

TENDER NOTICE

1. On behalf of Department of Science and Technology, Government of India, Vigyan Prasar, invites sealed tenders/quotations in TWO BID SYSTEM for Designing and Fabrication of German Hangar and related event management services during 5th India International Science Festival – 2019 to be held at Kolkata during 5th to 8th November, 2019. For further details please visit the website www.vigyan_prasar.gov.in
2. The detailed schedule for opening of the bids is given below:

<u>S. No.</u>	<u>Activity</u>	<u>Date and Time</u>
1	Last date for submission of Bids	10.10.2019 latest by 11.00 AM
2	Pre-bid conference	27.09.2019 (11.00 AM)
3	Opening of Technical Bids	10.10.2019 (11.30AM)
4	Presentation by eligible bidders	10.10.2019 (after opening of technical bid)
5	Opening of Financial Bids	10.10.2019(after presentations)

3. Tenders received after the closing date and time, shall be rejected.

Registrar
Vigyan Prasar

1.0 Introduction

India International Science Festival (IISF) launched in 2015 is a celebration to promote India's Science and Technology. The aim is to engage the public with science and celebrate the joy of science and show the ways how science, technology, engineering and mathematics (STEM) provide us with the solutions to improve our lives. IISF is a unique platform which intends to inspire curiosity and make learning more rewarding. IISF-2019 is being organized by Department of Science and Technology, Government of India through Vigyan Prasar, Noida as the nodal institute. IISF-2019 is expected to have more than 12,000 visitors/delegates/Participants.

2.0 Scope of Work:

The India International Science Festival (IISF) -2019 will be attended by 12000 participants from India and Abroad. Around 30 different events on Science and Technology will be organized during the festival. It is proposed to erect/fabricate conveniently accessible to specially abled / Divgyangjan friendly German Hanger and related fabrication work with access to every part of the venue along with rendering of event management services as defined in this tender document hereinafter. The details are given in Annexure-II.

3.0 Eligibility:

- (i) Entity should have minimum 7 years' experience in the similar works and assignments.
- (ii) Entity should have average financial turnover of Rs.10.00 crores in last three financial years.
- (iii) Entity should have a capability to design/erect and fabricate German Hangar pavilion transslides, stalls and supply of furniture required within the Hangars/fabricated halls.
- (iv) Company on its name should have completed atleast three similar works of value not less than Rs. Two crore in the last five years.

4.0 Process for submission of Bids:

Two bid system will be followed for the selection of the agency. Proposal will consist of two separate bids viz. technical bid and financial bid.

- 4.1 The Technical Bid and Financial Bid should be placed in separate sealed covers with the wordings “Technical Bid” and “Financial Bid” respectively super-scribed on them. It may be noted **that prices must not be indicated in the Technical Bid and must only be indicated in the Financial Bid.**
- 4.2 The cover containing Technical Bid and Financial Bid must be put in another envelope (bid cover). The Bid Cover should be clearly marked “Tender For Erection and Designing of German Hangar for IISF-2019” to be held at Kolkata during 5-8 November, 2019 at following venues:
- i. Biswa Bangla Convention Centre, HIDCO BHABAN, Premises No.35-1111, Biswa Bangla Sarani, 3rd Rotary, New Town, Kolkata 700156
 - ii. Satyajit Ray Film and Television Institute, EM Bypass Kolkata, West Bengal 700094
 - iii. Bose Institute, Salt Lake Unified Campus, EN 80, Sector 5, Bidhan Nagar, Kolkata, West Bengal 700091
 - iv. IICB True, CN06, Bidhan Nagar, Sector 5, Kolkata, West Bengal 700091
 - v. IICB, 4, Raja SC Mullick Road, Kolkata, West Bengal 700032
- 4.3. The cover thus prepared should also indicate clearly the name, address and telephone number of the Bidder to enable the Bid to be returned unopened in case it is declared "Late".
- 4.4. Each copy of the Technical Bid and Financial Bid should be a complete document and should be bound as a volume separately.
- 4.5 Along with technical bid, the sample designs of the Hangars and other requirements should also be submitted.

5. Bid Prices:

- 5.1 The Bidder shall indicate in the proforma prescribed at **Annexure-II** the detailed and the total Financial Bid Price for services it proposes to provide under the Contract in **Indian Rupees (INR)**. In absence of above information, a bid may be considered incomplete and summarily rejected.
- 5.2 The Bidder shall prepare the bid based on details provided in the Tender documents. The

Bidder shall carry out all the tasks in accordance with the requirement of the Tender documents and it shall be the responsibility of the Bidder to fully meet all the requirements of the Tender documents.

5.3 The Financial bid should clearly indicate the price to be charged without any qualifications whatsoever and should exclude **GST, duties, fees, levies, works contract tax and other charges as may be applicable** in relation to the activities proposed to be carried out.

6. Authorized Signatory (Bidder):

6.1 The "Bidder" as used in the Tender shall mean a Company/Firm/Proprietor who submits the proposal to Vigyan Prasar for providing the services required under the proposed Contract, and who has signed the Tender document forms.

6.2 The Bid shall be typed, written and shall be signed by a person or persons duly authorized to bind the bidder to the contract. The letter of authorization shall be indicated by a written power-of-attorney accompanying the bid. The person or persons signing the bid shall initial all pages with seal/stamp.

6.3 The Bidder shall duly sign and seal its bid with the exact name of the company firm to whom the contract is to be issued.

6.4 The bid shall contain no interlineations, erasures or overwriting except as necessary to correct errors made by the Bidder, in which case such corrections shall be initialed by the person or persons signing the bid.

7. Terms and conditions:

7.1 The bidder must have prior experience of carrying out the work relevant to the task in Government organizations on at least three occasions during the last five.

7.2 The bidder should have an average annual turnover of Rs. Ten Crores during last three years.

7.3 The bidders have to deposit Earnest Money Deposit (EMD) of Rs. 10,00,000/- (Rupees Ten Lakhs only) and tender fee of Rs. 10,000/- (Rupees Ten Thousand only) through account payee demand draft drawn in favour of "**Vigyan Prasar IISF 2019**". The EMD & tender fee has to be deposited along with the technical bid. Tenders received without EMD would be summarily rejected. EMDs of unsuccessful bidders would be returned within 30 days after finalization of the tender.

Account Name/ VIGYAN PRASAR IISF 2019
ADDRESS- A- 50, INSTITUTIONAL AREA,
SECTOR- 62, NOIDA.
NEFT/RTGS DETAIL BANK NAME- CORPORATION BANK. BANK ACCOUNT
NUMBER- 520141001680875.
IFSC CODE- FOR RTGS/NEFT-CORP0000453.
BANK ADDRESS- NOIDA MAIN BRANCH,
RN-03, B-BLOCK, SECTOR 62
NOIDA - 201301.

- 7.4 The bidders are advised to ensure their capability before bidding as the task has to be completed in short duration and in a time bound manner under the direction of Vigyan Prasar or any other agency authorized by Vigyan Prasar for this purpose. Only those bidders who are willing and are in a position to comply with these terms and conditions need to submit the tenders.
- 7.5 The bidder must submit a detailed design/ drawings of the proposed event structure including security system, access control, fire and safety fixtures etc. Entry and Exit pathways along with clearly indicated exit plan in case of emergency should be categorically stated.
- 7.6 Design for Hangar and Ceiling Décor should be clearly defined in the Technical Bid.
- 7.7 Map/3D map are to be provided for featuring on IISF website.
- 7.8 Plan for controlling access to various venues/ food court- Barcode/QR code etc need to be defined. Costs thereof need to be suitably highlighted in the price bid.
- 7.9 Lost and found counter near Lockers at BBCC entry gate to be established. The counter is to remain operational up 9.30 PM each day and to be manned by at least two persons at a time.
- 7.10 A team of 100 security personnel to be deployed for the addressing the security needs of the event. 50 Security guards are to be deployed on 24 hours basis. The cost of night security to be indicated separately. The venue wise deployment will be intimated later by Vigyan Prasar. Security personnel deployed shall preferably be Ex-Service man.
- 7.11 Reception desk and the registration desk equipped with experienced, energetic and presentable manpower should be established during the event. Besides, wi-fi enabled media lounge is also to be created. Adequate number of computers and printers are to be provided at the Reception desk, Registration desks to ensure printing and issuance of Identity cards

and other related works. The registration desks will be responsible for completion of registration process and issuance of Kits. The details of such desks/lounge are provided in the table given hereunder:

Venue	Reception cum help desk	Registration desk	Media lounge
Biswa Bangla Convention Centre, HIDCO BHABAN, Premises No.35-1111, Biswa Bangla Sarani, 3rd Rotary, New Town, Kolkata 700156	Three	Twenty five	One lounge <ul style="list-style-type: none"> • Tea /coffee dispenser to ensure constant availability of tea/coffee with biscuits/Cookies • sitting arrangement for atleast 30 person • Ten computers with multi function printers. • Wifi – enabled environment to be provided with atleast 100 mbps speed.
Satyajit Ray Film and Television Institute, EM Bypass Kolkata, West Bengal 700094	One	Two	One lounge <ul style="list-style-type: none"> • Tea /coffee dispenser to ensure constant availability of tea/coffee with biscuits/Cookies • sitting arrangement for atleast 10 person • Ten computers with multi function printers. • Wifi –

			enabled environment to be provided with atleast 100 mbps speed.
Bose Institute, Salt Lake Unified Campus, EN 80, Sector 5, Bidhan Nagar, Kolkata, West Bengal 700091	One	Two	<p>One lounge</p> <ul style="list-style-type: none"> • Tea /coffee dispenser to ensure constant availability of tea/coffee with biscuits/Cookies • sitting arrangement for atleast 10 person • Ten computers with multi function printers. • Wifi – enabled environment to be provided with atleast 100 mbps speed.
IICB True, CN06, Bidhan Nagar, Sector 5, Kolkata, West Bengal 700091	One	Two	<p>One lounge</p> <ul style="list-style-type: none"> • Tea /coffee dispenser to ensure constant availability of tea/coffee with biscuits/Cookies • sitting arrangement for atleast 10 person • Ten computers with multi function printers. • Wifi – enabled environment to

			be provided with atleast 100 mbps speed.
IICB, 4, Raja SC Mullick Road, Kolkata, West Bengal 700032	One	Two	<p>One lounge</p> <ul style="list-style-type: none"> • Tea /coffee dispenser to ensure constant availability of tea/coffee with biscuits/Cookies • sitting arrangement for atleast 10 person • Ten computers with multi function printers. • Wifi – enabled environment to be provided with atleast 100 mbps speed.

7.12 A media lounge should be open from 7. AM to 10 PM on each day of the event. A manager alongwith one IT support person and two other support personnel for housekeeping works and service of tea etc are to be deployed in the media lounge.

7.13 Twenty five Mobile toilets need to be placed at site with utmost attention the standards of Hygiene and sanitation.

7.14 Exit plan in case of emergency should be suitably displayed at prominent places.

7.15 Power backup support also to be provided in hangers. Power backup is to be sufficient to maintain 24 degree temperature in the A/C hangers.

7.16 Help desk at Airport, Hawroh Railway Station and Sealdah Railway station are to be established to facilitate participant. Help desk is to be manned by three personnel at a time.

7.17 Event branding is also to be undertaken in the vicinity of the venue preferably 1 KM of the venue and also at the Airport and Railway Stations (Sealdah North-South, Howrah, Ultadanga(Bidhan Nagar), Gol Park Roundabout, Park Street-Chowringhee crossing,

Manicktala crossing , College Street and Jadavpur University campus, Scientific organisations (as per Annexure- V)

7.18 Gates at all the venues are to be fabricated. A cutout about the events is to be established at all the venue of the 10ft X 14 ft with programme schedule and highlight as per the details provided by Vigyan Prasar.

7.19 Vigyan Prasar reserves the right to reject any tender without assigning any reason. If any successful bidder fails to fulfill his obligation under this tender, he may be blacklisted and Vigyan Prasar would also be free to circulate such blacklisted agencies to other Ministries / Departments of Govt. of India.

8. Address for Correspondence:

8.1 The Bidder shall designate the official mailing address, place, email and telephone number to which all correspondence shall be sent by Vigyan Prasar.

9. Contacting the Department:

9.1 No Bidder shall contact Vigyan Prasar on any matter relating to its bid, from the time of the bid opening to the time the Contract is awarded.

9.2 Any effort by a Bidder to influence the Department's bid evaluation, bid comparison or contract award decisions may result in the rejection of the Bidder's bid.

10. Opening of Bids by Vigyan Prasar:

10.1 Vigyan Prasar will open the Bids, in the presence of the representatives of the Bidder who choose to attend, at the time and date, as mentioned in Para 5 of the tender notice.

10.2 The Bidder's names, modifications, bid withdrawals and the presence or absence of the requisite Earnest Money and such other details as Vigyan Prasar, at its discretion, may consider appropriate will be announced at the bid opening.

10.3 The opening and evaluation of bids would consist of the following phases -

- Phase I: Evaluation of Technical Bid
- Phase II: Evaluation of Financial Bid
- Phase III: Combined Evaluation of Technical and Financial Bids

11. Clarifications:

11.1 When deemed necessary, Vigyan Prasar may seek clarifications on any aspect from the Bidder. However, that would not entitle the Bidder to change or cause any change in the

substance of the bid submitted or price quoted.

12 .Criteria for Evaluation of Bids:

12.1 The evaluation process of the bid proposed to be adopted by Vigyan Prasar is indicated in Clauses 13 to 14. The purpose of these Clauses is only to provide the Bidder an idea of the evaluation process that Vigyan Prasar may adopt. The Vigyan Prasar reserves the right to modify the evaluation process at any time during the Tender process, without assigning any reason, whatsoever, and without any requirement of intimating the Bidder of any such change.

At any time during the process of evaluation Vigyan Prasar may seek specific clarifications as may be necessary from any or all the Bidders.

12.2 Evaluation criteria proposed to be adopted will be Quality cum Cost Based System (QCBS) where Technical Bid Score will get a weightage of 70% and Commercial Bid Score a weightage of 30%.

12.3 It is mandatory for the Bidder to qualify in the technical qualification criteria in Phase I and obtain minimum qualifying Marks to be technically qualified for being considered for Phase II of Financial Bid evaluation.

13. Phase I: Evaluation of Technical Bid

13.1 Vigyan Prasar will first open the Technical Bids, in the presence of the representatives of the Bidder who choose to attend, at the time and date, specified in the tender notice.

13.2 On the basis of information furnished in the Technical Bid, Bidder will be evaluated. The bids of Bidders, who do not qualify at this stage, shall not be taken up for further evaluation.

13.3 Bidder must enclose documentary evidence in support of Pre-Qualification Eligibility Criteria. In the absence of such supporting documents as detailed in Clause 13.4 below, the bid will be summarily rejected. The technical bid will be evaluated only for the Bidders qualifying the pre-qualification conditions.

13.4 To be eligible for pre-qualification and short-listing, a Bidder shall fulfill the following conditions of eligibility:

Sl.No	Eligibility Criteria	Supporting Documents Required to be submitted along with the Technical Bid
1.	The bidder should have an average annual turnover of Rs. Ten Crore during each of the last three financial years	Certified Balance Sheet or Statement of Expenditure for the last three financial years (2016-17, 2017-18& 2018-19)& Turnover duly certified by Statutory Auditor in Annexure-III OR Certificate by the company statutory auditors
2.	The bidder must have prior experience of successfully carrying out the similar work amounting to atleast Rs Two Crore. in Government organizations/organization of repute on at least three occasions during the last five years	Work Order/ Completion Certificate issued by the client department indicating the value of the work executed by the bidder
3.	The bidders have to submit Earnest Money Deposit (EMD) of Rs. 10,00,000/- (Rupees TenLakhs only) & tender fee of Rs 10,000/- (Rs. Ten Thousand only) through account payee demand draft drawn in favour of " Vigyan Prasar IIFS 2019 ".	In separate unsealed cover

Notes:

- i. In respect of the cited works, the Bidder should have been directly responsible for the execution of the work.
- ii. A bid may be rejected at pre-qualification stage itself and may not be considered for technical evaluation if it fails to satisfy the pre-qualification criteria specified above.

13.5 After the Pre-qualification evaluation is completed, Vigyan Prasar shall notify Bidders whose Bids do not meet the Pre-Qualification Criteria or Bidders whose Pre-Qualification Bids were considered non-responsive to requirements, indicating that their EMD and Financial Bids will be returned unopened after completion of the selection process. Vigyan Prasar shall simultaneously notify Bidders whose Pre-Qualification Bids met the above Eligibility Criteria.

13.6 All pre-qualified Bidders will qualify for further evaluations of the Technical bid. The eligible bidders (or their representatives) shall have to make a presentation on Design and technical specification with the help of 3D layout.

13.7 The technical bid will be analyzed and evaluated based on methodology as contained in their proposal and as brought out during the presentation as per the following matrix and technical bid marks shall be assigned to each Bidder. Agencies will be invited for technical presentation and discussions on the proposal. Agencies are expected to depute only those officials for technical presentations who will be responsible for providing the leadership to the proposed work. Evaluators of Technical Proposals shall have no access to the Financial Proposals until the technical evaluation is concluded.

S No.	Evaluation Criteria	Maximum Score
1	Financial soundness of the Bidder <ul style="list-style-type: none"> • Average turnover of 5 CR and less than or equal to – 7 CR in the last three years – 10 Marks • Average turnover of above 7 CR and less than or equal to 10 CR- Rs. 15 Marks • Average turnover of Above 10 CR– 10 Marks 	20
2	Prior experience of the Bidder in executing similar nature of work in Govt. organizations/Corporates/International Organisations etc in last five year <ul style="list-style-type: none"> • If the area of the event covered is up to 50,000 Sq ft (5 marks per event) • If the area of the event covered is more than 50000 and less than or equal to 100000 sq ft (8 marks per event) • If the area of the event covered is more than 100000 and less than or equal to 150000 sq ft (10 marks per event) • If the area of the event covered is more than 150000 and less than or equal to 200000 sq ft (12 marks per event) • If the area of the event covered is more than 200000 sq ft (15 marks per event) 	15
3	Prior experience of the Bidder in organizing executing similar nature of work in Govt. organizations/Corporates/International in terms of delegates/event management: <ul style="list-style-type: none"> • No. of Delegates/participants more than 500 and up to 1500,- 3 Marks • No. of Delegates/participants more than more than 1500 and up to 2500- 6 Marks • No. of Delegates/participants more than 2500 and up to 3500- 9 	15

	<p>Marks</p> <ul style="list-style-type: none"> No. of Delegates/participants more than 3500 and up to 4500- 12 Marks More than 4500-15 Marks 	
3	Presentation on Overall design/concept of the Hangar/Expo	30
4	Prize/Award won for designing and fabricating pavilion in national/international level renowned exhibition organized during the last 4 years (5 marks will be given for winning one award)	10
5	<p>Organization structure- Core team Strength</p> <ul style="list-style-type: none"> Team of 40- 50 manpower- 4 Marks 50-100 manpower-6 Marks More than 100 manpower-10 Marks 	10
	Total	100

13.8 Technical Bids receiving overall marks greater than or equal to 70 Marks will be eligible for consideration in the subsequent round of evaluation.

14.Phase II: Evaluation of Financial Bids

14.1 Financial bids of only those who have been declared ‘technically qualified’, and who obtain a minimum of 70 marks out of 100 in the technical evaluation, will be opened in the presence of Committee and those of the qualified bidders who wish to be present. In case number of bidders who obtain a minimum of 70 marks in technical evaluation, is less than three, then top 3 bids after technical evaluation, will be considered for financial bid opening. The weightage given for financial bids is 30%. Maximum marks for financial bids would be 100. Marks would be assigned for financial bids as per following procedure.

- (a) Bidder who has quoted the lowest rate (amount) for all the items taken together of Financial Bid will be awarded full 100 marks
- (b) Other bidders would be awarded marks as per following formula

$$\frac{\text{Total amount quoted by lowest bidder}}{\text{Total amount quoted by a particular bidder}} \times 100$$

Total amount quoted by a particular bidder

e.g. if there are 5 financial bids who have qualified in technical evaluation as stated in para 13.7 and who have quoted rates / amount for all the items taken together as follows:

<u>Bidder No.</u>	<u>Amount Quoted (Rs.)</u>	<u>Marks to be awarded</u>
1	80(Lowest Rate)	$80/80 \times 100 = 100.00$
2	150	$80/150 \times 100 = 53.33$
3	160	$80/160 \times 100 = 50.00$
4	200	$80 /200 \times 100 = 40.00$
5	180	$80/180 \times 100 = 44.44$

15.Phase II: Combined Evaluation of Technical and Financial Bids to determine the overall Lowest Bidder

15.1 The marks obtained by all the bidders in technical and financial bids as per above procedure will be added. The bidder who obtains the maximum marks (out of 200 i.e. 100 for technical evaluation & 100 for financial evaluation) will be classified as lowest bidder.

15.2 Unless stated otherwise, the financial bid document is for the whole scope of the work as described in the tender document. The bidder will not be permitted to add any items / costs later on. The total cost / bid amount indicated in the financial bid will be deemed to be for the entire scope of work outlined / detailed in the tender document. The costs / rates / amounts quoted by the bidder in the financial bid should allow for all costs including labour, materials, consumables, spares, equipment, procurement, freight and installation, transportation charge, customs duty, octroi, excise duty, GST, any other duties, taxes or charges, whatsoever payable on the components or the completed works and satisfactory performance of the bidders obligations under the tender / agreement. Hence, levy of taxes over and above quoted rates, if any, like GST etc. should be specifically stated in the financial bid with prevailing rates of such taxes to enable uniform comparison of the financial bids of the various bidders.

Note: Classification of any bidder as ‘Lowest Bidder’ does not automatically bestow any right on him to get the work awarded to him, which is subject to further processing and obtaining approval of competent authority of Vigyan Prasara for valid reasons, reserves the right to not allot the works to lowest bidder and even cancel the entire tender process at any

stage, even after process for determining lowest bidder is over.

16. Right to Accept Any Bid and to Reject Any or All Bids

16.1 Vigyan Prasar reserves the right to accept any bid, and to annul the Tender process and reject any or all bids at any time prior to award of Contract, without thereby incurring any liability to the affected Bidder or Bidder or any obligation to inform the affected Bidder or Bidder of the grounds for Vigyan Prasar 's action.

17. Notification of Award

17.1 Vigyan Prasar will notify the successful Bidder by e-mail or in writing, by registered letter that its bid has been accepted. The notification of award will constitute the formation of the Contract.

17.2 Upon the successful Bidder's furnishing of performance security pursuant to Clause 15, Vigyan Prasar will promptly notify each unsuccessful Bidder and their Earnest Money Deposit will be refunded

18. Performance Security

18.1 Within 3 days of the signing of the contract, the successful Bidder shall furnish the performance security in accordance with the Conditions of Contract. The successful bidder will have to execute an agreement for the due performance of the contract on such terms and conditions as may be specified, including all the terms and conditions of this tender document and shall also be required to furnish a performance guarantee equal to 10% of the contract amount from a commercial Bank in an acceptable form favouring the Director, Vigyan Prasar within 3 days of issuance of work order.

18.2 Failure of the successful Bidder to comply with the requirement of acceptance of t work order and submission of bank guarantees etc or expressing inability to carryout anyo fthr work stated in the bid shall constitute sufficient grounds for the annulment of the award and forfeiture of the bid security, in which event the Vigyan Prasar may award the Contract to the next best evaluated Bidder or call for new bids.

18.3 All statutory requirements with regard to conduct of event where the Hangars are erected and the advertisements are placed as the part of branding of this event are to be complied with by the selected bidder. The selected bidder shall indemnify and keep harmless Vigyan Prasar from and against all actions, proceedings, claims, demands, losses, costs, damages

and expenses whatsoever which may be brought against or suffered by Vigyan Prasar which it may sustain, pay or incur as a result of or in connection with the performance/ purported performance/ nonperformance of the contract by the Contractor, including but not limited to, any liability or action occurring on account of any litigation, court or government orders.

19. Payment terms:

The following are the payment terms:

- a) 20% of the total value at the time of entrustment of work on request of successful bidder.
- b) 40% of the total value will be paid on or before 1 November 2019.
- c) 40% of the total value will be settled at the time final bill.

Payment of amounts at stages (a) and (b) above will be released by Vigyan Prasar only against a 100% irrevocable Bank Guarantee. The Bank Guarantee will be for cumulative amounts. The maximum validity period of Bank Guarantee will be six months beyond the period specified in the agreement for submission of the complete programme to the full satisfaction of Vigyan Prasar.

20. Penalty.

- i. If an item is executed not to the satisfaction of the Physical Verification Committee (in terms of quality & workmanship) and the Committee has no option but to accept it due to paucity of time, penalty of up to 30% may be imposed on such item as may be deemed appropriate by the Committee if defects are not rectified even after giving opportunity to the contractor to rectify the defects.
- ii. If certain items included in the work order are not completed at all, a penalty of 50% of the value of such item may be levied in addition to withholding payment for such not completed items.
- iii. In case the work is carried out from alternative source in view of non fulfillment of contractual obligation by the selected bidder, Vigyan Prasar reserves the right to get the work done from the alternative source at the risk and cost of the selected bidder. A sum double the amount of the cost incurred on such work will be recovered as liquidated damages from the selected bidder.

21 Confidentiality of the Document

21.1 This Tender is confidential and the Bidder is required to furnish an undertaking that anything contained in this Tender shall not be disclosed in any manner, whatsoever.

22. Rejection Criteria

Besides other conditions and terms highlighted in the Tender document, bids may be rejected under following circumstances:

Technical Bid

- Incomplete bids that do not quote for the complete Scope of Work as indicated in the bidding documents, addendum (if any) and any subsequent information given to the Bidder
- Bids providing information that are found to be incorrect / misleading at any stage / time during the Tendering Process
- Technical Bid containing commercial details
- Bids that reveal prices in any form or by any reason before opening the Financial Bid

Financial Bid

- Bids where prices are not firm during the entire duration of the contract and / or with any qualifications
- Bids which do not conform to Vigyan Prasar's price bid format

Others

- Bids that do not confirm unconditional acceptance of full responsibility of executing the 'Scope of Work' of this Tender
- Bids in which the Bidder seeks to influence the Vigyan Prasar's bid evaluation, bid comparison or contract award decisions
- Bids without power of authorization and any other document consisting of adequate proof of the ability of the signatory to bind the Bidder

23. Arbitration & Jurisdiction:

Any dispute or differences including those considered as such by only one of the parties arising out of or in connection with this work shall be, to the extent possible, settled amicably between the parties. If amicable settlement cannot be reached, then all disputes

shall be settled by an Arbitrator. The Director Vigyan Prasar or any officer nominated by him will be the sole arbitrator and his/ her award shall be final and binding upon the parties without appeal and shall be in writing and set forth the findings of fact and the conclusions of Law.

24. Vigyan Prasar reserves the right to accept or reject any or all tender/s without assigning any reasons and decision of Director, Vigyan Prasar will be final.
25. Bidder has to submit signed tender document uploaded by Vigyan Prasar.

To
The Registrar
Vigyan Prasar
A-50, Institutional Area Sector, 62, Noida (UP)

SUBJECT: Tender for services for IISF-2019.

Reference Tender notice Tender No. -----dated /09/2019, I had downloaded tender from website www.vigyanprasar.gov.in and have deposited cost of the tender along with EMD.

I am sending herewith my tender documents as under: -

- a) TECHNICAL BID: The tender documents signed on each page and all other documents to be submitted alongwith the tender
- b) FINANCIAL BID in (Annexure-....): The financial bid for providing Services at IISF-2019. The following details and supporting documents accordingly are available in Technical bid for evaluating eligibility etc.

1. Entity Profile 2. PAN number, GST Registration, Company Certificates, Annual Turn Over (last three year annual return) 3. Tender Fee, EMD 4. Details of similar work orders. 5. Duly signed tender documents (signed at all the pages).

That I/we will be responsible for all the contractual obligations as defined in the tender document and the subsequent work issued in response to this tender document etc. This is to certify that I /We have studied the terms and conditions and understood all clause of the tender. In case of award of contract /supply order, I /We undertake to abide by all the terms and conditions mentioned in the same.

AUTHORISED SIGNATORY
NAME IN BLOCK LETTERS
SEAL OF THE TENDERER

Annexure-II

FINANCIAL BID

Sl. No.	Work/Requirement	Details	Total Cost
1.	Seating & Stage	<ul style="list-style-type: none">○ Hall 1: table to accommodate 10 seats, lamp-for-lighting (electronic), podium○ Hall 2: 200 chairs and Stage table to accommodate 10 seats, lamp-for-lighting (electronic), podium, Mics for stage and four cordless Mics.○ Hall 3 300 chairs and Stage table to accommodate 10 seats, lamp-for-lighting (electronic), podium, Mics for stage and four cordless Mics○ Hall 4: 200 chairs and Stage table to accommodate 10 seats, lamp-for-lighting (electronic), podium, Mics for stage and four cordless Mics.○ Hall 5: 300 chairs and Stage table to accommodate 10 seats, lamp-for-lighting (electronic), podium, Mics for stage and four cordless Mics○ Hall 6: Stage table to accommodate 10 seats, lamp-for-lighting (electronic), podium, Mics for stage and four cordless Mics○ Hall 7: Stage table to accommodate 10 seats, lamp-for-lighting (electronic), podium, Mics for stage and four cordless Mics	
2.	Printed Vinyl Banner	<ul style="list-style-type: none">○ Hall 1: Six Standies at three gates of the hall○ Hall 2: Six Standies at three gates of the hall○ Hall 3: Six Standies at three gates of the hall○ Hall 4: Six Standies at three gates of the hall○ Hall 5: Six Standies at three gates of the hall○ Hall 6: Six Standies at three gates of the hall○ Hall 7: Six Standies at three gates of the hall	○
3.	Booths/Stall /Poster Panel/Seating in the Foyer Area	<ul style="list-style-type: none">○ 9 SqM (3 x 3) – 20 BoothsTable Round -1Flat shelves 1.00m wide - 3	○

		<p>Chairs (not folding chairs) -4 Information counter - 1 Spot light (60 w white FL spotlight) -8 Power socket (100V) - 1 Dustbin with plastic bag -1</p> <ul style="list-style-type: none"> ○ Poster Panels – 150 panels ○ Sofas – 50 3-seater ○ Sofas – 50 2-seater 	
4.	Setting up Control Room	<ul style="list-style-type: none"> ○ Network Laser Printers – 5 ○ Ten Computers ○ Table Chair – 20 	○
5.	Setting up locker for 1500 pax at BBCC gate	Setting up locker for 1500 pax at BBCC gate, Should have provision for Mics for public address.	
6.	5-ACRE OPEN AREA (2,17,800 sq ft)	<ul style="list-style-type: none"> ○ <u>Student Science Village (To be walled and should look as separate event)</u> <ul style="list-style-type: none"> ● 6 A/C Hangars of 6000 Sq ft each for accommodating 300 students in each of the hanger. ● Stage for accommodating 8 Persons and podium to be created. ● Chairs for students to be provided and hangars to be carpeted ● A hangar for Food court of 20000 sq ft to be established. ● Area between the 6 A/C hangars to be developed as demonstration area on village theme. The area should be adequate to accommodate 2500 students at a time. ● Six Mobile toilets to be placed in and around Science village. ● LEDs/ Video wall backdrop to be arranged in each of these hangars. ○ Food Court for VIPs/Delegates <ul style="list-style-type: none"> ● A/C Hangar for food area to accommodate 4000 people (70,000 sq ft); One sub court to be dedicatedly prepared for 300 VIPs, and 200 Divyangjans ; 3500 Delegates. ● Food area for VIPs and Divyangjans to accommodate 30 round tables with 8 seats ○ Book Fair with all facilities (40,000 sq ft): 	○

		<ul style="list-style-type: none"> • A/C Hangar for 60 Book Stalls of 16 sqm each- Should have table, octonorm panel with racks for display of books; • Stage with table to accommodate 8 seats, podium and provision of 100 chairs in front of the stage • LEDs/ Video wall backdrop to be arranged in each of these hangars <p>○ Registration Area:</p> <ul style="list-style-type: none"> • Provision for 20 Registration counters with computer, webcam, Printing facility and internet facility. 	
7.	CCTV Surveillance with Centralize Announcement and Emergency PA System. (Approx 200 Cameras).		
8.	Erection and Designing of main German Hangar measuring 500 sqft for refreshment food etc. at IICV Salt Lake(Kolkata)		
9.	Erection and Designing of Secondary German Hangar measuring 100 sqft for post exhibition at IICV Jadhav Pur (Kolkata)		
10.	Erection and Designing of German Hangar (i) Hanger measuring 550x26 ft for wellness conclave (ii) 550x30 ft for Students Engineering Modal Competition For Wellness Conclave		
11.	Designing and Erection of 12 Nos. stalls measuring 6x8 ft for Wellness Conclave		
12.	Construction of 50 stalls measuring of 3x4 ft along with 50 tables and 50 poster panels at Navbharat Nirman at BBCC (Kolkata)		
13.	Arrangement of tables and chairs inside German Hangar for 4000 people, 20 LEDs of 32 inch along with two LED walls / 55 inch screen along with switch table display, audio system along with camera, time and display.		
14.	Deployment of Security Guards		
15.	Others:		
16.	Lost and found counter with at least two persons at a time.		
17.	Day Security: 100 personnel		
18.	Night Security: 50 personnel		
19.	Reception desk (with 3 Persons) and the registration desk (with 15 persons)		
20.	A media lounge with tea /coffee dispenser, water dispenser etc sitting arrangement for atleast 30 person at a time as per the details provided in 7.11		
21.	Mobile toilets blocks (25 nos with 5 toilets in each of the block)- Inclusive for five toilet blocks for Divyangjans		

22.	Power backup support for hangers/Genset	
23.	Conference Advt, Railway Station, Bus station, Airport.	
24.	Help desk at Airport, Hawroh Station and Sealdah	
25.	Total (exclusive of all taxes)	

Note: L1 will be selected on the consolidated amount quoted. In case of any increase or decrease in work, the amount will be paid on pro-rata basis of the category to which it pertains.

Annexure-III

Financial Capacity (For Agency/company)

Sl. No	Financial Years	Annual Turnover (Rs.)
1	2016-17	
2	2017-18	
3	2018-19	
	Average Turnover	

Certificate from the statutory Auditor/Chartered Accountant

This is to certify that _____ (name of the Applicant)
has annual Turnover is as shown above the respective years.

Date:

(Signature, name and designation of the authorized signatory)

Name and seal of the audit firm

Self-Declaration about not blacklisted from Govt or its agencies (On the letterhead of the Applicant)

I / WE have gone through carefully all the Tender conditions and solemnly declare that I / we will abide by any penal action such as disqualification or black listing or determination of contract or any other action deemed fit, taken by, the Department against us, if it is found that the statements, documents, certificates produced by us are false / fabricated. I / WE hereby declare that, I / WE have not been blacklisted / debarred / Suspended / demoted in any department in Government of India or in any State due to any reasons.

Name and Signature of the Applicant

CHECK-LIST

1. Vendors must ensure that they meet the eligibility criteria.
2. Both the bids, Technical & Price bids as per Annexure prescribed are to be kept in separate sealed envelope.
Price bid will be opened only for qualified vendors.
3. EMD of Rs: 10,00,000 and tender fee of Rs: 10,000.00 in the form of DD/NEFT/RTGS in favour of "Vigyan Prasar IISF 2019" or in the following bank account:

Account Name: VIGYAN PRASAR IISF 2019

ADDRESS: A- 50, INSTITUTIONAL AREA, SECTOR- 62, NOIDA.

NEFT/RTGS DETAIL:

BANK NAME- Corporation Bank.

BANK ACCOUNT NUMBER-520141001680875.

IFSC CODE- FOR RTGS/NEFT- CORP0000453.

BANK ADDRESS: B Block, Noida Main Branch, Sector-62, Uttar Pradesh-201301

4. PAN and GST registration certificate.
5. Work Order as a Proof of similar work are attached.
6. Certificate of Financial Capacity.
7. Self-Declaration about being non-blacklisted.
8. All the pages of tender document duly signed and stamped accepting all the terms & condition of tender.
9. Certificate stating that firm has not been blacklisted by any Govt. organisation, must be enclosed along with technical bid.

If tenderer, does not submit any one among all these documents, his bid will be rejected.

1. The Asiatic Society
2. Central Inland Fisheries Research Institute
3. Central Research Institute for Jute and Allied Fibers
4. Centre for Studies in Social Sciences, Calcutta
5. Indian Institute of Science Education and Research, Kolkata
6. Indian Statistical Institute
7. Institute of Development Studies, Kolkata
8. Maulana Abul Kalam Azad Institute of Asian Studies
9. National Institute of Pharmaceutical Education and Research, Kolkata
10. S. N. Bose National Centre for Basic Sciences
11. Saha Institute of Nuclear Physics
12. Variable Energy Cyclotron Centre