

E-TENDER
DEPARTMENT OF TOURISM, CHANDIGARH
INSTALLATION/ERECTION OF DESIGNER STAGE
AT
CAPITOL COMPLEX, SECTOR-1, CHANDIGARH

Chandigarh Administration is organizing Musical Classical Nite on 2nd April, 2017 (tentative). Accordingly, E-Tender is invited from reputed Firms/Companies for installation/erection of designer stage as per design along with an earnest money in the shape of Demand Draft of Rs. 25,000/- in favour of Director Tourism, Chandigarh Administration, payable at Chandigarh.

The pre-bid meeting will be held on 17.03.2017 at 11.00 AM for any clarification of the tender. The drawings/designs of the designer stage to be installed will be handed over during the pre-bid meeting along with specifications or may be downloaded from the official website i.e. www.chandigarhtourism.gov.in after the pre-bid meeting.

The terms & conditions for the e-tender can be downloaded from the official website of Chandigarh Administration, U.T. i.e. <https://etenders.chd.nic.in>. The last date for filling up of e-tender is 24th March 2017 by 01.00 p.m.

Director Tourism-cum-
C.E.O, STEPS
Chandigarh Administration
4th Floor Paryavaran Bhawan
Sector 19 B, Madhya Marg, Chd.
Ph: 0172-2700225, 2700054

CRITICAL DATE SHEET

Downloading & Submission of E-Tender	Start date: 07.03.2017 at 10.00 AM End Date : 24.03.2017 at 01.00 PM
Technical Bid Opening Date	March 24, 2017 (03.30 PM)
Financial Bid Opening Date	To be intimated after evaluating technical bid.

1.1 Minimum Eligibility Criteria

- The firm should have PAN Card Number. **Copy of PAN Card should be uploaded online.**
- The firm should have Service Tax Number. **Copy of Service Tax Registration of the firm should be uploaded online.**
- The Bidder should have carried out atleast one order for installation of designer stage in any state government, central government, board, corporation or reputed private organization/company in the last 5 years. **The proof should be enclosed.**
- The Bidder should not have been blacklisted by any State/Central Government/ Public Sector Undertaking. **The bidder should submit an affidavit in this regard.**

1.2 Other Terms & Conditions

1. The designer stage will be made on the main stage to be used for Musical Evening at Capitol Complex, Sector 1, Chandigarh with Ply, MDF, Acrylic, Wood, Iron, Flex, Glow Sign, LED along with lightening as per design.
2. 40% of the tender amount will be paid as advance.
3. The balance payment of the above said work will be made after the successful completion of work.
4. The payment shall be release after deducting the TDS as per rules.
5. The material of the stall should be of best quality.
6. The material of the designer stage will be on rental basis and the material installed may be removed by the bidder after the completion of the event.
7. The tenderer will be blacklisted if violates any terms & condition of the tender.
8. The jurisdiction shall be Chandigarh in case of arises between the party & Tourism Department, Chandigarh Administration.

1.3 Submission of Proposal

The Bidders shall submit their Proposals/ Bids online in Electronic Format with Digital Signatures. For participation in the above e-tendering process, the Bidders shall have to get themselves registered with <https://etenders.chd.nic.in> and get User ID, Password. Digital Signature is mandatory to participate in the e-tendering process. Detailed Notice Inviting Tender and other terms & conditions are available on website: www.chandigarhtourism.gov.in

Earnest Money Deposit (as mentioned in the advertisement) shall have to be **submitted physically in the office of Director Tourism-cum-C.E.O, STEPS in the shape of Demand Draft in favour of Director Tourism, Chandigarh Administration, payable at Chandigarh before the opening of technical bid.**

Soft copy of the demand draft should be uploaded online while applying for the tender.

Scanned copies of all the documents i.e. technical and financial proposal shall be uploaded as part of the Proposal within the prescribed time limit. The technical bid without documents will be straightaway rejected.

For any clarification/difficulty regarding e-tendering process flow, please contact us on **24 x 7 Help Desk Number 0120-4200462, 0120-4001002, 8826246593.**

1.4 Financial Proposal

The Company/Firm who will quote the lowest financial bid (for the installation/erection of designer stage) after deducting the amount of installed material which is to be returned to the successful bidder after successful completion of the event will be allotted the tender. The rates quoted should be inclusive of all taxes.

Note: The rates quoted by the successful bidder will be valid for 2 months in case the event is postponed.