



Sher-e-Kashmir
University of Agricultural Sciences & Technology of Jammu
Administrative Block, Chatha, Jammu-180 009

No. AU/CPC/2017-18/69
Dated: 12-12-2017

TENDER NOTICE FOR INSTALLATION OF STALLS, TENTAGE, REFRESHMENT
FOR ORGANIZING KISAN MELA-2018

For and on behalf of the Vice Chancellor, SKUAST-J, sealed tenders on prescribed tender form affixed with revenue stamp worth Rs. 5/- (Rupees five only) are invited from the reputed Firms/contractor for providing various services to the university for organizing Kisan Mela for two days on 16.02.2018 & 17.02.2018.

The tender documents shall be issued against the payment of non-refundable/non-transferable tender fee of Rs. 1000/- (Rupees one thousand only) in the shape of DD drawn in favour of Comptroller, SKUAST-J. The tenders are required to be submitted along with earnest money deposit of Rs. 5000/- (Rupees five thousand only) in the shape of CDR/FDR pledged in favour of Comptroller, SKUAST-J. The tender along with EMD may please be sent to the Chairman, Central Purchase Committee Comptroller, SKUAST-J, Adm. Block Main Campus Chatha, Jammu by speed/registered post by or before 08.01.2018 upto 1:00 PM.

The detailed tender documents, comprising i) Pre-eligibility/Technical Bid (Annexure-I) and Price Bid (Annexure-II) to be submitted in separate sealed envelopes duly super-scribed as "Pre-eligibility Bid" and "Price Bid" along with specifications, terms and conditions etc. can be obtained from the office of the Chairman, Central Purchase Committee/ Comptroller, SKUAST-J, Chatha, Jammu. The Price Bids of the tenderers who will qualify the conditions of the pre-eligibility shall only be opened as per following schedule:-

Date of sale of tender documents	:	15.12.2017 to 07.01.2018 upto 1:00 PM
Last date of submission of tender	:	08.01.2018 upto 1:00 PM
Date of opening of tenders	:	08.01.2018 at 3:00 PM

The intending tenderers can also visit and download the tender document along with terms and conditions from the University Website: www.skuast.org and in that event they will have to enclose demand draft of Rs. 1000/- (Rupees one thousand only) as tender fee drawn in favour of the Comptroller, SKUAST-Jammu.

Member Secretary (Misc.), CPC
SKUAST-J



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TENDER FORM

Cost of tender document received vide Band Draft / Cast Receipt No. _____

Dated _____ for Rs. 1000/-

Tender for : Installation of stalls, tentage, refreshment for organizing Kisan Mela

Earnest Money amounting to **Rs. 5000/-** in the shape of Bank CDR / FDR No. _____

Dated _____ of _____ Bank enclosed.

To,

The Chairman, CPC,
SKUAST of Jammu
Chatha, Jammu – 180 009

I/We _____ S/o Sh. _____

R/o _____ / Authorized signatory of

M/s _____ hereby tender for installation of stalls, tentage, refreshment etc. at SKUAST-Jammu and declare as under:

1. That I/We have sufficient experience for above mentioned work etc.
2. That I/We have carefully gone through the terms and conditions of the NIT and bind myself/ ourselves to adhere to the quality and quantity parameters and rates.
3. That the rates quoted in the enclosed tender form have been written by me / us under my / our personal supervision and are firm.
4. That I/We shall be bound by the SKUAST of Jammu's instructions regarding quality and quantity of materials and other conditions.
5. That the revenue stamps worth Rs. 5/- have been affixed by me/us.

Name and address of the tenderer

Pre-eligibility Bid

S.No.	Pre-eligibility Requirements	Remarks of the Tenderers
1	The Tendering firm should have experience of satisfactory completion of work duly supported by document of work order.	
2	Copy of the VAT/TIN/GST Registration Certificate of the firm.	
3	Copy of the PAN of the Firm/Proprietor.	
4	The Tendering firm shall furnish an undertaking to the effect that the tenderer has never been black listed.	
5	Latest Income Tax Return clearance certificates.	
6	One cancelled cheque of the firm.	
7	Copy of the Trade License issued by the Competent Authority	

Annexure-II

S.No.	Particulars	Items for stall	Rates offered/ quoted
Erection of stalls			
1.	Erection of approx. 100 nos. of prefabricated standard stall & measuring 8'x6' with carpet Flooring, Name facia and one electric connection for light & power point in each stall under the covered area.	2 chairs, 2 tables with table cloth, waste paper basket.	
Shamiana/ Tentage			
2.	Tents:		
	i) Around 60 tents 15x15 ft covering an area of around 90x150 ft with 3000 seating chairs.	Installation of sufficient fans etc. in the Pandal	
	ii) 4 tents covering an area of 30x15 ft stage for Chief Guest and Dignitaries		
	iii) 2 tents for Registration/announcement counter Complete Flooring for all above.		
	iv) 30 tents for 15x15 ft covering an area 15x450 ft for serving refreshment to the farmers.		
	v) Appropriate stage (size 30x15 ft) with proper decoration.		
	vi) Two gates for entry into main exhibition area and live stock show with proper decoration.		
	vii) Supply of Audio visual aids/ sound systemfull arrangement i.e. (ampliphires, speakers, microphones ecolozers, cordless mic's, mixercosol etc.)		
	viii) Preparation of flex banners of various sizes.		
	ix) Printing of brochure, cards, pamphlets etc.		
Refreshment			
1.	i) Refreshment to approx. 3000 nos. of farmers and other official participants each day for two days. ii) 20 (Twenty) counters should be placed to avoid rush and inconvenience to participants iii) Two counters for packed drinking water near Pandal and stalls on both days	Rice, Dal, One vegetable/Ambal with clean packet drinking water.	
2.	Hi-tea for VIPs and Dignitaries for approx. 400 nos. each day.	Tea, Coffee (with/without sugar) Paneer Pakora, Veg. Pakora, Sandwich/ Samosa, Cake, Biscuits.	

Terms & Conditions:

1. The tenders shall only be entertained on the prescribed form of the University. The tender is liable to be rejected if it contains mutilation, overwriting and corrections without due attestation by the tenderer.
2. The tender must be accompanied with earnest money amounting to **Rs. 5000/-** in the form of CDR/FDR pledged in favour of **Comptroller, SKUAST of Jammu**. Tenderers who download the tender form shall have to remit Rs. 1000/- in form of DD drawn in favour of Comptroller, SKUAST-J as tender document fee. No tender without CDR shall be entertained. The CDR of unsuccessful tenderers shall be released within one month of the finalization of contract. CDR of successful tenderer shall be released within one month after completion of the contract/job.
3. Conditional tenders shall be rejected out rightly.
4. The envelope in which tender is submitted must be super-scribed as **“Tender for Installation of Stalls, tentage, refreshment for organizing Kisan Mela at SKUAST Jammu”**.
5. The Competent Authority i.e. SKUAST-Jammu reserves the right to revise or alter the specifications before the acceptance of the tender.
6. Late, delayed, incomplete tenders and amendments & additions to the tender after opening of the same will not be accepted.
7. The tenders must reach the **Chairman, CPC/ Comptroller, SKAUST-Jammu, Head Office, Main Campus, Chatha, Jammu** not later than the specified time as stipulated in the NIT. If the date on which the tenders are to be received / opened is declared as a public holiday, the tenders shall be received and opened on the next working day.
8. The tenders will be opened on the date and time as specified in the NIT. The tenderers / their authorized representatives are at liberty to be present at the time of opening of the tenders.
9. The Competent Authority of SKUAST-J does not bind itself/himself to accept the lowest or any tender and reserves the right of accepting the whole or any part of the tender or portion of the quantity offered and the tenderer shall supply the same at the quoted rates. The “Competent Authority” also reserves the right to accept or reject any/all tender at any stage without assigning the reason.
10. The successful tenderer shall not in any case sublet the contract in full or any part tghereof to third party.
11. All questions, disputes, or difference arising under and out of / in connection with the contract shall be subject to the Courts at Jammu.
12. The offers shall be accepted only from the firms having valid TIN, PAN, GST and experience certificate for fabrication of stalls for exhibition.
 1. The offers should be accompanied with the copy of
 - I) Resitration of firm issued by Competent Govt. body.
 - II) PAN
 - III) GST
13. The stalls and Pandal should be read by 15th Feb, 2018 evening before 5:00 PM.
14. The Exhibition Committee reserves the right to accept/reject the offer without assigning any reason thereof.
15. The payment shall be released to the firm only after satisfactory completion of the job contract on actual basis duly verified by the Committee constituted for the purpose.
16. The exhibition committee reserves the right to disallow any amount for not executing the job contract satisfactorily.
17. There should not be overwriting, corrections on rates and rates shall be quoted both in words and figures. The rates shall be covered by cello tape to avoid tempering.

The last date for receipt of sealed offers through registered/speed post shall be by or before 08th January, 2018 upto 1:00 PM positively. The offers should be addressed to Chairman CPC, SKUAST-J, Main Campus, Chatha, Jammu 180 009.

**Member Secretary (Misc.), CPC
SKUAST-J**