Reference Number:DOSA/Techkriti‑2023/6   Date: 2/03/2023

Closing Date: 16/03/2023   **Bid/ quotation Opening Date** : 13/03/2023

Bid/ quotation Opening Date extended : 17/03/2023

Bid Document

This is to notify that tenders are invited for **put up a hanger and octonorm stalls** for Techkriti'23, the Technical andEntrepreneurial Festival of IIT Kanpur. The event is scheduled from 23rd to 26th march, 2023.

Stall and infrastructure requirements include the following:

- Hangers with inside white ceiling cloth(NEW), Hanger Size 80*100 sq. feet. One side covered with D Structure and another side White cloth masking.
- New Carpet approx. 10000 sq. feet covering inside the Hanger and Passage area as well as Marketing Stalls.
- Metal Light Arrangement inside the Hanger. Tentatively 20-25 Metal lights to be placed at the ceiling of the Hanger.
- Proper 3 Phase wiring, MCB, Supply to each Stall.
- 55 Octonorm Stalls (3*3 mtr). Each Stall having Octonorm Table, Chairs, Spot Light, Power point.
- Multiple Platform/Risers having sizes 12ft *8ft and 8ft*8ft to be placed inside the hanger. Quantity approx. 1000 sq. feet includes New Carpet, Black/Branded Masking, Aluminum Beading.
- Fascia name should be display in Vinyl Media. Quantity will be as per layout.
- Each Stalls must have soundless pedestal fans.
- 10 Fire Cylinders.
- Rain cover for the hanger.

Note:

1. The quotations provided should be valid for a minimum period of 2 months.
2. Quotation should be per unit basis.
3. Good Quality material will be preferred.
4. Amount should be clearly mentioned separately of each listed item.
5. Vendor/ Service provider should have the past experiences of Tenting during events of IITs/ NITs
6. Local vendor/ service provider will be given preference.
7. Please mention the quoted price for each item separately .
8. The quantity required may vary. The actual and final quantity will be

mentioned in the Purchase Order.

Terms and Conditions:

1. Quantity and quality of the mentioned material are tentative and subject to change. The exact details will be mentioned in the Purchase order.
2. All the taxes should be mentioned in the quotation clearly and separately.
3. All prices should include transportation, labor, service charge and other charges. No extra payment will be done for the same.
4. We will only be paying for 4 days (23rd till 26th march 2023) of the festival when we are using it, however we will not pay for extra days when the material is delivered to IIT Kanpur and when it is taken back.
5. The quotation will be sent in a seal envelope superscribed with the reference number, item required, firm name and address with contact details. The quotation should reach us latest by 16th march 2023.
6. Tender/quotation will be opened on 17th march 2023.
7. Every bid should be accompanied by an Earnest Money Deposit(EMD) of Rs. 10,000 INR submitted in the form of Demand draft or Bank Guarantee from a personalized bank, drawn in favour of "Techkriti IIT Kanpur" payable at IIT Kanpur. The quotations which are not accompanied by the requisite deposit shall be rightly rejected. MSME registered firm/ company will exempted by the EMD.
8. The security deposit/EMD deposit of successful bidder will be liable to be forfeited as liquidated damages in the event of refusal or delay in providing services and the security deposit/EMD deposit of unsuccessful bidder will be returned back within 15 days from the date of quotation opening.
9. The Bidder must provide his GST Number.
10. Payments will be made through NEFT/RTGS.
11. Please send a quotation subject to the agreement of the above terms and conditions.

Please send the quotation in sealed envelope at the following address:

Assistant Registrar,
DOSA Office,
272, Faculty Building,
IIT Kanpur‑208016

In case of any query please contact the undersigned,
 Narendra.J.Prajapat
Head Finance, Techkriti'23,
I-301, Hall-5, IIT Kanpur-208016
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Email: narendra@techkriti.org