

OFFICE OF THE DEPUTY CHIEF EXECUTIVE OFFICER.
J & K KHADI AND VILLAGE INDUSTRIES BOARD KASHMIR DIVISION
Old secretariat-Srinagar Kashmir-. E Mail. Dyceojkkvib@gmail.com

TENDER NOTICE NO: NIT/KVIB/KD/SFURTI/01

DATED:- 25.07.2022

NOTICE INVITING TENDER

Subject: Short Term tender for making arrangements for inauguration of CFC Martand Chainstitch & Crewel Embroidery Cluster and inauguration of Exhibition cum Artisan Interaction at Ranipora Anantnag -reg.

Short Term tender along with tender fee of Rs. 2000/= and earnest money of Rs.30000/- are invited for and on behalf of J&K Khadi and Village Industries Board, Division Office Old Secretariat Srinagar, from registered event management Agencies/ Firms with UT/ Central government for making necessary arrangements as per following details for inauguration of CFC Martand Chainstitch & Crewel Embroidery Cluster and inauguration of Exhibition cum Artisan Interaction at Ranipora Anantnag on 04-08-2022:

Arrangements for inauguration of CFC of Martand Chainstitch & Crewel Embroidery Cluster Ranipora Anantnag		
S.No.	Particulars	Details
01	➤ Preparation and installation of the Inauguration Stone of the size of 03 feet by 2.5 Feet as per the content provided by J&K KVIB with required arrangement for unveiling the stone.	Complete Job
01	➤ Floral decoration of the CFC building of Martand Chainstitch & Crewel Embroidery Cluster Ranipora Anantnag for the inauguration ceremony.	Complete Job
03	➤ Provide 50 fresh cut flowers (rose) to welcome Hon'ble LG and the rose petals to be showered on the VVIPs at the time of reception at the CFC site Ranipora Anantnag.	Complete Job
04	➤ Suitable arrangement required for Ribbon Cutting Ceremony including installation of welcome gate and red carpeting as per requirements.	Complete Job
05	➤ Arrangement for making audio-visual presentation (LED, Mic System and light).	Complete Job
07	➤ Arrangements of suitable furniture, fixture etc. at the time of inauguration of CFC.	Complete Job
08	➤ Arrangement for refreshment including vegetarian sandwich, juice tetra-pack and water bottle for more than 100 participants.	Complete Job

Arrangements for Exhibition cum artisan interaction		
09	➤ Stage (size of 20 feet by 30 feet), dais, VIP sofa-set, chairs, center tables, podium and public address system shall have to be provided and installed as per requirement.	Complete Job
10	➤ Floral decoration of the dais.	Complete Job
11	➤ For Inaugural function, duly decorated water proof pandal/ shamiana of suitable size having a seating arrangement of more than 500 persons. There must be raised platform of 19mm ply board to avoid water logging, wherever necessary.	Complete Job
12	➤ Red carpeting of the venue as per requirements.	Complete Job
13	➤ During the event, proper reception and refreshment arrangements (high tea, dry fruit, water etc.) for Chief Guest/VVIP/VIP and officers should be made (for atleast 100 persons).	Complete Job
14	➤ Suitable arrangements for refreshment including vegetarian sandwich, juice tetra-pack and water bottle for more than 600 participants.	Complete Job
15	➤ 10 Exhibition stalls with dimension of 08 ft by 8 ft must be installed. The stalls must be water-proof with one table & a chair with due arrangement for illumination etc.	Complete Job
16	➤ Adequate arrangement of Public Address system must be made.	Complete Job
17	➤ Arrangement of lighting lamp at the venue of Public Meeting.	Complete Job
Publicity		
18	➤ Preparation, design and installation of 20 hoardings of the of size 10x20 feet, 40 flex banners of the size of 3x6 feet at prime locations of cluster area and at the prime locations of Srinagar city and en-route to the event, as per the content approved by J&K KVIB.	Complete Job
19	➤ Preparation and printing of 300 Invitation cards, printing of certificates/ mementos as per the approval of the J&K KVIB.	Complete Job
20	➤ Arrangement of anchor-person for the Public Meeting of Hon'ble Lieutenant Governor.	Complete Job
21	➤ Arrangement for playing of National Anthem at the venue of Public Meeting.	Complete Job
22	➤ Photography-videography of both the events should be carried out. The agency shall provide the relevant videos/ photographs in hard-drive, besides providing 03 albums of 100 photographs each.	Complete Job

The prospective bidders can have a pre-bid meeting at Divisional office KVIB Old Secretariat Srinagar on 29-07-2022 between 11 am to 02.00 pm.

A) SUBMISSION RECEIPT AND OPENING OF TENDERS:

The detailed documents can be downloaded from our website www.jkkvib.in

S.NO.	DESCRIPTION	DATE & Time
01	Publish Date	25-07-2022
02	Bid Submission	25-07-2022
03	Bid End Date	31-07-2022
03	Bid opening Date	31-07-2022

B) GENERAL TERMS AND CONDITIONS

1. The bidder must be a registered event management Agency with UT/ Central government & must possess valid GST Number and PAN.
2. The bidder has to submit last 3 years copies of balance sheet duly authenticated by a registered chartered Accountant.
3. The tenders are required to be submitted bids in two-bid format (Financial and Technical bids) to *Dy. Chief Executive officer J&K Khadi and Village Industries Board Old secretariat Srinagar* accompanied with an earnest money of Rs. 30000/- in the shape of CDR pledged to Financial Advisor & Chief Accounts officer J&K Khadi and Village Industries Board payable at Jammu & Kashmir Bank Moving Secretariat Srinagar. No interest would be payable on Earnest Money deposited with the Department.
4. The event shall be organized at Ranipora Tehsil Shangus District Anantnag. Tenderers shall submit a blue print / outline for organization of the said event and must also submit full particulars of the firm /agency. The tenders without full details shall not be accepted.
5. The bidder should offer his tenders for all works; partial tenders shall not be accepted.
6. The funds shall be released in favour of the successful bidder as per approved guidelines. The final payment shall be made after due verification of bills by the competent committee constituted for the purpose.
7. Income Tax shall be deducted at source and for other Tax payments/filling as required by the law the bidder shall be personally responsible.
8. The bidder must have at least five years experience in the relevant field. Preference shall be given to those bidders who have already executed similar events in the past involving financial outlay / project cost of Rs. 15.00 lacs or more.
9. Agency/ firm blacklisted by Central/ UT government or J&K KVIB shall not be considered in the tendering process. Successful bidder shall have to give an affidavit to this effect.
10. J&K KVIB reserves the right to reject bid fully or partially.

11. J&K KVIB reserves the right to impose penalty, if the job is not done satisfactorily or if the job is complete and not as per specifications, the agency/ firm shall be blacklisted for participation in such events, in future.
12. In case of incomplete or unsatisfactory work, payment can be deducted or withheld from the bills of the Firm/ Agency.
13. If after issuance of work order it is found that the feel, finish, shape and workmanship is not as per the standards of the industry or is not found correct during inspection then J&K KVIB shall be at liberty to revoke/ change the work order issued and impose penalty as per GFR.
14. The agency can't sublet or transfer the work to any other firm/agency.
15. All the item-wise tasks enumerated above shall be completed by the agency by or before 03-08-2021 (04.00 PM).

C) FIANCIAL BID :

Rates should be quoted separately for each item. Rates should be offered inclusive of all types of taxes.

D) RIGHT RESERVED BY FINANCIAL COMMITTEE:

The J&K KVIB has the right to accept or reject any tender or all tenders in full or part thereof without assigning any reason.

E) SIGNING OF TENDERS:

Each page of the tender document must be duly signed, stamped, page marked and dated by the tenderer or their authorized representative.

F) FILLING OF TENDERS:

The Technical Bids must be typed out or hand written legibly in ink and be given in figures as well as in words. Tenders written with pencil or partly typed or partly hand written shall not be considered. However, in case of unavoidable situation each correction should be authenticated by authorized signatory of the tenderer. No over-writing, additions or alterations should be made in the tender.

G) PAYMENT:

The funds shall be released in favour of the successful bidder as per approved guidelines. The final payment shall be made after due verification of bills by the competent committee constituted for the purpose.

H) QUANTITY:

The quantities mentioned in the tender are tentative and can be enhanced or reduced at the time of placement of work order, as per the actual requirement or as per phase wise requirement.

I) VALIDITY OF RATES AND RATE CONTRACT:

The successful tenderer will have to execute an agreement on the format to be provided by J&K KVIB. The rates quoted by the tenderer shall be valid for the period of six months. The successful agency shall not assign or sublet his contract or any substantial part thereof to any other agency during the contract period.

J) PENALTIES:

In the event of the agency failing, neglecting or delaying the execution of assigned work or in the event of any damage occurring or being caused in complying with any of the conditions of the work order, the department shall without any other remedy available to it under the law for the time being in force in Jammu and Kashmir, recover the amount of loss caused by damage, failure or default (including the consequential damages) as may be determined by Financial Committee and/or, impose penalty not exceeding 25% of the total value of the order or more as may be determined by Financial committee; besides confiscation of CDR.

The delay in execution of assigned work and imposing of penalty shall be subject to Force Majoure clause of this order.

K) FORCE MAJOURE:

Any failure or omission to carry out the provisions of this NIT shall not give rise to any claim by one party against the other, if such failure or omission arises from "Act of God" which shall include all acts of Natural Calamities such as fire, flood, earthquakes, hurricanes or any pestilences or from civil strikes, compliances with any statute or regulations of the Government lock outs and strikes, riots, embargoes or from any other reasons beyond the control of the parties including the war (whether declared or not) Civil War or State of Insurrection.

L) JURISDICTION:

For any legal disputes etc, jurisdiction shall be of Hon'ble High Court of Jammu and Kashmir at Srinagar only.

M) ARBITRATION:

If at any time any question, dispute or difference whatsoever shall arise between the parties upon or its relation to or in connection with this contract, either of the parties may give to the other party in writing of the existence of such question, dispute or difference and the same shall be referred to award to two arbitrators one to be nominated by the J&K KVIB and another to be got nominated from the Department of Industries & Commerce. In case of such arbitrators not agreeing to, then to the award of and Umpire to be appointed by the arbitrators in writing before proceeding with the reference and the decision of the arbitrators or in the event of their not agreeing of the UMPIRE appointed by them shall be final and binding on the parties.

All disputes arising out of or in connection with the present work/ contract shall be finally settled under the rules of Arbitration by one or more arbitrators in accordance with the said rules. Such a notice of the existence of any question or dispute or difference in connection

with the contract shall be served by either party within 30 days of the beginning of such dispute failing which all rights and claims under this contract shall be deemed to have forfeited and absolutely barred.

N) AGREEMENT:

The successful Bidders shall execute an agreement on Non-Judicial Stamp Paper of Rs 100/- for supply of ordered machinery/equipments/ material with Financial Advisor & Chief Accounts officer J&K Khadi and Village Industries Board within a period of one day from the date of issue of work order, for executing the contract in accordance with the terms and conditions of this NIT and that of work order. All expenses on account of stamps, registration and other incidental charge shall be borne by the firm. Failure/ delay to execute such an agreement shall be borne by the firm. Failure/delay to execute such an agreement shall not however, prevent the contract from being enforced against the firm.

O) SAVING CLAUSE:

In respect of any matter for which no provisions have been made in this tender document, the provisions contained in the general instructions of government of India, GFR & UT of J&K shall be applicable.