



## **Request for Proposal**

Tender For arrangements of tentage, decoration and all associated work during Launch of Retail Expansion project for Haryana Agro Industries Corporation Limited at PWD Guest house Panchkula

**Tender No. 2021-07-21-01**

**Haryana Agro Industries Corporation Limited HAICL, Panchkula, Haryana**

CIN No. U51219HR1967SGC041080  
EPABX: 0172-2561317, 2560920  
FAX: 0172-2561310, 2561313  
Website: [www.haic.co.in](http://www.haic.co.in)  
Email: [haicpkl@gmail.com](mailto:haicpkl@gmail.com)

Registered office:  
Bays No.15-20, Sector-4  
Panchkula- 134112, Haryana.

**NOTICE INVITING TENDER**

1	Name of the Work	Arrangements of tentage, decoration and all associated work during Launch ceremony of Retail Expansion project for Haryana Agro Industries Corporation Limited
2	Tender No.	
3	Delivery & Installation on	31.07.2021
4	Estimated Cost	Rs. 7,00,000 (Rupees seven Lakh Only)
7	Tender documents Download from &online submission	<a href="https://etenders.hry.nic.in">https://etenders.hry.nic.in</a>
8	Tender fees	<b>Rs.1000</b>
9	Last date and time for online submission	27.07.2021 at 12:00noon
10	Date and time for Opening Technical & Financial Bids	27.07.2021 at 1:00 pm & at 3pm

**Haryana Agro Industries Corporation Limited**, invites **E-Tender For arrangements of tentage, decoration and all associated work during launch ceremony of Retail Expansion project at PWD Guest house Panchkula on 2<sup>nd</sup> Aug 2021**. You are requested to quote your best offer along with the complete details of specifications, terms & conditions.

<b>S. No.</b>	<b>Item Description</b>	<b>Qty.</b>	<b>Total Estimated Value</b>
01.	<b>Tentage, decoration and all associated work work for HAICL</b>	As per Annexure III	7,00,000

(Refer Details as per Annexure – “III”)

**Instructions for the Tenderer/ Contractor/ Bidders:-**

- 1.1.1. Detailed Tender documents may be downloaded from e-procurement website (<https://etenders.hry.nic.in>) and tender (bid) mandatorily be submitted online by following the instruction appear on the screen.
- 1.1.2. Scan copy of Documents to be submitted/uploaded for Prequalification or Technical bid under online PQQ/ Technical Envelope: The require documents (refer to DNIT) shall be prepared and scanned in different file formats (in PDF/JPEG/MS WORD format such that file size is not exceed more than 10 MB) and uploaded during the on-line submission of PQQ or Technical Envelope.
- 1.1.3. Financial or Price Bid Proposal shall be submitted mandatorily online under Commercial Envelope and original not to be submitted manually

**2. Assistance to the Bidders:-**

**For queries on Tenders Haryana Portal, Kindly Contact**

**Note: - Bidders are requested to kindly mention the URL of the Portal and Tender Id in the subject while emailing any issue along with the contact details. For any issues/clarifications relating to the tender (s) published kindly contact the respective Tender Inviting Authority.**

**Tel: -0120-4200462, 0120-4001002, Mobile: -8826246593**

**E-mail: - [support.etender@nic.in](mailto:support.etender@nic.in)**

**For any technical related queries please call at 24 x 7 Help Desk Number 0120- 4001002, 0120- 4200462, 0120-4001005, 0120-6277787**

**For Support related to Haryana Tenders in addition to helpdesk you may also contact on e-mail ID [eproc.nichry@yahoo.com](mailto:eproc.nichry@yahoo.com) Tel: - 01722700275**

**Timing: -**

Technical Support Assistance will be available over telephone Monday to Friday (09:00 am. to 5:00 pm)  
(Helpdesk support team shall not be contacted for online bidding on behalf of the Contractors.

- (A) Bidders participating in online tenders shall check the validity of his/her Digital Signature Certificate before participating in the online Tenders at the portal.**

**<https://etenders.hry.nic.in>.**

- (B) For help manual please refer to the 'Home Page' of the e-Procurement website at.**

**<https://etenders.hry.nic.in>, and click on the available link 'How to...?' to download the file.**

**1. Submission of Tender:**

The tender shall be submitted online in two part, viz., technical bid and financial bid (in attached BOQ in <https://etenders.hry.nic.in>). All the pages of bid being submitted must be signed and sequentially numbered by the bidder irrespective of nature of content of the documents before uploading.

**DOCUMENTS COMPRISING THE BID:**

The bids prepared by the bidder shall comprise of :

- (1) Technical Bid and (2) Financial Bid:

## Technical Bid

To qualify in the Technical bids ,the bidders will be assessed as per the pre-qualification criteria . Only the bidders who qualify pre-qualification shall be eligible for **financial evaluation**. Non-conforming proposals will be rejected and will not be eligible for any further processing. The pre-qualification criterion for the organization is asbelow:

Sr. No.	Requirement	Required Documents
1	The bidder (Contractor/ Supplier) should be sole proprietor or Partnership firm or a company or a Government Department or a Public Sector Organization.	Incorporation/ Registration Certificate
2.	The Bidder shall have at least three work order from Govt organizations/ PSUs for similar /higher value work.	Client's certificate and agreement/work order
3	The bidder should not currently have been blacklisted/banned/debarred by any State/ Central Government or any of its Agency/ PSU or under a declaration of ineligibility for fraudulent or corrupt practices or inefficient/ ineffective performance.	Undertaking by the bidder. Falsification and nondisclosure will lead to disqualification from the evaluation process

Along with the above the bidders need to provide copy of the following documents:

- GST
- Pan Card
- Firm's Address with documentary proof

**Financial Bid:**

The Financial Bid should be submitted in the form given in Annexure–III. The Financial bid of the tender will be opened after evaluation of the technical bids and only such bidders, whose bids are qualified in technical evaluation, shall be called for opening of their commercial bids.

- a. The consolidated price quoted shall be firm and final and payable for the goods delivered & installed and shall include all taxes, duties, VAT etc. as applicable.
- b. If no amount is mentioned against any item/ column then its value shall be considered as ZERO and Bidder has to provide/ supply that item/ facility free of cost.
- c. If there is a discrepancy in rates between figures and words, the amount given in words will prevail.

### **SCOPE OF WORK**

1. The bidder would use ethnic elements and items for ambience creation. These elements of ambience would be purchased by selected bidder and would be used for ambience creation and would be the property of selected bidder after the event.
2. The selected bidder would be responsible for designing and creation of theme-based ambience during the period 31.07.2021 to 02.08.2021.
3. It shall be the responsibility of the selected bidder to arrange for man power, material and necessary expertise for executing the work so that the them is fully set up by 31.07.2021.
4. The selected bidder would be responsible to hand over the site thoroughly neat and clean to the land-owning Institute i.e. HAICL by the last evening of the event.
5. The selected bidder has to ensure that the stalls are constructed in such a way so that there is ample movement space for the public and in case of any untoward incident the visitors can be evacuated as early as possible.
6. The selected bidder would be required to coordinate with the coordinator of the event at HAICL and take their permission while setting up stalls for smooth & un- interrupted running of the event.
7. All the electrical cables and wires should be properly insulated. There should not be any loose wires.

### **General Term & Conditions**

- 1. Rate:** Prices of individual items should be inclusive of all taxes and duties including, Customs Duty, Excise Duty, etc. It should also include packing, forwarding, transport, etc. GST/Other taxes shall be extra. Rate should be quoted only in Indian Rupees (INR) on DOOR Delivery and installation,
- 2. Delivery & Installation:** All the goods ordered shall be delivered, Installed and commissioned by 31.07.2021. All the aspects of safe delivery, installation and commissioning shall be the exclusive responsibility of the supplier.  
  
If the supplier fails to deliver, install or commission of the goods on or before the stipulated date, then a penalty shall be levied.
- 3. Payment Term:** The Contractor shall submit the bill only after successful completion of the event to be held on 2<sup>nd</sup> Aug 2021 at PW Guest house and payment will release after 7 days of bill submission.



## **Annexture I**

### **AFFIDAVIT**

1. I, the undersigned, do hereby certify that all the statements made in the required attachments are true and correct.
2. The undersigned also hereby certifies that neither our firm M/s \_\_\_\_\_ have abandoned any work Govt. of India/or any State or Govt. undertakings nor any contract awarded to us for such works have been **rescinded/terminated** on account of our default, during last five years prior to the date of this bid.

OR

The following works have been abandoned/rescinded on account of our default during the last five years prior to the date of this bid.

- a.
- b.
- c.
3. The undersigned hereby authorize(s) and request(s) any bank, person, firm or corporation to furnish pertinent information deemed necessary and requested by the Department to verify this statement or regarding my (our) competence and general reputation.
4. The undersigned understand and agrees that further qualifying information may be requested and agrees to furnish any such information at the request of the Department/ Project implementing agency.

**(Signed by an Authorized Officer of the Firm)**

**(Title of Officer)**

**(Name of Firm)**

**Annexture II**  
**TENDER ACCEPTANCE CERTIFICATE**  
(To be given on company letter head)

**AFFIDAVIT**

I, the undersigned, M/s \_\_\_\_\_ do hereby certify and giving  
the undertaking to agree the terms and conditions mentioned under this contract.

**(Signed by an Authorized Officer of the Firm)**

**Title of the Officer:-**

**Name of the Firm:-**

**DATE:-**

**Annexure III**

**Financial Bid**

<b>Sr No.</b>	<b>Description (Items/ Particulars)</b>	<b>Accounting Unit</b>	<b>Quantity</b>	<b>Quote Rate (Inclusive of tax &amp; transportation and other charge)</b>
1	German Hanger	SQ ft	8000	
2	octanorm	Nos.	44	
3	Carpret	Per Sq ft		
4	Exhibition Hall Light	Nos.		
5	Chair	Nos.	88	
6	Table size 6*3 ft	Nos.	44	
7	125 kv silent Genset with diesel	Nos.	3	
8	Sofa of good quality for seating of minimum two persons	Nos.	20	
9	Flower Decoration	Nos.	1	
10	LED Screen	Nos.	2	
11	Sample Store 15*15ft	Nos.	1	
12	Entrance Gate	Nos.	1	
13	Flex on wooden	Per Sq ft		
14	AC Stand alone	Nos.	1	
15	Fan	Nos.	1	