

NORTHERN INDIA INSTITUTE OF FASHION TECHNOLOGY

Industrial Area, Phase 1, Mohali

A.Scope of Work :

The General Scope of work is as under :

S.No.	Particulars	Qty
1	Display stalls with octamum walls	54 Nos
2	Beds	70 Nos
3	Spot Lights	165 Nos
4	Matterss	70 Nos.
5	Glass Shelves	325 Nos
6	Carpeting	Wall to wall
7	Ramp (12'x12') masking & carpeting, Backdrop (8'x8')	1 Nos
8	Sound System with 2 cordless mikes, Screens – 2 Nos, LCD Projector- 1 Nos.	
9	Flex Banner printing with students name	54 Nos
10	Curtain Rods	150 Nos

Terms & Conditions of the Contract

- 1 Cost of Tender Document is Rs. 100/-.
- 2 The tender shall be submitted with earnest money of Rs. 10,000/- by way of account payee bank draft of any schedule bank in favour of Director, NIIFT, Mohali payable at Mohali
- 3 Nothing extra shall be paid due to loss/damages caused by rain, flood war, epidemic , strike or any other natural calamity.
- 4 If the date of opening of tenders happens to be holiday , the same shall be received and opened at the same time on the next working day.
- 5 The tender shall be submitted in sealed envelope,
- 6 Tender shall be submitted in official tender form only. If submitted in any other form the same shall be summarily rejected..
- 7 No paper shall be detached from the tender document .
- 8 The name and address of the tenderer shall be clearly written in the space provided and no overwriting, correction, insertion shall be permitted in any part of the tender unless duly countersigned by the tenderer. The tender should be filled in and submitted strictly in accordance with the instructions laid down herein, otherwise the tender is liable to be ignored.

- 9 The tender is liable to be ignored if complete information is not given therein, or if the particulars and data (if any) asked for in the Schedule to the tender are not filled in.
- 10 The tender must be addressed to the The Director General , NIIFT , Industrial Area,Phase 1 Mohali and be deposited in the Tender Box on or before 2:00 pm on _____. Tender will be opened on the same day at 2.30 pm in NIIFT, in the presence of tenderer who may wish to be present, either by themselves or through their authorized representatives.
- 11 NIIFT shall in no way be responsible for any default with regard to any statutory obligation and the vendor/contractor will indemnify NIIFT in case of any damage or liability, which may arise on account of action of the firm.
- 12 The Bid Document issued to the Bidder is non transferable.
- 13 Bidders are advised to visit the site of the work and acquaint themselves of all site conditions prior to submission of their bid . Failure to visit the site shall in no way relieve the successful bidder of any of the obligations in performing the work in accordance with this bid document with the quoted price.
- 14 Posted Telefax /Telegraphic offers and offers sent through E-mail shall not be considered.
- 15 Bid received after the due date and time and any change in quotation after the specified date shall be straightway rejected NIIFT will not be responsible for the loss of bid documents or for the delay in postal transit.
- 16 Conditional Tender will not be accepted.
- 17 The tenderer should quote the rates in the **SCHEDULE 'A' OF RATES** attached in figures as well as in the words.
- 18 There should not be any cutting in the Tender Document as regards quoted rates etc.
- 19 Income tax/Service Tax/Statutory Levies shall be deducted from all bills as per rule.
- 20 In case of any damage to the property of venue of event due to negligence of the contractor labour/manpower, the contractor shall have to make good the losses suffered, failing which the loss shall be recovered from the subsequent bill of the contractor.
- 21 In case the contractor's employee suffer from any type of injury while performing duty the contractor shall be wholly and solely responsible to bear any claim of the employee . NIIFT shall not be responsible at any level.

22. The contractor shall abide by all laws, rules/regulations and other instructions issued by Govt. related to labour laws.
23. If any information furnished by the bidder is found to be false at any stage, the bid may be rejected. The amount whatsoever withheld by the owner shall be forfeited or loss recovered.
24. In case the successful bidder is unable to perform the laid down work & duties, DG,NIIFT reserves the right to get the work done from the open market at the risk & Cost of the Contractor.
25. In case the successful bidder is unable to perform the duties satisfactory, DG,NIIFT reserves the right to terminate the contract
26. In case of any dispute, the order of Director of Industries and Commerce, Govt. of Punjab shall be final.
27. Dispute, if any, arising out of the supply of items shall be settled by mutual discussion or arbitration by sole Arbitrator to be appointed by the Director General NIIFT Mohali as per the provisions of the Indian arbitration and Conciliation Act, 1996 and the Rules framed there under. Any Arbitrator appointed shall not have the jurisdiction to pass any interim awards, or to grant interest higher than 8% charged simply on the award amounts, or amounts payable to either party.
28. Offers received without earnest money or with earnest money less than the amount specified above, the cost of tender document shall be summarily rejected.
29. The Successful tenderer shall deposit 10% of the quoted price as Security Deposit with NIIFT in shape of Demand Draft (in favour of NIIFT, payable at Mohali), Fixed Deposit Receipt of Bank Guarantee, No interest shall accrue on this deposit which will be returned after successful completion of show/event and after adjusting dues, if any.
30. Tender shall be accompanied by the relevant documents including a list of organizations where the tenderer has provided such services.
31. The firm bidding must have at least 3 years experience in conducting Display Exhibition.. The proof for the same may be submitted along with the documents.
32. The full & final payment shall be made on the successful completion of the show and within 15 days from the date of submission of bills.
33. The tenderer shall ensure that he himself or his authorized representative is available for proper handing over the venues of the Exhibition as per requirement of NIIFT.
34. Northern India Institute of Fashion Technology, (NIIFT) reserves the right to accept or reject any or all the offers either fully or partly without assigning any reasons and is not bound to accept the lowest bid since due weightage shall be given to several factors besides the commercial bid.
35. The items required as per Annexure/Schedule -A and the evaluation of bid will be on the basis of total bid value. The rates quoted should be inclusive of all taxes and duties

whatsoever. The rates quoted should be on the basis of free transportation. The Quantity may vary Plus Minus 10%. However, the payment shall be made on the basis of actual quantity used.

- 36 Set up is required to be made on the venue selected by NIIFT, Mohali one day before the Display Exhibition and will ensure the functioning of all equipments and will provide experienced operator of all the equipments with Light & Sound System etc. Installation of all the items at the venue are required to be made functional one day before the exhibition
- 37 The tenderer should be registered for VAT/CST/SST and Income Tax and should enclosed copies of relevant certificates.
- 38 For all items mentioned above, the bidders must ensure the required quality, material, dimensions & other parameters and quote accordingly. In case items are not the same as quoted and are non functional they shall not be accepted. No payment/claims for such items shall be entertained.

Undertaking

I have carefully read and understood all the terms and conditions mentioned above and these are acceptable to me

Signatures of Tenderer

Schedule - A**SCHEDULE OF ITEMS**

S.No.	Particulars	Qty	Rate per Item	Amount
1	Display stalls with octamum walls	54 Nos		
2	Beds	70 Nos		
3	Spot Lights	165 Nos		
4	Matterss	70 Nos.		
5	Glass Shelves	325 Nos		
6	Carpeting	Wall to wall		
7	Ramp (12'x12') masking & carpeting, Backdrop (8'x8')	1 Nos		
8	Sound System with 2 cordless mikes, Screens – 2 Nos, LCD Projector- 1 Nos.			
9	Flex Banner printing with students name	54 Nos		
10	Curtain Rods	150 Nos		
Total				
Service Tax if any				
Grand Total				

Signatures of Tenderer