



OFFICE OF THE PRINCIPAL
GOVERNMENT COLLEGE OF ENGINEERING, KALAHANDI,
BHAWANIPATNA
(A Constituent College of BPUT, Odisha)

No: GCEK/134

Date: 19/02/2019

QUOTATION CALL FOR ANNUAL CULTURAL FUNCTION

Sealed quotations are invited from registered **Event Management Firms** having valid GSTIN / SRIN / SERVICE TAX registration number for arrangement of stage, light & sound and outside band / singer / star performance and to supply different items according to the following specification and quantity. **The approximate cost for the work is Rs. 5 lacs (Rupees five lacs only)**. Quotations call documents can be downloaded from the official website of the college (www.gcekbpatna.ac.in) and can be submitted during the specified date along with **Rs. 500/- (Rupees Five Hundred)** towards the cost of the quotation paper and **Rs. 30,000/- (Rupees Thirty Thousand)** only towards the cost of Earnest Money Deposit (EMD) in shape of Demand Drafts (separately) in favor of Principal, Government College of Engineering, Kalahandi, Bhawanipatna payable at Bhawanipatna. The completed quotation document must reach the office of the undersigned on or before **05/03/2019 by 5.00 PM** through **Registered / Speed post / Courier services/ By hand etc.** for the Annual Cultural Function “Anugoonj 2k19” tentatively scheduled on **15th and 16th March, 2019**. The quotations will be opened on **06/03/2019 at 3 PM**.

The undersigned reserves the right to extend the date and reject any or all or part of tender without assigning any reason thereof.

Sd/-
Principal
GCEK, Bhawanipatna



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1. BIDDER PARTICULARS (To be filled by the bidder)

Sl.	Particulars	
i	Name of the Event Management Firm :	
ii	Name of the Proprietor/Partner/Director :	
iii	Email address:	
iv	Telephone Number(s):	
v	Tender Cost DD No. Date and Bank:	
vi	EMD, DD No. Date and Bank:	
vii	Sale Tax/ GSTIN/ Service Tax Registration No.:	
viii	Permanent Account No.(PAN):	
ix	Firm Registration Certificate:	

2. DOCUMENTS TO BE SUBMITTED:

- i) Self attested copy of PAN
- ii) Self attested copy of GSTN / Sales Tax / TIN certificate / Service Tax Registration certificate
- iii) Self attested copy of GSTN clearance certificate / Service Tax Paid Certificate
- iv) Self attested copy of Experience certificate for doing similar job (at least one year / five events in reputed organizations)
- v) DD of Rs.500/- towards tender cost
- vi) DD of Rs.30,000/- towards EMD
- vii) Tender document signed with seal & date on each page.
- viii) Declaration form duly signed (Annexure-I)

Note: If the above documents are not submitted the tender will be summarily rejected.



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1. FINANCIAL BID:

The Bidders are requested to quote their rate as per the existing permanent stage of size (40x30 SQFT) and Ramp (15x10 SQFT) in our college campus.

Sl No	Requirement Details	Description/Units
1	Gate	1 box (ANUGOONJ 2K19)
2	Stage Carpeting	
Sitting Arrangement		
3	Plastic Chair	500
4	Banquet Chair	50
5	Steel Sofa	3 seater (15 nos)
Visual		
6	LED Backdrop	12ft*8ft
Light,Sound and Campus Decoration		
7	Flame Thrower	2
8	Smoke	2
9	Follow spot	2
10	Par cans	50
11	White metal	10
12	Green metal	5
13	Rice light	800 ft running (led running)
14	Sharpy	6
15	Line array	8
16	Top	YAMAHA(6 nos)
17	Base	POPE(6 nos)
18	Monitor	YAMAHA(6 nos)
19	Mixture	Yamaha
20	Microphone	With Cord (7 nos)
21	Microphone	Cordless (7 nos)
22	DJ Console	1
23	Lapel Mic	4
24	Amplifier	11
25	Screen Projector	1
26	Podium Microphone	2
27	Snake Cable	25
28	Mic stand	2
29	Jack cable	10
30	LED park	25
31	Beam/City light	8
32	Laser jumbo	1
33	RGB	15
34	Stroke Light	4



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35	DMX	2
36	Laser RGB	3
37	Array light	2
38	Moving head	8
39	Helium Ballon(I LOVE GCEK)	
40	Selfie zone	
41	Flex	For box gate
42	VIP & Stage barricading	iron 200 ft
43	VIP area carpet	2000sq ft
44	Pathway Decoration	Litchu/Some decorative paper design with light
45	Gas Ballons	For opening day(200)
46	Collar mic	2
47	DG	125 KVA(1 nos)with fuel
48	Crew Member for Video Shooting	
49	Generator	
Artist		
49	DJ	
50	Singer	Well established- Ollywood/Bollywood(Both Male & Female)
51	Band	
52	Actors	Well established(Ollywood)
53	Host	1 female (TV Anchor)

The front gate decoration will include running LED with the name of the cultural fest (Anugoonj 2k19).

4. Terms and Conditions:

- i) During transportation any damage to the material will be responsibility of the firm.
- ii) The institute reserves the right to reject any or all or part of quotation without assigning any reason thereof.
- iii) The institute will not under obligation, give any clarification to the Event Management Firm whose quotations are rejected/not selected.
- iv) Rates quoted should be without any condition from the quotation. Conditional offer will be rejected.
- v) A copy of the work order has to be produced as a proof.
- vi) The Event Management Firm has to make the arrangements as mentioned above in the requirements.



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- vii) No extra payment will be made once the bidder is being given the work order based on the quoted price.
- viii) All transport and hospitality expenses for the artists and workers engaged by the firm have to be borne by the firm/Event manager.
- ix) The firm required to deposit the EMD of Rs 30,000/- in the form of demand draft drawn in favour of **“Principal, Government College Of Engineering kalahandi)** Payable at Bhawanipatna along with quotation.
- x) The authority holds all the rights to offer the assignment to any of the Bidder in case of equal quotes.
- xi) GCEK, Bhawanipatna reserves the Right to accept or reject any Proposal and to annul the quotation process and reject all proposals, at any time prior to award of work order, without thereby incurring any liability to the affected bidders or any obligation to inform the affected bidders of the ground for rejection of any Proposal.
- xii) The selected bidder to whom the offer will be given to conduct the event, have to deposit a security amount of Rs 70,000/- besides EMD.
- xiii) Proper safety measures from fire; electricity etc will be taken care by the firm.
- xiv) The bidders must submit their bids as required in two parts in separate sealed covers prominently super scribed as Part-I “Technical Bid” and

Part-II “Financial Bid” and also indicating on each of the covers the “Tender call Notice Number & Date” and due date and time of submission as mentioned in Tender Call Notice.

5. Part-I (Technical Bid)

Excepting the price schedule, all other documents as mentioned in para 2 (i-viii) along with bidding documents duly signed by the authorized person in each page shall be covered in Part-I (Technical Bid).

6. Part-II (Financial Bid)

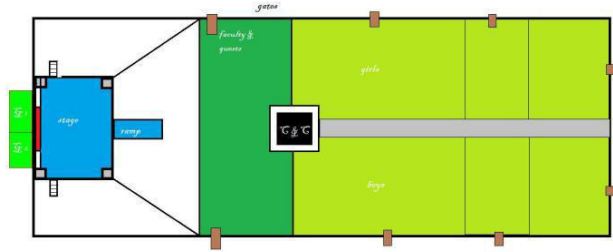
All indications of price shall be given in Part-II (Financial Bid).

Both sealed covers Part-I “ Technical Bid” and Part-II “Financial Bid” should be placed in a third cover along with requisite EMD & cost of Tender documents (separately in the form of DD drawn in favour of Principal, GCEK, Payable at Bhawanipatna), others requisite supporting documents etc. and sealed. The sealed cover containing tender documents as per procedure indicated above should be sent to the Office of the Principal, GCEK BHAWANIPATNA by Registered Post/Speed Post addressing to the Principal, Government College Of Engineering Kalahandi within the due date and time as stipulated. The sealed envelope must show the name of the bidder and firm super scribed as **“Tender for Event Management For Annual Cultural Function Anugoonj 2k19”** on the top.



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5. All disputes arising out of the contract shall be referred to courts under the jurisdiction of BHAWANIPATNA court only.



Sd/-
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