

Raja Rammohun Roy Library Foundation

(Ministry of Culture, Govt. of India)

DD-34, Sector –I, Salt Lake, Kolkata – 700064

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NOTICE INVITING TENDER

Raja Rammohun Roy Library Foundation (RRRLF), Kolkata invites tender from resourceful, reliable, bona-fide and experienced working contractors of Govt. Departments, Govt. undertakings or any other reputed organizations having experience in executing similar nature of work and skilled manpower. The parties are requested to submit their offer for the works detailed below.

Raja Rammohun Roy Library Foundation, Ministry of Culture, Government of India, Kolkata is going to organize “**Azadi Ka Amrit Mahotsav**” from 12th to 15th August, 2022 at different parts of West Bengal. In this festival around 20-30 artistes will participate.

(Submission of **bid**)

1. Site Location : Different parts of West Bengal (Budgebudge 01, Barrackpore 01, West Midnapore 02, Kolkata 02, Nadia 01, Purba Burdwan 01, Paschim Burdwan 01)
2. Project Particulars : **Azadi Ka Amrit Mahtsav**
Employer : Raja Rammohun Roy Library Foundation, Kolkata (RRRLF)
3. Scope of Works:

Sl. No.	Name of the work	Quoted amount (Rs.)	Date of programmes
1.	Photography and Documentation at Festival & Cultural Venue. Details are mentioned in Annexure-A.		Any one day/multiple days in between 12 th to 15 th August, 2022 at different locations as mentioned above. Date and location of the programme will be intimated to the successful bidder(s) in due time.
2.	Stage Light at Festival & Cultural Venue. Details are mentioned in Annexure-B.		
3.	Stage Sound at Festival & Cultural Venue. Details are mentioned in Annexure-C.		
4.	General illumination and venue decoration at Festival & Cultural Venue. Details are mentioned in Annexure-D.		
5.	LED SCREEN in Annexure-E		
6.	GENERATOR VAN in Annexure-F		

4. Terms and Conditions-

- 4.1 The materials and workmanship for the works will follow the attached Specifications. In case of doubt or discrepancy, it will be notified as soon as possible for necessary clarification. **Quotation for each programme is to be submitted separately.**

- 4.2 Apart from the Form of Tender, the Contractor should also complete and submit the Schedule of Rates with the tender. The tendered sum will be deemed to include all costs associated with all the works, such as provision of temporary electricity and water, transportation, overheads, insurances, supervision and other expenses as well as the contract preliminaries.
- 4.3 The Contractor is advised to visit the Site and make himself thoroughly acquainted with the location, general site conditions, accessibility, restrictions for loading and off-loading plants, etc., and any other conditions which may affect pricing. No claims for extra payment or extension of time for completion will be allowed on the grounds of ignorance of the conditions under which the Works are to be carried out. The Bidder, at his own responsibility and risk is encouraged to visit and examine the site of works and its surroundings and obtain all information that may be necessary for preparing the Bid and entering into a contract for the work as mentioned in the Notice Inviting Tender, before submitting offer with full satisfaction. The cost of visiting the site will be at their own expenses.
- 4.4 The contract period will be mentioned in Scope of Works (above Sl. No.3) starting from the approved contract commencement date. Theft or liquidated damages will be responsible of contractor.
- 4.5 Any defects, excessive shrinkages or other faults, which appears during the programme which are due to materials or workmanship not in accordance with the Contract, will be made good by the Contractor within a reasonable time entirely at his own cost.
- 4.6 The tender will be a lump sum fixed price tender for the carrying out of the whole works in conformity with the Drawings and the Specifications. RRRLF will not be held responsible for making payment against any anticipated compensation for any losses or price escalation whatsoever for the works as stated in the annexures. Rates should be quoted accordingly.
- 4.7 Except where specifically stated to the contrary, all prices entered in the tender will be at the risk of the contractor and no adjustment will be made at the settlement of accounts.
- 4.8 The tender will be valid and open for acceptance for a period of one year from the tender closing date.
- 4.9 RRRLF may issue instructions regarding the alteration of the design, quality or quantity of the Works and he may confirm verbally or in writing any variation made by the Contractor.
- 4.10 Tender documents may be downloaded from the website and submission of Bid will be done as per Time Schedule.
- 4.11 The FINANCIAL OFFER of the prospective qualified tenderer(s) will be considered only if the TECHNICAL BID of the tenderer(s) is found qualified by the Purchase Committee, RRRLF. The decision of the Purchase Committee of RRRLF will be final and absolute in this respect.
- 4.12 The rate(s) once quoted in the bid will be treated as final and under no circumstances the same will be enhanced.
- 4.13 The bidder(s) must put his/their signature(s) in one language on each page of the Tender Papers/ Schedules which forms part of the Tender document.
- 4.14 If any bidder withdraws the offer before acceptance without giving any satisfactory explanation for such withdrawal, he/she will be disqualified for submitting Tender to this authority at least for 2 (Two) years.

- 4.15 The authority reserves the right to issue addendum to the Tender document, to clarify, to amend, modify, delete or supplement any portion of Schedule A at any time under issuance of a separate notice as a Corrigendum to the original Tender notice.
- 4.16 A declaration of the bidder must be submitted with Tender that the item(s) to be supplied would be genuine. In case of detection of ingenuity of any item the contract will be cancelled.
- 4.17 Income Tax, VAT, GST and others Taxes as admissible will be deducted as per Govt. orders issued from time to time and would be applicable on the date of making payment of the bills. The rate quoted would remain same throughout the period of contract and will also be applicable during the entire tenure of the contract.
- 4.18 Prospective applicants are advised to note carefully the eligibility criteria before tendering the bids.
- 4.19 Incomplete tender will not be accepted under any circumstances
- 4.20 During scrutiny, if it comes to the notice of the tender inviting authority that the credential or any other paper found incorrect / manufactured / fabricated, that bidder would not be allowed to participate in the tender and that application will be rejected without any prejudice.
- 4.21 Before issuance of WORK ORDER, the Tender Inviting Authority may verify the credential and other documents of the lowest tenderer in original, if found necessary. If not, The Tender Inviting Authority does not bind to accept the lowest tender subject to submission of sufficient credential of govt. works. After verification if it is found that the documents submitted by the lowest tenderer is either manufactured or false or not sufficient credentials and experienced for the works in that case work order will not be issued in favour of the said Tenderer under any circumstances and his/their offer will be treated as cancelled.
- 4.22 If any discrepancy arises between two similar clauses on different notification, the clause superseding others will be solely as per the discretion of the Tender inviting authority.
- 4.23 In case of any inadvertent typographical mistake in the specific price schedule of rates, the same will be treated to be so corrected as to confirm with the prevailing relevant schedule of rates and/or technically sanctioned estimate.
- 4.24 Intending tenderer should note that he will have to work simultaneously with other contractors already entrusted with other work or with contractors to be entrusted with other work in future in the same site. The contractor will have to work in close co-operation and harmony with all the contractors engaged in the project. Any claim for idle labour, for any reason whatsoever, will not be entertained under any circumstances.
- 4.25 The address as furnished by the contractor will be deemed as the postal address of this office. Any notice or instruction to be given to the contractor under the terms of contract will be deemed to have been served if it has been delivered to his authorized agent (on the strength of authorization) or representative or sent by registered letter to his official address as furnished.
- 4.26 Quotation must be submitted in sealed envelope. Tenderer should be submitted their tender separately for different scope of works and mention on the envelope "AKAM- (space) -(name of the place) - (space) name of the theme - (space) - organized by RRRLF".
- 4.27 RRRLF request to the successful bidder to keep the entire portion clean every day during the programme.

4.28 RRRLF will be liable to deduct 10% of tender amount on final bill, if receives unsatisfactory service such as quality of items, shortage of items etc. during the programme subject to clearance certificate from Project Consultants.

7. Documents to be submitted along with the bid :

- (i) Valid Trade License
- (ii) Photocopy of PAN
- (iii) GST Registration Certificate
- (iv) The audited annual accounts of the last three financial years.
- (v) Acknowledgement of Income Tax Return of last three assessment years.
- (vi) Contractor credentials and copy of work orders of similar nature of work for the last three years.
- (vii) Work experience with Ministry of Culture, Govt. of India or State Government or any other reputed organizations for at least two occasions.

8. Date and Time Schedule:

Sl. No.	Particulars	Date & Time
1.	Date of Publishing the tender	02/08/2022
2.	Bid submission closing date (Online)	07/08/2022 upto 2:30 PM
3.	Bid opening date	08/08/2022 at 11:00 AM
4.	Technical Open date	08/08/2022 at 11:30 AM
5.	Financial Open date (online)	08/08/2022 at 11:45 AM

9. Eligibility criteria for participation in the tender.

The tender inviting and Accepting Authority will determine the eligibility of each bidder. The bidders will have to meet all the minimum criteria as stipulated in relevant clauses of this TENDER. RRRLF has requested to read the terms and conditions before filling the tender.

The eligibility of a bidder will be ascertained on the basis of the document(s) submitted in support of the minimum criteria. If any document submitted by a bidder is either manufactured or false, in such cases the eligibility of the bidder /tenderer will be rejected at any stage without any prejudice to take any penal action against him/them as may be deemed fit by the Tender Accepting Authority

10. Any Corrigendum, notification in connection to this TENDER will be published in the official website of Raja Rammohun Roy Library Foundation, www.rrrlf.gov.in. The applicants are requested to please follow the websites for such notifications, corrigendum etc.

11. The undersigned reserved the rights to reject any or all the Tender(s) without assigning any reason and he will not be bound to accept either the lowest offer or any of the offers.

COVID 19 PROTOCOLS ARE TO BE MAINTAINED STRICTLY IN ALL SEGMENTS

By Order
Deputy Director (A&A)

Raja Rammohun Roy Library Foundation

Notice Inviting Tender - Annexure "A"		DATED		02-08-2022	
NAME OF WORK: PHOTOGRAPHY & DOCUMENTATION FOR AKAM PROGRAMME, APPLYING FOR COVERING PROGRAMME(S) AT..... IN BETWEEN 12TH - 15TH AUGUST, 2022 (ONE DAY/MULTIPLE DAYS)					
FINANCIAL BID					
Name of the Bidder					
Address of the Bidder					
SL.NO	ITEM	UNIT	QUANTITY	RATE PER EVENT (Rs.)	REMARKS
1	Still Photography With Submission of Photographs and soft copies per Event 50 copies per Event with Album	Nos.	50		
2	Video Photography with HD Camera, With Submission od DVD (with editing)	Sets	1		
		Total			
		GST			
		Grand total			

Raja Rammohun Roy Library Foundation

Notice Inviting Tender - Annexure "B"	DATED	02-08-2022
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NAME OF WORK: Stage Light at Festival & Cultural Venue. APPLYING FOR COVERING PROGRAMME(S) AT..... IN BETWEEN 12TH - 15TH AUGUST, 2022 (ONE DAY/MULTIPLE DAYS)

Total lighting system has to be provided according to the actual requirement of the performing group(s) of dance/drama/dance-drama or other cultural events. A ready reference according to the draft standard is given below and may be used for reference purpose.

Annexure - B (STAGE LIGHT)

Name of the Bidder

Address of the Bidder

SI no	Technical Requirement	Product	Quantity	Rate per Event (Rs.)	Remarks
	Lights				
1	Par Cans 64 1000 Watt	CP 61	100		
2	Par Cans 64 1000 Watt	CP 62	80		
3	PC 1000 Watt		24		
4	LED Par 3 Watt x 54	RGBW	150		
5	LED Par 3 Watt x 54	Warm	40		
6	LED Par 3 Watt x 54	Zoom - 15 degree to 45 degree	40		
7	LED Wash	Moving Heads	20		
8	Moving Head	Sharpie	32		
9	Moving Head	Pontie - Beam	12		
10	Profile 750 Watt	25 to 50 degree	12		
11	Profile 750 Watt	26 degree	12		
12	Follow Spot	2.5 KW	2		
13	Smoke Machine	DMX Controll	2		
14	Hazer Machine	DMX Controll	2		
15	Blinder	Warm and White	12		
16	Power Pack	24 KW	12		
17	DMX Interface		4		
18	Splitter		4		
19	Floor Stand		12		
20	Big Stand		12		
21	Avolites Board	Pearl Expert	2		
22	UPS	2 KVA	1		
23	Cables		Adequate		
24	Truss - Alluminium (RFT)	Box Truss - Alluminium 900mm x 600mm	500		
25	Scaffolding for FOH Lights	24ft Tower	3		
		Total			
		GST			
		Grand total			

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Notice Inviting Tender - Annexure "C"	DATED	02-08-2022
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NAME OF WORK: Stage Sound at Festival & Cultural Venue. APPLYING FOR COVERING PROGRAMME(S) AT..... IN BETWEEN 12TH - 15TH AUGUST, 2022 (ONE DAY/MULTIPLE DAYS)

Total sound system has to be provided according to the actual requirement of the performing group(s) of dance/drama/dance-drama or other cultural events. A ready reference according to the draft standard is given below and may be used for reference purpose.

Annexure - C (STAGE SOUND)

Name of the Bidder

Address of the Bidder

SI no	Technical Requirement	Product	Quantity	Rate per Event	REMARKS
<u>Main PA - 2000 - 2500 Pax</u>					
1	Line Array - Top	JBL / RCF / EAW / D&B / L-Acoustics	16		
2	Sub Woofer	JBL / RCF / EAW / D&B / L-Acoustics	8		
3	Amplifier	Crown / Lab Gruppen / QSC	16		
4	Centre Fill	JBL / RCF / EAW / D&B / L-Acoustics	8		
5	Side Fill Top	JBL SRX / QSC	4		
6	Side Fill Base	RCF or any alternative	4		
7	Stage Monitor	JBL / QSC / LA	12		
8	Amplifier	Crown / Lab Gruppen / QSC	12		
9	Digital Signal Processor	dbx / BSS	2		
10	In-air Monitor	Shure / Sennheiser with Antena	8		
11	Direct Input Box (Di Box)	BSS / Klark Teknik / Radical	12		
<u>Mixing Console</u>					
1	Digital	Digico / SC48 / Yamaha CL 5 / PM7	1		
2	Backup Mixing Console	Avid / Yamaha QL 5	1		
3	Splitter	48 x 3	1		
4	UPS	2KVA	1		
<u>Mike</u>					
5	Corded Microphone	Shure with Stand (Small and Big)	30		
6	Cordless Microphone	Shure / Sennheiser with Antena	8		
7	Goosneck Microphone	Shure / Sennheiser / AKG	4		
8	Drum Kit Mikes (8 pcs Set)	Audio Technica / AKG / Sennheiser / Shure	1		
<u>Stage Gear</u>					
	Stage Gear Box	Ampeg / Roland / Hartke / Marshal	4		
<u>Mikes Cable</u>					
	Snake Cable	32 x 8 - 150 ft (Minimum)	2		
	Cat5 Cable	100 Mtr	4		
	Audio Anlyser	with RTA Microphone	2		
<u>Others</u>					
	Audio Recorder		1		
	CD Player	Pioneer DJ CDJ-2000NXS2 & JCM900	1		
	All Necessary Cables Power Socket Board		Adiquet		

	<u>Artist Tech Rider - Instruments</u>				
	Back Line	As per Artist Requirement	On Actual Cost		
	<u>Artist Tech Rider - Equipment</u>				
	Microphones	As per Artist Requirement	On Actual Cost		
	<u>Infrastructure Support</u>				
	Scaffolding Tower (Set)		2		
		Total			
		GST			
		Grand total			

Raja Rammohun Roy Library Foundation

Notice Inviting Tender - Annexure "D"

DATED

02-08-2022

NAME OF WORK: GENERAL ILLUMINATION AND VENUE DECORATION. APPLYING FOR COVERING PROGRAMME(S) AT..... IN BETWEEN 12TH - 15TH AUGUST, 2022 (ONE DAY/MULTIPLE DAYS)

FINANCIAL BID

Name of the Bidder

Address of the Bidder

SL.NO	ITEM	UNIT	QUANTITY	RATE PER EVENT '(Rs.)	REMARKS
D	Illumination				
1	LED Metal Light 400W	Nos.	60		
2	LED rice light	Nos.	20000		
3	Lamp shade of Appliqué works	Nos.	200		
4	Rice Rope	Nos.	10000		
		Total			
		GST			
		Grand total			

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Notice Inviting Tender - Annexure "E"			DATED	02-08-2022	
NAME OF WORK: LED SCREEN. APPLYING FOR COVERING PROGRAMME(S) AT..... IN BETWEEN 12TH - 15TH AUGUST, 2022 (ONE DAY/MULTIPLE DAYS)					
Annexure - E (LED SCREEN)					
Name of the Bidder					
Address of the Bidder					
<u>SI no</u>	<u>Technical Requirement (Virtual Display Wall)</u>	<u>Product</u>	<u>Quantity</u>	<u>Rate per event</u>	<u>Remarks</u>
	<u>Main Backdrop Display</u>				
	LED Wall	Pixel 3.9 mm - Cabinet 500mm x 500mm Size - 40ft x 12ft	1		
	Switcher		1		
	Processor		2		
	Laptop		2		
	<u>Main Backdrop Display</u>				
	LED Wall	Pixel 3.9 mm - Cabinet 500mm x 500mm - Size - 12ft x 10ft	2		
	Switcher		1		
	Processor		2		
	Truss Goal Post	20 ft x 20ft Goal Post - 60 rft	2		

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Notice Inviting Tender - Annexure "F"	DATED	02-08-2022
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NAME OF WORK: SOUND PROOF GENERATOR VAN. APPLYING FOR COVERING PROGRAMME(S) AT..... IN BETWEEN 12TH - 15TH AUGUST, 2022 (ONE DAY/MULTIPLE DAYS)

Annexure - F (POWER GENERATOR)

Name of the Bidder	
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Address of the Bidder	
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SI no	Technical Requirement	Usage Area	Quantity	Rate per event	Remarks
	<u>Power Generator</u>				
1	125 KVA	Lights	1		
2	Fuel	Rehearsal and show	on Actual		
		Total			
		GST			
		Grand total			