

**Tender Document
for
Preparation of Tableau for State Level
Republic Day Celebrations - 26th January, 2011**

Tender No. - MPSEDC/ITSEZ/2010-11/ 592

Madhya Pradesh State Electronics Development Corporation Ltd.

147, Zone I, M. P. Nagar, Bhopal - 462 011, Madhya Pradesh

Phone No. 0755-2769818, Fax No. 0755-2769824

Website - www.mpsedc.com

M.P. STATE ELECTRONICS DEVELOPMENT CORPORATION LTD.
(A Govt. of M P Undertaking)
147, Zone I M. P. Nagar, Bhopal 462011
Phone: 0755-2769818 Fax: 0755-2769824
www.mpsedc.com

Short TENDER Notice

Department of Information Technology, Govt of M.P. has entrusted M.P. State Electronics Development Corporation Ltd. (A Govt. of M P Undertaking) with responsibility of participation in the Republic Day celebrations on 26th Jan 2011 at Lal Parade ground. We intend to make a tableau depicting the **theme "Madhya Pradesh for Youth"** The tableau has to be prepared on turnkey basis. The design and scope of work has been mentioned in the tender document. Bidder may obtain tender document from our office by paying Rs. 500/- (Rupees Five Hundred Only). The Tender Document can also be downloaded from our website www.mpsedc.com and cost of the same should be submitted by way of Demand Draft along with the Tender Document in a separate envelope. The bid schedule is as under:-

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|------------------------------|---|
| 1. Sale of Tender Document | 06.01.11 to 14.01.11 (10.30 a.m. to 04:00 p.m.) |
| 2. Submission of Bids | 14.01.2011 up to 03:00 p.m. |
| 3. Opening of Technical Bids | 14.01.2011 at 03.30 p.m. |

All further clarifications and corrigendum will be uploaded on our website only.

Addl. Chief General Manager

Terms and Conditions

1. Bids will be non transferable. All rights related to the acceptance/Approval/Disapproval will remain with the Addl. Chief General Manager, MPSEDC, 147 Zone I M P Nagar, Bhopal (M.P.). In case of any disaccord/dispute regarding the authenticity or adequacy of the documents, the decision of the Addl. Chief General Manager, MPSEDC will be the final and binding.
2. Tender Document can be purchased from our office or the same can be downloaded from our website www.mpsedc.com. The Tender Document fee is Rs.500/- (Rupees Five Hundred Only). The last date for submission is 14th January, 2011 till 03:00 p.m. and the Bids will be opened on the same day at 03:30 p.m. Tender documents submitted after the deadline will not be entertained. MPSEDC does not hold any responsibility for any delay in bid submission caused due to postal delay or in transit etc.
3. Bid must be submitted in a sealed envelope containing the EMD amount, Tender Document Fee by way of demand draft in favor of M.P.S.E.D.C Ltd., should accompany the tender document if downloaded from the website. The main envelope should be labeled **"Preparation of Tableau for State Level Republic Day Celebration - 26th January 2011"**.
4. EMD for an amount of Rs. 30,000/- (Rupees Thirty Thousand only) should be submitted through Bank Draft/Pay Order/Banker's cheque in favor of **"MPSEDC Ltd.,"** payable at Bhopal. Bids will be treated as cancelled in the absence of the EMD. EMD amount will be refunded to the unsuccessful bidders after the award of Contract. In case L1, withdraws the EMD will be forfeited and the L2 will be asked to do the work at the rate declared by L1.
5. **Eligibility Criteria**
 - a) Bidders must have a minimum experience of 5 times participation in any preparation of tableau for state level republic day celebrations with any Government Department / Organization or any Corporations. Required Certificates should be enclosed to prove the authenticity of experience. In the absence of the same the Bid will not be considered.
 - b) Certificate of satisfactory completion of work provided by the respective department must be attached.

6. A model of the tableau should be submitted and certified/approved by the Addl. Chief General Manager, MPSEDC Ltd. Before the preparation of final Tableau.

Scope of Work

7. The dimension of the tableau should be as given below:

Length - 35 feet (including the length of four wheeler tractor/trolley)

Width - 12 feet

Height - 13 feet

The base of the Tractor/trolley should be neatly covered. The Bidder will be informed by the authorized officer in case of any alteration required for highlighting the theme of the tableau. No extra payment will be given for any alteration as the same will be a part of the basic tableau work. High quality material should be used for decoration of the tableau. Hut or house will be made of either wood or plywood and tiles from thermo-col or foam. The design of the same should be painted on hasan cloth and fixed on 4 mm ply. Curtains at the bottom should be decorated with mirror work. Trees should look original and for leaves paper can be used. Any supplement will have to be arranged by the Bidder. Tableau should be live on 25.01.11 evening.

8. The expenses incurred for tractor/trolley (inclusive of driver, petrol/diesel, and battery) will be borne by the Bidder. It will be, entirely, the responsibility of the Bidder to keep the tableau mobile/active and safe. Extension work on the trolley should be so done as to have a clear and entire view of the tableau. Bidder/competent person must be present with the tableau with necessary tools and manpower in case of emergency till the programme gets over. Bidder will be responsible for any additional expenditure to be incurred for meeting the level of content of the department in case the design does not meet the expectations of the department. Any such construction will be treated as part of base project and the department will not be liable for any additional payments. Lack of strength/quality in the construction work/decoration work of the tableau can lead to disallowance of the presentation/show of the tableau and the EMD will be forfeited. The entire material after the presentation and show will belong to the bidder.
9. If the services of the children are taken for participating as model they will have to be paid minimum Rs.100/- per child (excluding costume and transportation etc.) by the Bidder.

- 10.** The instruction/conditions provided by the Addl. Chief General Manager or any authorized representative of MPSEDC will have to be followed from time to time.
- 11.** Addl. Chief General Manager or any of his authorized representatives will inspect the design and the model of the tableau before final presentation on the Republic Day. The bidder should be available at the preparation ground from 10.30 a.m. to 5.30 p.m. on all working days and on holidays as time is short.
- 12.** Details of Tableau making (decoration and presentation)
 - a) On receipt of the work order within 2 days a dummy model should be ready at the Lal Parade Ground, on the tractor/trolley along with the stairs for climbing the trolley for the participants for sitting/standing in the trolley of the tableau.
 - b) All the structure of the tableau (with hasan cloth and properly painted) will have to be prepared within four days of the work order.
 - c) The remaining work should be completed within 8 days of the work order
 - d) In this way the entire work will be finished within 8 (2+2+4=8) days. In case of any delay an amount equal to 5% per day will be deducted as a penalty.
 - e) On 25.01.11 the tableau must be ready for final rehearsal by 3.00 p.m.
- 13.** In case the tableau is not ready for presentation or is not found to be as per the terms and conditions laid down in the tender document the EMD will be forfeited. Also no payments will be made to the bidder and the bidder will be black listed for next 5 years for any such events.
- 14.** Permission for presentation will be granted and payment will be made only after certification from Addl. Chief General Manager.
- 15.** Bidder will have to produce 10 photographs of the tableau from different angles.
- 16.** Please quote the rates for the work in the format enclosed herewith. The rates quoted by the bidder should be inclusive of all taxes and expenses. No other payment will be made other than those mentioned in the rate list. Payment will be made after the verification of the work. No advance payment will be made. Amount mentioned in words will supersede in case there is any difference

between the amount mentioned in word and figure. The rates accepted by MPSEDC Ltd. will be valid for a period of 90 days from the date of acceptance.

- 17.** Bidder must enclose photocopy of his PAN card along with the bid. The PAN must be in the name of the bidder..
- 18.** The bidder shall be bound to follow all the terms and conditions laid down in the tender document. No relaxation shall be given. All the pages of the tender document must be sealed and signed by the bidder.

I have read all the terms and conditions of the tender document and shall abide by the same.

Name of the Bidder/Firm

DETAILS OF EXPERIENCE OF THE BIDDER

Details of experience in preparation of Tableau

SI	Year	Name of Department	Whether copy of certificate is enclosed or not (Yes/No)	Remarks

EMD Details -

Bank Draft/Bankers Cheque No.: _____ Dated _____ Drawn on : _____

PAN No. of Bidder _____

Name of the Representative : _____

Name of the Agency : _____

Address: _____

Telephone No.: _____ Mobile No.: _____ Fax No. _____

Above information is true in all respects and I have read all terms and condition of Tender document and I am ready to do work at the above rate quoted by me.

(Signature and Seal of Bidder)

Preparation of Tableau for State Level Republic Day Celebration
on
26th January, 2011
COMMERCIAL BID

1	Preparation of Tableau for Republic Day Parade depicting the e-governance Initiatives undertaken in the state with special theme on " Madhya Pradesh for Youth " along with tractor and trolley inclusive of all expenses, taxes and duties etc.	Rate in figures _____ Amount in words _____ _____ _____
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(Signature & Seal of Bidder)

Name :

Address :

Telephone No. :