



सत्यमेव जयते

राज्य कार्यालय / State Office
खादी और ग्रामोद्योग आयोग
KHADI AND VILLAGE INDUSTRIES COMMISSION
सूक्ष्म, लघु एवं मध्यम उद्यम मंत्रालय, भारत सरकार
Ministry Of Micro, Small and Medium Enterprises, Govt. Of India
इन्दिरानगर, फैजाबाद रोड, लखनऊ-226016 (उ०प्र०)
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कामये दुखनमानाम्।
प्राणिनाम् अन्तिनाशनम्।

सितम्बर, 2019 से फरवरी, 2020 के मध्य झाँसी एवं चित्रकूट में पीएमईजीपी के अन्तर्गत आयोजित की जाने वाली राज्य स्तरीय प्रदर्शनियों के लिए फैब्रिकेटर्स के चयन हेतु निविदा आमंत्रण सूचना

- 1— भारत सरकार के सूक्ष्म, लघु एवं मध्यम उद्यम मंत्रालय के अंतर्गत कार्यरत विभाग "खादी और ग्रामोद्योग आयोग" द्वारा झाँसी एवं चित्रकूट में प्रदर्शनियों का आयोजन तरुण ग्राम्य विकास समिति, देवनगर कानपुर के माध्यम से किया जाना प्रस्तावित है। प्रस्तावित प्रदर्शनियों को खादी और ग्रामोद्योग आयोग द्वारा किराये पर लिए गए स्थलों पर डिजाईन एवं फैब्रिकेट किया जाना है।
- 2— प्रदर्शनियों में स्टाल/पैविलियन निर्माण हेतु स्थानीय जनपदों अथवा नजदीकी जनपदों के अनुभवी/प्रतिष्ठित फैब्रिकेटर्स से अलग-अलग तकनीकी एवं वित्तीय निविदा आमंत्रित किए जाते हैं। निविदा दाताओं को प्रदर्शनी निर्माण का कम से कम 3 वर्षों का अनुभव होना अनिवार्य है। निविदा दाता को एक वर्ष में कम से कम रु० 10 लाख का एक प्रदर्शनी अथवा रु 8.00 लाख की दो प्रदर्शनी अथवा रु 6.00 लाख की तीन प्रदर्शनी आयोजित करने का अनुभव एवं कम से कम 20 लाख रुपये का वार्षिक टर्न ओवर होना चाहिए। उक्त कार्य हेतु रु० 75000/- (रुपये पचहत्तर हजार मात्र) की धरोहर राशि निर्धारित है जिसे ड्राफ्ट के माध्यम से तरुण ग्राम्य विकास समिति के नाम कानपुर के किसी भी राष्ट्रीयकृत बैंकों पर देय हो, तकनीकी निविदा के साथ संलग्न करना अनिवार्य है।
- 3— निविदा प्रपत्र/विस्तृत निविदा सूचना तरुण ग्राम्य विकास समिति, 86/416-बी, देवनगर, कानपुर-208003 (उत्तर प्रदेश) दूरभाष/मोबाइल नं० 9415439456, 7275988522 से रु० 500/- (रुपये पाँच सौ मात्र) का भुगतान कर दिनांक 10.08.2019 से 30.08.2019 तक 10.30 से 18.30 बजे के बीच प्राप्त किया जा सकता है। निविदा प्रपत्र/निविदा सूचना खादी और ग्रामोद्योग आयोग के वेबसाइट **www.kvic.org.in** से भी डाउनलोड किया जा सकता है, ऐसी स्थिति में निविदा प्रपत्र का मूल्य रु० 500/- ड्राफ्ट के माध्यम से क्रम-2 पर दिए गए विवरण अनुसार तकनीकी निविदा के साथ जमा करना होगा अन्यथा निविदा पर विचार नहीं किया जाएगा। निविदा को संस्था तरुण ग्राम्य विकास समिति के कार्यालय में जमा करने की अन्तिम तिथि 30.08.2019 (12.00बजे) निर्धारित है। निर्धारित तिथि/समय के पश्चात प्राप्त निविदाओं को स्वीकार नहीं किया जाएगा। निर्धारित समय तक प्राप्त सभी निविदाओं को दिनांक 02.09.2019 (15.00बजे) राज्य कार्यालय, खादी और ग्रामोद्योग आयोग, इन्दिरा नगर, लखनऊ में निर्धारित कमेटी के समक्ष खोला जाएगा। धरोहर राशि अथवा वेबसाइट से डाउनलोड किये हुए टेण्डर के मूल्य राशि के बिना प्राप्त निविदाओं को स्वीकार नहीं किया जायेगा। किसी भी अथवा सभी प्राप्त निविदाओं को बिना कारण बताए आंशिक अथवा पूर्ण रूप से निरस्त करने का अधिकार खादी और ग्रामोद्योग आयोग द्वारा निर्धारित कमेटी के पास सुरक्षित रहेगा।



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TENDER NOTICE FOR SELECTION OF FABRICATOR FOR STATE LEVEL EXHIBITIONS UNDER PMEGP TO BE ORGANISED AT JHANSI AND CHITRAKOOT DURING THE PERIOD FROM SEPTEMBER-2019 TO FEBRUARY- 2020.

1. Khadi and Village Industries Commission working under the Ministry of Micro, Small and Medium Enterprises, Govt. of India is planning to organize State Level PMEGP Exhibitions thru Tarun Gramya Vikas Samiti, Kanpur at Jhansi and Chitrakoot. The proposed exhibitions are to be designed and fabricated within the space hired by KVIC/Institution for the purpose.
2. Separate technical and financial bids are invited from local parties/reputed exhibition fabricators of the District or nearby District for fabrication of exhibition stalls, theme pavilion etc. The applicant should have experience in fabrication/ construction of exhibition, stalls/pavilion of at least 3 (three) years. The contractor should have executed at least one such exhibition of value not less than Rupees Ten Lakhs in a year and shall have achieved a minimum turnover of Rs. 20.00 lakhs annually. The fabricator will have to submit EMD of Rs 75,000/- (Rupees Seventy Five Thousand only) in form of Demand Draft/ Banker's Cheque payable at any Nationalized Bank at Kanpur in favor of Tarun Gramya Vikas Samiti along with the technical bid.
3. The tender document may be purchased from Office of **M/s Tarun Gramya Vikas Samiti, 86/416-B, Dev Nagar, Kanpur-208003 (UP), Mo. No. 9415439456, 7275988522 on payment of Rs.500/- (Rupees Five hundred) only** between 10.30 Hrs. to 18.30 Hrs from 10.08.2019 to 30.08.2019. Tender form may also be downloaded from the website of KVIC www.kvic.org.in in this case cost of tender form will have to paid by DD in favour of **Tarun Gramya Vikas Samiti** and to be enclosed with the Technical bid. **Last date of submission of filled in sealed tender documents (Technical & Financial Bids in separate cover) is 12.00 hrs. on 30.08.2019 at office of M/s Tarun Gramya Vikas Samiti.** After this period no tender will be accepted. Received Sealed Tenders will be opened **on 02.09.2019 at 15.00 Hrs at State Office, Khadi and Village Industries Commission, Indira Nagar, Lucknow.** Tender received without EMD and cost of Tender form (in case downloaded from website) or received after stipulated period will be rejected out rightly. The concerned Committee duly formed by KVIC will have the right to reject any or all the received tenders fully or partially without assigning any reasons thereof.

State Director



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TENDER DOCUMENT SERIAL NO.: _____

TENDER DOCUMENT for selection of fabricator for STATE LEVEL EXHIBITIONS UNDER PMEGP to be organized at JHANSI & CHITRAKOOT during the period from SEPTEMBER-2019 TO FEBRUARY -2020.

- Period of Sale of tender document : **10.08.2019 TO 30.08.2019 (10.30 to 18.30 hrs.)**
- Last date/ time for submission of filled in SEALED tender docs. : **30.08.2019 (12.00 Hrs.)**
- Cost of tender document : Rs.500/- (Five Hundred) only.
- Earnest Money Deposit : Rs.75,000/- (Seventy five thousand) only.
- Date/time for opening of tender : **02.09.2019(after 15.00 hrs.)**

Important Note: bidders must submit the layout plan of exhibitions along with the technical bids.

Scope of work:

The scope of work involves construction and fabrication of Exhibition Pavilion and other related works mentioned below.

ELIGIBILITY CRITERIA OF FABRICATOR

- (i) They should have experience of working as exhibition fabricator in exhibition stalls/pavilions of Major Exhibitions like State, Zonal or National level Exhibitions or IITF.
- (ii) All Fabrication should be done strictly as per specification/ layout prepared and submitted by the bidder along with technical bid and approved by this department.
- (iii) The agency should have qualified team of professionals from any reputed institution of India.
- (iv) Agency should have adequate infrastructure/ materials related with fabrication at Kanpur or nearby place where Exhibitions have been proposed. An affidavit in this regard must be submitted with technical bid.
- (v) **Technical Capacity :** The bidder shall have successfully completed fabrication work during the past 3 years preceding 30.06.2018 (a) Three similar completed works costing not less than Rs.6.00 Lakhs or (b) two similar completed works costing not less than Rs. 8.00 Lakhs or (c) One similar completed work costing not less than Rs.10.00 Lakhs.

- (vi) The bidder should submit client certificate in support of such completed works. Besides, other required details of having minimum infrastructure facility, machines, technically competent manpower etc.
- (vii) **Financial Turnover:** Minimum average annual turnover of the bidder during last three years ending 31st March, 2019 should be at least Rs. 20.00 Lakhs.

EARNEST MONEY DEPOSIT (E.M.D)

Rs. 75,000/- (Rupees Seventy five thousand Only) as Earnest Money Deposit should accompany the technical bid in the form of bank draft/bankers Cheque in favour of "Tarun Gramya Vikas Samiti" payable on any Nationalized Bank at Kanpur in separate sealed envelope along with technical bid. No interest is payable on the EMD. The EMD will be forfeited in case of non performance by the FABRICATOR. Also EMD of bidder submitting false and misleading information shall be forfeited.

The EMD of successful bidder shall be converted into security Deposit and shall be released after successful completion of work.

BIDS/OFFERS NOT ACCOMPANIED WITH THE EMD AS STATED ABOVE SHALL NOT BE ENTERTAINED.

SUBMISSION OF BIDS:

The bidders will have to submit the bid in two separate sealed envelopes in prescribed format.

- a) First envelope super-scribed "**Technical Bid** for fabrication of State Level Exhibitions". Technical Bid should be in prescribed format which shall include company profile, Earnest money in the form of Bank Draft, drawn in favour of "**Tarun Gramya Vikas Samiti**" payable at any nationalised bank at Kanpur and last three years copy of IT return, latest audited statements of accounts and lay-out plan of Exhibition as per schedule of works mentioned below, etc.
- b) Second envelope will contain Financial Bid as per prescribed format super-scribed as "**Financial Bid** for Fabrication of State Level Exhibitions".
- c) Both the sealed covers are to be put in a bigger envelope which should be sealed and super-scribed as "**Tender for STATE LEVEL EXHIBITIONS**" and sent to/deposited at the following address so as to reach by 12.00 Hrs on 30.08.2019 to the receiver "**Tarun Gramya Vikas Samiti, 86/416-B, Dev Nagar, Kanpur-208003 (UP), Mo. No. 9415439456, 7275988522**". **Tender/ Bid received after 12.00 Hrs. on 30.08.2019 will not be accepted.**

- d) The Cost of tender document is Rs 500.00 (Rupees Five hundred only) and should be paid by Bank Draft in favour of "**Tarun Gramya Vikas Samiti**" of any nationalized banks payable at Kanpur and the same should be enclosed with the technical bid in the sealed cover, **in case of tender document downloaded from KVIC's website.**

PRICE OF BID:-

The price should be quoted inclusive of all cost, taxes and levies etc.

Time for completion of work:

The Fabricator selected for the execution of the job will ensure completion of the job **latest by ONE DAY PRIOR TO THE DAY OF INAUGURATION OF THE EXHIBITION.** Any lapse/shortfall on the part of Fabricator may result in cancellation of contract including forfeiting of EMD and penalty as deemed fit by KVIC/organizer Institution under prevailing rules/guidelines of KVIC.

DOCUMENTS:

The bidding Fabricator/ organizations should attach following documents along with technical bid:-

- i. Relevant documents in support of experience and technical competency.
- ii. Income tax return (ITR) for the last three years and acknowledgement of IT return if filed online.
- iii. Registration certificate under service tax. If the selected firm/ fabricator not found registered under Service Tax, applicable service tax will be deducted from their running bill.
- iv. Audited balance sheet certified by Chartered Accountant for the year ending 31st March, 2019 along with details of the tools & plants.
- v. Affidavit regarding availability of tools & plants should be attached with tender documents.
- vi. Lay-out plan of exhibition as per schedule of works mentioned below.
- vii. The selected bidders shall have to execute an agreement on stamp paper specifying the terms and conditions for executing the work.

SCHEDULE OF WORK AND SPECIFICATION

For State Level Exhibitions under PMEGP of 10 days duration to be organized at JHANSI & CHITRAKOOT during the period from SEPTEMBER-2019 to FEBRUARY-2020.

Sr.	Schedule of Work	Specification
Mandatory works from the part of the fabricator.		Permission from District Authority/ Police/ Fire Departments has to be obtained by the fabricator for which no cost will be compensated except actual amount charged by the department.
1	Stalls	<ul style="list-style-type: none"> • Stalls : 50 Nos. (a) 3meters (L) X 2meters (B) X 3meters (H) - 20 Nos. (b) 3meters (L) X 3meters (B) X 3meters (H) - 30 Nos. <p>Roofing by CGI sheet. Waterproofing of roof by tarpaulin..8'x2' size table and two plastic chairs for each stall. All stalls should be internally covered with white cloth and floor covered with carpet. Provision for front cover of the stalls to close during night. In front of stall 4' wide carpet to be provided. 2.5' wide flex fascia mounted on iron frame for each stall with writing the name of the participants.</p>
2	Office	<ul style="list-style-type: none"> ➤ An office room of 3X3X3 meter will be made and 2 tables and 4 chairs have to be provided in Office room. ➤ A VIP room of 6X9X3 meter will be made in which 2 sofa sets, 2 center tables & 2 corner tables and 10 chairs have to be provided.
3	Theme pavilion	<ul style="list-style-type: none"> ➤ A theme pavilion of 40 X 20 feet will be made which will be waterproofed. It will be covered by green/red matting/carpet, according to design given by department.
4	Product Display podium	<ul style="list-style-type: none"> ➤ 6 no of wooden product display podium fabricated by 19 mm ply board with enamel paint finishing, according to design given by department.
5	Toilet	4nos. Ladies and 4nos. Gents good quality toilets with 24 hrs water facility and cleaning arrangements are to be provided.
6	Gate	<ul style="list-style-type: none"> ➤ Gate of size 20x16x4 feet has to be made. ➤ Sign Board of the exhibition has to be displayed on the gates and proper lighting has to be made
7	Water Arrangements	<ul style="list-style-type: none"> ▶ There should be proper and sufficient arrangement of water for Drinking and other purposes. ▶ One tanker should always be available at the exhibition side.
8	Boundary	<ul style="list-style-type: none"> • For safety & Security CGI sheet boundary of the exhibition has to be made.

9	LIGHTS	<p>Lighting system:</p> <ul style="list-style-type: none"> ▶ 2 tube light /CFL and one night bulb should be provided in each Stall. One tube light should be provided on facia of each stall. ▶ The whole ground should be illuminated with 500 CFL bulbs of 45 watts, 20Halogen light 100 tube light and 10 metal lights. ▶ Proper light decorations have to be made in the exhibition. In open places, lights should be fitted on 20 feet poles ▶All places like- stalls, stage, pandal, parking, ground, toilets and places of back side of the ground should be illuminated by proper lighting arrangement. <p>Electricity arrangements:</p> <ul style="list-style-type: none"> ▶The bidder firm will obtain electric connection of appropriate capacity and security (Refundable) will be paid by the bidder firm. Generator of appropriate capacity will have to be installed as power back-up, diesel & operational charges of generator will be met out by the bidder. 24 Hrs. proper lighting in the exhibition premises will have to be ensured by the bidder. ➤ Electric connection will have to be obtained by the bidder for which only actual amount charged by the electricity department will be reimbursed by KVIC. ▶If electric connection is not obtained the generator of appropriate capacity will have to be installed by the bidder.
10	Security	Arrangement of at least 2 security guards has to be made from recognized agency and this arrangement should be available for 24 hours during entire period of exhibition.
11	Fire Fighting arrangements	Proper firefighting arrangements have to be made as per guidelines of Fire departments.
12	Cleaning / Sanitation arrangement	Proper cleaning and sanitation arrangements have to be made and dustbins will be placed at appropriate places.
13	Garlands, Flower decorations etc.	Stage, gate and others places will be decorated by flowers and garlands as per requirements. Appropriate number of bouquets and garlands should be supplied at the time of inauguration and closing ceremony.
14	Stage, Pandal & Sound System	<ul style="list-style-type: none"> ➤ A Permanent stage of 36x24 feet have to be made for Opening / Closing ceremony & daily cultural programs, stage should be waterproof & covered by white clothing and backdrop. ➤ A Tent / Shamiyana of 36x50 feet will be made in front of the stage. ➤ 2 sofa set (five seater), and 2 central tables will be provided on stage. ➤ Podium, proper sound system has to be provided on opening and closing ceremonies and suitable for Cultural programs as per requirements. The stage should be as per the requirements of VIP's. ➤ 200 chairs of good quality, 10 seat of sofa and 2 center tables should be provided in front of stage. ➤ Stage and area in front of stage to be covered by green carpet. Dias of Stage to be covered by ply/board platform and to be covered by new white clothing. The stage to be decorated by garlands and proper lighting arrangements have to be made.

15	Hoardings	5 (Five) Flex Hoarding of 20'x10' size have to be displayed for 15 days (5 days before start of exhibition) at prominent locations of the city where exhibition is organized.
16	Banners	200 Nos. cloth/ flex banners of 2mtr.x1mtr. size have to be displayed at different locations of the city where exhibition is organized including hanging and printing.
17	Printing of Invitation Card	200 Nos. Invitation cards along with printing and envelop have to be provided.
18	Photography & Videography	Arrangement for Photography (100Nos during whole exhibition period) & Daily videography have to be made and edited CDs should be provided.
29	Certificate & Momento.	Certificate & Momento for participants 100 Nos. each have to be provided including printing.
20	Refreshment.	Good quality arrangement for refreshment/Tea/Coffee/ Packaged drinking water for 50 Nos. VIPs and 150 Nos Gen. persons have to be provided on the day of inauguration & closing days.
21	Daily Cultural programme	Good quality daily cultural programme (Folk song/ dance/ Bhajan etc.) for 10 days has to be provided.

VALIDITY OF TENDER : The tender offer should be valid up to six months from the date of submission to KVIC.

PRODUCTS TO BE DISPLAYED

- Herbal and cosmetic products
- Health foods like honey, amla etc.
- Jams and pickles
- Agarbattis, dhoop sticks and Sandalwood powder
- Leather articles like bags, purses, belt, wallets, jackets
- Handicraft items of fiber, wood, stone, plaster of Paris etc.
- Furniture of Cane & Bamboo
- Artificial jewelry
- Handmade paper items
- Paper items
- Exclusive cotton, silk and woolen khadi products
- Pottery products

Evaluation of tenders:

Stage I ;

The technical bids of all bidders who have submitted bids as per the requirement of tender document will be opened and evaluated by the committee. After evaluation of technical bids, qualified bidder will be selected for opening of their financial bids.

Stage II :

The financial bids of the qualified bidders in technical bid evaluation will be opened and fabricator will be selected.

The selected fabricator shall have to enter into an agreement on stamp paper of Rs.100/- with KVIC at the time of award of work which shall contain the specific terms and conditions governing the contract.

The decision of KVIC with regard to selection of the fabricator will be final and binding and no communication in this regard will be entertained.

KVIC reserves the right to accept any tender or reject any or all tenders fully or partially without assigning any reason, thereof.

TIME FOR COMPLETION OF WORK.

The fabricator selected for the execution of the job will ensure completion of the job as per specification and latest by one day prior to the date of inauguration of the exhibition. Any lapse/shortfall on the part of fabricator may result in cancellation of contract including forfeiting of EMD and penalty as deemed fit by KVIC/organizer Institution under prevailing rules/guidelines of KVIC.

GENERAL TERMS AND CONDITIONS

Offers are invited from parties having experience in construction and fabrication of pavilions in State/ Zonal/ National and International Fairs. The relevant documents in support of experience to be produced with the technical bid.

Other terms and conditions are as under.

1. Earnest money shall be forfeited in the case of:
 - a. Revocation of tender or increase in rates after opening of the tender but before validity of the quotation expires.
 - b. Refusal to enter into contract after the award of contract within a day.
2. The E.M.D shall be returned to the unsuccessful bidders within 7 days from opening of the tender and EMD of the successful bidder will be converted into Performance Guarantee which shall be released after successful completion of the work.
3. The contractor should fabricate the Exhibition in the space allotted by KVIC/organizer Institution.
4. The contractor should strictly follow the design details and specifications approved while approval of tender during execution and carry out work to the complete satisfaction of the KVIC/organizer Institution.
5. The contractor should complete the work as per the schedule of work given in the tender documents.
6. The contractor should be systematic in work as well as in keeping the work place neat and clean. Quality will be of prime importance.
7. The criteria for the selection will include understanding of design, specifications, infrastructure and manpower availability and past record carrying out similar type of works.
8. The payment will be made in the three installments:
 - a. Advance of 25% will be released after completion of at least 50% of erection work.
 - b. 50% payment will be made after satisfactory execution of work of Exhibition Pavilion.
 - c. Balance 25% payment will be made after dismantling, clearance of site and verification of bill by KVIC Officer/organizer Institution.
9. The Dismantling of the exhibition and vacating the Ground must be done by the contractor within 2 days after completion of event.
10. The agency should make all arrangements to prevent and safeguard any incident from starting of the work to the dismantling of and clearing of the site.
11. Suggestions given by the authorized KVIC/organizer Institution officials during the fabrication of the exhibition premises may be implemented immediately. No extra payment will be made for such types of changes suggested by them.

12. Tenders not properly filled, mutilated, with incorrect calculations or generally not complying with the conditions may be rejected.

13. TERMINATION OF CONTRACT:

- a) If at any time KVIC/organizer Institution finds that the work of the contractor is not satisfactory as per the approved design or the progress of the work is very slow and not of the required speed, KVIC/Organizer Institution can terminate the contract and award the same to one or more parties in the panel to complete the assignment within required time. In such an event, contractor who has failed in the performance shall be liable for penalty besides forfeiture of EMD.
- b) All instructions, notices and communication etc. under the Contract given in writing and if sent to the last known place of the business, shall deem to have served on the date, even in ordinary post, these would have been delivered to the party.
- c) KVIC/Organizer Institution will have the right to reject or accept any offer without assigning any reason thereof and under no circumstances, will be bound to accept lowest offer.

14. ARBITRATION:

If any dispute or differences of any kind arises between the Fabricator and Khadi & Village Industries Commission/Organizer Institution in connection with or relating to the terms of this agreement or to carrying out the work or to the interpretation of any of the terms of this agreement or relating to any matter incidental, ancillary or consequential thereto, shall be referred to the sole Arbitrator to be appointed by the State Director of KVIC, Lucknow, whose decision shall be final and shall be binding upon the parties and it shall be in the exclusive jurisdictions of Lucknow.

15. PERFORMANCE GUARANTEE/LIQUIDATED DAMAGES FOR DAY

The EMD of Rs 75,000/- will be converted into performance guarantee and same will be forfeited in case of failure/ delay in implementation / completion of job as per schedule. Amount of performance guarantee will be released after successful completion of the exhibition.

16. DEVIATION

The party must comply with the tender specification and all terms and conditions of contract. No deviation shall be entertained unless specifically mentioned by the party in the bid.

17. TAX DEDUCTION AT SOURCE

Income tax and other taxes shall be deducted at source from the running bills as per applicable Tax rules.

18. CONTRACTOR'S RATES

The contractors' rates must include all the cost like transportation of material to the site, storage at site, all taxes such as GST, Sales tax, Service Tax, VAT, Excise duty and Octroi etc. and the fixing or placing in position for which the items of work is intended to be operated.

19. Commencement of work/ Period of Completion

The contractor shall commence work on site from 5 days before the start of exhibition and all works as per this tender will be completed one day before the start of exhibition. **Time shall be essence of the contract.**

20. Contract Signing

After acceptance of the tender, the contractor shall sign the necessary contract papers same day. Expenses for the agreement including cost of stamp papers etc. shall be borne by the contractor. In case of delay the 'Earnest Money' may be forfeited.

21. RISK FACTOR:

KVIC/organizer Institution will not own any responsibilities for any kind of loss/ damages of materials or employee/ worker of the fabricator. Fabricator will have to own these risks.

22. AWARDING OF WORK ORDER:

Work order will be given to the selected fabricator after evaluation of actual requirements of work and availability of fund by the Exhibition Committee on the day of opening of tender. Total cost of work will be decided by the committee on the basis of unit wise rate submitted by bidder in financial bid.

Date :

Place: Kanpur

**Signature of Fabricator
(With seal)**

**Signature of Authorized Person
of Organizer Institution/ KVIC
(With seal)**

FORMAT: TECHNICAL BID

FOR STATE LEVEL EXHIBITIONS UNDER PMEGP TO BE ORGANISED AT JHANSI AND CHITRAKOOT DURING THE PERIOD FROM SEPTEMBER-2019 to FEBRUARY-2020.

1	Name of fabricator/ Organization	
2	Registered / Corporate Office Address	
3	Address for Communication (including fax and email)	
4	Name of the Co- ordinator for contact purpose	
5	PAN No.	
6	GSTIN.	
	ORGANISATION DETAILS	
7	Year of Registration	
8	Year of operation	
9	Brief details of Head Office and field/ branch office (s)	
10	Organizational Chart	
11	Profile of the Organization in brief	
12	Whether agency is having its full fledged office in Kanpur, (address and contact person with telephone No., e-mails etc)	
13	Profile of Technical person	

14	Technical personnel (Details of Artist, engineers/ Architect in the organization a) Head Office b) Branch	
15	Administrative Personnel a) Head Office B) Branch	
16	Details of Income Tax return for last 3 years	
17	Details of service Tax/GSTIN/Labour Department (registration certificate must be attached)	
18	Past experience of Fabricator (attested copy of work orders executed to be enclosed as proof) A) 2016-2017 b) 2017-2018 c) 2018-2019	
19	Annual turnover of last 3 years (Attested copy of balance sheet along with details of tools & plant for the said purpose to be enclosed as proof)	
	2016-2017	
	2017-2018	
	2018-2019	
20	Details of awards won if any	
21	Whether EMD enclosed? D.D/Bankers cheque No. & Date	
22	Whether tender document cost of Rs. 500/- enclosed (in case tender document downloaded from website). If applicable give detail of DD No. & Date.	
23	Whether Lay-out plan of exhibition as per schedule of works are enclosed? (Enclosure of Lay-out plan is mandatory)	

Date:

**Signature
(with seal)**

FORMAT: FINANCIAL BID

For State Level Exhibitions under PMEGP for 10 days duration:

SDCHEDULE OF RATES

Sr.	Schedule of Work	Specification	Cost (With all cost & taxes)	Cost (With all cost & taxes)
Mandatory works from the part of the fabricator.		Permission from District Authority/ Police/ Fire Departments has to be obtained by the fabricator for which no cost will be compensated except actual amount charged by the department.	JHANSI	CHITRAKOOT
			XXXXXX	XXXXXX
1	Stalls	<ul style="list-style-type: none"> • Stalls : 50 Nos. (a) 3 meters (L) X 2 meters (B) X 3meters (H) - 20 Nos. (b) 3meters (L) X 3meters (B) X 3meters (H) - 30 Nos. <p>Roofing by CGI sheet. Waterproofing of roof by tarpaulin..8'x2' size table and two plastic chairs for each stall. All stalls should be internally covered with white cloth and floor covered with carpet. Provision for front cover of the stalls to close during night. In front of stall 4' wide carpet to be provided. 2.5' wide flex fascia mounted on iron frame for each stall with writing the name of the participants.</p>		
2	Office	<ul style="list-style-type: none"> ➤ An office room of 3X3X3 meter will be made and 2 tables and 4 chairs have to be provided in Office room. ➤ A VIP room of 6X9X3 meter will be made in which 2 sofa sets, 2 center tables & 2 corner tables and 10 chairs have to be provided. 		
3	Theme pavilion	<ul style="list-style-type: none"> ➤ A theme pavilion of 40 X 20 feet will be made which will be waterproofed. It will be covered by green/red matting/carpet, according to design given by department. 		
4	Product Display podium	<ul style="list-style-type: none"> ➤ 6 no of wooden product display podium fabricated by 19 mm ply board with enamel paint finishing, according to design given by department. 		
5	Toilet	4 nos. Ladies and 4 nos. Gents good quality toilets with 24 hrs water facility and cleaning arrangements are to be provided.		
6	Gate	<ul style="list-style-type: none"> ➤ Gate of size 20x16x4 feet has to be made. ➤ Sign Board of the exhibition has to be displayed on the gates and proper lighting has to be made 		

7	Water Arrangements	<ul style="list-style-type: none"> ➤ There should be proper and sufficient arrangement of water for Drinking and other purposes. ➤ One tanker should always be available at the exhibition side. 		
8	Boundary	For safety & Security CGI sheet boundary of the exhibition has to be made		
9	LIGHTS	<p>Lighting system:</p> <ul style="list-style-type: none"> ➤ 2 tube light /CFL and one night bulb should be provided in each Stall. One tube light should be provided on facia of each stall. ➤ The whole ground should be illuminated with 500 CFL bulbs of 45 watts, 20Halogen light 100 tube light and 10 metal lights. ➤ Proper light decorations have to be made in the exhibition. In open places, lights should be fitted on 20 feet poles. ➤ All places like- stalls, stage, pandal, parking, ground, toilets and places of back side of the ground should be illuminated by proper lighting arrangement. <p>Electricity arrangements:</p> <ul style="list-style-type: none"> ➤ The bidder firm will obtain electric connection of appropriate capacity and security (Refundable) will be paid by the bidder firm. Generator of appropriate capacity will have to be installed as power back-up, diesel & operational charges of generator will be met out by the bidder. 24 Hrs. proper lighting in the exhibition premises will have to be ensured by the bidder. ➤ Electric connection will have to be obtained by the bidder for which only actual amount charged by the electricity department will be reimbursed by KVIC/ organizer Institution. ➤ If electric connection is not obtained the generator of appropriate capacity will have to be installed by the bidder. 		
10	Security	Arrangement of at least 2 security guards has to be made from recognized agency and this arrangement should be available for 24 hours during entire period of exhibition.		
11	Fire Fighting arrangements	Proper firefighting arrangements have to be made as per guidelines of Fire departments.		
12	Cleaning / Sanitation arrangement	Proper cleaning and sanitation arrangements have to be made and dustbins will be placed at appropriate places.		
13	Garlands, Flower decorations etc.	Stage, gate and others places will be decorated by flowers and garlands as per requirements. Appropriate number of bouquets and garlands should be supplied at the time of inauguration and closing ceremony.		

14	Stage, Pandal & Sound System	<ul style="list-style-type: none"> ➤ A Permanent stage of 36x24 feet have to be made for Opening / Closing ceremony & daily cultural programs, stage should be waterproof & covered by white clothing and backdrop. ➤ A Tent / Shamiyana of 36x50 feet will be made in front of the stage. ➤ 2 sofa set (five seater), and 2 central tables will be provided on stage. ➤ Podium, proper sound system has to be provided on opening and closing ceremonies and suitable for Cultural programs as per requirements. The stage should be as per the requirements of VIP's. ➤ 200 chairs of good quality, 10 seat of sofa and 2 center tables should be provided in front of stage. ➤ Stage and area in front of stage to be covered by green carpet. Dias of Stage to be covered by ply/board platform and to be covered by new white clothing. The stage to be decorated by garlands and proper lighting arrangements have to be made. 		
15	Hoardings	5 (Five) Flex Hoarding of 20'x10' size have to be displayed for 20 days (5 days before start of exhibition) at prominent locations of the city where exhibition is organized.		
16	Banners	200 Nos. cloth/ flex banners of 2mtr.x1mtr. size have to be displayed at different locations of the city where exhibition is organized including hanging and printing.		
17	Printing of Invitation Card	200 Nos. Invitation cards along with printing and envelop have to be provided.		
18	Photography & Videography	Arrangement for Photography (100Nos during whole exhibition period) & Daily videography have to be made and edited CDs should be provided.		
19	Certificate & Memento.	Certificate & Memento for participants 100 Nos. each have to be provided including printing.		
20	Refreshment.	Good quality arrangement for refreshment/Tea/Coffee/ Packaged drinking water for 50 Nos. VIPs and 150 Nos Gen. persons have to be provided on the day of inauguration & closing days.		
21	Daily Cultural programme	Good quality daily cultural programme (Folk song/ dance/ Bhajan etc.) for 15 days has to be provided.		

(Signature of the Bidder with seal)

