



Estd. – 2009  
A Government Engineering College  
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## **PARALA MAHARAJA ENGINEERING COLLEGE**

(An Autonomous college affiliated to Biju Patnaik University of Technology, Odisha, Rourkela)

**SITALAPALLI, BERHAMPUR, DIST.: -GANJAM, PIN – 761003**

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No. PMEC/Estt./ 649

Date: - 04/05/2023

### **SHORT TENDER CALL NOTICE**

Sealed Tenders are invited from reputed Event Management Agency for supply, installation of tent, light, sound arrangement and artist performance hiring at Parala Maharaja Engineering College, Berhampur on hiring basis for “**EXUBERANCE 2K23**”, an Annual Techno-Literary festival, to be held on 22<sup>nd</sup>, 23<sup>rd</sup> & 24<sup>th</sup> of May 2023 in the prescribed format as per the requirements enclosed in the schedule of items given in bid documents.

The tenders are to be submitted in a large envelope sealed envelope should be super scribed with “**Short Tender for supply and installation of tent, light arrangement and sound for the occasion of “EXUBERANCE 2K23”**”, through **Speed Post / Regd. Post** address to only at Principal, PMEC, Berhampur **on or before 12.05.2023. The envelope should contain 3 separate envelopes** in it marked: -The envelope should contain 3 separate envelopes containing 1. DD of EMD and Tender Cost in the form of draft in favor of Principal PMEC payable at Berhampur. 2. Technical bid containing all floor plans, tech specification, past history proofs and qualitative documents as required. 3. The financial bid.

No hand delivery will be accepted. The authority will not be held responsible for any postal delay. The authority reserves the right to accept/reject any or all tenders without assigning any reason thereof. **No correspondence in this regard will be entertained.**

**Sd/-**

Principal  
PMEC, Berhampur

**BIDDING DOCUMENTS AND INSTRUCTION**  
**FOR**  
**SUPPLY AND INSTALLATION OF TENT, LIGHT**  
**ARRANGEMENT AND SOUND ON HIRING BASIS FOR**  
**EXUBERANCE 2K23**



**PARALA MAHARAJA ENGINEERING COLLEGE**

**Sitalapalli, Berhampur -761003**

## **INVITATION FOR BIDS**

Principal, PARALA MAHARAJA ENGINEERING COLLEGE, Berhampur invites sealed bids from eligible bidders for supply & installation of tent, light & sound arrangement including hiring of artist for performance on hiring basis for the occasion of “**EXUBERANCE 2K23**”, an Annual Techno-Literary festival, to be held on 22<sup>nd</sup> – 24<sup>th</sup> May 2023 at PARALA MAHARAJA ENGINEERING COLLEGE, BERHAMPUR – 761003. The Tender cost and EMD should be submitted through BankDraft in favour of **Principal, Parala Maharaja Engineering College** payable at **Berhampur**.

Interested eligible Bidders may obtain detail information with technical specifications from the website of the College i.e. **www.pmec.ac.in**

Particulars about submission of bidding document areas follow:

- |     |  |   |                           |
|-----|--|---|---------------------------|
| (a) | Price of bidding document (non-refundable)               | : | Rs.1,000/-                |
| (b) | EMD  | : | Rs.1,00,000/-             |
| (c) | Date of availability of Bidding Document in the website: |   | 05.05.2023                |
| (d) | Last date for acceptance of bids                         | : | 12.05.2023                |
| (e) | Time and date of opening of technical bids               | : | 13.05.2023 at<br>11.00 AM |
| (f) | Time and date of opening of financial bids               | : | 13.05.2023 at<br>4.00 PM  |

### **Eligibility of Bidder and General Instructions:**

#### **1.1 Eligibility:**

Those who fulfill the following criteria are eligible to participate in the tender.

1. The bidder must be a reputed authorized Event Managing firm. The firm should provide all documents relating to their **Capabilities in mentioned event**.
2. All support from installation, erection to completion of the event should be provided directly by the Event Management firm only.
3. The bidder must have the willingness for providing comprehensive support of the event related to Tent, Light and Sound (including power backup).
4. The bidder must provide evidence of successful execution of supply orders with installation and successful after support in reputed organizations.
5. The bidder must have GSTIN No. and Income Tax payment up to date.

6. Attested copies of GSTIN Certificate or non-assessment certificate from the concerned Authority valid up to date and attested copy of Income Tax Clearance Certificate or non-assessment certificate, as the case may be, from the competent authority, up to date and PAN Number must be enclosed along with the Tender documents.
7. The Bidders should have total annual turnover of **Rs.90.00 lakh** in total within the last three financial years in colleges or institutions or major events for which they should submit the proof copy.

**1.2 General Instructions:**

1. Submission of more than one bid by a particular bidder under different names is strictly prohibited. In case it is discovered later on that, this condition is violated, all the tenders submitted by such bidders would be rejected or contract cancelled.
2. All offers should be in English, and the price quoted for each item should be firm.
3. The rates and the conditions of the offer will remain valid for three months from the date of opening of the tender and no change or alteration of the rate will be acceptable on any account.
4. Submitted tender forms with overwriting or erased or illegible specifications and rates will be rejected.
5. Request from bidder in respect of additions, alterations, modifications, corrections, etc. of either terms & conditions or rate after opening of the bid may not be considered. However, negotiation may be made before finalization.
7. Bidders shall carefully examine the bid documents and fully inform themselves of all the conditions, which may in any way affect the work of the cost thereof.
8. Should a bidder find discrepancies or omissions from the specification or other documents and any doubt as to their meaning, he should at once notify the organizer and obtain clarification in writing.
9. This, however, does not entitle the bidder to ask for time beyond the due date fixed for receipt of tenders.
10. The bidder must have to accept that in case of any form of snag the maximum uptime should be 30mins for any repair/replace whatsoever.
11. Verbal clarification and/or information given by the purchaser or its employees or representatives shall not be binding on the purchaser.

12. Submission of sealed bid will carry with the implication that the bidder agrees to abide by the conditions laid down in the detailed particulars of the bid notice.
13. Conditional offers and offers qualified by vague and indefinite expression, as 'subject to immediate acceptance' 'subject to prior sale', etc. will not be considered.
14. While tenders are under consideration, bidders and their representatives or other interested parties are advised to refrain from contacting by any means the purchaser's personnel or representatives on matter relating to the tenders under study.
15. The purchaser, if necessary, will obtain clarification on tenders by requesting such information from any or all the bidders either in writing or through personal contact as may be necessary.
16. The bidder will not be permitted to change the substance of his offer after the tenders have been opened.
17. In the event of non-compliance with this provision, the bidder is liable to be disqualified.
18. The list of artist provided by the college which shall contain 09 artists in each category (As Per Annexure-1) and bidder should accept to organize any of the artist for the functions and the college would have the right to choose any one artist from each category which shall be within 2 days of opening of bid and the bidder shall have to arrange all necessary arrangement for the artist as required and the same should be communicated with the students organizer regularly.
19. In case the L1 bidder withdraws or is not able to get confirmation of the artist or provide requisite tech riders of artist or college (As per annexure – 2) the chance shall be given to the L2 bidder for execution of the works and so on and so forth till the L3 Bidder (by forfeiting the EMD / Security bid of the bidder whose works have been rejected or because of any conditions stated above.

### **1.3 Procedure for Submission of Tenders:**

1. The Bidders must submit their bid one sealed cover prominently super scribed as **“Short Tender for supply and installation of tent, light arrangement and sound for the occasion of “EXUBERANCE 2K23”**.
2. Except the price schedule, all other documents i.e. details of technical specifications, leaflet, Copy of Firm Registration Certificate from the competent authority, GSTIN certificate, Income Tax Clearance, PAN Card

copy, list of clients, authorization certificate from Manufacturer in case of Dealer, etc. along with tender document duly signed by the authorized person in each page shall be attached in the bid.

3. DD should be drawn in favor of **Principal, Parala Maharaja Engineering College** payable at **Berhampur** from any Nationalized Bank, others requisite supporting documents etc. are to be kept in that cover as well.
4. The sealed cover containing tender documents as per procedure indicated above should be sent to the Office of the Principal, Parala Maharaja Engineering College, Berhampur through **Registered Post / Speed Post** only addressing to the **Principal, Parala Maharaja Engineering College, Berhampur, PIN – 761003** within the due date and time as stipulated in Tender Call Notice. The sealed envelope must show the name of the **bidder** and his address.
5. All the documents submitted must be in the papers showing signature of the bidder and printed office name of the bidder on official seal.
6. All documents & two Demand Drafts (Tender paper cost & EMD) should kept in 3 separate envelopes: -
  1. DD of EMD and Tender cost.
  2. Technical Bid containing acceptance of technical specs and other information as required above mentioned.
  3. Financial Bid.

Further all the 3 envelopes are to be put in a large envelope and sealed with tape and signature of the bidder and post it through registered post or speed post only so as to reach before due date and time failing which rejected.

**(NO BIDS SENT THROUGH COURIER OR PERSONELL DELIVERY WOULD BE ACCEPTED)**

## **2.1 Requirements by Bidder before Supply:**

The interested bidders can inspect the site at any time during working hours on any working day at their own cost before submission of tender. No consideration shall be entertained regarding non awareness of the site conditions and constraints after submission of tender.

## **3.1 Requirements by Tender after Supply:**

**Execution: - The work will be executed in campus.**

- In case of delay in delivery or successful installation or execution of work, authority will forfeit the security deposit or EMD and take legal action against the bidder. Place of Jurisdiction shall be Berhampur.
- Any increase in tax and duties after expiry of delivery period will be to the bidder's account.
- In case the items supplied by the bidder are found not up to our requirement, the order shall be rejected.
- The necessary arrangements for tent, light and sound must be carried out by bidder for 3 days i.e from **22.05.2023 to 24.05.2023**. The to and fro and

- transportation cost of all materials for the said program will be borne by bidder.
- All taxes, levies, surcharges and hospitality of artists and their team shall be handled by the bidder.
  - All the requirements (Tech rider) of the artist for on stage performance must be fulfilled by the bidder. The college bears no responsibilities towards it.

#### **4. Financial Terms:**

##### **4.1 EMD**

The Bidder has to submit a Demand Draft of **Rs.1,000/-** and **Rs.1,00,000/-** in favor of **Principal, Parala Maharaja Engineering College** payable at **Berhampur** in any Nationalized Bank towards **Tender Paper cost** and **EMD** respectively.

There will be no interest paid to the bidder towards EMD money.

In no case, the EMD Money in cash or other forms will be accepted at the time of opening of the bid.

No request for adjustment of claims, if any, will be accepted.

The EMD of excluding the 3 lowest bidders will be refunded to unsuccessful bidders as soon as possible after the tenders are finalized and executed.

##### **4.2 PRICES:**

Price quoted for hiring charges should be reasonable as per market price which should be mentioned clearly in the bid.

##### **4.3 GST Concession:**

GST Concession if any is to be availed on production of the required certificates applicable to Educational Institution.

##### **4.5 Payments:**

Payment of 100 % of the ordered value will be made after successful execution of the event subject to submission of satisfactory performance report submitted by the student bodies. (Any changes are Subject to approval from the College if stated before the opening of bids in written.)

#### **5. Solving Disputes:**

PMEC, the bidder shall make all efforts to resolve amicably by direct informal negotiation on any disagreement or dispute arising between them under or in connection with this contract.

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

- **The above terms and conditions except those otherwise agreed upon, shall form a part of the Work Order.**
- **Sign on each page of this tender document and return it along with the offer enclosing this part together with the Technical Offer.**
- **The PMEC authority has all rights to accept / reject any tender without assigning any reasons thereof.**

**6. Requirements of items for the event**

The specified specifications are indicative and not exhaustive.

The quoted materials should be of latest trend and technology.

**Contact for any information: -**

**Mr. Sangram Keshari Sahu**

**- 9337114091**

**Ms. Monalisha Biswal**

**- 9861416227**

Sd/-

Principal

PMEC, Berhampur

## **TECHNICAL BID**

(To be printed in the company letterhead)

### **Name and address of the bidder:**

1. Name of the bidder
  - a) Full postal address
  - b) Telephone number
  - c) Whatsapp Number
  - d) E-Mail ID:
  
2. Total annual turn-over (value in Rupees)(Previous 3 year)  
:(Copy of Balance Sheet / Audit Statement / IT returns  
, etc. to be attached as proof)
  
3. Past supply details for 3 years (Attach proof)
  
4. Whether similar job work undertaken in the past: Yes / No  
if Yes than please submit details in format below.

<b>Customer</b>	<b>Quantity supplied</b>	<b>Year</b>

5. GSTIN No.: -
  
6. Suggestion if any for the program

**Signature and seal of the bidder**

**FINANCIAL BID**

(To be printed in the company letterhead)

Sl. No.	Particulars	Cost without GST	Total amount with GST
1			

**Signature and seal of the bidder**

## **Annexure – I**

Dates of Bollywood, Ollywood and DJ night are to be decided after award of tender.

### **Bollywood Night**

1. Benny Dayal
2. Nakas Aziz
3. Sanam Puri and Band
4. Mohit Chauhan
5. Jass Manak
6. Amit Trivedi
7. Jonita Gandhi
8. Salim Sulaiman

### **Ollywood Night**

1. Mantu Chhuria

### **DJ Night**

1. Lost Stories
2. Dj shadow
3. Ritviz
4. chetas
5. Nina suerte
6. Olly esse
7. Akhil Talreja

## Annexure-II

### Specification for Stage

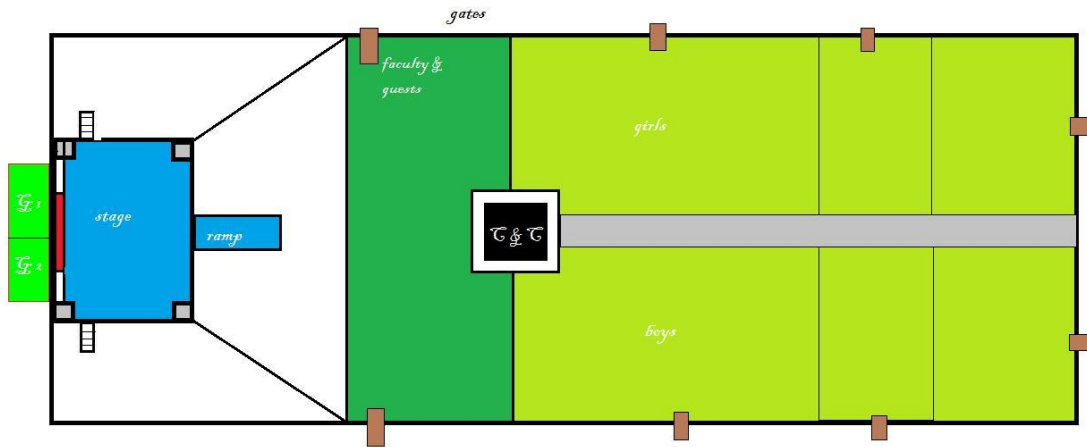
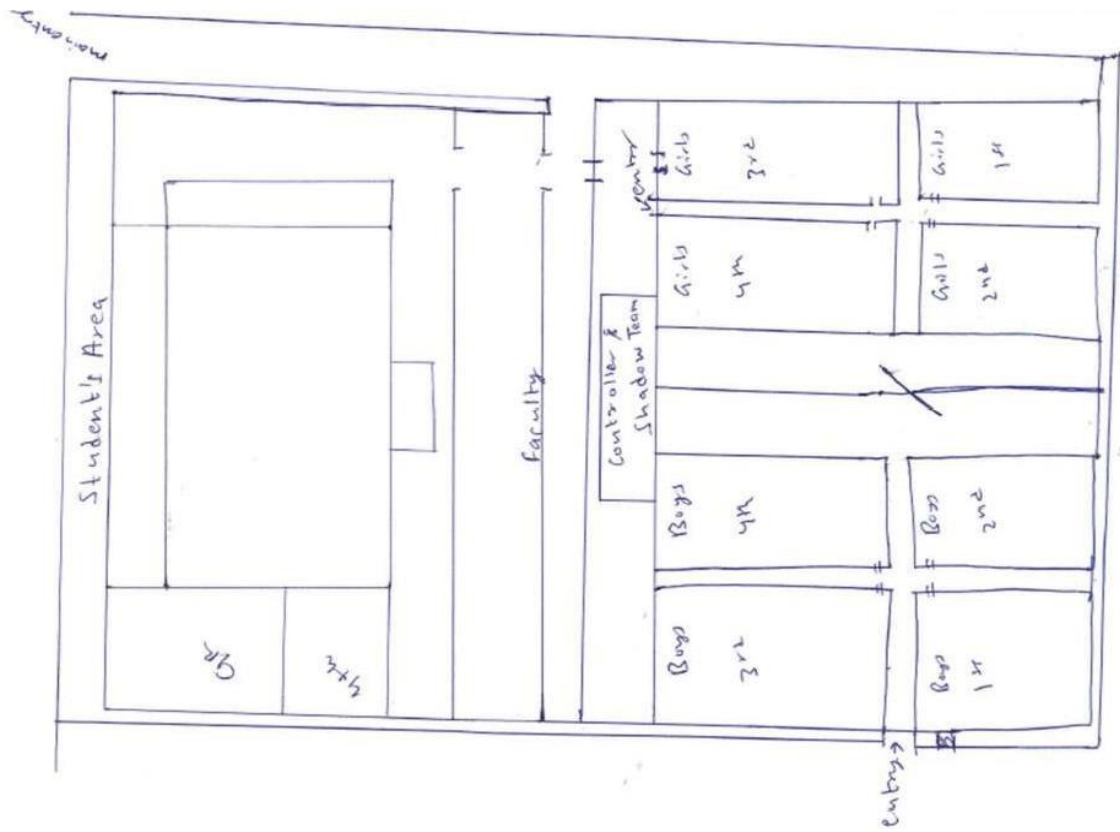
Sl. No.	Item	Description	Quantity
1	Ramp	16ft*6ft	1
2	Four side truss	60*40ft (height:- 25ft)	
3	Single Truss	60ft	1
4	Green room		3
5	Stage carpeting	As per requirement	As per requirement
6	Sofa		10
7	Iron barricading	As per requirement	As per requirement
8	Banquet chair		80
9	Plastic chair		2000
10	Carpet at vip area	As per requirement	As per requirement
11	Chair & teapoy for stage	As per requirement	As per requirement
12	Camera & controller table	As per requirement	As per requirement
13	Staircase		2
14	Green polyethnic carpet for student area	As per requirement	As per requirement
15	Led wall for backdrop	34*15ft	1
16	Led wall for two side	3*15ft	6
17	Led riser for booth		2

### Specification for Sound and Light

Sl. No.	Item	Description	Quantity
18	Line array	JBL, RCF, BOSE, Sennheiser, EAW, Harman pro, QSC, FBT, martin audio (4 way line array system) Notice:- No 2 way & single way line will not be acceptable.	20
19	Vertec dual bass	JBL, RCF, EAW, FBT, QSC, Martin Audio	8
20	Centre fill	SRX 835p, SRX 725	4
21	Side fill monitor	JBL, QSC	8
22	Digital effect processor	Inbuilt delay eco limiter	As per requirement
23	Mixing console	Pioneer DJM.900nossy Pioneer CDJ2000nexy	As per requirement
24	Compressor/limiter/gate	DBX compressor/limiter/multifunction gate	As per requirement
25	Equalizer		As per requirement
26	Power conditioner		As per requirement
27	Di box (no behringer)	Di 100	As per requirement

28	Digital mixture	AVID venue S6L, Venue sc48,	As per requirement
		Yamaha is9	As per requirement
29	Digital crossover	Yamaha SP2060, DCX 2496	As per requirement
30	Vocal & instrumental mic	Sennheiser E935, Shure sm 58 (head with gpx)	As per requirement
31	In-ear system	Sennheiser	6
32	Players	Boss DBM 400	As per requirement
33	Power amplifier	Yamaha px3, jbl professional CSA2120Z, Behringer nx4 6000, Crown xli 1500, QSC GX5	As per requirement
34	Pen microphone	Sennheiser	14
35	Cordless microphone	Sennheiser	10
36	Haze machine		2
37	Gas jet machine		6
38	Fire/Flame jet machine (moving head)		8
39	Laser (30w)	Moving head (2), 8/6 eye RGB (4)	6
40	Smoke		2
41	Paper Confettiblaster		4
42	Cold pyro/rotating(dual nozzle/spin)		10
43	Stadium shots/ribbonshots cannon machine		4
44	Follow spot		1
45	Spotlight ( LED Ellipsoidal)		6
46	Blinder	RGB multicolor function	13
47	Sfrorope		2
48	Moving heads	Dts beam (440w/350w)	30
49	Sharp	Stan 20r (440w), jia 12r	46
50	LED zoom wash moving head / LEDMatrix moving head wash	40/15w multicolor function	84
51	Par Light		30
52	Beams		2
53	Silent generation	125 Kva 1 unit	1 or as per requirement
54	Led metal		100
55	Rice light		800 mtr
56	Palco		35
57	Walkie-talkie		15
58	On stage Fireworks	Shells (4,5,6,10 inch), Mines & Comets	As Per requirement
59	LED RGB Light Poles/Bars		16
60	LED strobe washlights	1000w	12

# Design of Audience Layout



End of Document