

Expression of Interest
For
Lighting and Decoration for Convocation-14th March 2020
(Lighting, wiring, LED fixtures, Fancy lights etc. complete as required)
At
All India Institute of Medical Sciences, Rishikesh

Issue Date : 10/02/2020 at 0300 PM
Inquiry No. : Convocation 2020
Last Date of Submission : 15/02/2020 at 0300 PM
Date of Presentation : 17/02/2020 at 10 AM



विश्वारोग्यं हि धर्मो नः

All India Institute of Medical Sciences, Rishikesh

Rishikesh, Uttarakhand – 249201.

Telephone :0135-2462913, 9458096113, 9927261374, 9953088848
email : se@aiimsrishikesh.edu.in, www.aiimsrishikesh.edu.in,

Expression of Interest for Lighting and Decoration for Convocation – 2020

(Lighting, wiring, LED fixtures, Fancy lights etc. complete as required)

Sealed Bids are hereby invited by the undersigned on behalf of Director, AIIMS Rishikesh for organizing Convocation event scheduled to be held on 14th March 2020 for institute as per terms & conditions mentioned below. Filled Bids along with all required document must reach in office of undersigned on or before 15th of Feb 2020. Envelope containing bids would please be sealed and super Scribed as under: -

“Expression of Interest for Lighting and Decoration for Convocation 2020

(Lighting, wiring, LED fixtures, Fancy lights etc. complete as required)

FILE NO. Convocation- 2020 DUE ON 14th March 2020

Service Required: -

1. Lighting of areas as mentioned in Plan attached including all consumables and non-consumables.
2. Color of Uplighters and down lighters will be Purple in color.
3. Areas to be Decorated with lighting works (Map Attached)
 - Road in front of gate no. 1
 - Road in front of gate no. 2
 - Road in front of gate no. 3
 - 2 Nos. Fountains
 - Front of Trauma Block, Hospital Block, OPD block and Medical College Block
 - Auditorium Building
 - Nursing College Building
 - Type VIII Building
 - VIP and VVIP Guest House
 - Gate no. 1, 2 and 3.
4. Fancy lighting compulsory on all trees near above mentioned locations.

1. **Eligibility Criteria**

1.1 Main eligibility of service provider will be- Experience of “Arrangement of President of India, Prime Minister of India and Home Minister has been done earlier”

Proof shall be attached with quotation offer.

Similar work will be considered as defined as the work for fixing and arranging Lighting, for high level functions function like Foundation Laying Ceremony /

Inauguration Ceremony/ Convocation / Cultural Festival / Sports Function of State Govt. University / Centre Govt. University / Public Sector Unit, Convocation / Cultural Festival / Sports Function of State / Centre Govt. Universities, IITs, IIMs and where in President of India, Prime Minister, Home Minister either chaired or were chief guests, at in any department of Central or State Government/ Public Sector Undertakings/ Autonomous bodies of Govt. of India or State Govt./ National level Educational Institutions/ Professional Bodies in India or abroad.

1.2 That firm qualified having required experience as mentioned herein above will be called for presentation on 17th of February 2020 at 10:00 AM.

1.3 That the firms qualified under presentation will be required to submit their Financial Bid after successful presentation in provided format.

- a. Bids received after this deadline & unsealed shall not be entertained under any circumstances whatsoever. In case of postal delay this Institute will not be responsible.
- b. Bids must be in enclosed prescribed Performa on letter head of firm duly signed by Proprietor/ Partner/ Director or their authorized representative, in case of signing of bid by authorized representative letter of authorization must be attached with bid.
- c. Rate must be quoted as per format specified Taxes extra if any must be written separately.
- d. No overwriting or cutting is permitted in rate. If found, the financial bid shall be summarily rejected.
- e. RTGS/NEFT details need to be furnished by supplier with quotation on letter head of supplier/firm/agency.
- f. Firm/agency may satisfy following conditions and attach self-attested copy same with quotation:

- Firm shall be registered with Government of Uttarakhand/Central Govt.
- Firm shall have valid VAT/Sale Tax No. And IT PAN.
- Firm should not be black listed by any Govt. Agency/Dept.

2. Terms and Conditions

1. Bidder shall visit site before participating in the bid.
2. Bidder must have experience of large functions
3. All the preparations must be completed by 11th or 12th March so that any short fall found during inspections may be get rectified.
4. Final Trail of all Lighting and decorations work shall be done on 12th March 2020
5. Successful bidder shall use new wiring and cables for connections without joint.
6. The bidder firm shall possess experience of similar work and attach proof in support.

7. The annual turnover of the bidder in each of the last three years should be minimum 3 crores and documentary proof in the form of audited financial statement (Income statement, balance sheet) must be provided as evidence.
 8. The Tenderer will have to make all necessary changes as may be required by the University/District Authorities in the interest of work and security requirements for holding programmes with VVIP as guests and in attendance.
 9. Only those tenders shall be accepted which give the offer for entire work i.e on turnkey basis. (tenders for part work will not be accepted)
 10. Bidders must ensure that the work related to electricity etc must be done only through valid registered and license holders. This has to be ensured through submission of valid Licence/ registration details along with consent of the concerned party(s) along with the submitted tender documents as a requirement.
 11. The work should be completed within the stipulated time given from the date of order as mentioned in work order.
 12. The party shall be responsible for security of all its items.
 13. Quantities are liable to vary.
 14. The bidder should ensure that the items like LED fixtures, Fancy Lights , wires and cables provided are new and clean.
 15. Institute shall not be responsible for any kind of loss, Theft and insurance coverage.
 16. ESI, PAN, GST number and Labour Department's latest registration /Certificate is essential
 17. Attested copies of same are to be attached.
 18. Authorized signatory has to keep all the original documents for inspection at the time of opening of tender.
 19. In case of change of date of the Convocation due to any unforeseen reason, the successful bidder has to make the arrangement for the event for the revised date at the original quoted amount and shall bear insurance costs associated if any with the event on his own.
 20. The arrangements shall be ready in all respects for inspection by Engineer In charge / security persons, rehearsal etc one day (24 hours) before the actual main convocation function and shall continue to be provided till 10 pm on the day of the convocation event.
 21. Bidder must have first class electrical valid license.
- a. **Delivery Period** – Assigned services should be started by 10 days before of event and will be completed 1 day before of event from issuing work order.
 - b. **Liquidated Damage:** - If supplier fails to deliver requisite services in a desired manner on or before of stipulated date mentioned at (k) above, then a penalty at rate of 0.5% per day of total order value shall be levied subject to maximum of 10% of total order value.
 - c. **Payment Terms:** Payment will be made only after satisfactorily conduction of event and inspection of services made by committee of AIIMS Rishikesh.
 - d. **Disputes:** In event of any dispute or disagreement arising between services by AIIMS

Rishikesh with regards to interpretation of "Terms & Condition" of this inquiry, same shall be referred to Director, AIIMS Rishikesh whose decision will be final and binding upon Supplier.

- e. AIIMS, Rishikesh reserves right to increase or decrease quantity & scope of services and/or amount of work. Decision of services in AIIMS, Rishikesh will be final in this regard.
- f. AIIMS, Rishikesh reserves right to reject my quotation or part or whole of inviting quotation process without assigning any reason. Decision of AIIMS, Rishikesh will be final in this regard.

Executive Engineer
AIIMS Rishikesh

**ALL INDIA INSTITUTE OF MEDICAL SCIENCES
RISHIKESH
CONVOCAATION -2020**

Format /check list of technical bid

A-3

S.No	Description	Yes	No
1	Name of the firm		
2	Address Contact No. And Email of Firm		
3	Attach: Firm registration/partnership Registration Company certification		
4	GST Regn no. Attach Proof		
5	PAN No. Attach proof		
6	ESI / labour Department Registration Attach Proof		
7	Attach IT returns of last three years 2017-18 2018-19 2019-20		
9	Turnover in each of the last three years 2017-18 2018-19 2019-20 Attach audited Financial statements in support.		
9	Attach testimonials of undertaking similar work in University/Govt during last three years 2017-18 2018-19 2019-20		

I, Son / Daughter / Wife of Shri.....
Proprietor/Director, authorized signatory of the firm/company

.....
mentioned above, is competent to sign this declaration and execute this tender document;

2. I have carefully read and understood all the terms and conditions of the tender and undertake to abide by them;
3. The information / documents furnished along with the above application are true and authentic to the best of my knowledge and belief. I / we. am/ are well aware of the fact that furnishing of any false information/ fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.

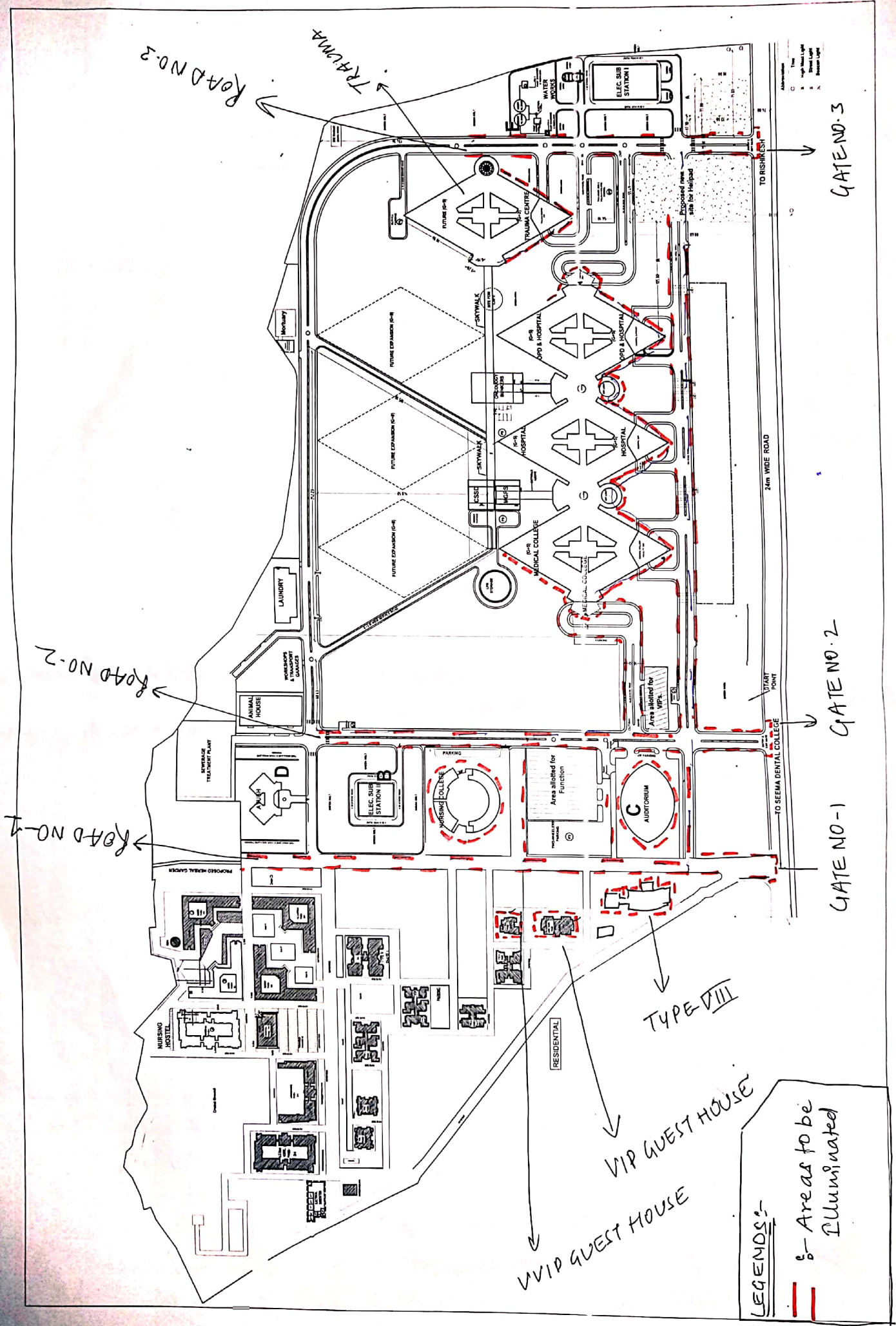
Signature of authorized person
Full Name:

Date:

Place:

Seal of the firm/company

Executive Engineer
AIIMS Rishikesh



Abbreviations

○	Tree
⊖	High Mast Light
⊕	Street Light
⊙	Street Light

LEGENDS:-
 ⊖ - Areas to be Illuminated