



राष्ट्रीय मात्स्यकी विकास बोर्ड

National Fisheries Development Board

मत्स्यपालन विभाग

Department of Fisheries

कृषि एवं किसान कल्याण मंत्रालय, भारत सरकार

Ministry of Agriculture and Farmers Welfare, Government of India

स्तम्भ संख्या -235, पी. वी. एन. आर एक्सप्रेस वे, डाक- एस. वी. पी. एन. पी ए, हैदराबाद- 500 052

Pillar No: 235, PVNR Expressway, SVPNPA Post, Hyderabad-500 052

फ़ोन/ Phone No. 040- 2400 0201/117; फ़ैक्स /Fax No: 040-2401 5568: वेबसाइट/website: nfdb.gov.in

Limited Tender Enquiry for execution of works

For

FISH FESTIVAL

AT

PEOPLE'S PLAZA, NECKLACE ROAD, HYDERABAD

7th to 9th JUNE, 2019



राष्ट्रीय मात्स्यिकी विकास बोर्ड
National Fisheries Development Board
मत्स्य पालन विभाग
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No. NFDB/Tech 1/7896/E&E/FF-Hyd-June/2018-2019

Date: 04.04.2019

Limited Tender Enquiry

Sealed bids are invited on behalf of Chief Executive, NFDB from approved and eligible contractors for organizing Fish Festival at People's Plaza, Necklace Road, Hyderabad from 7th to 9th June, 2019.

The Bidder shall submit the bids along with supporting documents (experience), and Price Bid as per Annexure-I.

All the tender papers in sealed envelope super scribing **Tender No.** shall reach at the given address **on or before 15.04.2019 (Thursday) at 14.00 Hrs** to the Board's address as above.

Bid Submission Start Date	04.04.2019
Bid Submission End Date	15.04.2019 (up to 2.00 pm)
Bid Opening Date	16.04.2019 (11.00 am)
EMD (Refundable)	Rs.50,000/- (Fifty thousand only)
Tender Fee	Rs.2,000/- (Two thousand only)

For any queries, please contact:

1. Shri.G. Rathinaraj,
Executive Director (Tech)
National Fisheries Development Board (NFDB)
Fish Building, Opp. Pillar. 235
PVNR Expressway, Rajendranagar
Hyderabad – 500052
Ph: 040-24000115
2. Dr.N. John Samuel
Consultant (Tech)
National Fisheries Development Board (NFDB)
Fish Building, Opp. Pillar. 235
PVNR Expressway, Rajendranagar
Hyderabad – 500052
Ph: 040-24000167
Mobile: 9440057794
3. Dr.T.V. Suresh
Consultant (Tech)
National Fisheries Development Board
(NFDB)
Fish Building, Opp. Pillar. 235
PVNR Expressway, Rajendranagar
Hyderabad – 500052
Ph: 040-24000127
Mobile: 9940982044

GENERAL TERMS AND CONDITIONS:

1. Pre- Qualification Criterion for the Bid:

- a) The Agency/Company/Firm/ Consortium, all member-agencies in case of Consortium, should be a registered entity with minimum 3 years of existence on the day of the submission of Application/Bid.
- b) Bidder is an Income Tax Assesses for the last three years. IT Certificate with PAN/TAN card (details to this effect should be enclosed).
- c) The bidder must be registered for GST etc. Copies of the same are to be submitted along with the bid.
- d) The bidder should have office in Hyderabad so that they should attend the requirement with in minimum possible time
- e) The bidder should submit Bank particulars etc.
- f) The bidder should submit details of earlier assignments for past three years, i.e., from 2015-16, 2016-17 & 2017-18 and experience particulars in conducting major events in support of application.
- g) In last 3 years, Agency/ Company/ Firm/ must have completed minimum 3 large scale projects of similar nature either with government or private sector, encompassing tasks such as conceptualizing, designing, and management of various National events etc.
- h) In last 2 years, Agency/ Company/ Firm/ must have worked with the Government of India/State Government on minimum 2 projects of value of Rs.20.00 lakhs and above.
- i) The bidder should have a minimum average turnover of Rupees 50.00 lakh (Rupees Fifty lakh) or more per year during the last three financial years (2015-16, 2016-17 & 2017-18). Copies of the audited balance sheet and profit and loss account of last three years or the Certification from Chartered Accountant be attached in support of this qualification.

2. Quoting the Rates in Bids:

The price should be firm and irrevocable and not subject to any change whatsoever even due to increase in cost of materials, components and labour cost, delivery, taxes etc. till the validity of the contract period.

- (i) The rates quoted shall include all charges, material, labour, freight etc.
- (ii) All quotations shall remain valid for acceptance for a period for 90 days from the date of opening of quotations.
- (iii) Taxes applicable shall be clearly indicated

3. Work site: People's Plaza, Necklace Road, Hyderabad.

4. Scope of Work:

Organizing Fish Festival at People's Plaza, Necklace Road, Hyderabad

The Scope of work for the Selected Event Management Agency (EMA) shall be, but not limited to, the following from 07.06.2019 to 09.06.2019. The total area earmarked for the proposed fish festival would be about 15000 sft.

- 1) Pagodas (20 ft x 20 ft) for 20 stalls – each Pagoda with 2 stalls of 10 ft X 20 ft in size with display / sale area of 10 ft X 10 ft in the front and cooking area & wash area of 10 ft X 10 ft at the rear along with furniture like tables (2/3 Nos) & chairs (3/4 Nos), power sockets (4 Nos), uninterrupted 24 hrs. power back up for refrigerator units, lighting arrangement, waste bin/drum, water storage drums (3 Nos) and fascia (name board).
- 2) Creation of VIP lounge of 15 ft x 15 ft size with red carpet, central table (periodical change of table cloth) and VIP chairs 10 nos including pedestal fans (2 nos) and 2 no. desert coolers
- 3) Welcome flex arches - Box type - visible on both sides - 12'(H) & 24' beam.
- 4) Additional flex as per the requirement (including direction boards) in sq.ft.
- 5) Carpeting of entire seating area (Brand new)
- 6) Ground Lighting with Single pole - 5 Towers with Four hi-moss halogen lights on each pole and LED Day lights - 20 Shaded Lighting to the arches, welcome boards, etc.
- 7) Necessary electricity provision in tents, food counters – as per requirement.
- 8) Ambience lighting with LED & series lights
- 9) Sound proof Generator with fuel - for Food Court stalls, Stage Lighting, Ground Lighting, Stall area, Public Area - 1Nos
- 10) LED wall (8 x 12) and audio system (cordless mike, cable mikes, speakers, etc.)
- 11) Sidewall / panel covering for pagodas, VIP Seating area, & toilets, etc.,
- 12) Round Tables with 4 chairs at Food Court - 80Nos. (4 for each stall)
- 13) SS Standing Tables 6 capacity at Food Court - 40Nos. (2 for each stall)
- 14) Drums with black cover around for waste in food court - 20Nos. (1 for each stall)
- 15) Pandal for seating area – as per the requirement
- 16) Walky talkies - 6 Nos. and CC Cameras - 6 nos. (as per requirement).
- 17) Arrangement of fire brigade and ambulance services at the venue
- 18) Firefighting equipment's and Sand Bags (2 Nos in each stall), water storage – as per stall requirement.
- 19) HD Videography & HD Photography.
- 20) Water drums with lid at each stall - 3 nos. per stall (20 stalls) including supplying potable water for cooking requirements during the period of festival.
- 21) Wash Basins / Wash areas – at 3 places (6 nos)
- 22) Water dispenser - 20 Nos. and water bubbles of approved/certified brand

- 23) Arrangement of Deep Freezers on rent – 5 nos (as per the requirement)
- 24) Pole flags of 14' (H) with normal size & NFDB logo on flags in all colours using cloth to cover boundary of the ground - 40Nos.
- 25) Mobile Toilets (Bio Toilets) with chemical treatment, water drums & attendant for regular maintenance - Public: 5+5, VIP:2+2, Total - 14Nos.
- 26) Plantation and beautification
- 27) Security Supervisor and Guards for the event duration
- 28) Housekeeping (minimum 10 nos manpower) before, during & after the programme including cleaning & garbage pickup – daily.
- 29) Ground cleaning before & after the program.
- 30) 200 ml water bottles @ 200 per day for VIPs etc.
- 31) Printing of pamphlets, certificates, ID cards with tags, etc.
- 32) Any other item as and when required

The proposed works shall be completed and handed over within the stipulated time before the commencement of the event. Any loss or damage caused during the event shall be the responsibility of the contractor.

5. Schedule of work: The work should start by 9.00 AM on 5th June, 2019 and shall be completed and handed over by 5.00 PM on 6th June, 2019.

6. Earnest Money Deposit (EMD): The EMD shall be paid through Demand Draft in favour of ‘**Chief Executive, National Fisheries Development Board**’, payable at Hyderabad. The EMD submitted by the bidder at the time of submission of the bid will be refunded on the event of non-selection of the bid. The EMD of the successful bidder will not be refunded.

7. Payment Terms & Billing Schedule:

The supplier shall submit the bills, duly certified by the officer concerned. Payment will be released, after deduction of necessary applicable taxes and duly certified by concerned officer in charge.

The payment will be made online by RTGS/NEFT Other Terms.

8. All materials supplied are subject to approval on inspection. Rejected items shall be removed by the supplier at his own cost and risk, for the removal of such goods and no liability whatsoever, on the Board.

9. The Board reserves the right to accept or reject summarily any or all quotations in whole or in part or cancel the tender without assigning any reason whatsoever. The decision of NFDB in this regard will be final.

Additional Condition: -

1. Tenderers are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their tenders and shall themselves obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect their tender. A tenderer shall be deemed to have full knowledge of the site whether he inspects it or not and no extra charges consequent on any misunderstanding or otherwise shall be allowed.
2. The tenderer shall be responsible for arranging and maintaining at his own cost all materials tools & plants, water, electricity access, facilities for workers and all other services required for executing the work unless otherwise specifically provided for in the contract documents. Submission of tender by a tenderer implies that he has read this notice and all other contract documents and has made himself aware of the scope and specifications of the work to be done and of conditions and rates at which stores, tools and plant, etc. will be issued to him by the Government and local conditions and other factors having a bearing on the execution of the work. Discrepancies if any, shall be brought to the notice of the Executive Director (Tech), NFDB before actually carrying out the work.
3. The Contractor, shall not at any time, do cause or permit any nuisance on the Site or do anything which shall cause unnecessary disturbance or inconvenience to occupants of other properties near the Site and to the public generally. The Contractor shall at his own comply with the directions of the Executive Director (Tech), NFDB.
4. No work shall be carried out during night or on Sundays or on declared holidays without the permission in writing of the Executive Director (Tech), NFDB or his representative.
5. Without prejudice to other provisions of the Contract the Contractor shall be responsible for taking precautions from commencement to actual completion of the Work, to prevent loss or damage that may happen to the work or any part thereof from any cause whatsoever save and except the Excepted Risks and shall at his own cost repair and made good the same so that the completed work shall be in good order and condition.
6. The decision of the Competent Authority of NFDB will be final in this regard.

ADHERENCES TO GOVERNMENT REGULATIONS

The Contractor shall conform in all respect with the provisions of any National or State Statutes, Ordinances or Laws or any regulations or bye-laws or orders of any local or other duly constituted authority which may be applicable to the Work and with such rules, orders and regulations of such authorities and companies whose property rights are affected or may be affected in any way by the work and shall keep Government of India indemnified against all penalties & liability of every kind for breach of any such Statute, Ordinance or Law, regulation order or bye- law.

ANNEXURE I - TECHNICAL PROFORMA

The relevant information sought in proforma below may be mentioned in short against the points here only. Detailed documents/certificates etc. may be enclosed and flagged.

1	Name and Address of the Applicant/Firm (Tel/Fax/email details etc.)											
2	Constitution of the Firm											
3	Registered Office of the Firm											
4	Communication Address of the Applicant											
5	Number of years the Applicant has been in the business of Event Management/Consultancy											
6	Applicant to submit a self-certified declaration of experience in the field											
7	Annual turnover / receipts in organizing/consulting events, such as, exhibitions, festivals, business/investor/tourism summits, cultural programmes, etc. in last financial years: <table border="1" style="margin-left: auto; margin-right: auto;"><thead><tr><th>Financial Year (April to March)</th><th>Turnover (Rs. in Lakhs)</th></tr></thead><tbody><tr><td>2015-16</td><td></td></tr><tr><td>2016-17</td><td></td></tr><tr><td>2017-18</td><td></td></tr><tr><td>Total</td><td></td></tr></tbody></table>	Financial Year (April to March)	Turnover (Rs. in Lakhs)	2015-16		2016-17		2017-18		Total		
Financial Year (April to March)	Turnover (Rs. in Lakhs)											
2015-16												
2016-17												
2017-18												
Total												
8	GST Registration Number											
9	Details of Office /Professional Set Up											
10	Details of Income Tax Registration <i>Enclose PAN Details</i>											

11	<p>a. Self-certified copy of Incorporation Certificate issued by ROC, copy of partner deed along with registration certificate of partnership firm, if registered Registrar of Firms, Society / Trust Registration Certificate</p> <p>b. Copy of last three years Income Tax & Service Tax Return</p> <p>c. List of present clients with contact details & document of recently done works (Enclose details).</p> <p>d. Creative (Concept Plan and Branding Plan) enclosed(Y/N).</p> <p>A detailed illustrative note containing understanding and clarity of the Event, approach to providing complete solution, resource planning and media plan not exceeding 5pages.</p>	
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This is to certify that I have understood the provisions of tender document and all the information given by me in tender document is true to the best of my knowledge.

**Name and Signature of Applicant
(Designation with Office Seal)**

ANNEXURE II - FINANCIAL BID

Name of the Applicant:

EMD DD No. & Date:

S.No	Particulars	Amount (in Rs.)
1	Charges for Event Management for organizing Fish Festival at Peoples Plaza, Necklace Road, Hyderabad, Telangana” from 07-06-2019 to 09-06-2019	

For Financial Evaluation, the total fee for the service provided will be considered. This Fee will cover costs/expenses of the ‘Event Management Agency’ for undertaking work as detailed in the Scope of Work. The fee quoted above is exclusive of GST.