



South Zone Cultural Centre

(An Autonomous Organisation under Ministry of Culture, Government of India)
Dakshini, Medical College Road, Thanjavur – 613 004
Tele: 04362-240072, email: szcc1986@gmail.com, website www.szccindia.org

Short Term Tender Notice

The Director, SZCC on behalf Ministry of Culture, Government of India, invites Open Tenders in sealed covers from Contractors / Service Providers / Event Management Agencies for organising Rashtriya Sanskriti Mahotsav (RSM – a flagship event of Ministry of Culture) under the Ek Bharat Shreshtha Bharat matrix in Karnataka tentatively between 12th and 20th January , 2018 [**Bangaluru - 3 days (Main Event), Hubballi – 2 days** and **Mangaluru – 2 days**].

Following works / services / supplies are required for conducting the Festival.

1. Accommodation for 400 personnel (approximately).
2. Creation & set up services (stage/stall/decoration/furniture&related services)
3. Arrangement of Sound & Light Systems and power backup.
4. Transport services (Car, Mini Bus and buses)
5. Printing Services.
6. Supply of Food & Beverages.
7. Manpower Management Services (Security Personnel, Housekeeping, garbage disposal with equipment & consumables)
8. Photography and Videography coverage.
9. Providing office equipment - Computer, Laptop, Printer, Scanner & Xerox machine etc., and CCTV surveillance with complete monitoring system).
10. Media coverage and PR. (all ads will be released through DAVP only).

Interested and experienced Contractors/Event Management Agencies/Service Providers fulfilling the necessary eligibility criteria are requested to submit their formal application/applications as per the tender format along with relevant documents. .

Detailed & complete document can be downloaded from website www.szccindia.org.

Tender forms complete in all respects along with a demand draft for Rs. 20,000/- drawn in favour of Director, SZCC payable at Thanjavur towards EMD should reach IGNCAR Regional Centre, Kengunte Circle, Mallathahalli, Jnanabharati – Post, Bengaluru – 560 056 by 1000 hrs on 05.01.2018

Tenders will be opened at 1100 hrs on 05.01.2018 at IGNCAR Regional Centre, Bengaluru by the Tender Opening Committee in front of tenderers / their authorised representatives who wish to be present.

Director, SZCC reserves the right to cancel one or all the tenders in full or partially without assigning any reason whatsoever to whomsoever.

...Director

Short Term Tender

1. Accommodation for 400 personnel (approximately).
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Eligibility criteria for tenderers

1. Should have a valid license or any other document issued by a competent authority for carrying out such business.
2. Should have at least three years experience in the concerned business.
3. Should have a PAN card
4. Should have filed Income Tax Return for the last three years
5. Should have audited balance sheet for the last three years
6. Should have a bank account on the firm's name
7. Should have Tax Index Number if applicable to the business
8. Should Service Tax Registration number if applicable to the business
9. Should have GST registration if applicable to the business
10. Should have a permanent address (Aadhaar card / Ration Card)
11. Should have sound financial background to carry out such business.
12. Should have skilled manpower to carry out such business
13. Should have mobile phone connectivity
14. Should have adequate tools / machineries / transports / other professional items as required for the business.
15. Tender applications of tenderers who do not fulfil the above eligibility criteria will be rejected.

Director

South Zone Cultural Centre

(Ministry of Culture, Government of India)

Dakshini, Medical College Road, Thanjavur – 613 004

Ph.0436-240072, Fax.04362-240128, [email. szcc1986@gmail.com](mailto:szcc1986@gmail.com)

Terms & Conditions

1. Earnest Money Deposit of Rs. 20,000/- in the form of demand draft drawn in favour of “Director, SZCC, Thanjavur” should be enclosed alongwith tender application form.
2. No interest shall be payable on the EMD. On finalisation of the rate contract, EMD will be returned to those tenderers who fail to get the contract.
3. On finalisation of the rate contract, the successful tenderer shall be called as “Contractor” and the Director, South Zone Cultural Centre shall be called as “SZCC”.
4. SZCC reserves the right to reject / accept the tender without assigning any reason thereof.
5. SZCC reserves the right to divide the work order among tenderers.
6. Before submission of the tender application, the tenderers are to make themselves fully conversant with the scope of work, technical requirements and specifications etc., so that no ambiguity arises later on.
7. The representative should bring an authorisation letter from the tenderer at time of tender opening.
8. In case of any doubt regarding contents and meaning thereof in the tender document, the tenderer may contact SZCC for clarification before submitting the tender application form.
9. Any queries made by SZCC should be promptly replied by the tenderer.
10. The financial bid should clearly indicate the particulars / percentage of tax if any to be borne by SZCC.
11. The tenderer will be totally responsible for complying with all rules & regulations concerning to all taxes & duties.
12. The rate quoted should be a fixed price basis. Request for enhancement of rate shall not be considered in later stage / under any circumstances.
13. EMD of the contractor shall be kept with SZCC as ‘Security Deposit’ throughout the contract period.
14. The contractor shall execute a contract agreement in bond paper of Rs.100/- on finalisation of the rate contract.
15. The contract shall be in force for a period of 90 days year from the date of executing contract agreement.
16. Work Orders shall be given to the contractors as and when required.
17. SZCC reserves the right to terminate the contract at any time, if substandard items / services or any other deficiencies are found.
18. SZCC reserves the right to increase or decrease the requirement of items / services.
19. The Contractor should not sublet the assigned task to a third party.
20. The contract will be terminated at any time if the contractor is not adhering to the above terms and conditions and the security deposit will be forfeited.
21. The percentage of GST and other statutory requirements, if any are to be clearly mentioned in the quotations by the tenderers.
22. Prescribed rate of IT will be deducted from the total payment.
23. FORCE MAJEURE: - The Director, SZCC shall not be responsible for any damages out of any act of God.

24. Payment will be made within a month of completion of event and subject to completion of work and all contract obligations to the entire satisfaction of competent authority.
25. The tenderers should take measures to protect the supplied items from rain or any other natural calamity.
26. No charges would be paid, if the festival for any reason, gets cancelled on or before 72 hrs of the scheduled date and time of the event. The tenderer should indicate the charges, if any, payable to him if the festival is cancelled within 72 hrs of the scheduled date and time of the festival. Payment in that case would be subject to verification.
27. No additional charges would be paid to the tenderer, in case the dates of the festival are re-scheduled. In case the tenderer back out of the contract, then he shall be liable to pay damages to the tune of 25% of the contract amount at the time of withdrawing from the contract.
28. No child labour should be employed.
- 29. For Each work, rate should be quoted for the duration of the Festival in each venue i.e three financial bids should be submitted (one each for all the three venues) in separate three sealed covers.**

For Creation and set up services (Stalls, ground covering, decorations, furniture and related services) on hire basis.

30. The contractor shall be responsible for safety & security of the personnel / materials while executing the assigned task.

For Arrangement of Sound & Light Systems and power backup on hire basis.

31. Tenderers, who give satisfactory evidence of previous experience in arranging sound & light systems, will only be considered.
32. The Tenderer should be aware that the arrangement of sound & light systems shall be inspected by PWD authorities.
33. The tenderer should be responsible to maintain electrical and electronic hygiene while executing the assigned task.
34. Qualified, trained and skilled manpower should be employed.
35. One responsible person should be available in the venue during non-functioning time to attend any emergency.
36. All precautionary measures should be taken against electrical fire / shock etc.
37. Fire extinguishers are to be placed in the venue as appropriate.
38. During the programme, if any part of any system fails to function, it should be replaced immediately without disturbing the function/programme..
39. All arrangement should be made, equipment/systems should be tested and proved well in time.
40. The expenditures involved in manpower, materials, transportation and loading & unloading involved in the assigned task are to be borne by the tenderers.

For Local Transport services on hire basis.

41. The tenderer should provide good quality transport service with seating in the vehicle as the case may be.
42. Drivers should be well experienced with safe driving & mannered with neat attire.
43. Vehicle should have valid permit and fitness certificate.
44. Drivers should have valid driving license.

For Printing Services on supply basis

45. For any copyright or patent right issue, the supplying printing press/firm would itself be responsible.
46. The tenderer should possess a fully owned printing press comprising of atleast on 4-colour and 2-colour off set machines capable of printing 20" x 30" / 24" x 36" / 30" x 40" etc., sizes paper.
47. The tenderer should have CPT capacity to print and have worked for publication of books, periodicals & other reputed 4-colour printing jobs.
48. The expenditures involved in manpower, materials, transportation and loading & unloading involved in the assigned task are to be borne by the tenderers.

For Food & Beverages on contract basis

49. Tenderers, who give satisfactory evidence of previous experience in catering /food supply, will only be considered.
50. The Tenderer should serve all food/beverages items in stipulated time.
51. Food should be cooked in hygienic conditions.
52. Plastic plates, cups, carry bags etc., are NOT allowed in the premises.
53. All vessels / utensils should be washed in hot water before every use.
54. Purified drinking water disposable paper tumblers with water jug are to be provided at all the times in dining hall & accommodation area.
55. Food should be served in super shine plates with super shine spoons. Beverages should be served in paper cups or small paper plates.
56. The tenderer should ensure proper disposal of foodwastes/used plates & cups after every dining and keep the environment neat & clean.
57. The tenderer should employ well mannered catering team with healthy & communicable disease free for cooking serving & associated jobs.
58. No child labour should be employed.
59. The contractor will use only filtered drinking water and ISI branded oil for preparation of food.
60. Crockery used for serving should be sterilised and hygiene.
61. The expenditures involved in manpower, materials, transportation and loading & unloading involved in the assigned task are to be borne by the tenderers.
62. The percentage of GST and other statutory requirements, if any are to be clearly mentioned in the quotations by the tenderers.
63. Final menu will be decided by the Director SZCC or his authorised representatives on daily basis in consultation with the successful contractor in

order to avoid repetitive and/or monotonous food. Decision of the Director/his authorised representative will be final and binding.

64. The tenderer who emerges as the lowest on the basis of the total of the rates for each of the categories separately will be considered as the overall L1.
65. Reasonableness of rates clause (RR): Reasonable rates (RR) on the total value of the contract will be fixed by the organisers of the Festival/Event. Tendered rates will be examined in relation to the RR. In case the rates quoted by the tenderer/tenderers are 10% lower than the RR, the same shall be treated as fictitious and such firm/firms quoting such rates will be rejected. The L1 will then be decided from among the firm/firms that remain after such elimination.
66. 'Full Diet Clause': The successful tenderer will have to provide adequate food in each of the categories mentioned in the menu to ensure 'full diet' for the consumers of the food (per head).
67. Non-Veg should be prepared and served separately.
68. Cleanliness of the kitchen area will be at contractors end.
69. Inspection of the quality of food will be done by authorized team during the festival.
70. Kitchen and dining space will be provided by the Organizer.
71. Tenderer should serve Food/beverages at stipulated time.
72. The tenderer, on setting up the kitchen should ensure that Corporation Health Inspector visits the site and certifies that the arrangements are as per Corporation's rules & regulations.

For Photography & Videography coverage on hire basis.

73. Tenderers, who give satisfactory evidence of previous experience in photography / videography will only be considered.
74. The Tenderer should take prior approval for taking photo/video (I.e. No. of photos and number of CDs etc.,)
75. Duration of each programme and the time of reporting should be consulted with the SZCC.
76. The expenditures involved in manpower, materials, transportation and loading & unloading involved in the assigned task are to be borne by the tenderers.

For Media coverage and PR

77. All advertisement will be released through DAVP only.

Procedures for sending tender applications

1. Three sealed envelopes are to be made. On the 1st envelope it should be written as follows:

Financial bid for _____ (name of the tender)	
From (Name & Address of the tenderer with Mob. No.)	To The Director, South Zone Cultural Centre, C/o IGNCA Regional Centre, Kengunte Circle, Mallathahalli, Jnanabharati Post, Bengaluru 560056

2. On the 2nd and 3rd envelopes it should be written as follows

Tender document for _____ (name of the tender)	
From (Name & Address of the tenderer with Mob. No.)	To The Director, South Zone Cultural Centre, C/o IGNCA Regional Centre, Kengunte Circle, Mallathahalli, Jnanabharati Post, Bengaluru 560056

3. 1st envelope should contain duly filled and signed **Financial Bid** only.
4. 2nd envelope should contain all tender document issued by SZCC duly signed with rubber stamp along with the following

a.	Demand Draft for Rs.20,000/-	
b.	Declaration by the tenderer in letter head	
c.	Company/Firms profile	
d.	Registration number with copy	
e.	Copy of valid license or any other documents issued by competent authority to carryout business.	
f.	Copy of last 3 year IT returns	
g.	Copy of Pan Card	
h.	Copy of previous 3 years experience	
i.	Copy of 3 years balance sheet by Auditor	
j.	Bank account number of the firms	
k.	Copy of service tax registration if applicable	
l.	Copy of TIN and GST registration if applicable	
m.	Proof of address (Aadhar Card)	
	Contact person mobile number	

5. 3rd envelope should contain 1st and 2nd envelope.
6. All cuttings and correction should be attested by the tenderer under his signature.
7. There should be no overtyping or overwriting.
8. Tender application should reach IGNCA Regional Centre, Kengunte Circle, Mallathahalli, Jnanabharati – Post, Bengaluru – 560 056 by 1000 hrs on 05.01.2018

Rate should be quoted for each venue i.e three financial bids should be submitted (one each for all the three venues) in separate three sealed covers.

Tender opening

1. Date and time of tender opening: 05.01.2018 at 1100 hrs..
2. Tenders will be opened by a committee in IGNCA Regional Centre, Bengaluru in front of available tenderers.
3. After satisfactory verification of all tender application forms, Financial bids of satisfactory tenderers only will be opened.
4. Contract will be awarded to the tenderer who quoted the lowest rate. There will be no compromise in the quality of items / services / supply.
5. Any dispute arising out of this tender between the contractor and SZCC now or in future shall be settled by way of arbitration and shall be governed by the Thanjavur jurisdiction only.

Contract Agreement, Assignment & Execution of task and Claims by contractors.

1. The tender contractor should execute a contract agreement in stamp paper worth Rs. 100/- immediate after receiving award letter.
2. The contractor should execute the task assigned on receipt of and as per work order.
3. On execution of the work assigned, the contractor should raise a bill in duplicate and submit alongwith a copy of work order & approved rate list.

(To be submitted by the tenderer in letter head)

DECLARATION BY THE TENDERER

I / We _____(hereinafter referred to as the tenderer) being desirous of tendering for the work / service under, having fully understood the of work and having carefully noted all the terms and conditions, specifications etc., as mentioned in the tender document, do hereby declare that:-

1. Fully aware of all the requirements and agree with all provisions of the tender document.
2. Capable of executing the work in time as required in the tender.
3. Accept all risks and responsibilities directly or indirectly connected with tender.
4. Not been influenced by any statement or promises by SZCC or any of its employees but only by the tender document.
5. Financially sound and solvent to execute the tendered work.
6. Sufficiently experienced and competent enough to execute the work to the satisfaction of SZCC.
7. The information and statement submitted with the tender are true.
8. Familiar with all general and special laws, rules, regulations, acts, ordinances of the municipal, district, state and central government that may affect the work or performance or personnel employed therein.
9. Not been debarred from similar type of work by SZCC and or any government undertaking bodies / department.
10. This offer shall remain valid for acceptance for three months from the date of opening of financial bid.
11. Accept that the earnest money deposit will be absolutely forfeited by SZCC, if we fail to undertake the work or sign the contract within the stipulated period.
12. Assure to execute the work as per terms and conditions & as per the requirement.
13. Any dispute arising out of this tender between us and SZCC now or in future shall be settled by the way of arbitration and shall be governed by the Thanjavur jurisdiction only.
14. Shall execute a legal contract / agreement along with the undertaking in duplicate on stamp paper of worth Rs. 100/- immediately after the receipt of award letter.
15. At any point of time during the contract, if we fail to execute any requirement as per prescribed quality or financially become bankrupt , the Director SZCC reserves the right to cancel the contract and give the work to any other appropriate party.
16. Agree and accept the the Director SZCC reserves the right to increase or decrease the requirement or items / services.

Place:

Date:

Signature & Rubber Stamp of Tenderer

Financial bid

Accommodation for 400 personnel (approximately) on rental basis.

Rates for each venue viz Bengaluru, Hubballi and Mangaluru should be submitted separately in individual sealed covers for each venue

Tentative dates

1. At Bengaluru from 10.01.18 to 14.01.18 (5 days)
2. At Hubballi from 15.01.18 to 16.01.18 (2 days)
3. At Mangaluru from 17.01.18 to 19.01.18 (3 days)

Rent per day per person with morning Tea/Coffee and Breakfast

No.	Accommodation type	Rent	Tax	Name of the lodge/hotel/inn
1	Non-AC Room for one person			
2	AC Room for one person			
3	Non-AC Room for two persons			
4	AC Room for two persons			
5	Non-AC Room for 3 persons			
6	AC Room for 3 persons			
7	Non-AC Room for 4 persons			
8	Non-AC Room for 5 persons			
9	Non-AC Room for 6 persons			
10	Non-AC Dormitory with capacity()			

Note: Please mention clearly if any additional information you want to submit.

Place:

Date:

Signature & Rubber Stamp of Tenderer

Financial bid

Creation and set up services (Stalls, ground covering, decorations, furniture and related services) on hire basis.

Rates for each venue viz Bengaluru, Hubballi and Mangaluru should be submitted separately in individual sealed covers for each venue

Tentative dates

- | |
|--|
| a. At Bengaluru from 12.01.18 to 14.01.18 (3 days) |
| b. At Hubballi from 15.01.18 to 16.01.18 (2 days) |
| c. At Mangaluru from 17.01.18 to 18.01.18 (2 days) |

No.	Particulars	Rate for duration of Festival	
1.	Table Sunmica top	p e r e a c h i t e m	
2.	Revolving Chair		
3.	Wooden Chair		
4.	Fiber Chair		
5.	6 Feet Almira with lock facility		
6.	Table 4ftx3ft with PVC cover & frill		
7.	VIP Chair		
8.	PVC Water drum 200 ltrs		
9.	Teapoy		
10.	6x4 Table		
11.	Water Tank 200 ltr capacity		
12.	Dust Bin drums big size with cover		
11	Podium with reading light facility		
12.	Sofa (2 seatert)		
13.	Kitchen 40ftx30ft with 30ft x10ft Store Room	p e r s q. f t.	
14.	Food Stall 15ftx10ft with water & Dish wash facility		
15.	Craft Stall 10ftx10ft		
16.	Green Room. Size will be intimated well in time.		
18.	Dining Hall 40ftx20ft		
19.	Dining Hall 40ftx60ft		
21.	Mat		
22.	Carpet		
23.	Dining Hall side covering		
24.	Plotform		
25.	Tin sheet roof top shyamiya for audience. Size will be intimated well before Mela		
26.	Stage 4' height with dancing floor on top of wooden ply floor. Size will be intimated well before Mela		
27.	Decorative side drops.		
28.	Ambience decoration		
29.	Stage decoration		
30.	Entrance Arch		
31.	Barricade in running metre. Quote rate per metre.		

Note: Please mention clearly if any additional information you want to submit.

Place:

Date:

Signature & Rubber Stamp of Tenderer

Financial bid

Arrangement of Sound & Light Systems and power backup on hire basis.

Rates for each venue viz Bengaluru, Hubballi and Mangaluru should be submitted separately in individual sealed covers for each venue

Tentative dates

- | |
|--|
| a. At Bengaluru from 12.01.18 to 14.01.18 (3 days) |
| b. At Hubballi from 15.01.18 to 16.01.18 (2 days) |
| c. At Mangaluru from 17.01.18 to 18.01.18 (2 days) |

No.	Particulars	Rate for duration of Festival	
1.	Tube Light	p e r e a c h i t e m	
3.	Hologen 1000W		
4.	Metal Light 400W		
5.	Pedestal Fan (Almonard)		
6.	Decoration Serial Set light		
7.	Light Pole		
8.	Parcane light		
9.	Tower		
10.	15 Amp plug point		
11.	5 Amp plug point		
12.	Stage light Par 64		
13.	Stage light LED Par		
14.	Stage light spot		
15.	Stage light profile		
16.	Stage light smoke screen		
17.	Stage Sound System (Micro phones SM 58, 57, Stand, Cordless Mike, Feedback monitors Flyers,)		
19.	Genset silent 20KW for 5 hrs		
20.	Genset silent 20KW for xtrahr		
21.	Genset silent 40KW for 5 hrs		
22.	Genset silent 40KW for xtrahr		
23.	Genset silent 62.5KW for 5 hrs		
24.	Genset silent 62.5KW for xtrahr		
	Genset silent 100/125KW for 5 hrs		
	Genset silent 100/125 for xtrahr		
25.	24Cx DMX dimmer with control		
26.	Collar cordless mic		
27.	32 Ch. Sound Mixer		
28.	LED light		
29.	Socket Board		
30.	Boundary mic		
31.	Truss for Stage	Per Feet	

Note: Please mention clearly if any additional information you want to submit.

Place:

Date:

Signature & Rubber Stamp of Tenderer

Financial bid

Hiring of Transport on hire basis

Rates for each venue viz Bengaluru, Hubballi and Mangaluru should be submitted separately in individual sealed covers for each venue

Tentative dates

- | |
|--|
| a. At Bengaluru from 12.01.18 to 14.01.18 (3 days) |
| b. At Hubballi from 15.01.18 to 16.01.18 (2 days) |
| c. At Mangaluru from 17.01.18 to 18.01.18 (2 days) |

No.	Name of Vehicle	Quotation					
		a/c 12 hrs With Kms	Non-a/c 12 hrs With Kms	a/c xtra hrs	Non-a/c xtra hrs	a/c xtra kms	Non-a/c xtra kms
1	Tata indica/Swift Dezire/Indigo or if other Vehicle, specify.						
2	Innov/Xylo/Tavera Scorpio/Itios						
3	16 seater Van						
4	32 seater Van / Minibus						
5	52 & above seater Bus						
No.	Name of Vehicle	a/c 24 hrs With Kms	Non-a/c 24 hrs With Kms	a/c xtra hrs	Non-a/c xtra hrs	a/c xtra kms	Non-a/c xtra kms
1	Tata indica/Swift Dezire/Indigo or if other Vehicle, specify.						
2	Innov/Xylo/Tavera Scorpio/Itios						
3	16 seater Van						
4	32 seater Van / Minibus						
5	52 & above seater Bus						

Note: Please mention clearly if any additional information you want to submit.

Place:

Date:

Signature & Rubber

Financial bid

Printing Services on supply basis

Rates for each venue viz Bengaluru, Hubballi and Mangaluru should be submitted separately in individual sealed covers for each venue

Tentative dates

- | |
|--|
| a. At Bengaluru from 12.01.18 to 14.01.18 (3 days) |
| b. At Hubballi from 15.01.18 to 16.01.18 (2 days) |
| c. At Mangaluru from 17.01.18 to 18.01.18 (2 days) |

No	Item	Paper Type	Size	Requirement Approx	Rate
1	Brochure/ Catalogue. (Centre fold front & back printing)	Color page Art card 250 GSM	7.25"X 9.25" (when folded)	1000	
2	Opening & Closing ceremony invitation Card with cover. (Design and layout will be provided)	Folding Art Card 250 GSM front & back printing with numbering on cover.	27" x 12"	500	
3	Posters (Design and layout will be provided)	250gsm with gumming stripe at back	A3	500	
4	(Signage's) Direction marking (Quote rate per sq.foot)	3mm sunboard with 4 colour eco solvent vinyl pasted	2x4' feet	50	
6	Standee Roll up star flex	220gsm 4 colour printing	2.5x6 feet	On required basis	
7	Food coupon	90 GSM not litho with 2" x 4" x 12 coupon, 6 perforation front side printing	8.25" x 11.75"	1000	
8.	Certificate	300 gsm imported art paper with single page & 4 colour printing	10x10"	350	

10.	ID Card pouch & Rope	Multi-colour 300-350dpi paper double side mat finishing print, double side hot press lamination. Rope cotton with screen printing(¼ inch width)	15x10.5"	500	
11.	Leaflet as newspaper insert	90 GSM not litho backside printing	5.5" X 8.5"	1000	

Note: Please mention clearly if any additional information you want to submit.

Place
Date

Signature of Tender with rubber stamp

Financial bid

Food & Beverages on contract basis

Rates for each venue viz Bengaluru, Hubballi and Mangaluru should be submitted separately in individual sealed covers for each venue

Tentative dates

- | |
|--|
| a. At Bengaluru from 10.01.18 to 14.01.18 (5 days) |
| b. At Hubballi from 15.01.18 to 16.01.18 (2 days) |
| c. At Mangaluru from 17.01.18 to 19.01.18 (3 days) |

1.	Morning Tea / Coffee	
2	Breakfast – Unlimited Idly, Dosa, Vada, Poori, Roti, Paratha, Sambar, Chutney, Khurma / Masala with Tea / Coffee	
3	Lunch unlimited Ponni Rice (boiled rice), Chapatti, Sambar, Rasam, Buttermilk, Applam, Porial, Kootu, Pickle, Vegetable Salad and One sweet in cup – SemiyaKheer or Fruit Custard or GulabJamun or Jellaby or Poondi or Laddu or Mysore Pak	
4	Evening Snacks 02 Nos. Vada or Bonda or Bhaji with chutney/sambar or Samosa with sauces and Coffee / Tea	
5	Dinner (Unlimited) One sweet, Chapatti, Ponni Rice. Chicken Masala or Mutton Khurma or Fish fry/masala (Minimum 100 grams per plate) and Banana. Note:- Minimum food as per requirement is to be prepared for vegetarians. Sambar, Rasam, Buttermilk, Applam, Porial, Kootu, Pickle, Vegetable Salad.	

Note: Please mention clearly if any additional information you want to submit.

Place:

Date:

Signature & Rubber Stamp of Tenderer

Financial bid

Providing Manpower Management Services (Security Personnel, Housekeeping and garbage disposal with equipment and consumables) on contract basis.

Rates for each venue viz Bengaluru, Hubballi and Mangaluru should be submitted separately in individual sealed covers for each venue

Tentative dates

- | |
|--|
| a. At Bengaluru from 12.01.18 to 14.01.18 (3 days) |
| b. At Hubballi from 15.01.18 to 16.01.18 (2 days) |
| c. At Mangaluru from 17.01.18 to 18.01.18 (2 days) |

Security Personnel (unarmed):

S. No	Details	Rate per day per person male / female separately
1	1 st Shift (6 a.m. to 2.00 p.m.) approximately 10 personnel (8 Male & 2 Female)	
2	2 nd Shift (2.00 p.m. to 10.00 p.m.) approximately 10 personnel (8 Male & 2 Female)	
3	3 rd Shift (10.00 p.m. to 6.00 a.m.) approximately 5 Male personnel.	

S. No	Manpower including other machineries / accessories / consumables required (mention with quantity)	Rate per day per person
1	Housekeeping personnel 1 st shift 0700 to 1530 with ½ hour break	
2	Housekeeping personnel 2 nd shift 1530 to 2330 with ½ hour break	
3	Disposal of garbage daily 2100 to 2300 hrs	

Note:

- Personnel provided by the tenderer should be
 - Uniformed
 - Well equipped
 - Well behaved
 - With proper ID proof and Residence proof
- Please mention clearly if any additional information you want to submit.

Place:

Date:

Signature & Rubber Stamp of Tenderer

Financial bid

Photography & Videography coverage on hire basis

Rates for each venue viz Bengaluru, Hubballi and Mangaluru should be submitted separately in individual sealed covers for each venue

- | |
|--|
| a. At Bengaluru from 12.01.18 to 14.01.18 (3 days) |
| b. At Hubballi from 15.01.18 to 16.01.18 (2 days) |
| c. At Mangaluru from 17.01.18 to 18.01.18 (2 days) |

S. No	Details of Photography & Videography	Rate for duration of Festival
1	LED Display Wall/ Screen (8x6)	
2	BMW (200)	
3	Panasonic (160) / Any professional camera	
4	Panasonic (120) / Any professional camera	
5	Crane 36	
6	HD online mixer	
7	DV online mixer	
8	Helicam	
9	Output mode DVD	
10	Outputmode Blu-Ray Disc	
11	<u>Offline editing.</u> Titling, Audio recording, Voice over / Narration wherever required, Effects, Mixing in stereo etc., (Full Programme)	
12	Photo – Canon Camera Mk. III / professional camera	
13	Photo – Output mode DVD	
13	Photo – output mode 12x6' size photo album (including capture, mounting, designing and printing)	
14	Avid LS & Fcp works (editing & Mastering)	
15	Lossless HD Postproduction, Digital Grading and Enhancement (full programme)	
16	Audio Mixer 6 channel for video input	
17	VFX Works	
18	External Hard disk – video output	

Note: Please mention clearly if any additional information you want to submit.

Place:

Date:

Signature & Rubber Stamp of Tenderer

Financial bid

Providing Office equipment (computer / laptop / printer / scanner) and CCTV surveillance with complete monitoring system, on hire basis.

Rates for each venue viz Bengaluru, Hubballi and Mangaluru should be submitted separately in individual sealed covers for each venue

- | |
|--|
| a. At Bengaluru from 12.01.18 to 14.01.18 (3 days) |
| b. At Hubballi from 15.01.18 to 16.01.18 (2 days) |
| c. At Mangaluru from 17.01.18 to 18.01.18 (2 days) |

S. No	Particulars	Rate per item for duration of Festival
1	Laptop	
2	All in one printer with scanner	
3	Xerox Machine	
4	Speed Dome Camera 1/3: /ex view HAD CCD 11: & enhanced Effio HDSP, 700 HTV Lens and OSD Menu Control with 200 mtrs cable	
5	Bullet Camera with 3.6mm Lens, superlowilluminationCMOS sensor 2 Megapixel 1080 with IR cut with 200 mts cable.	
6	Bullet Camera with 4 array 3.6mm Lens, superlowilluminationCMOS sensor 2 Megapixel 1080 with IR cut with 200 mts cable.	
7	Extra Cable (rate per meter)	
8	500 gb hard disc for backup	
9	250 gb hard disc for back up	

Note: Please mention clearly if any additional information you want to submit

Place:

Date:

Signature & Rubber Stamp of Tenderer

Financial bid

Providing Media Coverage and PR.

Rates for each venue viz Bengaluru, Hubballi and Mangaluru should be submitted separately in individual sealed covers for each venue

- | |
|--|
| a. At Bengaluru from 12.01.18 to 14.01.18 (3 days) |
| b. At Hubballi from 15.01.18 to 16.01.18 (2 days) |
| c. At Mangaluru from 17.01.18 to 18.01.18 (2 days) |

Advertisement plan with rate for each items

Sl.No	Particulars	Rate
1.	Designing of Newspaper ads and Advertisements through DAVP.	
2.	Designing and making of video promo.	Per minute
3.	Designing and making of audio promo.	Per minute
4.	Design of outdoor advertisement through hoardings and display at prominent places.	Per Sq.ft

Note: Please mention clearly if any additional information you want to submit

Place:

Date:

Signature & Rubber Stamp of Tenderer