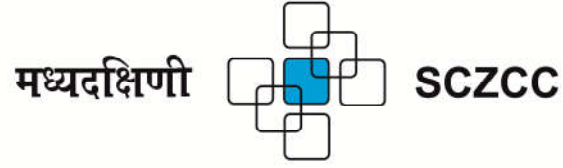


No.

Tender Fee: Rs.500/-



## **South Central Zone Cultural Centre**

(Ministry of Culture, Government of India)

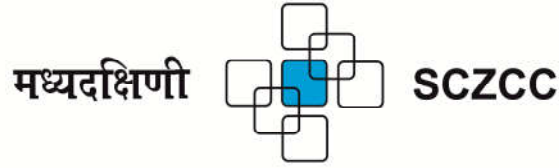
**56/1, Civil Lines, Opp. MLA, Hostel,**

**Nagpur-440001, M.S.**

**Tender**

**of**

**“Provision and Installation of Sound System for  
the Programme OCTAVE at Nasik”**



## **South Central Zone Cultural Centre**

(Ministry of Culture, Government of India)

**56/1, Civil Lines, Opp. MLA, Hostel,  
Nagpur-440001, M.S.**

**Tender Document**

**for**

**“Provision and Installation of Sound System for  
the Programme OCTAVE”**

**in**

**Programmes organized**

**by**

**SCZCC Head office**

<b>Starting Date of Sale/Downloading of Tender document</b>	<b>:</b>	<b>17.02.2018 (Office hours)</b>
<b>Last date of receipt of tender</b>	<b>:</b>	<b>08.02 .2018 (Latest by 4.00 P.M.)</b>
<b>Date of opening of Technical Bid</b>	<b>:</b>	<b>09.02 .2018 at 2.00 P.M. at SCZCC, Office Nagpur</b>
<b>Date of opening of Financial Bid</b>	<b>:</b>	<b>Date will be intimated separately</b>

**Director, SCZCC**

# South Central Zone Cultural Centre

(Ministry of Culture, Government of India)  
56/1, Civil Lines, Opp. MLA, Hostel,  
Nagpur-440001, M.S.

## REQUEST FOR OFFER

Sealed tenders are invited by The South Central Zone Cultural Centre, Nagpur-440001 from experienced agencies located in the Maharashtra, to empanel them for “**Provision and Installation of Sound System for the Programme OCTAVE**” for being organized by SCZCC at Nasik under two bid system i.e. (i) Technical Bid, and (ii) Price Bid.

1. Blank Tenders can be obtained from the address given below from 17/02/2018 to 07/03/2018 on all working days between 1000 hrs. to 1600 hrs. (up to 1600 hrs. on 07/03/2018 ) against the payment of Rs. 500 in cash or D.D. in favor of “**The Director, SCZCC**” payable at “**Nagpur**”. The tender document may be down loaded from website [www.sczcc.gov.in](http://www.sczcc.gov.in), however in such case, Rs.500/-per tender has to be deposited in cash or DD drawn on South Central Zone Cultural Centre, Nagpur, to become eligible to submit the same, alongwith Tech. bid.
2. The tender has two parts i.e. Tech. Bid and Financial Bid, which are required to be submitted in two separate envelopes duly filled and sealed. Both of these two envelopes to be sealed in one envelope superscribed with the purpose for which the tender is submitted. Similarly, DD for the cost of tender, in case the tender is downloaded and DD for the EMD should be attached with the Tech. Bid.
3. Tenders document (i.e. Tech. Bid and financial Bid) in original duly filled and complete in all respect should be submitted at the address given below or sent by post or courier so as to reach at the address latest by 1600 hrs.

**The Director,  
South Central Zone cultural Centre,  
Civil Lines, Opp. MLA Hostel,  
Nagpur-440001, M.S.**

4. Tenders received after the above mentioned date and time shall not be accepted
5. Technical Bids shall be opened on 09-03 -2018 at 2.00 p.m. in the presence of constituted committee of officers of SCZCC and the representatives of tenderers.
6. Price Bid shall be opened only for those tenders who qualifies technically and also on the basis of the report of the constituted committee of officers and suitable date and time will be communicated later on to the technically qualified tenders, or immediately after opening of Tech. Bid.
7. SCZCC reserves the right to accept or reject any offer, or empanel more than one firm without assigning any reasons thereof, and to amend the terms and conditions before award of the contract.
8. Non submission of original tender documents i.e. (Tech Bid and Financial Bid) enclosed with the tender document will also liable to be rejected and will not be accepted or considered during opening of respective bid.

**Director, SCZCC**

# South Central Zone Cultural Centre

(Ministry of Culture, Government of India)  
56/1, Civil Lines, Opp. MLA, Hostel,  
Nagpur-440001, M.S.

No: SCZCC/Prog./61/OCTAVE/3147/2018

Dated: 16.02.2018

M/s. \_\_\_\_\_  
\_\_\_\_\_

**Sub:- Offers from reputed Agencies for “Provision and Installation of Sound System for the Programme OCTAVE” For SCZCC at Nasik.**

Sir,

We are pleased to invite tender under two bid system i.e. (i) Technical Bid, and (ii) Financial Bid from experienced agencies who have minimum two years in Central Govt. Deptt./ Institution/ PSUs or any other organization of repute for their empanelment for “**Provision and Installation of Sound System for the Programme OCTAVE**” for the events organized by SCZCC at SCZCC Head office and at other places in Nagpur. The terms and conditions of the offer & copy of agreement are enclosed herewith for your kind perusal and information.

Tender should be submitted in prescribed Performa of Technical Bid and Financial Bid enclosed with the blank tender in two separate sealed envelopes. EMD as prescribed also should be submitted in a separate sealed envelop alongwith Tech. Bid. All three envelops should clearly be super scribed at the top as “**Provision and Installation of Sound System for the Programme OCTAVE**” and put in one cover duly sealed.

The tender document complete in all respect as stated above in one sealed envelop should be submitted at the address given below on or before 08-03-2018 (5.00 p.m.).

**The Director,  
South Central Zone cultural Centre,  
Civil Lines, Opp. MLA Hostel,  
Nagpur-440001, M.S.**

Last date of receipt of tender : **08.03.2018 (Latest by 05.00 p.m.)**  
Date of opening of tender :  
Technical Bid : **09.03.2018 (At 02.00 p.m.)**  
Financial Bid : **Date will be intimated separately**

SCZCC reserves the right to accept or reject any offer, without assigning any reasons thereof, and to amend the terms and conditions before awarding the contract. Similarly, submission of incomplete documents in tech bid, will also be liable to be rejected.

Thanking you,

Yours faithfully,

**Director, SCZCC**

**General terms and conditions for the contract**  
**(To be enclosed with the Tech. Bid duly signed)**

**1.0 Definitions:-**

- 1.1 “SCZCC” shall mean the South Central Zone Cultural Centre, Nagpur and shall include their legal representatives, successors and permitted assignees.
- 1.2 “Contract” means and includes the documents forming the tender and acceptance thereof together with the documents referred to therein including the conditions.
- 1.3 “Agency” shall mean the service provider for Sound System and shall include the legal representative of such individual or the persons composing such Estt. or the permitted assignee of the agency.
- 1.5 “Competent Authority” means Director of SCZCC and his successors.
- 1.6 “Officer In Charge” shall mean the officer of SCZCC, designated by “Competent Authority.” as the case may be, who shall supervise and be in-charge of such works.
- 1.7 “Care Taking Section” shall mean the Administration Division of SCZCC.

**2.0 INSTRUCTIONS TO TENDERERS FOR SUBMISSION OF TENDER DOCUMENT:-**

- 2.1 The service provider located in the Maharashtra only shall be eligible for submission of tender.
- 2.2 The service provider should have an experience of at least two years in the field for which the tender is issued of providing Decoration for programmes organized by Central/ State Govt. Departments/ Institutions / PSUs or any other organization of the repute.
- 2.3 All prospective bidders has to submit their “Technical Bid” alongwith the EMD and Financial Bid. in two separate sealed envelopes only in the performa attached with the tender document, addressed to Director, SCZCC, Nagpur on or before 08.03.2018 up to 5.00 p.m.
- 2.4 The tenders shall be accompanied with EMD in the form of a DD / Pay Order for Rs. 5000.00 ( Rupees five thousand only) drawn in the favour of **“The Director, SCZCC** payable at **“Nagpur”** being the Earnest Money Deposit for the above mentioned job. EMD of unsuccessful tenderers shall be refunded without interest within 90 days from the date of the issue of the award letter for empanelment.
- 2.5 Price Bids shall be opened only for those tenders who are declared qualified technically and also on the basis of the report of the constituted committee of officers.
- 2.6 **SCZCC shall be empanelling suitable agencies more than one based on the financial bid. “Provision and Installation of Sound System for the Programme OCTAVE” at Nasik.**
- 2.7 The agency should have his own service van to transport the items from its place to the place of the events.
- 2.8 **Date of issue of DD for EMD should not be before the date of publishing of tender notice.**
- 2.9 Tenders received without requisite documents for eligibility requirements shall not be considered for opening of price bid.

- 2.10 The financial bid shall be valid for a period of 90 days from the date of its opening.
- 2.11 Interested parties are requested to quote their **most competitive rates** (as per the format specified in **Schedule 'B'**) in the format enclosed with the tender and not on the letter head of the agency or blank paper.
- 2.12 The successful tenderer shall have to deposit security deposit of Rs. 50,000/- in D.D. or Fixed Deposit (pledged in favour of Director, SCZCC Nagpur) / which shall only be released after completion of the contract. The security deposit shall bear no interest and will be interest free.
- 2.13 The security amount shall be forfeited if the agency refuses to fulfill any of contractual obligations, at any time.
- 2.14 Conditional tenders shall be rejected out-rightly.
- 2.15 The agency shall not be allowed to outsource the contract in full or in part to any other agency, during the contractual period.
- 2.16 Either party shall be entitled to terminate the contract by giving 30 days notice in writing to the other party without prejudice to other rights and remedies available to it.
- 2.17 Initially the period of empanelment of decorator would be for from the date of conclusion of agreement.
- 2.18 The bidders should comply of all the relevant Laws, Acts and regulations as applicable from time to time.
- 2.19 After opening the technical bid, a committee of officers of SCZCC shall visit the establishment of agencies which qualify technically, to check the facilities provided by each one.
- 2.20 On the basis of the report of the committee, the agencies shall be shortlisted and invited for negotiations to provide services on similar rates and other terms & conditions.
- 2.21 SCZCC reserves the right to modify and / or amend any of the above stipulated conditions / criteria depending upon its requirement. SCZCC also reserves the right to cancel the tender without assigning any reason thereof.

### **3.0 TERMS OF PAYMENT:-**

The bills raised by the service provider shall clearly mention the billing components (mentioned in the supply order) plus taxes etc. The bill should be accompanied with the signatures of the officer in- charge of the programme and copy of the supply order duly issued by authorized signatory from by the SCZCC.

The Agency shall submit the bills to Director of SCZCC within 15 days from completion of event.

### **4.0 ELIGIBILITY CRITERIA FOR BIDDERS: -**

In order to become eligible, the agencies should have the following qualifications:-

- a. Registration of ownership
- b. Registration for GST and Income Tax Registration
- c. Experience certificate for providing Sound System from agencies during two years immediately to the date of this tender for providing Sound System in programmes organized by a Central/ State Govt. Department/ institution/ PSU or any other organization of repute.

**5.0 DOCUMENTS TO BE SUBMITTED ALONGWITH IN TECHNICAL BID:** The Technical Bid shall comprise of the following documents:-

- a) EMD of Rs.5,000/- in the form of Account Payee D.D. / Pay order from any nationalize bank in favour of Director, SCZCC, Nagpur.
- b) Photo Copy of the ownership certificate/ Gumastha license.
- c) Photo Copy of GST Registration certificate in the name of the agency of which tender is submitted.
- d) Photo Copy of PAN card and latest clearance Income Tax Certificate from Competent Authority in the name of registered firm for which tender is being submitted.
- e) ITR for last three years.
- f) Turnover Certificate for last three years from chartered accountant.
- g) Performance Certificate from the organization for successful and satisfactory services from the State/ Centre Govt. Or agencies where similar services have been rendered during 2016 and 2017.
- h) Affidavit of current date certifying that the firm for which the tender is submitted have not been declared Black listed by any of the organization of State/ Central/ PSU/ Autonomous body during last two years including the year of submission of tender.

6.0 **ARBITRATION:-** Any dispute or difference what so ever arising between the parties out of relating to the construction, meaning, scope, operation or effect of this contract / agreement or the validity or the breach thereof shall be adjudicated by sole arbitration of Director of SCZCC or such officer as he may appoint as an arbitrator and the award made in pursuance there of shall be binding on the parties. The venue of arbitration proceeding shall be Nagpur. The arbitration proceedings will be held according to the Laws of India applicable from time to time.

7.0 **Declaration:-** I the undersigned..... Proprietor/ Partner/ Authorized Signatory, do hereby states that the terms and condition mentioned in the para 1 to 6 above are acceptable to me.

Signature  
Authorized Signatory with s

**SCHEDULE 'A'**

**TECHNICAL BID**

**(Note: Xerox copies of all the documents are required be enclosed with the Tech. Bid.)**

l) EMD of Rs. 5000/- (Rs. Five thousand only).

1.	Name of the Service Provider.	
2.	Address of the Service Provider.	
3.	Name and Address of the owner of the agency.	
4.	Address of the godown where the materials is stored.	
5.	Approx cost of the inventory.	
6.	Present affiliation with Central/ State/ Autonomous Bodies (please give names in details and date from which associated).	
7.	GST Registration No.	
8.	Shop and Act. Registration No.	
9.	IT Return for last three years (2014-15, 2015-16, 2016-17).	
10	Turnover of last three years (2014-15, 2015-16, 2016-17).	

Date :

Place:

Signature  
Authorized Signatory of the bidder  
(With name and Stamp)



**SCHEDULE 'B'****Financial Bid****For Sound System required for 1000 audience (indoor/outdoor)****Name of Tenderer :** \_\_\_\_\_**Contact Person :** \_\_\_\_\_**Contact No. :** \_\_\_\_\_

Sr. No.	Particulars	Quantity	Charges per day
1.	RCF NX M15A (Speaker) – 1500 <ul style="list-style-type: none"> <li>• Wat Peak 750 watt RMP, 1500 Watt Peak</li> <li>• 132 Db Max SPL</li> <li>• Digital amplifier (Self powered)</li> <li>• Frequency Response :50Hz + 200000 Hz.</li> </ul>	2 Nos	
2.	REF (Speaker) <ul style="list-style-type: none"> <li>• 700 Watt RMS, 1400 Watt Peak</li> <li>• 130 dB max SPL</li> </ul>	2 Nos	
3.	MIC Mixer : Allen & Health ZED 22 FX	each	
4.	MIC : SHURE PG 57@PG 58	each	
5.	Cordless MIC : Sennheiser x SW – 65, Ew 300 or equivalent	each	
6.	Monitor with Dual CD Player Denon/Pioneer	each	
7.	Stage Monitor (pair)	each	
8.	Echo Mixer	each	
9.	Collar Mike	each	
10.	Foot Mike	each	
11	Top (each speaker contains 2 low mid & horn tweeter ) JBL SRX 725 or equivalent	each	

12	Sub (each Sub contains 2 woofers) JBL SRX 728 or equivalent	each	
13	Amplifier Labgruppen FP + 10000 Q / or equivalent	each	
14	Stage Monitor JBL Prx 512 or equivalent	each	
15	Side fill speakers Top (each speaker contains 2 low mid & 1 horn tweeter JBL SRX 725 or equivalent	each	
16	Speaker management system XTA DP 448 or equivalent	each	
17	Multi channel sound console Allen n Heath (digital or equivalent)	each	
18	Snake cable 32 channel minimum DRAKA or equivalent	each	
19	Snake cable output DRAKA or equivalent	each	
20	Bass Bins	each	
21	<u>Mic stand</u> Small Big	each	

- **All applicable taxes shall be paid extra**
- **Items not mentioned above will be paid as per market rate**

Signature of the tenderer

Date.....

Name .....

Place

Seal