



CENTRE FOR DEVELOPMENT OF IMAGING TECHNOLOGY (C-DIT)

Chitranjali Hills, Thiruvallam, Thiruvananthapuram-27

Phone: 0471-2380910, 912

No. C-DIT/03/VCD/WCDD-INFRA/2024-25/T596

01.03.2025

TENDER NOTICE

PROVIDING INFRASTRUTURE SERVICES

Sealed tenders are invited for providing **Providing Infrastructure related Services** in connection with the conduct of State level Vanitha Dinam 2025 to be held at Kanakkunnu, Nishagandhi Auditorium, Thiruvananthapuram, Kerala on 08th March 2025. The envelopes containing the tender should bear the superscription "*Tender for Providing Infrastructure, Service*" and should be addressed to The Registrar, Centre for Development of Imaging Technology (C-DIT), Chithranjali Hills, Thiruvallam, Thiruvananthapuram 695027. Intending tenderers may submit the tenders on their own papers by post/hand. Last date for receipt of tenders is 05.03.2025, 12.00 Noon. Late tenders will not be accepted. The tenders will be opened at 12.30 PM on the same day (05.03.2025) in C-DIT office in the presence of the tenderers or their authorized representatives who may be present at that time. Details of the requirements and the conditions governing the supply can be downloaded from our website www.cdit.org

Thiruvananthapuram
01.03.2025

SD/-
REGISTRAR



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TENDER TERMS

PROVIDING INFRASTRUTURE SERVICES

GENERAL TERMS AND CONDITIONS

- a) This tender is invited for providing **Providing Infrastructure related Service** at **Thiruvananthapuram for the conduct of State level Vanitha Dinam 2025 to be held at Kanakakkunnu, Nishagandhi Auditorium**, one of the projects undertaken by C-DIT.
- b) C-DIT reserves the right to cancel any or all tenders without assigning any reason whatsoever.

ELIGIBILITY CRITERIA OF BIDDER

- a) Bidders should be an Indian company/firm engaged in providing similar services for events/ exhibitions having its own capacity to cater the requirements at Thiruvananthapuram, Kerala on 8th of March 2025.
- b) Bidders should be an Indian company/firm based and established in India.
- c) Bidders should have valid GST registration.
- d) Bidders should have PAN allotted to him by IT Department.
- e) Bidder shall not be blacklisted by any of the department/organizations of the Govt.of India/State Govt/PSUs.
- f) To qualify for award of the work, the intending tenderer must have an experience in successful completion of at least two orders of similar nature having contract value not less than 1 lakh each during last 3 years. **(Documents should be attached)**

REQUIREMENT SPECIFICATION

INFRASTRUCTURE

Sl.No	ITEM	SIZE	QTY	UNIT	DAYS
1	Stage Back side and side black cloth masking	1800sq.ft	1	Nos	L.S
2	Stage and pathway carpet	8100sq.ft	1	Nos	L.S
3	Podium		1		L.S
4	LED wall Riser with carpet and proper black masking	64x4ft	1	Nos	L.S
5	Flower bed for the Stage		70ft	ft	1
6	Teapoy with Flower		3	Nos	1
7	Wooden VVIP Chair with protocol towel for the stage		20	Nos	1
8	Inaugural Arrangements (Nilavilakku, kaivilakku, Vilakku thiri ,oil,karppooram and flower ,vilakk thattam)		1	Set	1
9	Que Manager for Auditorium		20	Nos	L.S
10	Drum Riser Platform	8x8ft	1	Nos	L.S
11	Keyboard Riser	4x8ft	1	Nos	L.S
12	Armless white Plastic chair with cover		3000	Nos	1
13	Bouquet for the chief guests (Green Protocol)		25	Nos	1
14	Stage Refreshment (Refreshment for 25 Special Guest-Cashew, Cookies, Coffee, Tea or Tender Coconut)		1	Set	1
15	3X3 mtr white ocatnorm stall with table with frill- 2nos, Chair 2nos, spot light and 5 amp plug point 1nos, waste bin 1 nos		4	Nos	L.S
16	10x10 Pagoda for the Stalls		4	Nos	1
17	3X2 mtr white ocatnorm stall with table with frill- 2nos, Chair 2nos, spot light and 5 amp plug point 1nos, waste bin 1 nos		16	Nos	L.S
18	Carpet for the Stall Area	2000 sqft		Sq ft	L.S

19	Barricade	15 mtr		mtr	L.s
20	Water Dispenser(10nos) with jar (25ltr) of (25nos) with steel cups		1	Set	1
21	Traffic warden for the venue		4	Nos	
22	Green Room Arrangements Cooler - 2 nos Chair -12 nos Table -2 nos		1	Set	1
23	Arranging all necessary permission and inspection from Government departments such as PWD, Police, Fire and Rescue Department, Corporation, Suchitwa Mission and relevant departments including fees and other expenses. (Actual amount along with supporting bill to be submitted)		1		L.s
24	Insurance coverage (for mishaps, if any, happening at the venue of the event) provided for all participants, officials and visitors of the Exhibition during the event days.		1		L.s

OTHER TERMS AND CONDITIONS

1. The bidders will be responsible for the installation of the entire infrastructure to the entire satisfaction of the undersigned or his authorized representatives.
2. C-DIT reserves the right to split the quantity of items to be supplied among one or more bidders, at the sole discretion.
3. **The successful bidder shall complete the setting up of entire infrastructure service by 6.00 am on 08/03/25 and shall execute the work as per the directions of C-DIT from 10.00 am of 8th March 2025 to 09.00 PM of 8th March 2025.**
4. **The programme will be completed by 9.00 pm on 8th March 2025 and the successful bidder who has executed work shall dismantle the entire Structure by 12.00 am and shall vacate the entire equipment by 2.00 am on 09.03.2025.**
5. The undersigned does not bind him/herself to accept the lowest tender and reserve himself the rights of accepting the whole or a part of the tender and the bidder shall be bound to supply the accepted item at the rates quoted.

6. No advance payment will be made against the work.
7. **The rate quoted by the bidder shall be inclusive of Loading, unloading, delivery, installation, and erection charges at site. Rates quoted by the tenderer shall be valid for a period of Three months from the date of opening of the tender.**
8. **The Bidder with GST registration shall quote the rates for the units shown in the list including GST and tenders which do not indicate this essential information will not be considered.**
9. The bidder shall quote the rates for providing the infrastructure support service in "FORM A". The tenders which do not indicate price information for all the listed items in the tender will not be considered.
10. **The bidders shall submit the rate in "FORM A" in a sealed envelope.**
11. The rate quoted for the Materials/Services shall be firm and no enhancement will be allowed under any circumstances.
12. **The bidder has to submit Rs.1,000/- (Rupees One Thousand only) as Tender fee as Demand draft (from any Nationalised/scheduled bank) drawn in favour of "The Registrar, C-DIT" payable at Thiruvananthapuram.**
13. C-DIT reserve the right to cancel any or all tenders without assigning any reasons whatsoever.
14. CDIT reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to award of contract without assigning any reason whatsoever and without thereby incurring any liability to the affected bidder or bidders on the ground of purchaser action.
15. CDIT is not bound to assign any reason for rejecting any or all the tenders. It also reserves the right to accept/reject (part/whole) or any other tender(s) at their sole discretion without assigning any reason thereof. Its decision in the matter shall be final and binding

16. PAYMENT TERMS

The following terms of payment shall be applicable for the contract

- 30% up on completion of work.
- 30% up on completion of project.
- 40% up on submission of bills with supporting documents

17. **Agreement:** The successful bidder has to enter an agreement with C-DIT in Rs. 200 worth non judicial stamp paper immediately on getting confirmed work order.

18. **Authority:** The authority for the acceptance of the tender rests exclusively with C-DIT. C-DIT does not undertake to accept the lowest or a particular tender or to assign any reason whatsoever for the rejection of any tender.

19. **In Case of doubt:**

If the bidder has a doubt on technical specifications or on terms & conditions stipulated above, please contact **Shri. Manoj Krishnan @ 9447886486 or Shri AR Thampi in Mobile No. 9895006798.**

20. **The last date for submission of tender 05.03.2025, 12.00 Noon**

The tender will be opened on the same date at 12.30 p.m

Sd/

REGISTRAR

Dated 01.03.2025



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01.03.2025

FORM - A

COMMERCIAL BID

TENDER FOR PROVIDING INFRASTRUCTURE SERVICE

Quote No.

Date:

Sl.No	Item	Size	Qty	Days	Unit Rate (Incl GST)	Amount (Incl. GST)
1	Stage Back side and side black cloth masking	1800sqft	1	1		
2	Stage and pathway carpet	8100sqft	1	1		
3	Podium		1	1		
4	LED wall Riser with carpet and proper black masking	64x4ft	1	1		
5	Flower bed for the Stage		70ft	1		
6	Teapoy with Flower		3	1		
7	Wooden VVIP Chair with protocol towel for the stage		20	1		
8	Inaugural Arrangements (Nilavilakku, kaivilakku, Vilakku thiri ,oil,karppooram and flower ,vilakk thattam)		1	1		
9	Que Manager for Auditorium		20	1		
10	Drum Riser Platform	8x8ft	1	1		
11	Keyboard Riser	4x8ft	1	1		
12	Armless white Plastic chair with cover		3000	1		
13	Bouquet for the chief guests (Green Protocol)		25	1		

14	Stage Refreshment (Refreshment for 25 Special Guest-Cashew, Cookies, Coffee, Tea or Tender Coconut)		1	1		
15	3X3 mtr white ocatnorm stall with table with frill- 2nos, Chair 2nos, spot light and 5 amp plug point 1nos, waste bin 1 nos		4	1		
16	10x10 Pagoda for the Stalls		4	1		
17	3X2 mtr white ocatnorm stall with table with frill- 2nos, Chair 2nos, spot light and 5 amp plug point 1nos, waste bin 1 nos		16	1		
18	Carpet for the Stall Area	2000sqft		1		
19	Barricade	15 mtr		1		
20	Water Dispenser(10nos) with jar (25ltr) of (25nos) with steel cups		1	1		
21	Traffic warden for the venue		4	1		
22	Green Room Arrangements Cooler - 2 nos Chair -12 nos Table -2 nos		1	1		
23	Arranging all necessary permission and inspection from Government departments such as PWD, Police, Fire and Rescue Department, Corporation, Suchitwa Mission and relevant departments including fees and other expenses. (Actual amount along with supporting bill to be submitted)		1	1		
24	Insurance coverage (for mishaps, if any, happening at the venue of the event) provided for all participants, officials and visitors of the Exhibition during the event days.		1	1		
					Total	

Bidder Name:

Address:

e-mail id:

Date

Signature

Office Seal