

NATIONAL SCHOOL OF DRAMA

(An Autonomous Institute under Ministry of Culture, Govt. of India Bahawalpur House,
1, Bhagwandas Road, New Delhi)

Tender Document along with Terms & Conditions

**Subject: Supply of Light Equipments as per Specifications at National School of Drama,
New Delhi.**

1. Sealed Tenders are invited from eligible and reputed firms registered with the Government for Supply of Light Equipments as per Specifications at NSD. Agencies/Dealer should be registered with the Government for supply of similar items/equipments in Government Departments.
2. Tender Document can be downloaded from NSD's website <http://www.nsd.gov.in> for which the Agency has to pay Rs. 500/-(Rupees Five Hundred Only) as Tender documents in the form of a crossed Demand Draft/Pay Order drawn in favour of the **Director, National School Of Drama, New Delhi** which is to be attached with tender at the time of submitting.
3. The tender should be sealed by the bidder duly super scribed 'Tender for Supply of Light Equipments as per Specifications at NSD' The tender should be addressed to **The Registrar, National School Of Drama, Bahawalpur House, 1, Bhagwandas Road, New Delhi-110001** so as to reach the office on or before **29.08.2016 till 11:00 a.m.** along with the Earnest Money Deposit of Rs.10,000/-(Rupees Ten Thousand Only) in the form of a crossed Demand Draft/Pay Order drawn in favour of the **Director, National School Of Drama, New Delhi**. The tenders received without EMD incomplete tenders or tenders without the supporting documents or not agreeing to terms and conditions shall be summarily rejected. A Tender Evaluation Committee constituted for the purpose will open the tenders on **29.08.2016 at 11:30 a.m.** in the presence of such tenderers who wish to be present.
4. The Director, National School of Drama reserves the right to accept or reject any & all tender(s) without assigning any reason thereof. No tenderer shall have any cause of action or claim against the NSD for rejection of his tender.

A. EARNEST MONEY DEPOSIT:-

1. Earnest Money Deposit of Rs.10,000/-(Rupees Ten Thousand Only) shall be kept in the envelope.
2. No interest shall be paid by NSD on the EMD for the above said period.

B. EVOLUTION OF TENDER:-

1. The tenders shall be opened in the presence of the tenders or their representatives. Only one authorized representative per tenderer will be permitted to be present at the time of opening of tender.
2. In proforma at **Annexure-I**, the rates, amount and total amount shall be written both in words and figures. If there is any discrepancy between the amount quoted in words and figures, the amount quoted in words will be treated as final.
3. The NSD reserves the right to select to tender on the basis of best possible bids received. The decision of the Tender Evaluation Committee arrived at the above shall be final representation of any kind shall not be entertained above.

C. COST OF TENDER AND SCHEDULED OF SUBMISSION OF TENDER DOCUMENTS:-

- | | | |
|------|--|------------------------------|
| i. | Cost of Tender | : Rs. 500/- |
| ii. | Time and last date of submission of tender documents | : 29.08.2016 till 11:00 a.m. |
| iii. | Time and date of opening of tenders | : 29.08.2016 till 11:30 a.m. |

D. GENERAL CONDITION OF CONTRACT:-

1. National School of Drama not bind itself to accept the lowest or any other tender and reserves to right to reject any or all the tenders. Tenders, in which any of the prescribed conditions are not fulfilled, shall be summarily rejected.
2. Canvassing whether directly or indirectly, in connection with the tender is strictly prohibited and the tender submitted by the Contractors who resort to canvassing will be liable to rejection.
3. NSD will have no liability whatsoever concerning the person deployed by the tenderer for any purpose. The successful tenderer shall keep that the NSD indemnified against all losses or damages or liability arising out of or imposed during execution of work.
4. The tenderer shall be responsible for payment of any compensation/ settlement of any liability arising out of any death or injury caused to the persons employed by him for rendering the jobs on contract under the agreement, either under the Workmen Compensation Act or any Act in force at that time. No liability shall accrue to NSD under any circumstances.
5. The tenderer should deploy his authorized representative for effective and proper supervision of the jobs under the contract.
6. The decision of the authorized officials of NSD regarding the satisfactory standard of work shall be final and binding on the Contractor.
7. The tenderer should ascertain the complete work to be undertaken by visiting the site before submission of tender.
8. The Contractor will be liable to comply any instructions/order given in written or verbal for better and efficient services.
9. The rates quoted should be inclusive of all materials, taxes, cartage, statutory deduction etc. and are F.O.R site.
10. The work is urgent and has to be completed within one week of receipt of the work order. Any delay in work will attract penalty 2% per week till the work is completed.

E. TERMINATION OF CONTRACT:-

In the event of work found unsatisfactory as per NSD requirement, the material will be rejected and the contract is liable to be terminated and EMD deposit will be forfeited. The decision of the NSD in this regard will be final.

F. DISPUTE RESOLUTION:-

In case of any dispute with regards to the interpretation of any clause(s) of this agreement, the same shall be referred to the sole arbitration of person appointed by NSD (1st Party), whose decision will be final and binding on both parties.

H. VALIDITY:-

The Tender shall be valid for a period of at least three calendar months from the date of opening of the tenders for the purpose of evaluation of tender.

DECLARATION

I hereby certify that all the information furnished in the offer submitted above are complete and correct to the best of my/our knowledge. **I ALSO HEREBY CONFIRM AND DECLARE THAT THE FIRM HAS NOT BEEN BLACK LISTED BY ANY INSTITUTION AGENCIES / GOVT. DEPTT. / PSU.** I understand that in case any deviation is founded in the above statement at any stage, the tender will be out right rejected & action as deem fit will be initiated against the firm/agency.

Signature of the Bidder with date

Date: _____

(Name of the Firm/ Agency and stamp)

Place: _____

Handwritten signature in blue ink and a blue stamp that reads "Registered" with a checkmark.

ANNEXURE-I

**NATIONAL SCHOOL OF DRAMA
NEW DELHI**

DETAILS OF MATERIAL/LIGHT EQUIPMENT REQUIRED TO BE PURCHASED

Sl. No	Name of Item Required	Quantity Required	Specifications	Unit Price/Rs	Amount/Rs.
1.	-LED Zoom Lights/Indoor(Static) /Outdoor (Static) /Moving Head LED Zoom	20 nos	LED Qty.:36X18 W RGBWA UV. -Zoom Angle 10° to 60° Dimmer: 0-100% linear dimmer Note: Quote Separately for all the three items. Only one item of the three would be purchased, total 20 nos.		
2.	Console: -Avolite Pearl 2008/2016	02	Avolite Pearl 2008 or the latest update System with requisite specifications		
3.	Smoke/Fog Machine	04	FOG 1600 FT or equivalent : Power Consumption 1500 W, Tank Capacity: 6 Liters; Control Feature: Timer, Volume Wireless DMX Receiver: CRMX from Lumen Radio		
4.	Haze Machine	04	FAZE 1050 FT Heater : 1000 W DMX Channel Occupied: 2 Channels (One for fog output, One for fan output)		
5.	Par 64 Lights: 1000 W	30	Original Parabolic Aluminized Reflector Lamps 1000 W like Osram or others Housing: CRC Sheet Metal with Matt finish-Black Holder: Bi Pin		

Signature of the Bidder with date

Date: _____
Place: _____

(Name of the Firm/ Agency and stamp)
(With Address, Tel. No., fax & Email)