

# OFFICE OF THE DEPUTY COMMISSIONER JHAJJAR

## NOTICE INVITING TENDER

For and behalf of the Deputy Commissioner, Jhajjar tenders in sealed covers in the office of DIPRO, Room No. 108, 1<sup>st</sup> Floor, Mini Secretariat, Jhajjar are hereby invited for the execution of the work given below from firms of repute/such contractors for three days on rental basis i.e. 28 to 30<sup>th</sup> November, 2017.

**Name of Work:** **Tentage for Geeta Jayanti Mahotsav-2017 Sub-Divisional Officer, Jhajjar** on behalf of, Deputy Commissioner, Jhajjar invites the short term tender mentioned below from Reputed Company/Firm having experience in designing and execution of same work.

### **1.0 OBJECT**

1.1 The aim is to get the rates from the selected Agencies to execute  
**"Geeta Jayanti Mahotsav-2017 Celebration**

1.2 The tentative location will be Jaha Aara Bag Stadium, Jhajjar.

### **2.0 ELIGIBILITY**

2.1 The person / Agency should have executed similar nature of work for a **minimum value of Rs. 5.00 lakhs.**

### **3.0 SCOPE OF WORK**

3.1 *Event management works – .*

3.2 Tentative Size and location for each work is as per Schedule mentioned below. However, these are only indicative and any suggestions from Agency also be considered.

### **4.0 AMOUNT**

4.1 The selected tender quoted rates for the tentage, food items' sound and light system for Event Management works all prevailing statutory taxes, cost of packaging, material, and transportation to site and fixing includes.

4.2 No Advance payment shall be made. Running bills shall be paid on satisfactory completion of work.

4.3 The Agency can quote their rate for all the items or for any part item also. It is not compulsory that the agency has to quote for all the items.

Sno	Description of Work	Qty.	Rates to be quoted by Agency
1	Tentage 15 x 15 feet top and side wall with dividers @ each	25 Stalls	
2	30 x 40 feet stage with side tentage walls	one	
3	Carpeting	37500 Sft appx.	
4	Red carpet	3000 Sft	
5	Sofa 3X3 & 2X2	2 Each	
6	Service Table	50 Nos.	
7	Chair	500 Nos.	
8	Halogen light	3 Nos.	
9	62 KVA with diesel	1	
10	3 Phase Wiring on Stage for sound system		
11	P.A. System (Mike, Speaker etc)	For Stage	
12	Photography & video graphy for three days	1 Each	
13.			

### Eatable Items

Sr.No.	Name of Items	Qty.	
1.	Breakfast, Lunch & Dinner	70 People	Please mentioned Items & Rates for Breakfast, Lunch & Dinner per plate.

### Items For

Breakfast- Parathas/Bread Pakora

Lunch- Chapathi + Dal+Rice+Raita+1 Subji

Dinner- Chapathi + Dal+Rice+Raita+1 Subji+Sweet Dish

**Note:** above Items are required for three days i.e. 28 November to 30 November, 2017.

**5.0 TIME PERIOD FOR COMPLETION**

5.1 Time period for completion of job – **2 Days** from the date of award of work. But before 27th November and should be ready 0800 hrs on 28<sup>th</sup> by November 2017.

**6.0 DEFECTS LIABILITY PERIOD**

6.1 Defects Liability Period of the work will be **three days** from the date of completion. Defects, if any, arising during this period has to be attended by the Agency at their own cost.

**7.0 SUBMISSION OF DOCUMENTS**

The documents are to be submitted in a sealed cover super-scribing the name of work in two separate sealed covers inside as below.

7.1 **Financial bid** – The financial bid for the Gita Jaynti Celebrate at Jahan Aara Bag Stadium at Jhajjar by the Agency shall be placed in a separate sealed envelope (**separate sealed covers for each Location/Item**) indicating the name of work. The financial bid shall be submitted in a prescribed format in the office of DIPRO, Jhajjar upto 5 P.M., 24.11.2017. The offer shall be valid for **07 days** from the date of opening of financial bid. Financial bid will be opened on 25<sup>th</sup> November, 2017 at 11am in the office of SDM, Jhajjar.

8.0 The proposal submitted as mentioned above shall be evaluated by an expert committee decided by Distt. Administration Jhajjar

9.0 It is to ensure that all documents reach the office of DIPRO jhajjar on or before\_24 nov 2017 by 5pm.

**10.0** Dist. administration jhajjar reserves the right to accept to reject any proposal without assigning any reasons thereof. Negotiation meeting will be held after opening of financial bid.

SDM jhajjar  
On and for the behalf of  
Deputy Commissioner jhajjar

**UNDERTAKING**

DATE:

**Subject: Tentage for gita jaynti function at bag jahan aara Stadium jhajjar**

Sir,

I/We hereby agree to undertake the above work unconditionally in accordance with the Terms & Conditions of your documents Dt. 22.11.2017. I/We agree that if at any stage any information / Documents submitted by us are found to be false, we shall be liable for any appropriate / legal action by Dist. Administration jhajjar Our financial bid shall be binding upon us, upto the completion of the contract/ work.

Yours Sincerely,

(Signature)

Name & Title of the Authorized Signatory

Name of the firm

Address