

BID DOCUMENT
FOR
HIRING AND SATISFACTORY INSTALLATION OF STAGE, LIGHT, AND SOUND
EQUIPMENT

AT

NATIONAL LAW UNIVERSITY, JODHPUR

TOTAL NUMBER OF PAGES: 16 (Sixteen)

S.No.	Particulars	Details
1	Name of the firm	
2	Complete address	
3	Email ID of the firm	
4	Mobile Number	
5	Permanent account number (PAN)	
6	GST Number of Firm	
7	Earnest Money Deposit	Rs.15,000/-
8	Earnest Money Details	BANK NAME: DD NUMBER:
9	Date and Time of submission of tender	17/09/2024 02:00 PM
10	Authorized Signatory	

Check List of Documents:

S. No.	Particulars
1	<p>Technical bid in sealed cover super scribed as “Technical Bid” with all required parameters as follows:</p> <ul style="list-style-type: none">(A) Filled in bid document duly signed and stamped at the bottom of each page.(B) Annexure “B” (CONSENT FOR TECHNICAL SPECIFICATIONS)(C) Demand Draft of Rs. 15,000/- submitted as Earnest Money(D) Copy of the Income Tax PAN card of the company/ Firm(E) Copy of valid GST Registration of company/ firm(F) Notarized self-certification for not being debarred/blacklisted as per Annexure “A”.(G) Successful Completion Certificate
2	Price bid in Annexure C in separate sealed cover super scribed as “Financial Bid”

DETAILS OF TENDER CALL NOTICE

Sealed bids are invited for **HIRING AND SATISFACTORY INSTALLATION OF STAGE, LIGHT, AND SOUND EQUIPMENT** at National Law University, Jodhpur between September 26 – 29, 2024.

Bid document for the above work can be obtained from the office of Registrar NLU, Mandore Road, Jodhpur, Rajasthan on all working days in between 10.00 A.M. to 5.00 P.M. The bid documents can also be downloaded from NLU Jodhpur's Website (<https://nlujodhpur.ac.in/university/tenders>).

Bids will be received up to 2:00 P.M. of Rs **15,000/-** and the technical bid will be opened on the same day at 02:30 P.M. in presence of the bidders or their authorized representatives, if any. Opening date and time of financial bid shall be communicated subsequently after assessing the suitability and eligibility of the bidders.

1. SCOPE OF WORK:

- 1.1 Hiring and Satisfactory Installation of Stage, Light, and Sound Equipment.
- 1.2 Successful bidder shall be required to fulfill all requirements as per the work order.
- 1.3 NLU, Jodhpur shall have the right to inspect all items to be delivered 1 day prior to the date of delivery, as per the work order.

2. ELIGIBILITY CRITERIA:

The bidder must fulfill all the following criteria for techno-commercial qualification of the tender.

- 2.1 The Bidder must have valid PAN, GST number. (attach document)
- 2.2 The firm must not have been debarred / blacklisted by any Government Department/Agency, PSUs / institution / agencies / autonomous organisations. The bidder shall submit a self-certification by an authorized person duly notarized to this effect.(attach self-declaration certificate duly notary attested) in the prescribed format attached as Annexure "A".
- 2.3 The firm must provide a successful completion certificate, certified by the organisers of any event held within the past 2 years, wherein the firm provided goods and services of atleast Rs. 5,00,000, in support of the firm's experience and expertise.

3. INSTRUCTIONS TO BIDDERS:

- 3.1 A Bidder can submit a single bid only.
- 3.2 Incomplete, telegraphic or conditional bids shall not be accepted.
- 3.3 The contractor /firm shall not be allowed to transfer, assign, pledge or sub-contract work order/supply order under this contract to any other agency.

- 3.4 Prices quoted must be firm and fixed. No price variation / escalation shall be allowed during process of completion of the project.
- 3.5 The approved rate may be considered for future requirement with the consent of both the parties.
- 3.6 The bidders must sign at the bottom of each page of the bid documents at the time of submission in token of unconditional acceptance of the terms and conditions, technical specifications etc.
- 3.7 Valid GSTIN certificate duly self-attested must be submitted along with the bid.
- 3.8 Deviations in terms and conditions, specification of material, inspection clause etc. will not be accepted under any condition.
- 3.9 Bids received late due to postal delay or otherwise **will not be considered**.
- 3.10 The bidders are required to furnish their offers in the price bid both in words & figures. In case of corrections ,if any, the original text/numerical must be clearly crossed out and re-written legibly above, below or on the side of the crossed out characters as per availability of space and the authorized person must put his dated initial under such corrections. In case of any conflict between figures and words, the lower rate shall prevail.
- 3.11 **Since timely execution of work order is of paramount importance, requests for extension of time shall not be entertained.**
- 3.12 Canvassing in any manner shall not be entertained and will be viewed seriously leading to rejection of the bid.
- 3.13 NLU, Jodhpur reserves its right to modify the bid document/details by way of amendment .Notification for Such amendment shall be notified only on NLU, Jodhpur website, therefore bidders are advised to visit NLU, Jodhpur website time to time.
- 3.14 Bids will be accepted & will be opened as per information mentioned in the notice-inviting tender. No receipt against submission of bid shall be issued by NLU, Jodhpur.
- 3.15 The last date of receipt of the bid is 17/09/2024 up to 02:00 P.M. Sealed tenders may only be dropped in the specified tender box kept in the Office of Registrar, NLU Jodhpur during office hours on working days. **Bids received after due date & time will not be considered**. If due to any reason the due date is declared as a holiday the bid will be opened on next working day at the same time.

- 3.16 The technical bid shall be opened on 17/09/2024 at 02:30 P.M. in the Office of Registrar, NLU Jodhpur, in presence of such bidders or their authorized representatives, who are present at the time of opening. The bid document should be submitted in two parts as detailed below:
- 3.16.1 Bids should be submitted in two separate sealed envelope as mentioned below & addressed to the Registrar, NLU Jodhpur, inside a sealed envelope super-scribed “Bid for Painting & repairing work should contain Technical Bid as per Annexure – B prescribed Firm Registration certificate, declaration in lieu of Earnest Money, Technical Specification, GST Registration , Commercial terms & conditions, notarized undertaking as per ANNEXURE “A”, other bid documents duly signed & sealed, It should be super-scribed with **Part-1 Technical Bid "**. All the papers of bid documents except the price bid duly signed should be submitted in the first envelope.
- 3.16.2 Second sealed envelope (part-II) should contain Price bid as per Annexure –C in a separate sealed envelope. It should be super-scribed with **“PART II Price Bid”**. Any condition in regard to financial aspects, payments, terms of rebate etc beyond the prescribed financial terms of NLU, Jodhpur will make the bid invalid. Therefore it is in the interest of the bidders not to write anything extra in the Price Bid in Annexure-C except price.
- 3.17 The procedure of opening of the bid shall be as under
- 3.17.1. First envelope **“PART-1 Technical Bid”** shall be opened at the time & date mentioned in the bid notice by NLU, Jodhpur representative in the presence of bidders, who choose to be present.
- 3.17.2 Second envelope (part-II) containing Price bid shall be opened after evaluation of technical-commercial suitability of the offer by assessing responsiveness in line with the requirements mentioned in the bid document. The time for opening of second envelope (Price bid) shall be informed separately after assessing and evaluation of technical bid. Second envelope of price bid only those bidders shall be opened who qualify in the technical bid. If necessary, the firms may be called for Technical Presentation of their product as per the time intimated by NLU, Jodhpur.
- 3.18 **Successful bidder shall be calculated on the basis of total cost of all items as mentioned in Financial Bid.**
- 3.19 In case of supply of any defective material or substandard material, the materials will be rejected & it will be the responsibility of the supplier for taking back & replacing the rejected materials at their own cost. In case of non-lifting of such rejected materials within a reasonable time offered by the office it will have the right to suitably dispose of the same and forfeit the amount.

- 3.20 The supplied materials/execution of work should strictly comply with the specifications as mentioned in the bid, otherwise the material would be liable for rejection.
- 3.21 Any clarification on the technical specification and commercial terms and conditions may be clarified in writing from NLU, Jodhpur
- 3.22 Deviation of any commercial terms and condition and technical specification shall not be entertained under no circumstances.
- 3.23 Bidders may in their own interest visit the sites and undertake site visit before submitting bids. **NLU, Jodhpur will not be responsible for any incidental or consequential losses of the firms while execution and till expiry of the period of maintenance.**
- 3.24 The contractor shall abide by all laws, rules and regulations framed there under or any other statutory obligations which are in force from time to time. The contractor/firm shall indemnify the Institute from any claims in this regards.
- 3.25 Any losses sustained by Institute due to negligence of contractor's service in the form of loss/damage of property, will be recoverable from the contractor, as the money value shall be estimated by the Institute. The decision of the institute in this regard will be final and binding on the contractor/firm.
- 3.26 The Contractor/firm will adopt all safety measures /precautions while executing the work/supply. In case of any accident /causality of any personnel, involved in work/supply the complete responsibility will be borne by the contractor/firm himself and NLU, Jodhpur will not be held responsible for any claim/compensation.
- 3.27 NLU, Jodhpur may take clarification from bidder and may take appropriate decision accordingly. The decision of University shall be final and binding to all.
- 3.28 NLU, Jodhpur does not bind itself to accept the lowest or any other tender and reserves to itself the authority to reject any or all the tenders received without the assignment of any reason. All tenders in which any of the prescribed condition is not fulfilled or any condition including that of conditional rebate is put forth by the tendered shall be summarily rejected.
- 3.29 The NLU, Jodhpur reserves its right to reject/accept any or reject all tenders at any time without assigning any reason thereof. It shall be without any liability towards the bidder.
- 3.30 The firm/contractor will adopt all safety measures/precautions while executing the work in relation to all material, equipment and accessories etc. **NLU, Jodhpur will not be responsible for any loss, theft, damage etc. for any reason.**

4. COMMERCIAL TERMS & CONDITIONS:

4.1 RATE & TAXES

4.1.1 The offer should indicate the complete cost of the work for **HIRING AND SATISFACTORY INSTALLATION OF STAGE, LIGHT, AND SOUND EQUIPMENT** for all 4 days i.e., 26th, 27th, 28th, 29th September, 2024, as per the specifications provided in ANNEXURE – B. The cost must be inclusive of insurance and transportation for destination where all installations must be completed, as per the work order.

4.1.2 All Taxes, as applicable, should be mentioned clearly in the price bid.

4.2 **EARNEST MONEY:**

4.2.1 Firm/Contractor must submit the Earnest Money of Rs 15,000/- in the form of a Demand-draft issued by a Nationalized/Schedule Bank in favour of the Registrar, National Law University, Jodhpur payable at Jodhpur at the time of submission of tender documents. Earnest Money shall be refunded/adjusted against security deposit, if any, after award of work order, as the case may be.

4.2.2 In case of claim for exemption from deposit of Earnest money sufficient proof in support of claim for exemption of EMD as prescribed in Govt. of India Notification is to be attached with the bid.

4.3 **SECURITY DEPOSIT:**

4.3.1 The successful bidder must deposit the Security amount @ 10% (Ten percent) of the ordered value with the Registrar, NLU, Jodhpur within the time frame provided in letter for depositing of security in shape of DEMAND DRAFT OR irrevocable Bank Guarantees or FDR of equivalent amount for a period of 3 months.

4.3.2 **The security deposit would be forfeited, if the firm/contractor denies to execute the work order or supply as per the specifications in ANNEXURE – B, or supplies inadequate material or incomplete work order, as the case may be.**

4.3.3 The security deposit amount will be refunded after the period of 3 months without any interest.

4.4 **PAYMENT:**

4.4.1 Payment will be made after satisfactorily completion of work as per specifications after submitting of the GST invoice by firm.

4.4.2 In case supply/work is not found as per specifications in ANNEXURE – B, or if the firm supplies inadequate material or incomplete work order, as the case may be, NLU, Jodhpur shall have the right to reject the entirety of the work order and there shall not be any liability towards NLU, Jodhpur for any reason.

4.5 PENALTY CLAUSE:

In case of delay in supply/execution of work without prejudice to the right to reject the work order, penalty would be imposed as decided by the competent authority. However, if there is any hindrance/barrier in execution of work from NLU, Jodhpur side, then relaxation will be granted without penalty as deemed fit.

5. SETTLEMENT OF DISPUTE:

5.1 All disputes pertaining to the work contract is limited to the jurisdiction of the courts at Jodhpur District, Rajasthan.

5.2 Without prejudice to above, the parties reserve the right to enter into an Arbitration process in accordance with the relevant clause of Arbitration and Conciliation Act, 1996.

ACCEPTANCE

I/We have carefully read and understood the above terms and conditions of the bid and agree to abide by them.

Seal and Signature of the Bidder
Date:

ANNEXURE "A"

**DECLARATION REGARDING BLACKLISTING/DEBARRING FOR
TAKING PART IN TENDER**

(To be executed & attested by Public Notary/executive Magistrate on Rs 100/-non judicial stamp paper by the Tendered]

1. I/We _____ of M/s_____ hereby declare that our company_____ having registered address at _____
has never been blacklisted/debarred by any State/Central Government Department/Organization till date nor we are facing/filed any Litigation proceeding regarding debarring (blacklisting) with either of the above said agencies.

OR

1. I/We _____ of M/s_____ hereby declare that our company_____ having registered address at _____
was blacklisted or debarred by State/ Central Govt, Department /Organization from taking part in tenders for a period of _____ years w. e. f _____to _____ .the period is over on _____ and now the firm /company is entitled to take part in tenders.
2. In case of above information found false, I/we are fully aware that the tender/contract will be rejected/cancelled by National Law University, Jodhpur, and EMD/Security deposit shall be forfeited.
3. In addition to the above National Law University, Jodhpur will not be responsible to pay the bills for any completed /partially completed work/supply.

DEPONENT

ATTESTED:
(Public Notary/executive Magistrate)

NAME:-_____
Address:_____

ANNEXURE “B”

**TECHNICAL SPECIFICATIONS FOR HIRING AND SATISFACTORY INSTALLATION OF
STAGE, LIGHT, AND SOUND EQUIPMENT**

TABLE – 1

STAGE AND FABRICATION REQUIREMENTS	DATE OF REQUIREMENT	Compliance (Y/N)
<ul style="list-style-type: none"> • Main Stage - 36ft (L) x 24ft (W) x 5ft (H) - Grey OR Black carpeted • Ramp - 8ft (L) x 12ft (W) x 5ft (H) - Grey OR Black carpeted • Wings [10 x 5 ft] – 2 (one on each side of the stage) • LED Screen Backdrop of P5 outdoor LED quality [36X 12 ft] – Jona LED / Absen 	All days – 26 th September to 29 th September	
<ul style="list-style-type: none"> • Drum Riser - 8ft (L) x 8ft (W) x 1ft (H) • Console Riser - 12ft (L) x 8ft (W) x 2ft (H) 	28 th and 29 th September	
T Truss [as per stage size]	26 th & 27 th September	
Box Truss	28 th & 29 th September	
2 x 6ft truss pillar with base stand & 2 x 4t truss pillar with base stand	29 th September	

TABLE – 2

TECHNICAL REQUIREMENT FOR 26TH & 27TH SEPTEMBER, 2024			
Sound	Compliance (Y/N)	Lights & SFX	Compliance (Y/N)
JBL VRX932 LA 1-n Sound System/RCF HDL 20/Yamaha Nexo – PA System + Monitors 1. 8 Tops 2. 4 Subs		• 16 LED Pars	
		• 8 LED Warm Parcans	
		• Follow Spot	
Studio Mixing Sound Console - Soundgraph SI6 / Presonus Studio Live 16 Channel Mixing		• Smoke Factor and Haze	
6 Single Cordless Singing Mics (Stuudiomaster/Yamaha/Shure)		• Pilot Light Controller	
6 cord mic stands		• 8 Sharpy lights	
Cabling & Power Accessories – Wires/Cables/Patches etc.		• 4 Blinders lights	

TABLE – 3

ADDITIONAL REQUIREMENTS FOR 27 TH SEPTEMBER, 2024			
Sound	Compliance (Y/N)	Instrument Requirement	Compliance (Y/N)
4 amplifiers (as per sound system model provided above) + Amplifier Crown		Pearl ‘Roadshow’ 1. 22” Kick Drum 2. 14” x 5.5” Snare Drum 3. 10” and 12” Rack Toms 4. 16” Floor Toms Standard Hardware (as per the drum kit provided above): 1. Floor Tom Legs 2. Tom Holder 3. Bass Drum Legs 4. 2 Crash Cymbals 5. 1 Ride Cymbal 6. 1 Hi-Hat Cymbal 7. Double Bass Pedal 8. 2 x Sturdy Double Braced Boom Stands 9. 2 x Sturdy Double Braced Straight Stands 10. 1 x Sturdy Round Drum Throne 11. Drum Key	
Sennheiser E900 Drum Microphone Kit			
5 DI units			
3 Guitar Stands and 1 Keyboard stand			
10 TS Jack to Jack Cables (Long).			
2 Small Stands, 5 Large Boom Stands			

TABLE – 4

ADDITIONAL REQUIREMENTS FOR 28 TH AND 29 TH SEPTEMBER, 2024						
For 28 th September						
Sound		Compliance (Y/N)	Light (as per Box Truss)	Compliance (Y/N)	Stage/SFX	Compliance (Y/N)
Mics	2 x Shure SM58 Cordless mics		<ul style="list-style-type: none"> • 6 x LBT Sharpy 		1 x Smoke Factory & Haze	
In-Ear Monitors	1 x In-Ear Monitors – Sennheiser EW IEM G4 wireless system		<ul style="list-style-type: none"> • 16 x LBT LED Par 3 Watt • 8 x LBT Warm LED Parcans 			
Audio System (PA System + Monitors)	Any 1 out of the following (16 Tops, 12 Subs): 1. 2 x HDL 30 2. 2 x HDL TTL 55 3. 2 x JBL Vertec 4889 4. 2 x dB Technologies		<ul style="list-style-type: none"> • Follow Spot 			
			<ul style="list-style-type: none"> • Avolite 2010 (Digital Console for lights) 			
			<ul style="list-style-type: none"> • All necessary cabling, power accessories and patches. 			
Audio Mixer	Any 1 out of the following: <ul style="list-style-type: none"> • Allen & heath – _SQ Series OR QU Series OR Avantis series • Sound craft – Impact Series OR Impression Series OR V series • Avid – S6L OR SC48 • DiGiCo SD9 					
DJ Setup	<ul style="list-style-type: none"> • 1 x HDMI Connection for LED Wall at the DJ Console • 2 x BSS DI boxes at the DJ Console 					
Stands and Accessories	<ul style="list-style-type: none"> • 2 x Quarter inch to XLR wiring to connect the 					

	<p>soundcard with the DI boxes to patch to the FOH, at the DJ Console</p> <ul style="list-style-type: none"> White paper masking tape + marker 					
For 29th September						
Sound		Compliance (Y/N)	Light (as per Box Truss)	Compliance (Y/N)	Stage/SFX/VFX	Compliance (Y/N)
Mics	<ul style="list-style-type: none"> 2 x Shure Beta 58 Axient - Digital, UHF-R Wireless Mics 2 x Shure SM58 Wireless Mics 		<ul style="list-style-type: none"> 1 x Grand MA2 Mixer 16 x 1200W spot MAC 2000 Profile OR Robe 1200's (12 hanging & 4 on stage floor) 		<ul style="list-style-type: none"> 2 x HD Cameras + Accessories & Operator Vision mixer + Engineer 	
In-Ear Monitors	8 x Sennheiser EW IEM G4				<ul style="list-style-type: none"> Input Output Provision to Video Jockey 6 x Co2 Jets (containing enough cylinders for the whole show) 	
Audio System	<ul style="list-style-type: none"> Any 1 out of the following (16 Tops, 12 Subs, 6 amplifiers): <ol style="list-style-type: none"> D&B KSL,J, V Series L'Acoustics V- DOSC, K1, K2 Any 1 out of the following (PA System + Monitors) <ol style="list-style-type: none"> D&B, L'Acoustics Martin Audio Meyer VTX M22 / M20 floor monitors 		<ul style="list-style-type: none"> 10 x Clay Paky B-Eye K-20 OR 10 x MAC 2000 wash OR 10 x Rush MH6 Wash (6 hanging & 4 on stage floor) 36 x LED RGBA - (Silverstar OR Longman OR Martin Rush 1/2) 2 x 1500W/2500W follow spots and operators 8 x LED Wash 8 x Profile Spots 8 x 4-way Molefays 16 x LED Battens (on stage and truss pillars) 		<ul style="list-style-type: none"> 2 x Confetti Cannons 2 x DMX Controlled Smoke Machines 2 x DMX Controlled Antari Haze Machines 	
Audio Mixer	1 x DiGiCo SD 10					
Instrument(s) & Instrument(s) Support	<ul style="list-style-type: none"> Any 1 out of the following (5 Piece Set) - Good condition: <ol style="list-style-type: none"> Pearl Masters Premium 					

	<ul style="list-style-type: none"> 2. DW Performance Series 3. Yamaha Maple Custom. • Any 1 out of the following– Good condition: <ul style="list-style-type: none"> 1. 1 x Zildjian ‘K’ Series Cymbals with Stands 2. 1 x Zildjian ‘A’ Series Cymbals with Stands. • 1 x drum stool • Any 1 out of the following – Good condition <ul style="list-style-type: none"> 1. Ampeg SVT 4Pro with 810E Cab 2. Aguilar Tone Hammer 500 with DB 810 Cabinet • 3 x guitar stand • Any 1 out of the following: <ul style="list-style-type: none"> 1. 1 x Yamaha Montage 6 2. 1 x Yamaha Montage 7 • 1 x Single Tier keyboard stand • Any 1 out of the following: <ul style="list-style-type: none"> 1. 1 x Double Keyboard Ultimate Support 2. 1 x K&M Spider Pro 		<ul style="list-style-type: none"> • 12 x Martin Atomic Strobes (RGB) 			
Stands and Accessories	5 x music stands with clip-on lamps					

ANNEXURE – “C”

**FINANCIAL BID FOR HIRING AND SATISFACTORY INSTALLATION OF STAGE, LIGHT,
AND SOUND EQUIPMENT**

S. No.	Description of Requirement	Bid Amount (Rs.)	
		In figures	In words
1.	TABLE – 1 [STAGE AND FABRICATION REQUIREMENTS FOR 26 TH TO 29 TH SEPTEMBER]		
2.	TABLE – 2 [TECHNICAL REQUIREMENT FOR 26 TH & 27 TH SEPTEMBER, 2024]		
3.	TABLE – 3 [ADDITIONAL REQUIREMENTS FOR 27 TH SEPTEMBER, 2024]		
4.	TABLE – 4 [ADDITIONAL REQUIREMENTS FOR 28 TH AND 29 TH SEPTEMBER, 2024]		
		Total	
		Total Tax	
		Grand Total	