FRP Structures, Truck Body Enhancing, Painting, Sound System, Wooden & Steel Angles/ Frames, etc.					
2	Silent Generator with petrol of 5-10KVA	1	1	1		
3	Truck Charges (per day)	1	1	4		
4	Sound System with Amplifier	1	1	1		
5.	Electric motor pump for water fountain	1	1	1		
	<b>Sub Total</b>					
	<b>GST (18%)</b>					
	<b>Grand Total</b>					

Sign & Signature of the Bidder

Date:

Place:

Signature valid

Digitally signed by MOHIT  
MISHRA  
Date: 2020.01.04 14:25:11 IST  
Reason: Approved

