



GUJARAT WOMEN ECONOMIC DEVELOPMENT CORPORATION LTD
(A GOVERNMENT OF GUJARAT UNDERTAKING)

e-TENDER DOCUMENT FOR

MANDAP DECORATION DESIGN AND EXECUTION OF TEMPORARY STALLS, ELECTRICAL WORKS AND RELATED STRUCTURES FOR ARRANGING EXHIBITION CUM SALE AT VARIOUS DISTRICTS/ TALUKAS/ TOWNS/ VILLAGE PLACES OF GUJARAT UP TO ONE YEAR

TECHNICAL BID

GUJARAT WOMEN ECONOMIC DEVELOPMENT CORPORATION LTD.

BLOCK NO. 8/8, UDHYOG BHAVAN,
SECTOR 11, GANDHINAGAR - 382011
Ph. +23227119, 23230313 Fax: + 23227129
E-mail : mdgwedc@yahoo.com
Website: www.gwed.gov.in

2011

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GUJARAT WOMEN ECONOMIC DEVELOPMENT CORPORATION LTD

(A GOVERNMENT OF GUJARAT UNDERTAKING)

e-Tender Notice No. 2 of 2011-2012

Online tenders from reputed Mandap decoration firms who have experience of exhibition planning and management are invited by **The Managing Director**, Gujarat Women Economic Development Corporation Ltd., BLOCK NO. 8/8, UDHYOG BHAVAN, SECTOR 11, GANDHINAGAR – 382011 Ph. +23227119,23230713 Fax: +23227129; E-MAIL: mdgwedc@yahoo.com for works as under:

Sr.	Name of work	Earnest Money Deposit	Bid Processing Fee
1	MANDAP DECORATION DESIGN AND EXECUTION OF TEMPORARY STALLS, ELECTRICAL WORKS AND RELATED STRUCTURES FOR ARRANGING EXHIBITION CUM SALE AT VARIOUS DISTRICTS / TALUKAS / TOWNS / VILLAGE PLACES OF GUJARAT UP TO ONE YEAR	Rs. 1.50,000=00 (Rupees One lacs Fifty Thousand Only)	Rs. 1.000=00 (Rupees One Thousand Only)

2.	Time limit for providing of services is	12 Month
3.	Pre-bid conference Office of The Managing Director , Gujarat Women Economic Development Corporation Ltd., Block No. 8/8, UDHYOG BHAVAN, Sector 11, Gandhinagar – 382011.	24/10/2011 Time : 12 .00 Noon
4.	Downloading of Request For Proposal Document	Up to Date 08/11/2011 Time: 18.00 Hrs.
5.	Last date for Online Submission of Technical and Financial Proposals	Up to Date 08/11/2011 Time: 18.00 Hrs.
6.	Physical Submission of EMD and Bid Processing Fee and other required documents in sealed envelopes only by R.P.A.D. or speed post.	From Date 08/11/2011 to 9/9/2011
7.	Opening of tenders online (Technical Proposal only)	Date 11/11/2011 at 15.00 Hrs.
Date of opening of Financial Proposal will be informed later on.		

Tender documents can be downloaded and submitted on the [https:// nprocure.com](https://nprocure.com) website.



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e-TENDER DOCUMENT FOR

MANDAP DECORATION DESIGN AND EXECUTION OF TEMPORARY STALLS, ELECTRICAL WORKS AND RELATED STRUCTURES FOR ARRANGING EXHIBITION CUM SALE AT VARIOUS DISTRICTS/ TALUKAS/ TOWNS/ VILLAGE PLACES OF GUJARAT UP TO ONE YEAR

VOLUME 1A INVITATION TO BID

GUJARAT WOMEN ECONOMIC DEVELOPMENT CORPORATION LTD.

BLOCK NO. 8/8, UDHYOG BHAVAN,
SECTOR 11, GANDHINAGAR - 382011
Ph. +23227119, 23230313 Fax: + 23227129
E-mail : md_gwedc@yahoo.com
Website : www.gwed.gov.in

VOLUME 1A

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1. INVITATION TO BID
2. FORM OF TENDER AND CONTRACT DATA
3. INSTRUCTIONS TO BIDDERS (ITB)

1. INVITATION TO BID

Tender Notice No: 2 of 2011-2012

Date: 17/10 /2011, Gandhinagar

To,

Subject: Invitation to e-bid for Mandap Decoration Design and execution of Temporary Stalls, electric works and related Structures for arranging Exhibition cum Sale at various Districts/ Talukas/ Towns/ Village places of Gujarat up to one year.

Dear Sirs,

GWEDC is a Government of Gujarat organization working for the women Development Program in the State of Gujarat. GWEDC organizing Mandap decoration, design and execution of temporary stalls, electric works & related structure for arranging exhibition cum sale at various Districts / Talukas / Towns / Village places of Gujarat up to one year.

GWEDC is therefore invites e-bids from Contractors or firms having experience of minimum 3 years in handling exhibitions for Mandap decoration, design and execution of temporary stalls, electric works & related structure for arranging exhibition cum sale at various Districts / Talukas / Towns / Village places of Gujarat up to one year.

The scope includes erection of steel tied & framed hanger structure having 50 stalls in 5 fairs in a year as a part of this annual tender for Mandap decoration, design and execution of temporary stalls, electric works & related structure for arranging exhibition cum sale at various Districts / Talukas / Towns / Village places of Gujarat. The contractor who will be assigned this work shall be developing the exhibition in consultation with GWEDC. The estimated cost of the annual contract is approximate Rs. 50 Lacs.

Details of the scope and broad specifications are given in PRICE BID.

1.1 Tender document can be downloaded from the website till 08/11/2011 up to 18:00 Hrs. The non-refundable tender processing fee is prescribed at Rs. 1,000/- (Rupees One Thousand Only) and EMD of Rs. 1.50,000/- (Rupees One Lacs Fifty Thousand Only) will have to be paid by two separate Demand Drafts drawn in favour of **The Managing Director**, GWEDC, Udhog Bhavan, Gandhinagar on any nationalized Indian Bank payable at Gandhinagar/ Ahmedabad. The demand drafts will have to be submitted physically in two separate sealed envelopes and other required documents in separate three sealed enveloped only by **R.P.A.D. or Speed Post** on or before the closing date and time stipulated in the tender document for the submission of the same at the following address:

MANAGING DIRECTOR

GUJARAT WOMEN ECONOMIC DEVELOPMENT CORPORATION LTD
Block No. 8/8, UDHYOG BHAVAN, Sector – 11, Gandhinagar – 382011
Ph: 079- 23230723

1.2 In case the bidder need any further information about the event of desire to inspect any other document related to the event, they are requested to contact any of the following officers at the address given below:

Sr.	Name	Designation	Address	Phone
1.	Anuradha Mall (IAS)	The Managing Director, GWEDC	Block No. 8/8, Udhyog Bhavan, Sector – 11, Gandhinagar – 382011	079- 23230385
2.	Mr. U. A. Patel	General Manager, GWEDC		079- 23227287
3.	Mr. H. H. Parmar	Account . Officer, GWEDC		079- 23230723

1.3 Bids are invited on line through e-tendering process. Simultaneously bidders are required to submit following sealed envelopes in hard copy. The envelopes will be super-scribed as under:

A) First Envelope:

TENDER PROCESSING FEE FOR FAIRS OF GWEDC

B) Second Envelope:

EARNEST MONEY DEPOSIT FOR FAIRS OF GWEDC

C) Third Envelope:

THE COMPULSORY TECHNICAL DOCUMENTS SUPPLEMENT TO TECHNICAL PROPOSAL FOR FAIRS OF GWEDC.

Document mentioned at para 3.14.1 (b) to (c), g to n. Format P1, P2, P3, P4, P5.

D) Fourth Envelope:

Supported technical format T1, T2, T5, T6, T7 for fairs of GWEDC.

E) Fifth Envelope:

Other documents supplement to Technical proposal for fairs of GWEDC.

F) Main Envelope (Containing above five envelopes):

TENDER FOR FAIRS OF GWEDC

1.4 The employer shall not be responsible for any costs or expenses incurred by the bidders in connection with the preparation and delivery of the bids including costs and expenses related to visits to the sites or GWEDC Office.

1.5 The bid must be submitted online on <https://nprocure.com> not later than 08/11/2011 up to 18:00 Hrs. Similarly, sealed envelopes as mentioned above at pt. 1.3 should be reach to the office of GWEDC, Block No. 8/8, UDHYOG BHAVAN, Sector – 11, Gandhinagar – 382011 in person latest by dtd. 09/11/2011 up to 18:00 Hrs; **only by R.P.A.D. or Speed Post** failing which the tender will not be considered eligible for evaluation.

1.6 Bidders participating as a Limited Company or a Firm will have to attach a valid Power of Attorney in the name of the person who signs the bid. Joint Proposals will not be entertained from companies teaming up for this project. Bidders will also nominate and authorize the person/s who will attend various meetings such as opening of Technical and Financial Bids. Persons other than such nominated and authorized person shall not be permitted to attend and participating any tender events.

MANAGING DIRECTOR
GWEDC, Gandhinagar

2. FORM OF TENDER AND CONTRACT DATA

2.1 Philosophy

The e-tender is event based tender which has a chance to vary as per prevailing circumstances. The e-tender process is aimed at selecting suitable Contractor only. The work will be awarded to a responsive bidder whom the Evaluation Committee finds suitable after elaborate online screening process.

2.2 Contract Data

Important Contract data is summarized as under:

- 2.2.1 Name of Work : Mandap Decoration Design and execution of Temporary Stalls, electrical works and related Structures for arranging Exhibition cum Sale at various Districts/ Talukas/ Towns/ Village places of Gujarat up to one year.
- 2.2.2 Sources of Funds : GUJARAT WOMEN ECONOMIC DEVELOPMENT CORPORATION LTD. State Government.
- 2.2.3 Area / District Covered under Bid : Districts / Talukas/ Towns/ Village places of entire of Gujarat State
- 2.2.4 Type of Work : Event management including Mandap Decoration Design and execution of Temporary Stalls, electric works, Erection of Steel tied and framed hanger structure having approximately 50, 100, 150 and 200 stalls for arranging Exhibition cum Sale at various Districts/ Talukas/ Towns/ Village places of Gujarat.
- 2.2.5 Event implementation period : UP TO ONE YEAR
- 2.2.6 Defect liability period : At the site within stipulated time period as directed by GWEDC/ Authorized person
- 2.2.7 Communication for site : **MANAGING DIRECTOR**
GUJARAT WOMEN ECONOMIC DEVELOPMENT CORPORATION LTD.
Block No. 8/8, UDHYOG BHAVAN,
Sector – 11, Gandhinagar – 382011
Ph: 079-232 27119
- 2.2.8 e-bids can be downloaded from website : Till Date 08/11/2011 up to 18:00 Hrs
- 2.2.9 Website for e-tender downloading and uploading : <https://nprocure.com>

	bids	
2.2.10	Tender Fee (Non-Refundable)	: Rs. 1,000/- (Rupees One Thousand Only)
2.2.11	Earnest Money Deposit	: Rs. 1.50,000/- (Rupees One Lacs Fifty Thousand Only)
2.2.12	Form of Securities	: → By Demand Draft → In favour of The Managing Director, GWEDC, Udhyog Bhavan, Gandhinagar on any nationalized Indian Bank payable at Gandhinagar/ Ahmedabad.
2.2.13	Bid Validity	: 180 Days from the last date of submission of online bids
2.2.14	Pre-bid Conference	: On date 24/10/2011 at 12:00 Hrs at Office of GWEDC, Block No. 8/8, UDHYOG BAVAN, Sector-11, Gandhinagar- 382011
2.2.15.A	Last date of online bid submission	: Dt. 08/11/2011 up to 18:00 Hrs
2.2.15.B	Last date of physical submission EMD, Bid process fee and other require document in sealed envelopes only by R.P.A.D. or Speed Post.	Dt. 09/11/2011 up to 18:00 Hrs
2.2.16	Evaluation of Technical Bids	: Depends on receipt of tenders
2.2.17	Opening of the Financial Bids (online)	: To be Telephone to the successfully technically qualified bidders only
2.2.18	Venue of opening of Technical and Financial Bids	: MANAGING DIRECTOR GUJARAT WOMEN ECONOMIC DEVELOPMENT CORPORATION LTD. Block No. 8/8, UDHYOG BHAVAN, Sector – 11, Gandhinagar – 382011 Ph: 079-232 27119
2.2.19	Security deposit	: Total of 5.0% of the project amount in the form of Demand Draft within 3 (Three) days from issuance of LOI
2.2.20	Scrutiny Fee	: Nil
2.2.21	Eligibility Criteria for bidder	: Refer SECTION 7: QUALIFICATION CRITERIA AND EVALUATION PROCEDURE of Volume 1C

for details.

3. INSTRUCTIONS TO BIDDERS

CONTENTS

Sr.	Description
A.	Introduction
B.	Bidding Documents
C.	Preparation of Bids
D.	Submission of Bids
E.	Technical and Financial Bid Opening and Evaluation
F.	Award of Contract

A. INTRODUCTION

3.1 SOURCES OF FUNDS

Event will be funded by Government of Gujarat.

3.2. EVENT DESCRIPTION AND SCOPE OF WORK:

GUJARAT:

- The State of Gujarat is located on the West Coast of India. The state covers an area of 1,96,024 square kilometers.
- The Gujarat state of India, boasts of a rich culture and heritage. The people of Gujarat are very particular regarding their value system. They have preserved the ancient art and craft techniques and still practice them with great determination. Gujaratis are proud of their customs and traditions and follow them with utmost pride. The people of Gujarat are very simple and live life to the fullest. The spirit of Gujarat is quite visible from the varied fairs and festivals celebrated in the state. It is further enriched by the tribal people residing here. They have their own set of customs and rituals. Thus, Gujarat has a cultural diversity which is a unique feature of the state and is randomly seen.
- Gujarat is famous for its spirit of festivity. There are around 3500 fairs and festivals celebrated in the state every year. These fairs constitute the cultural heritage of Gujarat. Most of them are celebrated have strong historical or mythological background behind their existence. A number of fairs are celebrated exclusively by the tribal population. Therefore, through these fairs, one can get to know the customs and traditions of the tribal people of India. In fact, these fairs are a reflection of the country's cultural diversity. The experience of witnessing these traditional extravaganzas so closely is definitely unique.
- The state Government of Gujarat is also supporting actively in promoting the traditional arts and crafts. For the purpose, it organizes a number of fairs at various locations within the state as well as over the globe.
- The present assignment envisages organizing a number of fairs at various locations of Gujarat state and GWEDC calls tender for Mandap Decoration Design and execution of Temporary Stalls, electric works and related Structures for arranging Exhibition cum Sale at various Districts/ Talukas/ Towns/ Village places of Gujarat in duration of approximate one year. The work under the present assignment shall be applicable entire of the Gujarat State. Following are the probable locations for the fairs in districts and places of Gujarat:



Sr.	Name of District	Probable Location of Fairs
1	Gandhinagar	1. Gandhinagar
2	Mehsana	2. Mehsana
		3. Unjha
		4. Visnagar
3	Patan	5. Patan
		6. Siddhpur
4	Sabar Kantha	7. Modasa
		8. Shamlaji
		9. Himmat Nagar
5	Banas Kantha	10. Deesa
		11. Ambaji
6	Ahmedabad	12. Ahmedabad
7	Kheda	13. Nadiad
8	Anand	14. Anand
		15. Khambhat
		16. Petlad
9	Vadodara	17. Vadodara
		18. Dabhoi
10	Dahod	19. Dahod
11	Panchmahal	20. Godhra
12	Bharuch	21. Bharuch
13	Narmada	22. Rajpipla
		23. Narmada Dam Site
14	Surat	24. Surat
		25. Bardoli
15	Tapi	26. Vyara
		27. Songadh
16	Valsad	28. Valsad
		29. Vapi
17	Navsari	30. Navsari
		31. Bilimora
18	The Dangs	32. Saputara
19	Rajkot	33. Rajkot
		34. Gondal
		35. Morbi
20	Jamnagar	36. Jamnagar
		37. Dwarka
21	Surendranagar	38. Surendranagar
		39. Tarnetar
22	Bhavnagar	40. Bhavnagar
		41. Palitana
23	Junagadh	42. Junagadh
		43. Somnath
		44. Sattadhar
24	Porbandar	45. Porbandar
25	Amreli	46. Amreli
26	Kutch	47. Bhuj
		48. Mata no Madh
		49. Mandvi
		50. Gandhidham

BROAD SCOPE OF WORK:

The Contractor shall, after taking instructions from the GWEDC render the following services, namely:

- To erect the structures considering season, forces and codes with safety of public is a prime concern
- Execution of performance stage and related structures including design and layout plan of various works such as Public Convenience, VIP area, infrastructure, services etc. as asked by GWEDC/Consultant.
- Execute the work with due respect to aesthetics, safety, theme consistent with best of industry practices within given time and approved budget.
- Manage the event including water supply for other works, electricity supply, cleanliness, up keeping of the structures etc.
- Modify the conceptual design incorporating required changes as may be suggested by the Department.
- Preparation of required documents and certificates to obtain approvals from Government / GWEDC / Local Self Government / other agencies and overall coordination and follow-up with agencies for getting approvals, certificates.
- Preparing drawing necessary for submission to statutory bodies for sanction. The Contractor shall arrange/liason for all necessary approvals like for electricity, fire fighting, police department, loud speakers etc. and shall abide by all statutory rules and regulations as may be applicable and however the GWEDC may assist the Contractor for obtaining statutory and other approvals. In case any fees are to be paid in connection with the said approval, the same shall be reimbursed by GWEDC.
- Contractor shall finalize and arrange for necessary agencies independently with sufficient manpower so as to complete the work as per schedule.
- Contractor shall depute adequate staff for supervision of the work under execution. Contractor shall depute one '**Coordinator**' for the efficient handling of the project and to ensure that the project proceeds in accordance with conditions of contract.
- Contractor to deploy professional persons required to be consulted by the GWEDC for the purpose of the event.
- The supervision work at site will be done constantly by the qualified staff employed by Contractor and no extra payment on such recruitment of staff will be charged or payable by the GWEDC.
- Contractor will provide regular supervision and inspection as may be necessary to ensure that works are being executed in accordance with the concept, design, working drawing and specification.
- Contractor shall undertake to complete their professional services by the previous day of the event, in accordance with the instruction by GWEDC. Contractor shall furnish the schedule of implementation to the GWEDC so that systematic and timely monitoring of the project can be done.
- The Contractor shall clear the site on possession and hand over back the site once the event is over in to pre-event condition within three days of the completion of event.
- Contractor should comply and obtain all statutory approvals, clearances & License from Labour department as required by Law.

3.3 EVENT IMPLEMENTATION PERIOD:

The Contractor can start mobilizing his resources on issuance of LOI for timely implementation of event. However, if due to any unforeseen reasons if the site is not available, Contractor shall be capable to execute the work in a shorter period. No additional payment shall be made on this account. The structures shall be ready 24 hours prior to the event inauguration. The Contractor shall have to execute the agreement for the period of contract on the stamp paper of Rs. 500/-.

3.4 EVENT IMPLEMENTATION AGENCY:

The ' **GUJARAT WOMEN ECONOMIC DEVELOPMENT CORPORATION LTD.**' which has been set up as a Government Agency (herein after known as "Employer" or GWEDC) shall be the Event-implementing agency/Owner/Employer/Client. GWEDC may appoint Consultant for monitoring and Third Party Inspections. The observations and instruction issued by the Consultants shall be binding to Contractor.

3.5 BIDDER RESPONSIBILITIES ON SELECTION AND CONTRACT AWARD AND EXECUTION:

The employer assures all participants for the contract that adequate financial resources are available to cover the financial requirements and funds are available to meet the disbursement needs of the event contracts in accordance with the provisions of tender documents.

The bidder shall provide a detailed staffing schedule proposed by him to cover all categories of staff with their duties & duty places, responsibilities, qualification, experience and abide with minimum wages fixed by Statutory Bodies for salaries (at various stages) etc.

3.6. The "Event" is to be implemented within the time schedule as specified earlier in Guidance to Bidders, which is inclusive of holidays from the date of Work Order.

3.7. All bids are to be completed, bound and returned to the Employer in original copy in accordance with these Instructions to Bidders. Loose papers are not accepted and may be returned back to the bidder.

3.8. Throughout these bid documents the term "Bid" and "Tender" and their derivatives (Bidder/tenderer, Bid/tendered, bidding/tendering, etc.) are synonymous, the word "month" means a calendar month and the word "year" means a financial year.

3.9. Obtaining and maintaining all statutory permission required to be obtained to arrange the mela from Central, State or Local statutory authorities for the day-to-day activities related to the execution of the works shall be the responsibility of the Contractor. The Employer may provide the required authorization and assistance to obtain approvals.

3.10 RESPONSIBILITY OF THE BIDDER:

3.10.1. The bidder shall be fully responsible for site review and event of the Works conforming to relevant Indian standard as per scope of work and base specifications furnished in this Bid Document. The Contractor shall be responsible for design, execution of the Event including Procurement, Construction, Coordination, Testing and Commissioning.

3.10.2. Information, material etc. borrowed by the Bidders, if any, shall remain the property of

the Employer and may be provided by the Employer for information, solely for the purpose of execution of this Contract. All such borrowed material shall be sole property of the Employer and shall be returned to Employer after submission of the bids.

3.10.3. The bidder shall utilize optimally the land available for installation/construction of various facilities/components of the Event and cost all components and allied works of the Event. The details of the costing shall form part of the proposal. The bidder shall provide a detailed scheme of event, installation & commissioning, operation and maintenance.

3.10.4. The bidder shall take into consideration all aspects of the Event at the time of bidding, namely, though not restricted to:

- Execution and management by construction of temporary structures as per scope
- Procurement
- Civil Works including site grading, development and toilets
- Installation, testing and commissioning of electrical works under the scope.
- Quality control
- Environmental and social safeguards
- Security and risk coverage
- Site Clearance

a) The bidder has to bear in mind that if selected for the award of contract he shall have to ensure that in any case no damage is caused to the environment while executing the Event.

b) The bidder if selected, as Contractor shall ensure that while excavating operation for execution of various works, habitat animals are not disturbed.

c) Necessary barricading and other necessary safety measures shall be the responsibility of the Contractor at no extra cost. Any loss of human/cattle or damages or so, shall be the responsibility of the Contractor including any liability and/or compensation to be paid towards the life lost damages so caused.

d) All infrastructure works covered in the contract shall be so managed and executed that they maintain safe distance from the public roads and other existing structures, services and sensitive areas like forest, sanctuaries, historical places, national monuments, schools, hostels and residential areas.

e) Cutting of trees shall not be permitted.

f) Once the Event is completed, the debris and other waste materials shall be removed and shifted to safe place, as directed without any extra cost within 24 hours of the event completion.

g) The workmanship shall be of high order and quality so as to prevent accidents and damaging the environment and surroundings.

h) No Damage in any case shall be caused to the any existing structure in vicinity. The selected contractor shall be held responsible in occurrence of any such incident and will be responsible for the cost of required rectifications.

i) Site shall be returned to the Employer as it was in the original condition and completely free of any garbage and temporary structures.

3.10.5. The bidder shall bear all costs associated with the preparation and submission of its bid, and the Employer in no case is responsible or liable for these costs, regardless of the outcome of the bidding.

3.10.6. The successful bidder shall make his own arrangements for all the materials, power and

water required for all purposes in connection with the construction and execution of the works. If possible the Employer may help for obtaining such facilities at an appropriate cost, which will be recovered, from the Contractor in a suitable and mutually agreed way.

- 3.10.7. The guidelines issued by the Gujarat State Disaster Management Authority (GSDMA), Gujarat State for event management shall be strictly followed.
- 3.10.8. The theft/criminal incidents, if any occur in the fair, it will be the responsibility of the contractor and security to file police complaints.
- 3.10.9. The Contractor shall get all his resources insured compulsorily. If any damage occurs to the property of the contractor or any loss of life occurs to the staff member, due to earthquake, cyclone, fire, rains or rains like natural calamities and communal riot/disturbances, terrorism like man created calamities, he will be held responsible and no compensation or claims will be entertained by GWEDC.
- 3.10.10. It will be the total responsibility of bidder to maintain cleanliness in the exhibition area as well as lavatory and bathroom daily during the period of fair. Before and after the fair, the ground shall be cleaned completely within prescribed time limit and the ground shall be handed over back in clean condition for which no separate charge will be paid.
- 3.10.11. The lodging and boarding arrangement of the contractor's men, wiremen, helper, electrician etc. shall be made by the contractor.
- 3.10.12. The additional facilities shall be provided to the stall holders at the price approved in the tender.
- 3.10.13. It is not compulsory for bidder to have license for electrical work given by component Authority. The contractor shall sub contract or MOU for electric works. But is to compulsory to have approved electrical license given by component authority who execute the work on behalf of the contractor i.e. successful bidder. The overall responsibility regarding electrical work will be the successful bidder.
- 3.10.14. The Contractor shall give the address of his registered office and go down e-mail, Land line numbers, Fax, Mobile numbers and total staff on permanent pay-roll with address and phone numbers. The contractor must give the name, landline number and mobile number of his Co-ordinator who is going to look after the day to day event of fair.

3.11 DATA/ ASSISTANCE/ FACILITIES TO BE MADE AVAILABLE BY GWEDC

- 3.11.1. The Employer or its authorized officer shall enter in to agreements with the successful bidder on the basis of the Contract finalized at the bidding stage. The bidder has to quote for all the works relevant to the Scope of the Works, without any exceptions.
- 3.11.2. The Employer shall provide access to the successful bidder throughout the period of the agreement, for reference to all available records, maps, drawings, reports and other technical data in its possession to assist the successful bidder in the execution of the work.
- 3.11.3. The major statutory permissions relating to the Event shall be responsibility of the contractor and shall be responsible for day-to-day clearances. However the Employer and its identified officers may provide all help and assistance.

3.12. ELIGIBLE BIDDERS:

- 3.12.1. After the receipt of the bid documents technical scrutiny will be carried out and only

those financial bid will be opened which fulfill all the technical requirements.

3.12.2. All recipients of the bid documents for the purposes of submitting a bid shall treat the contents of this document as private and confidential.

3.12.3. Employer reserves the right to alter the mode of selection, as well as acceptance or rejection of any or all bids without assigning any reason thereof.

3.13. ELIGIBLE TOOLS, PLANT, MATERIALS, EQUIPMENT AND SERVICES:

3.13.1. For the purpose of these Bid documents, the word "works" means civil, mechanical, interior electrical works, plants, materials and equipment to be hired, procured, tested, supplied and installed, field tested, commissioned together with the other services to be carried out by the Contractor, within the scope and ambit of the Contract.

3.14 QUALIFICATION CRITERIA OF THE BIDDER:

3.14.1. To be qualified for award of Contract, bidder shall have to fulfill following requirements:-

- a) The bidder should have a minimum experience of three years in organizing the events or fairs.
- b) The bidder shall have done work worth of minimum Rs. 25 Lacs in each year during last three years. Supporting documents like work order, completion certificate etc. for the same shall be produced by the contractor.
- c) The bidder shall have handled satisfactorily one minimum work of Rs. 5 Lakhs during the last three years. Support matter like work order, completion certificate for the same shall be produced by the contractor.
- d) The bidder shall have to provide PAN card and Service Tax Number.
- e) The bidder shall provide a valid EMD and processing fees acceptable to EMPLOYER.
- f) The bidder shall provide Audited Balance Sheets for last three years.
- g) The Contractor shall invariably submit the certified copy of its PAN of income tax and shall enclose certified copies of returns of income tax of the firm for last three year.
- h) The Contractor shall invariably enclose certified copy of VAT number and shall submit copies of returns of last three years.
- i) The Contractor shall invariably enclose certified copy of service tax and shall enclose copies of returns for last three years.
- j) Certified copy of the certificate of the T.D.S. of last three year shall be enclose.
- k) The bidders shall enclose copy of license issued under Bombay shops and Establishments Act, 1961.
- l) The bidders shall enclose copy of Income tax clearance certificate.
- m) The Contractor shall enclose C.A. certified copy of turn over of his firm for last three year.

3.14.2. The bidders should compulsorily furnished all above technical documents as asked along with technical bids without fail, if any required compulsorily document not attached will be technically disqualified.

3.14.3 Original certificates of the documents enclosed shall be shown at the time of opening the technical bid of tender.

3.15 JOINT VENTURES:

3.15.1. Joint ventures are not allowed.

Definition :

A contractual agreement joining together two or more parties for the purpose of executing a particular business undertaking. All parties agree to share in the profits and losses of the enterprise.

3.15.2. If bidder submit the MOU for electrical works to be execute, it will not be consider as joint ventures.

3.16. ASSURANCE:

The successful bidder shall be required to give satisfactory assurance of its ability and intention to complete the works pursuant to give the Contract, within the time set forth therein and according to the terms, conditions as decided by committee and specifications of contract.

B. BIDDING DOCUMENTS

The details of work, bidding procedure, contract terms are prescribed in the bidding documents. The Bidding documents include the following volumes, together with any Amendments/ Addenda there to which may be issued in accordance with this Clause.

Volume 1A

1. Invitation to Bid
2. Form of Tender & contract data
3. Instructions to Bidder

Volume 1B

4. General Conditions of Contract
5. Special Conditions of Contract
6. Terms of Payment

Volume 1C

7. Qualification Criteria and Evaluation Procedure
 8. Qualification Data Sheet
-

A tender document can be downloaded from the website: <https://nprocure.com>. The bidder will have to submit the papers as under:

- a) Price bid shall be filled in by the bidders and uploaded online.
- b) Various Forms of preliminary bid and technical bid shall be submitted to GWEDC, Block No. 8/8, UDHYOG BHAVAN, Sector-11, Gandhinagar as indicated in data sheet.
- c) Necessary supporting document required for Technical Evaluation purpose shall also be submitted in hard copy.

The bidder is expected to examine carefully the Bidding Documents, including all instructions, forms, terms, conditions, Annexure, Appendix etc. as given in the Bid document. There shall be a presumption on the part of GWEDC, that the bidder has read all the documents in their entirety and the Tender Offer has been made and presented accordingly.

3.18. AMENDMENT OF BIDDING DOCUMENTS:

3.18.1. At any time prior to the deadline for submission of bids, the Employer may, for any

reason, whether at its own initiative or in response to a clarification requested by a prospective bidder, modify the Bidding Documents by amendment/addendum.

3.18.2. The amendment/addendum shall be part of the Bidding Documents pursuant to relevant Clause. The Employer may, at its discretion, extend the deadline for the submission of bids.

3.19. LANGUAGE OF BID:

The bid prepared by the bidder and all correspondence and documents relating to the bid exchanged by the bidder and the Employer shall be written in the **English language**. Supporting documents and printed literature furnished by the bidder may be written in another/ vernacular language, provided these are accompanied by a translation of its pertinent passages in English. Failure to comply with this condition may disqualify a bid. For purposes of interpretation of the bid, the English translation shall govern.

C. PREPARATION OF BIDS

3.20. The Bidder shall submit with its bid the following attachments:

(a) Power of Attorney: a power of Attorney authorized by a Notary Public, indicating that the person(s) signing the bid has the authority to sign the bid and thus that the bid is binding upon the bidder during the full period of its validity in accordance with relevant clause.

(b) Bidder's Eligibility and Qualifications:

a. Details of any significant changes in the bidder's management or financial position since furnishing information when applying for (Failure to disclose such changes, if revealed later, may render the Tender liable to be treated as "Nonresponsive" at the Contractor's risk and cost.)

3.21. BID VALIDITY:

3.21.1. The bid shall remain valid for a period not less than 6 months (180 days) as specified under Clause No. 2.2.13 of Contract data after the deadline for submission of bid.

3.22. EARNEST MONEY DEPOSIT:

3.22.1. Earnest Money Deposit shall be of Rs. 1.50,000/- (Rupees One Lacs Fifty Thousand only) in

the form of Demand Draft in the name of Managing Director, GWEDC, Udhog Bhavan, Gandhinagar. With reference to Clause 2.2.10, the bidder shall furnish, as part of its bid, an EMD in the amount as specified under the Clause No. 2.2.10 of the Contract data. Document of EMD must be scanned and submitted online.

3.22.2. The EMD shall be in the form of a Demand draft payable at Gandhinagar from any Nationalized Indian Bank, drawn in favor of Managing Director, GWEDC, Udhog Bhavan, Gandhinagar.

3.22.3. Any e-bid not secured in accordance with Clauses 2.2.10, 2.2.11 and 2.2.12 shall be rejected by the Employer as non-responsive, pursuant to relevant clause.

3.22.4. When contract for the work is finalized with a successful bidder, the EMD of the remaining unsuccessful bidders shall be returned not later than 6 months from the date of issue of work order to the successful bidder.

3.23. FORMAT AND SIGNING OF BID:

- 3.23.1. The Bidder shall submit the forms and price bid as mentioned above in clause 3.21.1
- 3.23.2. The bid shall be filled only by the firms (s) in whose name(s) the Bid documents have been issued. No bidder shall participate in the bid of another for the contract in any relation whatsoever.
- 3.23.3. If the bid is made by a limited company or a limited corporation, a certified copy of the Board Resolution duly authorizing the person to sign the agreement / contract / work order on behalf of the Company shall be submitted physically.
- 3.23.4. Bidders will have to confirm that they have gone through the tender document and agree with all the terms and conditions specified in the tender document. For the purpose, a Performa of Declaration Letter under this document will have to be submitted physically duly typed and signed by the authorized signatory on the letter head of the bidder's firm/company.

D. SUBMISSION OF BIDS

3.24. SEALING AND MARKING OF BIDS:

- 3.24.1. The envelopes containing tender processing fee and EMD as well as the supporting documents for technical bid shall be properly sealed.
- 3.24.2. The sealed envelope shall be addressed and submitted to the office as follows:

MANAGING DIRECTOR

GUJARAT WOMEN ECONOMIC DEVELOPMENT CORPORATION Ltd. (GWEDC)
Block No. 8/8, UDHYOG BHAVAN,
Sector – 11, Gandhinagar – 382011

- 3.24.3. No document shall be accepted unless it is properly sealed and as a result, the delay caused if any shall not be considered.
- 3.24.4. If the packet and the envelope are not properly sealed and marked as instructed above, the Employer shall assume no responsibility for the misplacement or premature opening of the bid submitted. The Employer may straight away reject a Bid opened prematurely due to this reason.
- 3.24.5. Telegraphic bids or bids through fax shall be treated defective, invalid and rejected. Only online submitted bids received prior to the closing time and date of the bids shall be taken as valid.

3.25. DEADLINE FOR SUBMISSION OF BIDS:

- 3.25.1. The e-bids must be received by the Employer at the website as indicated in relevant clause not later than the time and date as specified under the Contract data.
- 3.25.2. The Employer may, at its discretion, extend the deadline for the submission of bids by amending the Bidding Documents in accordance with relevant clause, in which case all rights and obligations of the Employer and bidders previously subject to the original deadline shall thereafter be subject to the extended deadline.

3.26. MODIFICATION AND WITHDRAWAL OF BIDS:

- 3.26.1. The bidder may modify or withdraw his bid until the date and time of the online submission of the financial bid.
- 3.26.2. No bid shall be modified subsequent to the deadline for submission of financial bids.
- 3.26.3. Withdrawal or modification of a bid between dead line for submission of financial bids and the expiration of the original period of financial bid validity specified in bid form may result in for failure of EMD.

3.27. OPENING OF THE TECHNICAL BIDS BY EMPLOYER:

- 3.27.1 The time and date as specified under relevant clause of the Contract data at the same

address, the Employer will open Bids of all the bidders in the presence of Bidders representatives who choose to attend the opening in the office of;

MANAGING DIRECTOR

GUJARAT WOMEN ECONOMIC DEVELOPMENT CORPORATION Ltd. (GWEDC)

Block No. 8/8, UDHYOG BHAVAN,

Sector – 11, Gandhinagar – 382011

- 3.27.2. There shall be three stages of opening.
- 3.27.2.A. The bidder or his authorised representative shall **compulsorily remain present** at the time of opening with all original document. After the opening of technical bid if there is any objection regarding disqualification of other bidder the objection shall be given in writing on the same day of opening of technical bid. After that period any objection given by bidder will not be entertained.
- 3.27.3 Firstly the preliminary stage opening shall be performed and details will be checked. The technical bids of only qualified bidders in preliminary stage shall be opened. The envelope containing earnest money of Rs. 1.50,000/- (Rupees One Lacs Fifty Thousand Only) in a separate form of DD drawn on any Nationalized Bank in favour of Managing Director, GWEDC, Gandhinagar, and DD of tender processing fee shall be opened and verified at the time of opening of preliminary stage opening.
- 3.27.4. If envelope doesn't contain above DDs, the offer shall not be considered valid and shall stand rejected and other envelopes shall not be opened and shall be sent back to the address mentioned in the bid envelope. Then as mentioned in para 7.1 format P1 to P5 will be checked.
- 3.27.5. Bidder's representatives shall sign a register as proof of their attendance. In the event of the specified date of Bid opening being declared a holiday for the Employer, the Bids shall be opened at the appointed time and location on the next working day, or otherwise intimated.
- 3.27.6. The bidder shall nominate only one representative to attend the Bid opening on his Behalf. Name, Authenticated Passport size photographs, designation and relationship with the bidder of such nominated person along with his/her attested signature should be given along with the Bid. No person other than nominated person shall be permitted to attend Bid opening.
- 3.27.7. Bidders' name, Bid modifications or withdrawals, the presence or absence of requisite EMD and other such details as the Employer, at its discretion, may consider appropriate, will be announced at the opening.
- 3.27.8. Bids that are not opened and read out at Bid opening will not be considered for further evaluation, regardless of the circumstances.
- 3.27.9. The Employer will prepare minutes of the Bid opening for his own records.

3.28. TECHNICAL BID EXAMINATION (SECOND STAGE OPENING):

- 3.28.1. Initially only technical data shall be evaluated.
- 3.28.2. The Employer shall then examine the bids to determine whether they are complete and satisfy the requirements of the Instructions to Bidders, whether required sureties have been furnished, whether the documents have been properly signed, and whether the bids are generally in order.
- 3.28.3. Prior to the detailed evaluation, the Employer shall determine the substantial responsiveness of each bid to the Bidding Documents. A substantially responsive bid is one, which conforms to the terms, conditions, and specifications of the Bidding Documents without material deviation or reservation. A material deviation or

reservation is one which affects in any substantial way the scope, quality or performance of the Works, or which limits in any substantial way, inconsistent with the Bidding Documents, the Employer's rights or the Bidder's obligations under the Contract, and the rectification of which deviation or reservation would affect unfairly the competitive position of other bidders presenting substantially responsive Bids.

- 3.28.4. A bid determined as not substantially responsive shall be rejected by the Employer and cannot subsequently be made responsive by the bidder by correction of the nonconformity.
- 3.28.5. Employer may waive at his discretion any minor informality or non-conformity or irregularity in a Bid, which does not constitute a material deviation, provide such waiver, does not prejudice or affect the relative ranking of any Bidder. It may be noted that the employer reserves the right to take final decision about responsiveness of the bidder and decision cannot be challenged by the bidder.

3.29. CLARIFICATION OF BIDS:

- 3.29.1. To assist in the examination, evaluation and comparison of bids, the Employer may, at its discretion, ask the bidders individually for clarification of their bids including break-up of prices/rates. The request for clarification and the response shall be in writing, or by fax but no change in the rates or prices or substance of the bid shall be sought, offered or permitted except as required to confirm the correction of arithmetical errors discovered by Employer during the evaluation of the bids in accordance with relevant clause.
- 3.29.2. However, as a result of clarifications obtained on their technical data, if the Employer desires to modify any of the stipulation/condition, he will write to all the bidders with a request to submit their price tags for such changes in a separate sealed envelope; which shall be opened and evaluated along with their original financial statements.

3.30. TECHNICAL EVALUATION:

- 3.30.1. The Employer will carry out a detailed evaluation of the bids previously determined to be substantially responsive in order to determine whether the technical aspects are in accordance with the requirements set forth in the Bid Documents. The data called for the detailed evaluation is given in Clause-3.14 in order to reach such a determination, the Employer will examine and compare the technical aspects of the Bids on the basis of the information supplied by the Bidders, taking into account the following factors;
- a. Overall completeness and compliance with the Employer's requirements; deviations from the Employer's Requirements to the Bid and those deviations not so identified; suitability of the works offered in relation to the environmental and climatic conditions prevailing at the Site; and quality, function and operation of any process control concept included in the Bid. That does not meet minimum acceptable standards of completeness; consistency and detail will be rejected for non-responsiveness.
 - b. Achievement of specified performance criteria by the works.
 - c. Any other relevant factors, if any, listed in the Bid Data Sheet, or that the Employer deems necessary or prudent to take into consideration.

3.31. CONTACTING THE EMPLOYER:

- 331.1. Subject to this clause, no bidder shall contact the Employer on any matter relating to its bid, from the time of the bid opening to the time the Contract is awarded.
- 3.31.2. Any effort by a bidder to influence the Employer in the Employer's decisions in respect of bid evaluation or Contract award shall result in the rejection of that bidder's bid.

3.32. EMPLOYER'S RIGHT TO ACCEPT ANY BID AND TO REJECT ANY / ALL BIDS:

- 3.32.1. The Employer reserves the right to accept or reject any bid, bidding process and reject all bids at any time prior to award of contract, without thereby incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidder or bidders of the grounds for the Employer's action. Employer also reserves the right to modify the selection criteria without informing the bidders.
- 3.32.2 Conditional tender shall not be accepted.

3.33. OPENING OF PRICE PROPOSALS:

- 3.33.1. The bidder's names, the Bid Prices, the total amount of each bid, and discounts and such other details as the Employer may consider appropriate, will be announced and recorded by the Employer at the opening. The bidder's representatives will be required to sign this record.
- 3.33.2. The Employer shall prepare minutes of the bid opening, including the information disclosed to those present in accordance with Sub-Clause.

3.34. PROCESS TO BE CONFIDENTIAL:

- 3.34.1. Information relating to the examination, clarification, evaluation and comparison of bids and recommendation for the award of a contract shall not be disclosed to bidders or any other persons not officially concerned with such process until the award to the successful bidder has been announced. Any effort by a bidder to influence the Employer's, processing of bidders or award decisions may result in the rejection of the bidder's bid.

3.35. CLARIFICATION OF PRICE PROPOSALS AND CONTACTING THE EMPLOYER:

- 3.35.1. To assist in the examination, evaluation and comparison of price proposals, the Employer may, at its discretion, ask any bidder for clarification of his bid. No change in the price or substance of the bid shall be sought, offered or permitted during the evaluation of the bids in accordance with relevant clause.
- 3.35.2. Subject to relevant clause, no bidder shall contact the Employer on any matter relating to its bid from the time of opening of price proposals to the time the contract is awarded. If the bidder wishes to bring additional information to the notice of the Employer, it should do so in writing.

3.36. PRELIMINARY EXAMINATION OF PROPOSALS AND DETERMINATION OF RESPONSIVENESS:

- 3.36.1. The Employer will examine the bids to determine whether they are complete, whether

the documents have been properly signed, whether the required security is included, whether the bids are substantially responsive to the requirements of the bidding documents; and whether the bids provide any clarification and/or substantiation that the employer may require pursuant to relevant clause.

- 3.36.2. A substantially responsive bid is one which conforms to all the terms, conditions and requirements of the bidding documents, without material deviation or reservation and includes the amendments and changes, if any, requested by the employer during the evaluation of the bidder's technical proposal.
- 3.36.3. If a price proposal is not substantially responsive, it will be rejected by Employer, and may not subsequently be made responsive by correction or withdrawal of the nonconforming deviation or reservations.

3.37. COMPARISON OF PRICE PROPOSALS:

- 3.37.1. The Employer will evaluate and compare only the bids determined to be substantially responsive in accordance with relevant clause and based on the acceptable quality adjudged in terms of concept and design in the opinion of the Committee.

F. AWARD OF CONTRACT

3.38. NOTIFICATION OF AWARD:

- 3.38.1. Prior to the expiry of the period of bid validity, the Employer shall notify the successful bidder in writing, (hereinafter called "Letter of Intent") by Email/fax to be confirmed by the original letter sent by post/courier by the Employer. Within Three (03) working days, the Contractor shall send a Letter of Acceptance of the award of work, stating inter-alia that he has fully read and understood all the conditions of the tender document and these conditions are acceptable to him, along with a demand draft for Security Deposit. Thereafter a detailed annual rate contract will be signed.
- 3.38.2. The annual rate contract reaching the selected bidder shall conclude the contract.

3.39. SIGNING OF CONTRACT:

- 3.39.1. At the time of notification of award, the Employer shall send to the successful bidder, the Contract Agreement provided in these Bidding Documents, incorporating all agreements between the parties.
- 3.39.2. Within Three (03) days of receipt of the Contract Agreement, the successful bidder shall sign and date the Contract Agreement and return it to the Employer. Extension of the time contained in this clause shall be at the sole discretion of the employer. Failure on the part of Contractor to sign the contract agreement within the prescribed time shall empower the employer to cancel the Letter of Acceptance and take appropriate action against the contract including forfeiture of the "EMD" and black listing of the bidder.
- 3.39.3. The person to sign the Contract Agreement shall be the person as described in relevant clause.
- 3.39.4. It shall be incumbent upon the successful bidder to pay stamp duty on the Contract and all other legal charges for preparation of the Contract Agreement, as ruling on the date of execution of the Contract as specified in the Conditions of Contract.

3.40. SECURITY DEPOSIT:

- 3.40.1. The selected bidder shall deposit 5.00 % of the project amount in the form of DD payable at gandhinagar from any Nationalized Indian bank, drawn in favour of Managing Director, GWEDCLtd. , Udyog Bhavan, Gandhinagar on issuance of LOI as a security deposit which shall be released after successful completion of the annual rate contract.
- 3.40.2. If the contractor violate any of the conditions or terms or leave the work in middle, his deposit will be forfeited, no claim or dispute would be allowed. The final decision of the tender will be vested with GWEDCLtd. office.

VOLUME 1B

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4. GENERAL CONDITIONS OF CONTRACT
5. SPECIAL CONDITIONS OF CONTRACT
6. TERMS OF PAYMENT

4. GENERAL CONDITIONS OF CONTRACT

4.1. DEFINITIONS:

In this Agreement the following words and expressions shall have the meanings hereby assigned to them, except where the context otherwise requires:

1. **"Contract"** means the Contract Agreement, these Conditions of Contract (Parts I, II, III) the Employer's Requirements, the Bid, the Contractor's Proposal, the Schedules, the Letter of acceptance, the Contract Agreement (if completed) and such further documents as may be expressly incorporated in the Letter of Acceptance or Contract Agreement (if completed).
2. **"Contractor's Equipment"** shall mean all equipment, instruments, tools, machinery and other appliances and things of whatsoever nature required for the fulfillment of the Contract or of the Contractor's Obligations, but not including those items which are intended to form, or which form part of the Facility.
3. **"Contractor's Obligations"** shall mean the obligation to execute the Event in its entirety and shall, without limitation, include the Contractor's Operation and Maintenance including defect liability.
4. **"Defects Liability Period"** shall mean the Defects Liability Period of up to the event commencing on and from Date of inauguration of Event during which the Contractor shall undertake the responsibilities, and have the liability for the facility up to the end of the event and final dismantle of structure.
5. **"Facility"** shall mean the entire system to be designed and constructed in accordance with the provisions hereof, including pathways, toilets, structures, ramps, pits, pipes, fencing, lighting, testing and analysis equipment, tools, safety equipment, plant machinery, supplies, instruments and inventory incorporated therein, as well as all open areas within the site, and including any additions, modifications, alterations, replacement and repairs as may be made thereto from time to time and items executed under this contract.
6. **"Governmental Authority"** shall mean any Indian entity, authority or body exercising Managing, legislative, judicial, regulatory or administrative functions, including, without limitation, any government authority, agency, department, board, commission or instrumentality of Indian or any political subdivision thereof, court, tribunal, arbitrator or self-regulatory organization.
7. **"Law"** shall mean and include all the provisions of all Indian statutes, regulations, ordinances, codes, official or other standards, administrative or other rules, zoning and other plans and restrictions, building and other permits, judgments awards and decrees of, or agreements with any Governmental, semi-Governmental or quasi-Governmental Authority as currently in effect or as may be in effect from time to time and /or as may be amended or supplemented from time to time.
8. **"Performance Guarantees"** shall mean the List of Guarantees offered/provided by the Contractor in its Bidder Submission pursuant of the Bid Documents.
9. **"Site"** shall mean that specific area specified in the Bid Documents and shall include any other places as may be specifically designated by the Employer from time to time as forming part of the Site.
10. **"Consultant"** shall mean the agency appointed by the Govt. of Gujarat or its body to assist in preparing conceptual layout, tender preparation, evaluation of the agency, third party inspection and quality assurance, bill certification, and contractual matters related to appointing the Contractor for venue preparation for the Event.

4.2 CONTRACT AGREEMENTS:

This contract shall come in full force and effect from the date of issue of Letter of Acceptance by the employer. The costs of stamp duties and similar charges (if any) imposed by law in connection with entry into the Contract Agreement shall be borne by the Contractor.

4.3. EMPLOYER'S USE OF CONTRACTOR'S DOCUMENTS:

The Contractor's Documents and other Design Documents made by (or on behalf of) the contract can be used, copied or communicated to a third party by (or on behalf of) the employer for purposes not other than those permitted under this sub-clause.

4.4. DETAILS TO BE CONFIDENTIAL:

"The contractor shall treat the details of the Contract as private and confidential, except to the extent necessary to carry out his obligations under it The Contractor shall not publish, permit to be published, or disclose any particulars of the Contract in any trade or technical paper or elsewhere without the prior consent in writing of the Employer and at the Employer's sole decision."

4.5. MANAGEMENT MEETINGS:

Either the Employer's Representative or the Contractor's Representative may require the other to attend a management meeting. The business of each management meeting shall be to review the anticipated arrangement for future work and to resolve any matters rose in accordance with this Sub-Clause. The Employer's Representative shall record the business of management meetings and provide copies of this record to those attending the meeting and to the Employer. The responsibility of the parties for any actions to be taken shall be included in such record and shall, if not agreed in accordance with the Contract, be decided by the Employer's Representative.

The Contractor's Representative shall notify the Employer's Representative at the earliest opportunity of specific likely future events or circumstances, which may adversely affect the work, increase the Contract Price or delay the execution of the Works. The Employer's Representative may require the Contractor to submit an estimate of the anticipated effect of the future event or circumstances, and/or a proposal. The Contractor shall submit such estimate and/or proposal as soon as practicable. The Contractor's Representative shall cooperate with the Employer's Representative in making and considering proposals to mitigate the effect of any such event or circumstances, and in carrying out instructions of the Employer's Representative.

4.6. UNFORESEEABLE DIFFICULTIES:

Preliminary data/survey data generated by the Employer is available for the guidance of the bidder. However, the Employer does not take any responsibility of its correctness. The bidder shall carry out independent additional investigations and surveys to collect the data required to design and construction of above/below ground (sub-soil)

structures/facilities if he considers necessary for his own satisfaction at his own cost without any liability whatsoever on the employer. The bidder shall make provision in his bid for any unforeseen sub-soil condition encountered at the time of execution of the Works separately and it shall be loaded during his price evaluation.

4.7. CONTRACTOR'S EQUIPMENT:

Contractor's Equipment which are intended for permanent use as a part of works under the contract and for temporary use during the construction period, initially owned by the Contractor (either directly or indirectly) shall be deemed to be the property of the Employer with effect from its time of arrival on the site. The vesting of such property in the Employer shall not:

- (a) Affect the responsibility or liability of the Employer,
- (b) Prejudice the right of the Contractor to the sole use of such Contractor's Equipment for the purpose of the Works, or
- (c) Affect the Contractor's responsibility to operate and maintain the same under the provisions of the Contract.

The property in each of the equipments of temporary use during execution shall be deemed to vest in the Contractor with effect from the time he is entitled to remove it from the Site, or when the Employer's Representative issues the Final Completion Certificate for the Works, whichever occurs first.

4.8. ELECTRICITY, WATER AND GAS:

The contractor shall make his own arrangement of electrical power-water-gas and any other services required by him for execution of "work". The contractor shall also make arrangement of the Power required for the Operation and Maintenance of the event/works. The Employer shall reimburse only the cost of power consumption required for the Operation and Maintenance of the works/events.

4.9. STAFF AND LABOUR:

Contractor's Superintendence:

A reasonable proportion of the Contractor's superintending staff shall have a working knowledge of Gujarati and/or Hindi language, or the Contractor shall have sufficient competent interpreters available on Site during all working hours.

The contractor shall keep his responsible supervisor and other necessary staff for 24 hours at the place of exhibition and they shall work as per the instruction/guidance of the concerned officer/employee appointed by GWEDC. The contractor shall give identity card to his firm staff, and its details shall be provided to GWEDC. The contractor shall remain present at the site.

The boys and girls trained in finishing school having experience of hotel management shall be kept present 4hours prior to inauguration, in dress as per instructions.

The number of male and female security guards as decided by GWEDC shall be kept private dress also.

4.10. MEASURES AGAINST INSECT AND PEST NUISANCE:

"The Contractor shall at all times take the necessary precautions to protect all staff and labour employed on the Site from insect and pest nuisance, and to reduce the dangers to health and the general nuisance occasioned by the same. The Contractor shall provide his staff and labour with suitable prophylactics for the prevention of malaria and take

steps to prevent the formation of stagnant pools of water. The Contractor shall comply with all the regulations of the local health authorities and shall arrange to spray thoroughly with approved insecticide all buildings erected on the Site. Such treatment shall be carried out as instructed by such authorities".

4.11. ALCOHOLIC LIQUOR OR DRUGS:

The Contractor shall not, otherwise than in accordance with the statutes, ordinances and government regulations or orders for the time being in force, impart, sell, give, barter or otherwise dispose of any alcoholic liquor or drugs, or permit or suffer any such importation., sale, gift, barter or disposal by his Subcontractors, agents, staff or labour.

4.12. ARMS AND AMMUNITION:

The Contractor shall not have, barter or otherwise dispose of to any person or persons, any arms or ammunition of any kind or permit or suffer the same as aforesaid.

4.13. RIGHT TO VARY:

The GWEDC or its authorized person will make any variation of the form, quality or quantity of the works relating to any item of a component according to site conditions or any part thereof that may, in his opinion, be necessary and for that purpose, or if for any other reason it shall, in his opinion, be appropriate, he shall have the authority to instruct the Contractor to do and the Contractor shall do any of the following:

- a) Increase or decrease the quantity of any work included in the Contract.
- b) Omit any such work (but not if the omitted work is to be carried out by the Employer or by another Contractor), before the end of stipulated time limit of the contract.
- c) Change the character or quality or kind of any such work.
- d) Change the levels, lines, position and dimensions of any part of the works.
- e) Execute additional work of any kind necessary for the completion of the works, or
- f) Change any specified sequence or timing of construction of any part of the works.

No such variation shall in any way vitiate or invalidate the contract, provided that where the issue of an instruction to vary the works is necessitated by some default of or breach of contract by the Contractor or for which he is responsible, any additional cost attributable to such default shall be borne by the Contractor.

The Contractor shall not make any such variation without informing the GWEDC/ authorized person provided that no instruction shall be required for increase or decrease in the quantity of any work where such increase or decrease is not the result of an instruction given under this clause, but is the result of the quantities exceeding or being less than those stated in the Bill of Quantities. The payment to such variations, modifications and deletions shall be governed according to the payment modality as outlined in the mode of payment schedule as deemed decide by the owner and no objection either in written or oral shall be accepted.

4.14. VARIATIONS, MODIFICATIONS ETC.:

4.14.1. If the additional or altered work includes any class of work for which no rate is specified in the schedule contract, then such class of work shall be carried out:

- (a) At the rate derived from the item within the contract which is comparable to the one involving additional or altered class of work; where there are more than one comparable items, the item of the contract which is nearest in comparison with regard to class or classes of the work involved shall be selected and the decision

of the Employer as to the nearest comparable item shall be final and binding on the Contractor.

- (b) If the rate cannot be derived in accordance with (a) above, such class of works shall be carried out at the market rate. The detail cost breakup shall be provided by the Contractor for such items.
 - (c) If it is not possible to arrive at the rate from (a) and (b) above, such class of work shall be carried out at the rate decided by the competent authorities on the basis of detailed rate analysis after hearing the Contractor before a Committee formed by GWEDC stationed at the same place or the nearest place, as may be appointed by Managing Director, GWEDC.
 - (d) Contractor shall not execute the extra/additional work without prior approval of the Employer/Consultant/Committee Member of the Event. Any extra item if executed must have written consent of the concerned decision maker and to be submitted with detail cost analysis.
 - (e) The Contractor shall keep all the joint records of measurement duly signed by the Employer/Consultant/Committee Member with proper justification as and when require. No extra cost or rate shall be considered if Contractor is unable to justify the extra or additional work. If required the measurements shall be supported by Total Station Survey.
- 4.14.2. The rates shown in the tender are invited taking into account the exhibition of One day. But fair is generally **5 to 7** days. For the fair less than seven days payment shall be calculated on average rate of one day. In the circumstances, where the period of fair is more than seven days, the expenditure of additional three days of exhibition shall not be paid.
- 4.14.2-a. The successful bidder is responsible to do any day event / fair/ exhibition in open ground or hall.
- 4.14.2-b The bidder should quote rate for one day per unit invariably.
- 4.14.3 The price for the stall if prepared in small or big size as per the circumstances will be paid as per the tender price prescribed per Sq. Mt. for each stall. After assuming the work actually done, whether increased or decreased and after assuming the work order the price for the actual work done shall be paid as per the quoted price for the quantity according to the unit of price and day.
- 4.14.4. If during the year no programme is held, no claim for the said profit or loss shall be made under such circumstances, no payment shall be made.
- 4.14.5. No price rise shall be allowed during the period of contract.
- 4.14.6. The contractor shall be able to organize more than one fair or events at the same duration as intimated by the GWEDC. There may be a maximum of Three fairs having same dates and organized in parallel at various locations within the State. The contractor shall be capable enough to organize all the events and complete successfully.
- 4.14.7. In case the fair is arranged in a Hall than the contractor should not take objection of it and cannot claim to supply the items and the compensation thereof.
- 4.14.8 In case of fair arrange in hall the contractor should supply necessary items and equipment like table, chairs, halogen etc as per the rate finalized.
- 4.14.9. Equipments with security guards shall be arranged at the previous night.
- 4.14.10. GWEDC reserved the right to end the contract after giving 15 days notice any time

without assigning any reason there of.

4.15 COMPREHENSIVE INSURANCE:

The comprehensive insurance liability under this clause shall cover full reinstatement cost including the costs of demolition and professional fees and profit.

The Comprehensive Insurance cover under this clause shall be as under and policy shall be taken at entire cost of the Contractor during the construction period.

- Loss of human life-Rs. Three Lacs
- Permanent Disability of human beings - Rs. One Lac
- Human Body Injury not resulting into permanent disability - Rs. Fifty Thousand

Besides this, any damage occurred to the GWEDC or Contractor's personnel, equipment, assets etc. shall be liability of Contractor. (All insurance taken by bidder should name GWEDCLtd. as beneficiary)

4.16. ARBITRATION:

- (a) Arbitration proceedings shall be held at Gandhinagar and the language of the arbitration proceedings and that of all documents and communications between the parties shall be English.
- (b) Any legal complications would fall under the jurisdiction of Managing Director, GWEDC, Gandhinagar.

4.17. FORCE MAJEURE:

Force Majeure shall mean such an Event or Circumstance or combination of Events and Circumstances which are beyond the reasonable control of the Affected Party and which the affected party could not have prevented by Good Industry Practice or by the exercise of reasonable skills and care for the purpose of discharging its obligations under the Contract. The Force Majeure will tend to have material adverse effect on the performance of- such affected party.

Following shall be the events and circumstances of Force Majeure:

Act of War (whether declared or undeclared), invasion, armed conflict or act of foreign enemy, blockade, revolution, riots, insurrection, civil commotion, act of terrorism, or sabotage.

The expropriation or Compulsory acquisition or seizure of the assets of The Agency by any Governmental Instrumentality, provided that this clause shall not apply where such Act constitutes a remedy or sanction lawfully exercised as a result of a breach by the Agency of any Indian law or Indian Directive but excluding any change in law.

Act of God epidemic, lightning earthquake, cyclone, whirlwind, flood, tempest, storm, drought, lack of water or other unusual or extreme adverse weather or environmental conditions, action of the elements, meteorites, fire or explosion to the extent generated from the source external to the Agency or his assets due to reasons other than, those caused by negligence of the Parties, chemical or radioactive contamination or ionizing radiation.

Procedure for Calling Force Majeure: The affected party shall notify to the other party in writing of the occurrence of the Force Majeure as soon as reasonably practicable, and in any event within 24 hours (Twenty Four hours) after the Affected Party knew, or ought

reasonably to have known, of its occurrence and that the Force Majeure would be likely to have a material impact on the performance of its obligations under the Contract.

The notice shall include full particulars of the nature of Force Majeure event, the effect it is likely to have on the Affected Party's performance of its obligations and the measures which the Acted Party is taking, or proposes to alleviate the impact of the Force Majeure Event and restore the performance of its obligations. When the affected Party is able to resume performance of its obligations under this Contract, it shall promptly give the other party written notice to that effect provided that in no event shall the suspension of performance be of greater scope and of longer duration than is necessitated by Force Majeure.

The rights and obligations of the Affected Party shall be suspended to the extent they are affected by the Force Majeure. GWEDC may not be liable to make any, payments to the Agency for it being affected on account of Force Majeure.

GWEDC reserves the right to terminate the event if the Force Majeure continues for more than 15 (Fifteen) days at a stretch.

4.18. CONTRACT INTERPRETATION AND DISPUTES SETTLEMENT:

The Amicable Settlement of Disputes of the General Conditions of Contract shall apply.

4.19. COMPLETION OF THE CONTRACT:

On the date of Contract Completion or if the Contract is terminated, all the installations, works and equipment placed under the Contractor's responsibility shall be handed over to the Employer, at no cost, in good working order, except for normal wear and tear. The Employer may perform any inspections, tests or expert appraisals he shall consider necessary with a view to checking that the property is in good working order.

If the party/firm fails in completing the job at the tender price, the work will be got done by other party and which shall be binding to the party. If the amount paid to the other party exceeds to tender price, the party/firm will be responsible to pay the differential amount.

4.20. LIQUIDATED DAMAGES:

The completion period of the entire work shall be as per the dates specified for the Event; this shall be deemed to be the essence of the contract. The time limit specified above and as approved in writing by GWEDC, shall be strictly adhered to and followed. Liquidated Damages will be applicable, on the value of specific event. In case of delay in completion of a specific job beyond the date of completion given by the Agency and accepted by GWEDC, unless extended by GWEDC in writing, penalty would be applicable at the rate of 10% of the value of specific event for delay of each day taken by the Event Contractor, subject to maximum of 40% of the value of event.

If the work done or item / service provided by the contractor is not as per the specification of the tender and not rectified before the commencement of event the penalty shall be imposed and recover from the security deposit provided by contractor. The amount of penalty shall be upto Rs.50,000/- per event. The decision of penalty shall be taken by Managing Director, GWEDCLtd. and that will be binding to contractor.

In case of contractor fails to start the work as per work order given to him or do not sign the agreement after selection of successful bidder within stipulated period the EMD shall be forfeit.

In case of delay to deliver the work within stipulated program, GWEDC reserves the right to terminate the contract and get all the jobs or the delayed job completed through another agency of its choice. Any extra expenditure that GWEDC will have to incur for completion of the balance job/s through another agency on account of higher rates quoted by the agency will be recovered from the selected Contractor's account, retention money, and Security deposit. Moreover, GWEDC shall be entitled to all other legal proceedings as required for shortfalls in recovery.

5. SPECIAL CONDITIONS OF CONTRACT

- 5.1. Contractor shall do all necessary concept planning, layout, designs for structures, plumbing, electrical, interiors, working drawings etc. for execution of project The contractor shall submit his own certificate of structural soundness of the works prior to the event starting date.
- 5.2. The concept developed shall be consistent with Theme and existing structures of the venue.
- 5.3. The barricading should be decorative with different material like coloured papers, flex, plastic papers etc. as directed by GWEDC.
- 5.4. Looking at the nature of work, in order to bring in innovation in to the Event, Contractor is permitted to propose additional work or enlarge the existing specifications. For all the works conceived by the Contractor shall have to get approved by GWEDC and detailed specifications for the same shall have to be provided by the Contractor.
- 5.5. Contractor shall not, without the written sanction of the GWEDC, make any deviation in the approved plans, details, specifications, etc.
- 5.6. The GWEDC shall communicate all changes, decisions, etc. in writing as and when required.
- 5.7. Contractor shall not assign sub- let or transfer their interest in this agreement without written consent of GWEDC though the contractor may outsource a particular task.
- 5.8. The successful bidder has to submit hard and soft copy of all drawings and specifications in a software version as specified by Employer.
- 5.9. Drawing, plans and specification are the property and ownership of the GWEDC, irrespective of whether the work for which they are made has been executed or not.
- 5.10. If the Contractor fails to deliver required work as per agreed schedule or quality, Managing Director, GWEDC can appoint other Agencies, Contractors and actual payment made to these agencies shall be debited to the Contractor.
- 5.11. The event services are considered as on hire basis and any services charged as full supply basis shall become property of GWEDC, and Bidder shall quote for such items accordingly.
- 5.12. The party/firm is bound to do the work as per alteration and modifications made in layout of the construction during stall construction or existing exhibition.
- 5.13. At the time of filling quotation, the average stock mentioned herein is approximate; there is a scope of increase or decrease. The right to increase or decrease the stock is reserved by GWEDC; tenderer is bound to execute the work as per the scope of work.
- 5.14. The Contractor shall make all necessary arrangements for water and electricity including potable drinking water for visitors, service persons and staff from outside source.
- 5.15. The Contractor shall have to do liaison, bear the cost of arranging Fire Fighters through Local governing body, actual cost shall be reimbursed based on receipt of payments made.
- 5.16. The water connection shall be arranged by the Contractor and he shall arrange for distribution of water to toilets and other areas as per layout. In case of any failure of source at site, the Contractor shall have to make arrangement of water from outside without any extra cost to GWEDC. In case of non-availability of water from the main source, the Event Contractor shall manage it through his own means.
- 5.17. Cost of all the works necessary to carry out or successful organization of event including deploying necessary manpower, equipment, facilities, structures, services etc. but not exclusively mentioned in bills of quantity and specifications, shall have to be carried out

- by the Contractor and the cost of same deemed to be inclusive in the rate of items quoted by agency. No reimbursement or extra item in this regard shall be permitted.
- 5.18. Any item executed out of scope of work shall be considered as extra item and such items will be paid as per rate analysis carried out by GWEDC or Authorized person. However if GWEDC requires rate analysis for the extra items it shall be provided by the Contractor justifying his cost. However no extra items shall be executed without approvals from Managing Director, GWEDC or its authorized person.
 - 5.19. Where explicit specifications are not available the work shall be executed as per the instruction of Managing Director/its Authorized person, GWEDC. Additionally GWEDC may appoint outside Consultant to monitor the work. The instructions by such Consultant shall be binding to the Contractor.
 - 5.20. Contractor shall take necessary safety measures to work at different sites. Contractor shall maintain first aid kit for emergency.
 - 5.21. If there is any ambiguity or contradictory found/observed in the tender document between technical bid and financial bid, the bidder shall bring it to the notice of the Employer/Consultant appointed by the Employer prior to last date of submission of bid.
 - 5.22. The Contractor shall apply fire resistant coatings which shall be non-allergic, odorless, non toxic, Voc free, non-carcinogenic and earth friendly clear fire retardant of "Flame Resist" or equivalent as approved by the Committee members/GWEDC/Consultants on all internal and external structures wherever applicable including stage and as and where specified by GWEDC.
 - 5.23. Quality and finishing of all structures will be reviewed after final execution of works. Any deviations or non compliance from approved designs are bound for deductions.
 - 5.24. Stipulated time frame for completion of necessary structures is to be implemented. In case of any deviations a penalty will be imposed upon as per the directions of Committee members/GWEDC/Consultant.
 - 5.25. The contractor must paste the sticker on the all items showing the number on it and especially on all electric item and equipments so that it would be convenient for verification, assessment and measurement of all the items.
 - 5.26. Contractor / Bidder should not be Black listed by Central Government/ State Government and any board/ corporation thereof.
 - 5.27. Work of Mandap for fair or event electric and security shall be done in good and satisfactory manner. The materials being used in Mandap should be clean and good. If the material is not satisfactory, the penalty that may be decided by the competent officer of GWEDC shall be deducted from the bill and objection of the contractor shall not be entertained.
 - 5.28. The size of stall may be small-big as per circumstances; the payment shall be made as per size at the rate of "per unit of area" as per the tender rate approved for such stall. The bill shall be paid on the basis of actual work done determining price unit as well as day after ensuring the quantity to be increased/ decreased and the payment shall be made on that basis.
 - 5.29. Before 24 hours of the opening of fair, the work as per issued work order and all additional work that may be assigned shall be completed satisfactorily and inspection of the same shall be carried out by the competent authority of the client.
 - 5.30. Additional facilities of items of electric goods and Mandap, shall be provided to the stall holders on their written request at same rate of approved tender, the money of which shall be recovered by the contractor from stall holders, artisans. There shall be no responsibility of GWEDC in this and no payment will be made by GWEDC for any such additional arrangements.

- 5.31. No additional works for items of electrical goods shall be carried out without written approval of the GWEDC but in extraordinary circumstances of additional works is done with consent of the officer in-charge of GWEDC, immediate approval of the same shall be obtained by the contractor. Failing this shall held no responsibility of payments for such items.
- 5.32. The contractor shall invariably comply with all rules and regulations laid down by the Government for public execution like fair such as distance of main entrance from the road exit for escaping of people during emergency, open spaces etc as per rules. All conditions shall be observed and all responsibility regarding this shall rest with the contractor.
- 5.33. No price variation will be given during the period of annual contract.
- 5.34. The contractor shall quote rates in every item. If rate of any item is not quoted, it will be considered that the said item will be provided free of charge.
- 5.35. If any article is lost or stolen from the area entrusted with security provided by the contractor during the fair, the entire responsibility about that will be of the contractor and the amount of such will be deducted from the amount of the bill of the contractor.
- 5.36. In case of any complexity between the contractor and GWEDC, prima facie both agencies shall attempt to arrive at mutual solution. If not, the jurisdiction for that will be at Gandhinagar.
- 5.37. The work order of the work to be carried out by the contractor will be given in advance in writing by the office and the work shall be done accordingly, however with inevitable circumstances, if any verbal instructions are given by the competent officer of GWEDC, the work shall be immediately done without fail and the written work order for such work shall be obtained within 3 days from the competent officer of GWEDC.
- 5.38 Annual agreement shall be entered into for the period for 1 year. After the expiry of this period the Institute may get the said work carried out by the contractor for further period of one year at the same rate if required, which will be binding to the contractor.
- 5.39 The contractor has planned to hold approximate 05 Exhibitions - cum -sale in contract period. If the scope of change of the place of fair by the institute arises, fairs may be organized in any city and the contractor has to carry work at the same approved rates and at the relevant places and no additional amount whatsoever shall be paid.
- 5.40 The bid prepared by the contractor shall comprise the following documents.
- a) Online submission of price bid.
 - b) Physical submission of Tender Fee and Earnest Money Deposit
 - c) Physical submission of supporting documents as mentioned in Coolum 3.14.1
- 5.41 The contractor shall be given a letter of acceptance within 3 days after tender is approved. The amount of security deposit shall be deposited with the office by demand draft at the rate of 5% of the amount of the contract which will be refunded after completion of annual tender work satisfactorily.
- 5.42 No Contractors shall be given exemption from earnest money deposit.
- 5.43 If the contractor fails to carry all work at the rate sanctioned as per tender, this work shall be got done through other contractor / firm. The additional amount of difference that may be paid more to the other contractor/ firm than the tender rate for carrying out this work shall be recovered from the contractor.

- 5.44 The party shall be bound to do the work as per necessary changes whenever found proper to be made by the contractor in specification mentioned in the tender and no additional amount shall be paid for that.
- 5.45 The amount of T.D.S. will be deducted by the institute from the payment of bill as per rules.
- 5.46 Rates shown in the tender shall be including fare of brining to and taking the material from the place of fair. Rates shall be inclusive of all tax. No other tax shall be paid separately to the contractor by the employer.
- 5.47 The work shall be started after the design of making main entrance of fair is approved by the Institute and the amount shown in the tender or the amount approved by the institution will be paid taking in to account the design, which will be binding to the contractor.
- 5.48 If damage is caused to the materials and or loss of it life or damage to staff of the contractor is caused by natural forces like earthquake, cyclone, fire, rain, flood or man made like communal disturbances/ riots, terrorism or force beyond comprehension, the entire responsibility regarding that shall rest with the contractor personally, no damages or claim shall be paid by this Institute about that.
- 5.49 It shall be binding for the contractor to carry out the work according to any additional - alterations or changes that may be suggested in the building lay out by the competent officer of the Institute during the erection of stall or during on going exhibition. Before 3 days of the beginning of the exhibition, the contractor shall see the site and shall get prepared proposed lay out based on tracing accordingly through the competent authentic institution or person, so that every provision is complied with and thereafter the same shall be got approved by the competent officer of the Institute and construction shall be erected.
- 5.50 The contractor shall ensure that during the time of exhibition, cause their responsible supervisor and other necessary technical and non - technical staff shall remain present continuously for 24 hours at the place of exhibition and shall work without fail as per instruction / guidance of the respective officer / employee appointed by the Institute.
- 5.51 The contractor shall, in any circumstances, carry the work of fair at two or more places as directed by the Institute at the same time in different cities and the contractor shall make complete arrangement and work within time limit without fail.
- 5.52 The contractor shall approve the layout of electric wiring in advance from the employer. The layout shall be as per specification of the Electricity Company and fire fighter authority by laying separate cables and wires for three phases line, on the manner which may not cause damage to the ground and less electricity is consumed, with the wiring of 1/18 or 3/20 to the every stall as per requirement corresponding to the exhibition.
- 5.53 The contractor shall carry out work according to any additions and alterations or changes that may be found necessary to be made in the electric lay out plan during erection of the stall or during exhibition which is going on.
- 5.54 Before 24 hours of the time of opening of the fair, electric work shall be completed and the test thereof shall be made in the presence of authorized officer/ employee of the Institute as to whether the same is in proper working condition or not. Prior to that the contractor shall take in advance the permission of electric connection from any authority which is required to be taken in time. The entire responsibility about this shall be of the contractor.

- 5.55 The supervisor of the contractor shall intimate the authorized officer / employee of the Institute regarding day to day consumption of electricity. Latest instrument shall be used as per the most modern system so that electric supply may stop automatically and the condition may not arise in which accident for fire may take place because of any fault or short- circuit in power supply. All responsibility about this shall be of the contractor.
- 5.56 The contractor shall on behalf of the Institute do all work regarding getting power supply from respective electricity company in respective cities for getting electric connection and permission of the electricity Inspector shall be obtained at the respective place in this behalf. The expenditure and advance regarding this shall be given by the Institute. The account of which shall be submitted within 7 days.
- 5.57 Adequate technical staff shall be cause to remain present so that arrangement of supply / light shall be maintained adequately and satisfactorily on the ground of exhibition.
- 5.58 In electric connection, cable wire from electric pole to the ground shall be brought from more than one place if required and electric current shall be supplied to every stall of exhibition.
- 5.59 The work shall be carried out as per fire safety rules by using p.v.c wires of I.S.I. mark in p.v.c. pipe on all points of electric wire.
- 5.60 If short circuit or accident takes place by open wire due to negligence of the contractor, all responsibility thereof shall rest with the contractor and amount of damages shall be paid by the contractor.
- 5.61. The contractor is bound to submit the copy of MOU for electrical work if he execute the work by electrical contractor, having approved electrical license given by component authority. He is bound to submit the certified copy of the electrical license of electrical contractor with whom MOU executed.
- 5.62. The quantity shown in the quotation is estimated, there is a scope of increase- decrease therein. The institute reserves the right to increase- decrease the quantity. The Institute shall work as per increase- decrease in the quantity which will be bidding to the contractor. Rates of separate items shall be quoted in the tender as per rates shown in the tender.
- 5.63 The contractor, his authorized representative shall accompany with the officer/ employee authorized by the board and shall carry out joint measurement as per the instruction given by GWEDC and the officer / employee of the Institute as well as the representative of the contractor shall sign jointly the measurement that may carried out. One sheet of which will be given to the contractor and on the basic of which payment of bill will be made as per quotations approved.
- 5.64 The contractor to whom the joint work of mandap, electric as well as security is given shall execute an agreement with the Institute on non judicial stamp as per rules subject to the terms and conditions mentioned in the tender.
- 5.65 The contractor shall make strict security arrangement during the day and at the time of night at the place of fair and around on the four sides of the fair.
- 5.66 The contractor shall provide proper necessary security service for management, supervision and safety at the determined place for parking arrangement of visitors of fair.
- 5.67 It is directed by the Institute to increase- decrease, the number of security guard during the fair going on the same shall be complied with.
- 5.68 The security staff shall put on clean uniform and they should necessary hold the identity card given by the Institute in the manner which may be conspicuously seen.

6. TERMS OF PAYMENT

6.1. PAYMENT OF PROFESSIONAL FEES:

The GWEDC hereby agrees to pay the amount of consideration of the contract including its professional services to Contractor which is amount of the work order. The amount of work is inclusive of design fees, execution, hiring, transportation, conveyance, handling, loading, unloading, fabricating, erecting, installation, dismantling, commissioning, supervising, overheads, services, other infrastructure, housekeeping, full comprehensive insurance for any risk prior to & during the event etc. The above costs are subject to review as executed on completion of the work. Besides its own supervision, GWEDC may appoint a Third Party Consultant (TPC), for auditing of quality and costs of the event and the final payment shall be made to Contractor after considering TPC's report covering quality and costs of executed work. Contractor shall provide all the finer details of the work executed and manpower deployed in order to assess the work. The amount of TDS will be deducted from the bills as per rules.

6.2. MODE OF PAYMENT:

Each of the services in the scope of works of Contractor shall be paid only after the completion of the event and verification report of raised bill by the TPC. No advance payment shall be made in any circumstances. The contractor shall be paid within 30 days from submission of the bill.

6.3. REIMBURSABLE EXPENSES:

All the expenses, all taxes, VAT etc. towards the Event shall be borne by Contractor.

However all the actual amount paid towards Local electricity board installation charges, Charges for Operation Staff deputed by Local electricity board for the Installation, and Energy Charges as per TPL shall be reimbursed to the Contractor. No additional charge will be given to the Contractor for liasoning work with TPL. Generator set of 62 KVA (Good quality) with operator is to be provided by the contractor at his cost. The cost of diesel shall be compensated by GWEDC. (As per the actual use of diesel only)

The expenses towards obtaining Local governing body's fire services shall be reimbursable as specified in para 5.15 above.

No other expenses incurred by the Contractor shall be entitled for reimbursement.

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7. QUALIFICATION CRITERIA AND EVALUATION PROCEDURE

8. QUALIFICATION DATA SHEETS

7. QUALIFICATION CRITERIA AND EVALUATION PROCEDURE

The bids received under these procedures shall be assessed and evaluated based on the qualification criteria and evaluation procedure prescribed hereunder:

ASSESSMENT OF BIDS:

Bid applications should normally be assessed using a Three-stage process:

Stage 1 - Preliminary screening

Stage 2 - Technical assessment

Stage 3 - Final assessment based on opening of price bid

7.1. STAGE – 1: PRELIMINARY SCREENING:

Screening Criteria:

In the First Stage, the opening of following formats for preliminary requirement of the proposal such as EMD, Bid Processing Fee and minimum qualification criteria;

- a) Format P1 : Declaration Letter (Submitted Hard copy)
- b) Format P2 : For EMD and Bid Processing Fee (online details to be verified with submitted original hard copy)
- c) Format P3 : Minimum Qualifying Criteria
- d) Format P4 : PAN Card Details, Service Tax Number and VAT Number (online copies to be verified with submitted attested hard copy)
- e) Format P5 : General Information of the Bidder and Litigation History

Document to be compulsorily submitted as mentioned in 3.14.1

Over and above the bidder being responsive, he will be subject to the above criteria for initial preliminary screening. Stage two Technical assessment of only those bids will be taken up which satisfies the initial screening criteria.

MINIMUM QUALIFICATION CRITERIA:

- I. Achieved in last three financial years, a minimum annual financial turnover of Rs. 25 Lacs in each year.
- II. The bidder shall have satisfactorily executed at least one work of cost not less than Rs. 5 Lacs in last three years.

7.2 STAGE – 2: TECHNICAL ASSESSMENT

In the Second Stage, the opening of following formats for technical requirement of the proposal shall be done for the bidders who have been satisfied with the criteria of stage one.

- a) Format T1 : Important five Events done in last three years
- b) Format T2 : List of stock owned by bidder or company
- c) Format T3 : Audited financial statements
- d) Format T4 : Organization Chart of Bidders' company
- e) Format T5: Service tax paid by bidder for last three years
- f) Format T6 : Turnover by bidder for last three years
- g) Format T7 : VAT paid by bidder for last three years

Note:

- 1) If necessary, additional sheets may be added to the forms as ".pdf" in the online proposal only as attachment to relevant format.

7.2.1 EVALUATION CRITERIA

Based on the details submitted by the bidder the evaluation of the technical part shall be done. Following shall be the criteria for the same.

Criteria	Points
(C-1) Specific experience relevant to the assignment	40
(C-2) Available stock owned by bidder or company	20
(C-3) Service tax paid & turnover of firm	40
Total points for the three criteria	100

The minimum technical score (S_t) required to qualified is: 30% in each criteria and overall 40 points.

7.2.2 EVALUATION OF CRITERIA

• **(C-1: Specific experience relevant to the assignment):**

Maximum 40 points

Under this criterion, details furnished under Format T1 is to be evaluated and score under criteria C-1 shall be assigned subsequently:

Total 40 points

Each bidder shall submit a list of Important Events as lead firm undertaken by them and furnish a detailed but short description of the five (5) most Important Events undertaken in last three (3) years (Refer Format T1). Each of the five (5) Important Events shall be assigned up to 8 points.

Point allocation will be as under :

- If event value is Rs. 10-15 lacs → 2 Point
- If event value is Rs. 15-20 lacs → 2 Point
- If event value is Rs. 20-25 lacs → 2 Point
- If event value is more then Rs.25 lacs → 2 Point

In case, more than five (5) assignments are listed, the first five in serial shall only be evaluated. Only those event shall be evaluation for which completion certificate is enclosed.

• **Criteria 2 (C-2: Available stock owned by bidder or company):**

Maximum 20 points

Format T2 shall be evaluated under this sub-criteria. Various Items mentioned in the Format T2 shall be assigned 1 point per unit of each item. Total points obtained based on total number of item units under asset will be converted to 20 points. The items shall not be older than 5 years i.e. each item shall be procured after year 2005. The bidder shall provide self attested copy of bill of purchase. Only those items will be consider for evaluation for which original purchase bill produced, at the time of opening of technical bid.

• **Sub criteria to Criteria 3 (C-3: Service tax paid and turnover of firm):**

Maximum 40 points

A.	Service tax paid [SC 3-1] (Format T-5)	20
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20 point shall be allotted for each year service tax paid. Hence total shall be 60 point. Then total point for 3 year out of 60 point shall be converted to 20.

If service tax paid is Rs. 1-2 lacs → 8 Point
 If service tax paid is Rs. 2 -3 lacs → 12 Point
 If service tax paid is Rs. 3-4 lacs → 16 Point
 If service tax paid is more then Rs.4 lacs → 20 Point

B. Turnover [SC 3-2] (Format T-6) 20

20 point shall be allotted for each year turnover. Hence total shall be 60 point. Then total point for 3 year out of 60 point shall be converted to 20.

If Turnover is Rs.25 to 30 Lacs → 8 Point
 If Turnover is Rs.30 to 35 Lacs → 12 Point
 If Turnover is Rs. 35 to 40 Lacs → 16 Point
 If Turnover is more then Rs.40 Lacs → 20 Point

7.3 STAGE- 3: FINAL ASSESSMENT BASED ON OPENING OF PRICE BID

The format of Price Bid as under shall be opened of those bidders who shall be declared as “qualified” as per the Evaluation Criteria mentioned in the following sub-section.

a) Format F1 : Summary of Costs for Statement – 1

All the items of statement-1 shall be quoted by the contractor. If the contractor has not quoted for any item, it shall be considered as the item will be made available at free of cost by the contractor as and when intimated by the client in a fair.

For statement-1, the given Quantity x Rate quoted by bidder shall be calculated for all items. Grand total of the all items shall be calculated. The bidder shall be given L-1 where grand total is lowest and he will be the successful bidder. Negotiation shall be executed with successful bidder.

8. QUALIFICATION DATA SHEETS TO BE FILLED UP BY THE BIDDER

Following are the standard formats as mentioned in section – 7 earlier to be filled up by the bidder. If necessary, additional sheets may be added to the forms. Each page of each form should be clearly marked in the right top corner as follows: Format # page 1: Format # page 2. Some of the forms will require attachments. Such attachments should be clearly marked as follows: Attachment 1 to Format # Attachment 2 to Format #. etc. The bidder may be called to show the original of online submitted document anytime during the evaluation process.

Format P1 DECLARATION LETTER

Performa given below may be submitted in physical form on the letter head of the bidder's firm/company duly signed by an authorized signatory.

PERFORMA OF DECLARATION LETTER

Date: ___/___/_____

To,
 Managing Director
 Gujarat Women Economic Development Corporation Ltd.
 Block NO. 8/8, UDHYOG BHAVAN,
 Gandhinagar 382011

Sub. : Compliance with terms and conditions, specifications and Eligibility Criteria of the tender
 Ref: Tender for Fairs

Sir,
 With reference to above referred tender, I undersigned <<Name of Signatory>>, in the capacity of <<Designation of Signatory>>, is authorized to give the undertaking on behalf of <<Name of the bidder firm/company>>. We have to inform you that we have read and understood the technical specifications and total requirements of the above mentioned bid submitted by us.

Whereby confirm that all our quoted items meet or exceed the requirements and are absolutely compliant with specifications mentioned in the bid document. We also explicitly understand that all quoted items meet technical specifications of the bid. In case of breach - of any of the terms and conditions of the tender or deviation from bid specifications other than already specified as mentioned above, the decision of GWEDC Tender Committee for disqualification will be final and accepted by us.

Thanking you,

For,
 << Name of Bidder>>
 <<Authorized Signatory>>
 <<Stamp of the Bidder>>

Format P2 EMD and BID PROCESSING FEE

[Scanned copy of the EMD and Bid Processing Fee shall also be uploaded in B/W .jpg format]

Sr.	Particulars	Form of Instrument	No. of instrument	Date of Issue	Name of Bank and Branch	Amount Rs.	Valid Up to (EMD minimum six months from the date of opening of the technical proposal)
1	Bid Processing Fee (Rs.)	DD only					
2	EMD (Rs.)	DD only					

Format P3 MINIMUM QUALIFICATION CRITERIA

Particulars	Turnover in Rs.
For year 2008-09	
For year 2009-10	
For year 2010-11	

Format P4 PAN CARD DETAILS, SERVICE TAX NUMBER, INCOME TAX CLEARENCE CERTIFICATE

[Scanned copy of PAN card, Financial Statement of last three year and Certificate of Incorporation as registered under Companies Act 1956 shall be uploaded as .JPG or .PDF]

Description	Year	Number
Company registered under The Company's Act, 1956		
Permanent account number of company		
Service Tax Number		
VAT Number		

C.0

Format P5 GENERAL INFORMATION OF THE BIDDER AND LITIGATION HISTORY

All individual firms are requested to complete the information in this form. Nationally information should be provided for all owners or applicants that are partnerships or individually owned firms.

Where the Applicant proposes to use sub contractors for critical components of the works or for work contents in excess of 10 percent of the value of the whole works, the following information should also be supplied for the specialist subcontractors.

ITEM-1

GENERAL INFORMATION OF THE BIDDER

Sr.	Particulars	Details
1.	Name of Firm:	
2.	Type of Firm: Proprietary/Partnership/ Private Limited/ Public Limited/ NGO	
3.	Head Office Address: Whether Office Building owned or rented:	
4.	Local Office Address (if any): Whether Office Building owned or rented:	
5.	Contact Information: Phone Numbers: Mobile: Facsimile: e-mail: Fax: Telex: Contact Person: Contact Person (Alternative):	
6.	Place of incorporation/ Registration:	
7.	Year of incorporation/ Registration:	
8.	Main lines of business: 1. 2. 3. 4.	Since Since Since Since

C.8

**ITEM-2
LITIGATION HISTORY**

Year	Award for / or Against Application	Name of client, cause of litigation and matter of dispute	Disputed amount in Rupees	Present Status of litigation and matter of dispute
1	2	3	4	5

NOTE

If the information to be furnished in this schedule are not given and come to the notice of the GWEDC, subsequently the bid will result in disqualification of the bidder.

Application should provide information on any history of litigation or arbitration resulting from contracts in last three year or currently under execution.

Applicant has to submit an affidavit on Rs. 100 stamp paper stating no litigation process going on for the contractor.

C.3

Format T1 IMPORTANT EVENTS DONE IN LAST THREE YEARS

Please finish information about the relevant Event completed over the last three years.
 [Using the format below, provide information on each assignment for which your firm, and each associate for this assignment, was legally contracted either individually as a corporate entity or as one of the major companies within an association, for carrying out consulting services similar to the ones requested under this assignment.]

Event Nomenclature:		Country:	
Location within country:		Key professional staff provided by your firm/company (profiles):	
Name of the client:		No. of total staff:	
Contact details of the client:		Duration of event:	
Start date (Month/ year)	Completion date (Month/ year)	Days of specific events:	
Name of associated firm, if any:	No. of months of Key professional staff provided by Associated firm	Value of service contract: (in INR)	
Name of Senior Staff: (Project Director/ Coordinator, Team Leader) involved and functions performed)			
Narrative description of the project:			
Description of the actual services provided by your staff:			

NOTES:

- 1) Attested copies of the latest certificate from the employers may be attached. Please do not mention the work for which the completion certificate is not available.
- 2) Non disclosures of any information in the schedule will result in disqualification of the firm.
- 3) Experience of GOG, GOI and its boards and corporations shall only considered. Evidence of financial transactions shall have to be furnished.
- 4) Only those events shall be considered for evaluation in which the Completion certificate is enclosed.

C.2

Format T2 LIST OF STOCK OWNED BY BIDDER OR COMPANY

In this format, it is expected to provide details of the stock of various items owned by the bidder or company.

Sr.	Details	Quantity	Year of Purchase	Remarks if any
1.	Cloth Stall material			
2.	Bamboo / Vadi			
3.	Jute Stall Material			
4.	Table 2 x 4' Iron or wooden			
5.	Chairs			
	A. PVC Handel Chair			
	B. VIP Chair Sankheda			
	C. VIP Chair Steel			
	D. VIP Chair with Cushion			
6.	Sofa			
	A. VIP Sofa Sankheda			
	B. VIP Sofa Steel			
7.	Plywood			
8.	Wooden platform 3" ht			
9.	Agro net flooring			
10.	Colour Synthetic woven carpet			
11.	Colour Synthetic non-woven carpet			
12.	Dustbins			
13.	Divi – brass lamp			
14.	Tepoi			
15.	Racks			
	A. Steel Racks			
	B. Wooden Racks			
16.	Umbrella			
	A. Tarnetar type umbrella			
	B. Garden type umbrella			
17.	Talpatri cloth pieces			
18.	Flags			
19.	Treasury			
20.	Fire bucket			
21.	Dry Chemical powder type fire extinguisher cylinder – 5 Kilo			
22.	Carbon - Dioxide type fire extinguisher cylinder - 4.5 Kilo			
23.	PVC Pot – minimum 0.92 mt. height of artificial plants			
24.	Galvinised steel sheet (Patra)			
25.	Jute flooring			

Note: Self attested copy of the purchase bill invariably enclosed. Only these items will be considered for which purchase bill is enclosed.

Format T3 AUDITED FINANCIAL STATEMENTS

In this format, Provide scanned .JPG or .PDF format files showing attested copies of the following.

ITEM-1

Summarize actual assets and liabilities in INR for the previous three years

Financial Information in INR	Previous three years		
	2008-09	2009-10	2010-11
A. Total Assets			
B. Current Assets			
C. Total Liabilities			
D. Current liabilities			
E. Profits before taxes			
F. Profit after Taxes			
G. Depreciation			
H. Net Worth			
I. Annual Turn Over			

ITEM-2

Details of Banker of the bidder

A. Banker	Name of Banker	
	Adders of Banker	
	Contact name and title:	
	Telephone	
	Facsimile	
	Telex	

ITEM-3

Specify proposed sources of credit line to meet the cash flow demands of the events

Sources of Credit line	Amount in INR.
1.	
2.	
3.	

ITEM-4

Attach audited financial statements for the last three years.

ITEM-5

Firms owned by individuals, and partnerships, may submit their balance sheets certified by a registered chartered accountant, and supported by copies of tax returns last three years.

ITEM-6

Attach Certificate(s) issued by any Bank or Financial Institution for available credit.

Format T4 ORGANIZATION CHART OF BIDDERS' COMPANY

In this format the bidder should describe the structure and composition of the organization of the human resources employed at the bidders' company. Graphical representation of flow chart is anticipated indicating clear hierarchy of all the staff employed.

Format T5 Service tax paid by bidders for last three years

Sr. No.	Year	Service tax paid in Rs.
1	2008-09	
2	2009-10	
3	2010-11	

Format T6 Turnover by bidders for last three years

Sr. No.	Year	Turnover in Rs.
1	2008-09	
2	2009-10	
3	2010-11	

Format T7 VAT paid by bidders for last three years

Sr. No.	Year	VAT paid in Rs.
1	2008-09	
2	2009-10	
3	2010-11	



GUJARAT WOMEN ECONOMIC DEVELOPMENT CORPORATIN Ltd
(A GOVERNMENT OF GUJARAT UNDERTAKING)

e-TENDER DOCUMENT FOR

MANDAP DECORATION DESIGN AND EXECUTION OF TEMPORARY STALLS, ELECTRICAL WORKS AND RELATED STRUCTURES FOR ARRANGING EXHIBITION CUM SALE AT VARIOUS DISTRICTS/ TALUKAS/ TOWNS/ VILLAGE PLACES OF GUJARAT UP TO ONE YEAR

VOLUME 2
TENDER SPECIFICATIONS

GUJARAT WOMEN ECONOMIC DEVELOPMENT CORPORATIN Ltd.

BLOCK NO. 8/8, UDHYOG BHAVAN,
SECTOR 11, GANDHINAGAR – 382011
Ph. +23227119, 23230313 Fax: + 23227129
E-mail : mdgwedc@yahoo.com
Website: www.gwed.gov.in

VOLUME 2 SPECIFICATIONS

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9. CIVIL, EVENT, INFRASTRUCTURE ETC ITEM SPECIFICATIONS

10. ELECTRICAL ITEM SPECIFICATIONS

11. LIGHT & SOUND ITEM SPECIFICATIONS

9. CIVIL, EVENT, INFRASTRUCTURE ETC ITEM SPECIFICATIONS

- 9.1. The quality of design, workmanship and service shall be the best for consistent with an International Event.
- 9.2. The stages shall have to be erected on firm base. The pathways connecting platforms shall be decorated, carpet covered within this scope. Aisle must always be kept clear for the visitors.
- 9.3. Non-AC structures shall have proper ventilation.
- 9.4. CPWD/State PWD (Road & Building) specification shall be followed unless specified It otherwise, for civil, infrastructure and all semi-permanent works.
- 9.5. All the material shall be conforming to IS or as approved by GWEDC / Consultant.
- 9.6. Wood, plywood and wall covering and roof covering cloth shall be of fire retardant material
- 9.7. Wall paneling and ceiling shall be made of fire retardant material in VIP Lounge, and Green rooms.
- 9.8. Decayed or cracked wood shall not be used.
- 9.9. Defective, cracked materials shall not be used.
- 9.10. All structures shall be firmly grounded and. stable against wind force, live load and dead loads.
- 9.11. The shells/portals/hangers shall be engineered structures erected under competent engineering supervision.
- 9.12. Structures shall be designed and executed considering adverse weather conditions.
- 9.13. Joinery and supports should be properly engineered, firm and with good finish.
- 9.14. If there is any special structure design, Contractor should provide all details like plan, elevation and structural drawing and if required design calculations.
- 9.15. Colour shall be finished well before to avoid the odor, smell and eyes burn.
- 9.16. Where the word states waterproof, it shall be fully waterproof with surrounding walls and ceiling.
- 9.17. Octonorm panel shall be clean, should be in plumb and properly fixed without swing or sway. The contractor shall not willfully or otherwise damage, defile, alter, change or deface in any manner whatsoever, the walls of the stalls, its foundation, etc. nor shall support, suspend, hang, or in any improper way fix any weight articles, etc., other than with express approval of the client/consultant.
- 9.18. Carpet should be clean and joint shall be covered with colour matching tape.
- 9.19. False ceiling should be in level and joints shall be clean. It shall be painted with appropriate colour.
- 9.20. Wooden staging/decking shall be in proper level. Maximum permissible undulations shall be 5 mm in an area of 3m X 3m. Plywood joint shall be in level and carpet fixing should be proper.
- 9.21. Signage height and letter size should be visible.
- 9.22. Contractor shall have to clear the entire site after the completion of the event.
- 9.23. Parking should be properly leveled barricaded for VIP and General public, manned during the event and functional. During the days of main event it shall be lightly watered as required.
- 9.24. Water flow and pressure should be uniform during the event.
- 9.25. Toilets shall be provided with necessary P-traps, Floor traps, Gully traps chamber with cover.
- 9.26. VIP toilets shall have good quality fixtures, fittings, tiles.

- 9.27. Emergency exit and fire precaution shall be taken care of.
- 9.28. Flowers shall be fresh.
- 9.29. Plants shall be fresh, well groomed.
- 9.30. All the furniture should be firm, comfortable and as per functional requirements.
- 9.31. Circulation within the Venue should be easy, should not create blockage.
- 9.32. There must be smooth entry and exit to the structure. The movement within the Venue shall be barrier free and friendly to physically challenged people.
- 9.33. Barricading shall be in proper alignment and free from any protruding objects.
- 9.34. Necessary safety railings/nets shall be provided through out the site and necessary safety measures shall be taken to ensure the safe working conditions during the installation and subsequent to installation during Event.
- 9.35. Contractor shall not permit any member of his staff to cook, wash himself, his clothes or utensils anywhere inside the exhibition area.
- 9.36. Stall owner, volunteers, staff members shall bear proper identity cards issued by the contractor and shall produce the same whenever demanded by the security deputed in the venue any time during construction, Event and demolition period.
- 9.37. All empty cartons and crates must be labeled and removed from the venue.
- 9.38. No overnight parking of trucks or tempos is permitted at the venue / property during move- ins, show hours and move-outs.
- 9.39. Where explicit specifications are not available the work shall be executed as per the instruction of Managing Director or Comp. Authority.
- 9.40. The material used in mandap must be clean and good. If not so, the penalty as fixed by the GWEDC will be deducted from the bills in case the work is not found satisfactory the firm will be black listed.
- 9.41. For the preparation of the main gate photographs, drawings and designs of the architect shall be submitted to GWEDC and after consultation the selection will be made there from which shall be binding to the firm.
- 9.42. The firm shall be binding to perform the changes in specification if found proper to the authority.
- 9.43. The cloth for mandap and other items, furniture and all the items required to arrange a good mela shall be provided as per the selection of authorized officer of the organization.
- 9.44. Good quality, neat and clean mattresses, table cloth, bed sheets, napkins shall be provided.
- 9.45. The invitation and pamphlets for the publicity shall be sent a week before the inauguration of the fair.
- 9.46. The bouquet and garlands shall be sent at the place about 2hours prior to the inauguration. In case of VVIP's presence in the function, police/security checkup of all the things must be got done.

10. ELECTRICAL ITEM SPECIFICATIONS

10.1 ELECTRICAL

- 10.1.1 All electrical materials to be used like wires, cables, switchgears, fuse switch units, metal clad switches, Insulation tap, lugs, cable glands etc. should be with I.S.I. mark.
- 10.1.2 In any case, CPWD electrical specifications for material and workmanship should be followed as a minimum requirement.
- 10.1.3 Where explicit specifications are not available, the work shall be executed as per the instruction of the Employer or the Employer's Consultant.
- 10.1.4 The electrical work should be done in presence of electrical supervisor (approved by Government) of the Electrical License Holder Contractor.
- 10.1.5 Electric work shall be completed 24 hours before the inauguration of fair and that is to be tested whether it is in working order or not in the presence of Authorized officer/employee of GWEDC.
- 10.1.6 The supervisor of the contractor shall inform about the daily consumption of electricity to the authorized officer of GWEDC.
- 10.1.7 No extra work relating to electric shall be done without the approval of GWEDC in writing. But in exceptional circumstance, if extra work is done on urgent basis, as per the authorized officers/employee, its approval may be taken within 2 days thereafter.
- 10.1.8 For getting electric connection, the contractor shall deal with the work of getting electricity from the concerned electricity company in the concerned cities. The permission of the concerned electricity inspector shall be obtained in this regard. The actual expenditure and advance in this regard shall be paid by GWEDC after submission of bills of the concerned officer.
- 10.1.9 The work of electrification shall be carried out as per the instructions of In-charge Electricity Company Engineer and its maps shall be got approved by the department of electricity. Concerned Electricity Company and No-objection certificate shall be obtained a day before the programme.
- 10.1.10 Changeover switches should be properly rated.

10.2 LIGHTING

- 10.2.1 Each structure should have proper illumination. Within the structure, minimum lux level should be 300.
- 10.2.2 Outdoor lighting fixtures should be waterproof and is better to use with I. P. 55 enclosure.
- 10.2.3 General Lighting should be done with outdoor type 500W or 1000W Halogen or metal halide fixtures.
- 10.2.4 At area like entrance where more illumination is required, Metal Halide type fixtures are preferable.
- 10.2.5 Erection of Halogen or metal halide fixtures should be done on H frame type towers or wooden towers of 30 ft height for 10-30 halogens or on small poles like "panjas" or "Chhatris" for 5-10 halogens or on wooden ballis for 1-2 halogens.
- 10.2.6 Horns or speakers can be erected on the same tower of Halogen / or metal halide.
- 10.2.7 Each big tower should have individual power distribution board with TPN switch along with fuse.

10.2.8 All indoor lighting fixtures should be properly fixed in line, level and with proper support.

10.2.9 Each plug points should have properly connected earth wire.

10.2.10 Each plug should be properly fixed.

10.3 MAINS WIRING AND CABLING

10.3.1 Mains of halogen / Metal Halide should be taken from nearest power distribution board.

10.3.2 Size of mains should be adequate according to the circuit load.

10.3.3 Joints in MAINS wiring should be insulated with ISI insulation tap. These joints should not be in contact with cloth curtains or such inflammable materials.

10.3.4 All cable or wire joints should be in proper manner.

10.3.5 Wiring along with cloth should be done within conduit.

10.3.6 All cables must be armored cables. Use of insulation damaged cables should be avoided. Minor cuts on cable insulation should be properly insulated with insulation tape.

10.3.7 All cables must be laid under ground with proper depth with adequate protection by pipes/bricks.

10.3.8 All cables should be properly glanded and terminated with proper size of lugs.

10.3.9 The Mains shall be with ISI marked PVC insulated wire with aluminum / copper conductor as specified. The size of phase and neutral shall be same, while the size of earth conductor shall be as specified in the item. The number and size of conductor shall be as specified in the item. All wires shall be single core multi-strand PVC insulated as per IS: 634 and shall be 660 V/ 1100 V grade. All wires shall be as per colour code viz. Red for R phase, Yellow for Y phase, Blue for B phase, Black for neutral, Green for earth conductor.

10.3.10 Necessary connections to control switchgear, MCB Dist. board, plug etc. shall be made firmly as per requirement and as instructed by in-charge-officer of GWEDC.

10.3.11 The contractor is bound to get approved layout of electrical works from component authority and in order to consume less power, separate cables and wires will be laid for three phase line in such a way that damage may not be done to the ground. Further as per the specification of Electricity Company and fire brigade authority, the wiring connection will be made throughout the ground as appropriate to the exhibition and each stall will be given connection of 1/8 and 3/20 wiring.

10.3.12 Due to the negligence of contractor, if accident occurs by short-circuit or open wires, he will be held responsible. All the rules of fire safety shall be followed by utilizing P.V.C wires of ISI brand on all the points of electric wires.

10.4 POINT WIRING IN STRUCTURES (LIGHT, BELL, FAN & PLUG)

10.4.1 The point wiring shall be confirmed to IS: 5908 - 1970. A point shall consist of the branch wiring from the branch distribution board (switch board) together with a switch as required, as far as and including the ceiling rose or socket-outlet or suitable termination. A three-pin socket-outlet point shall include, in addition, the connecting wire or cable from the earth pin to the earth stud of the branch distribution board.

10.4.2 The installation shall generally be carried out in conformity with the requirements of the Indian Electricity Act, 1910, as amended up to date and the Indian Electricity Rules, 1956.

10.4.3 The point wiring shall be carried out in under mentioned manner:

10.4.4 Supply, installation, fixing of conduits with necessary accessories, junction / inspection / switch / outlet boxes.

10.4.5 Supplying and drawing of wires of required size including insulated earth continuity wire.

10.4.6 Supply, installation and connection of Modular switches, sockets, switch plates, fan

- regulators etc. as specified.
- 10.4.7 The point shall be complete with branch wiring from the first switch board to the outlet point through other loop. Switch boards if necessary in a circuit, conduit with accessories, junction, inspection boxes, control switch, socket outlet boxes, ceiling roses, connector etc.
- 10.4.8 Unless otherwise mentioned, the system of wiring shall consist of single core 650/1100 volt grade PVC insulated wire with Aluminum/copper conductor laid through exposed surface mounted/concealed in wall and ceiling rigid PVC pipe/rigid steel conduits/PVC oval conduit/PVC casing-N-Capping/trunking etc. as specified.
- 10.4.9 The rigid PVC pipe shall confirm to IS:9537 with minimum wall thickness of 1.5mm. The corresponding accessories shall confirm to IS:3419. The minimum diameter of pipe shall be 20 mm.
- 10.4.10 The wiring shall be as per colour code viz. Red for R phase, Yellow for Y phase, Blue for B phase, Black for neutral, Green for earth, Grey for control, white for bell point and all off wires shall be same as phase wire. The wiring shall be done in a looping manner. All looping shall be made only in switch boards.
- 10.4.11 The switches and socket outlets shall be Modular type with silver-coated contacts with ISI marked IS: 3854.
- 10.4.12 The Conduit run on surfaces shall be supported on metallic 1.2mm thick saddles/heavy duty PVC saddles which in turn shall securely screwed to wall or ceiling. Saddles shall be at intervals of not more than 500 mm. Fixing screws shall be with round or cheese head and of rust-proof materials. No cross-over of conduits shall be allowed unless it is unavoidable. The entire conduit installation shall be clean and neat in appearance.
- 10.4.13 The Maximum load of each circuit shall not exceed 800 watts and maximum points of each circuit shall not exceed 10 points. Where wiring passes through wall, care shall be taken to see that wire pass very freely through protective pipe [rigid steel conduit / rigid PVC pipe / porcelain tube] and that the wires pass through without any twist or cross in wires, or either ends of holes.

10.5 FANS - CEILING, PEDESTAL, EXHAUST

- 10.5.1 All ceiling fans, pedestal fans or exhaust fans should run hum free.
- 10.5.2 Proper care should be taken for fixing of ceiling fan down rod.

10.6 A/C

- 10.6.1 Window type Air Conditioning machine of approved make comprising of hermetically sealed compressor, condensing and evaporating unit, fan/ blower motor, thermostat, relay etc suitable for 1, 1.5, 2 Ton capacity
- 10.6.2 Split air conditioning unit of approved make consisting of condensing unit with fan motor, hermetically sealed compressor with accessories etc. duly connected separately erected evaporating unit and blower motor with its accessories by means of proper insulated copper tubing suitable for 1.5 to 7.5 Ton capacities.

10.7 EARTHING

- 10.7.1 Each Power Distribution board should have pipe earthing
- 10.7.2 All metallic structures of the venue should be properly earthed.
- 10.7.3 The earthing of an installation shall confirm to I.E. Electricity Rules, IS-3043, latest edition and I.E.E. The copper earth plates should be tinned before installation. The earth

plates of Cast iron, having size of 30 x 30 x 0.35 cms in separate pit. Specially prepared 2.5 mtr deep with necessary to real moist earth surface. The earth pit should be provided with 38 MM dia GI Pipe 2 mtr long. Alternative layers of salt and coke shall be provided surrounding the plate. All Equipments shall have Double Earthing.

10.7.4 The pits shall be filled when the plates are in position and in presence of officer in GWEDC. The earthing resistance of each earth plate should be measured by resistance meggar in the presence of officer in GWEDC.

10.7.5 The general and technical specification given in the tender booklet shall be considered as a part of agreement. The material shall be approved as per relevant IS specification and shall be approved by the Electrical Engineer in charge or incharge officer of GWEDC before executing the work.

10.8 DG SETS

The DG Set must be silent with appropriate Acoustic Enclosure & canopy. Necessary Change over switches must be required & Proper Earthing required for DG Neutral & Body. The generator operator is required to attend the entire programme. The stock of diesel shall be kept sufficient and the arrangement to run the generator smoothly during entire programme faultless shall be made.

11. LIGHT & SOUND ITEM SPECIFICATIONS

11.1 LIGHT & SOUND SYSTEM

The sound system includes minimum 2 speakers, 5 microphone (2 No. of cordless & 3 No. of corded with stand), Tape—Recorder, CD player/ MP₃ and cassettes/ CD/ VCD/ MP₃ of good company for musical use —Public address and Recording.

11.2 LIGHTING, VIDEO AND ELECTRICAL

11.3 SAFETY PRECAUTIONS

- 11.3.1 All necessary safety precautions related to Fire and other safety are to be taken strictly by the Contractor.
- 11.3.2 The Contractor should provide required Fire Extinguishers for his setup.
- 11.3.3 The Contractor should earth entire Metal Trusses/ structure properly with pipe earthing.
- 11.3.4 The contractor should use cables without any insulation damages.
- 11.3.5 All related electrical work should be done under presence of electrical supervisors.

11.4 MAIN STAGE LIGHTING

Lighting system and effects should be decided and coordinated with choreographer. It should satisfy choreographer requirements. Below is an indicative list of equipments to provide best effects:

11.5 SPECIFICATIONS OF LIGHTING FIXTURES

Below are suggested specifications for the Lighting fixtures to be used. Contractor can increase qty of fixtures if they want to use lesser rating fixtures nearly equivalent specifications to achieve proper lux level and effects with approval from GWEDC.

2500 Watt Long Range Follow Spot Light

Specification

Lamp	:	2500 Bi-pin CP-43 Halogen Lamp.
Reflector	:	Ellipsoidal Anodized Aluminum.
Lens	:	[1] 200mm Dia. [2] 150 mm Dia.
Housing	:	C. R. C. Sheet Metal
Finish	:	Dove Gray and Matt Black
Socket	:	GY – 16 Base
Focusing	:	Sliding lens by knob
Appx. Weight	:	19 Kg

Long range follow spot light should be made with adequate ventilation, equipped with two assembly lens units, 4 way shutters, and Iris shutter provided for shaping beam. Two ebonite grips on each at front & back of the body should be provided for manipulation. Fan should be provided at the back to cool the housing.

1000 Watt Halogen Spot Light [Profile]

Lamp	:	Halogen bi-pin 1000W 240 Volts.
Reflector	:	Ellipsoidal anodized aluminum reflector
Lens	:	2 nos. I50 min P.C.Lens
Housing	:	C.R.C. Sheet Metal

Finish : Matt Black.
 Socket : GX 9.5 Base
 Focusing : By manipulating lens tubing
 Appx. Weight : 10 Kg

The profile spot light should be adequately ventilated. It should be equipped with 2 PC lenses, tube sliding arrangements which give variable spread up to distance of 6-8 mtrs. The beam should be shaped by built in 4 way shutters and Iris shutter provided at the gate. It should be suitable for Front of House & on stage for proscenium theatre. This sharp edge light should also be used as follow spot in a small theatre. The gobo effect should also be used by putting the gobo in the slot between lens & lamp.

1000 Watt PAR (Parabolic Aluminized Reflector)

Lamp : 1000 W 240V, sealed beam.
 Available in very narrow, spot
 Medium and wide floor
 Housing : C.R.C. Sheet Metal & Aluminum Dye Cast
 Finish : Matt Black.
 Socket : G - 38 Base
 Focusing : Front and Rear rotating knob
 Appx. Weight : 11.5 Kg

The powerful par light should be ideal for the use from FOH positions, side lighting, and back lighting on the stage. Special visual effects should be created for POP, Light and Sound, Rock Shows etc. It gives glowing effect when used with color media.

11.6 SMOKE GENERATOR

Smoke Generator should be work on fluid injection system which produces dense smoke. Smoke thus produced, should not irritate the eyes or lungs. Both the smoke fluid and the smoke should be safe.

Specifications

Power : 220V-50 Hz
 Power Consumption : 1.5 KW (Max)
 Tank Capacity : One Liter
 Warm up time : 15 Min. Appx.
 Appx. Weight : 8 KG

Remote Control:

Mist 1000 should remote control with a cable of 7 Mt. length, 2 Indicators should be provided at the remote unit which indicate the power available to machine and its readiness for smoke generation with a push switch. It should be equipped with safety cut-out system.

Note:

The contractor can use the other type of fixtures like

- o Halogen Fresnel spot light,
- o Piano convex halogen spot light,
- o Pebble convex light
- o Halogen flood light

- Sun gun
- Water effect
- Strobe Light,
- Mirror Ball,
- U. V. Light etc

Instead of above with the approval by choreographer But The Qty. of scanners and Moving Heads should not vary.

- Cyber Light
- Colour Lab
- HMI Colour Light

11.7 MAIN STAGE SOUND SYSTEM

Sound system shall consist of at least following. The Contractor shall identify any additional requirement and shall propose accordingly.

- Three Way Sound System Four Pair
- Three Way Sound System Six Pair
- Three Way Sound System Twelve Pair
- Additional microphone / Speaker / Lapel microphone
- Additional Cordless Microphone / Amplifier / Mixture



GUJARAT WOMEN ECONOMIC DEVELOPMENT CORPORATION Ltd
(A GOVERNMENT OF GUJARAT UNDERTAKING)

e-TENDER DOCUMENT FOR

MANDAP DECORATION DESIGN AND EXECUTION OF TEMPORARY STALLS, ELECTRICAL WORKS AND RELATED STRUCTURES FOR ARRANGING EXHIBITION CUM SALE AT VARIOUS DISTRICTS/ TALUKAS/ TOWNS/ VILLAGE PLACES OF GUJARAT UP TO ONE YEAR

**VOLUME 3
PRICE BID**

GUJARAT WOMEN ECONOMIC DEVELOPMENT CORPORATION Ltd.

BLOCK NO. 8/8, UDHYOG BHAVAN,
SECTOR 11, GANDHINAGAR – 382011
Ph. +23227119, 23230313 Fax: + 23227129
E-mail : mdgwedc@yahoo.com
Website: www.gwed.gov.in

PROPOSAL SUBMISSION FORM

[Location, Date]

From:
(Name of Firm)

To:
(Name & Address of Client)

Subject: Hiring of Contractor for Mandap Decoration Design and execution of Temporary Stalls, electrical works and related Structures for arranging Exhibition cum Sale at various Districts/ Talukas/ Towns/ Village places of Gujarat UP TO ONE YEAR.

Sir,

We, the undersigned, offer to provide services for above mentioned subject in accordance with your Tender No. [__Number__]. We accept and bind to all terms and conditions mentioned in the tender document as well as any/all corrigendum issued under the tender. We hereby submit our Proposal which includes online Technical Proposal and a Financial Proposal uploaded online on <https://nprocure.com>.

If we qualify and negotiations are held during the period of validity of the Proposal, i.e., before [__Date__], we undertake to negotiate on the basis of quoted item rates of bid. Our Proposal is binding upon us and subject to the modifications resulting from contract negotiations.

We are also enclosing the EMD and Bid Processing fee hereunder as stated in the Data Sheet.

We understand you are not bound to accept any Proposal you receive.

We remain,

Yours sincerely,

Authorized signature:
Name and Title of Signatory:
Name of Firm:
Address:

FORMAT - F1
STATEMENT - 1
PRICE BID FOR FAIR

STATEMENT – 1

Sr. No.	Brief Description of Work	Unit	Approximate Quantity for a fair of 50 Stalls	Rate for 1 Day (INR) As Per Col.4		Amount
				In Figure (6-A)	In Words (6-B)	
(1)	(3)	(4)	(5)	(6-A)	(6-B)	7
	STRUCTURES					
1.	Hanger Structure for Craft stalls m . steel hanger structre with outer covered with white/coloured cloth.	sq.mt	sq.mt			
2	Stall of 3.00mt. x 3.00 mt. x 2.44 mt. (LxWxH) having cloth wall 2.44 Mt. on both sides and 3.00 Mt. high on back side, cloth ceiling of the above, frill on front side etc. comp.	1 Nos.	50			
3	Stall of 3.00mt. x 3.00 mt. x 2.44 mt. (LxWxH) having jute wall 2.44 Mt. on both sides and 3.00 Mt. high on back side, Jute material ceiling of the above, frill on front side etc. comp.	1 Nos.	50			
4	Water proof laminated P. V. C. craft stall (octanorm) with computerized sticker type facia plate having ply in octanorm panels aluminum Section of 3m x 3m x 2.44 m size with facility for fixing ceiling fan. (as directed)	1 Nos.	50			
5	Wooden Platform of 3" height (of good quality)	Sq Mt	500			
6	Food Stalls with separate washing and sitting facilities Size of each food stall shall be approximate 3.00 mt. x 3.00 mt. x 2.44 mt; Sq. Mt. which may vary as per requirement of individual. P/F covered braced and tied steel structure with varying height, Roof covering with waterproof fire retardant material, Ceiling with white/coloured fabric/cloth, drinking water and washing facilities, proper drainage, and garbage disposal. P/F Jute carpet. The scope also covers to provide separate space for cooking area, washing area and service area with separate entry. Creating sifting arrangement in open space is part of scope. Mode of Measurement: Built up area (Out to Out dimension) in plan shall be measured of only food stalls. Service area and wash area shall not be considered for measurement.	Sq Mt	10			

FAIRS OF GWEDCLtd.

Sr. No.	Brief Description of Work	Unit	Approximate Quantity for a fair of 50 Stalls	Rate for 1 Day (INR) As Per Col.4		Amount
				In Figure (6-A)	In Words (6-B)	
(1)	(3)	(4)	(5)	(6-A)	(6-B)	7
7	Main Gate The general entry for the public at venue at approved locations having height 5.50 Mt, inside width of 4.58 mt. Steel or wooden structure with outer face covered with plywood. The entry should be decorative with different material like coloured papers, flex, plastic papers etc. on all the sides. Necessary partitions are to be made for Male and Female section separately. Final elevation/looks shall be approved by the GWEDC/Consultant. Mode of Measurement: Mode of measurements shall be unit no. based	1 Nos.	2			
8	Temporary Shamiana/ Mandap P/E Temporary Shamiana of Cotton Fabric 3.66 mt. Height surrounding frill design as directed by GWEDC with necessary cloth wall, etc. comp.	Sq Mt	700			
9	P/E Temporary Shamiana of Cotton Fabric 4.58 mt. Height surrounding frill design as directed by GWEDC with necessary cloth wall, etc. comp.	Sq Mt	700			
10	P/E Temporary Shamiana of Cotton Fabric 5.50 mt. Height surrounding frill design as directed by GWEDC with necessary cloth wall, etc. comp.	Sq Mt	700			
11	Cloth partition of 1.90 mt. ht.	R Mt	160			
12	Cloth partition of 2.50 mt. ht.	R Mt	160			
	FURNITURE					
13	PVC chairs with handles of standard size 535 mm x 470 mm x 820 mm	1 No.	110			
14	VIP chairs with cushions	1 No.	10			
15	VIP Sofa (3 seater) – Sankheda	1 No.	3			
16	VIP Sofa (3 seater) – Steel Made	1 No.	3			
17	Tepoi – matching with sofa	1 No.	2			
18	2' x 4' Table with frill and table cloth/ cover	1 No.	110			
19	Dust bins – decorative and covered with flap having capacity 15 lit.	1 No.	15			
20	M. S. Steel Rack – 1.50 Mt x 1.20 Mt x 0.45 Mt with Chanel section of 35mm X 35mm X 3mm	1 No.	50			

FAIRS OF GWEDCLtd.

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				In Figure (6-A)	In Words (6-B)	
(1)	(3)	(4)	(5)	(6-A)	(6-B)	7
	INFRASTRUCTURE					
21	Boundary wall,barricading(single side covered),M.S./G.I. Railing/Chain link fencing P/F Tin plates covered shall be stainless and wall shall be in plumb 8' high. This shall be used to isolate the venue from surrounding structures and restrict the entry, as required, Railing shall not permit easy movement across. It is proposed to weld/erect MS members and chain-link fence. All the railing shall be in proper alignment and of uniform height. Barricading shall be decorated as per GWEDC directions without any extra cost. Necessary camouflaging of existing structures of venue shall be included in scope.	1 RMt.	160			
22	Sinages, Backlit, Flex P/F Signage using flex, painted ply cutouts or vinyl write-ups for activities, directional signage on roads towards venue, directional signage outside venue for parking, directional signage towards layout of the place internal signage: toilets, first aid, VIP lounge, Help desk, office, drinking water, food court etc. Overall site layout/ venue map, structure identification signs shall be kept at each entry gate and within the venue. The services, entry and exits have to be made in backlits. Reality as per site condition is to be ensured. Emphases shall be given to creative and readable font size designs. Ensure proper name plate to all structures. Size of signage shall be as directed by GWEDC.	1 Job	1			
23	Vinyl Facia Plate (as directed by GWEDC)	Sq Mt	35			
24	Flex banner four colour / multi colour (as directed by GWEDC)	Sq Mt	300			
25	Banners on cotton cloth (as directed by GWEDC)	Sq Mt	50			
26	Banners on silk cloth (as directed by GWEDC)	Sq Mt	50			
	Water Supply					

FAIRS OF GWEDCLtd.

Sr. No.	Brief Description of Work	Unit	Approximate Quantity for a fair of 50 Stalls	Rate for 1 Day (INR) As Per Col.4		Amount
				In Figure (6-A)	In Words (6-B)	
(1)	(3)	(4)	(5)	(6-A)	(6-B)	7
27	Drinking water counter of 2.74 Mt. x 2.74 mt. with 2 Nos. of tables and disposable glasses and one person for service. (Mineral water carba of 20 Ltr.)	1 Job	2			
28	Mineral water caraba of 20Ltrs, (Good Quality and ISI Mark with shed)	1 No.	140			
	Flower Decoration, potted plants					
29	Earthen Pot – minimum 0.92 mt. height of fresh/real plants	1 No.	10			
30	PVC Pot – minimum 0.92 mt. height of artificial plants	1 No.	10			
31	Bouquet with real fresh flowers of Zarbera, Orchid, Rajnigandha, English Rose, Tulip etc. as directed	1 Nos.	5			
32	Real fresh flower garland of Rose, Lily, Damaro etc. as directed	1 Nos.	5			
33	Toran to be made on the gate of real fresh flowers as per the dimensions of the gate	1 Nos.	2			
34	Fresh rose petal	1 kg	1			
	Flags					
35	Decorative flags in good quality satin/silk cloth fixed on 2" M.S. Pipe properly painted having 4.58 Mt Height.	1 No.	15			
	Brass Lamps					
36	0.76 mt to 0.92 mt height	1 Nos.	1			
37	1.20 mt to 1.50 mt height	1 Nos.	1			
38	Gas balloons of different colours at the time of inauguration of the event (minimum 1000)	1 job	1			
	Fire fighting extinguishers					
39	Dry chemical powder type fire extinguishers – 5Kg with operator or as per the statutory norms	1 Nos.	10			
40	Carbon-Dioxide type – fire extinguisher cylinder- 4.5 Kgs with operator or as per the statutory norms	1 Nos.	10			

FAIRS OF GWEDCLtd.

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				In Figure (6-A)	In Words (6-B)	
(1)	(3)	(4)	(5)	(6-A)	(6-B)	7
41	Fire Bucket	1 Nos.	10			
42	Insecticides The scope covers to spray day-to-day (during construction also) approved environment friendly insecticides to maintain the hygiene of the entire venue.	1 job	1			
	Electrification					
	Hire charges for providing, erecting temporary LED light 10 mm. Blubs Panasonic high glow with complete wiring with changer reverse and after good use dismantling.					
43	A. Series light	1 RMt	210			
44	B. Strip light	1 RMt	210			
45	C. Rope light	1 RMt	210			
46	Hire charges for providing, erecting and dismantling, temporary illumination consisting of the 40 watts tube lights complete with lead wires, point wiring, mains and switch gears.	1 No.	110			
	Hire charges for providing, erecting and dismantling, temporary illumination consisting of halogen fitting white colour complete with holders, tube and lead wires, point wiring, mains and switch gears.					
47	A. 150 Watt	1 No	25			
48	B. 400 Watt	1 No	25			
	Hire charges for providing, erecting and dismantling, temporary illumination consisting of halogen fitting yellow colour complete with holders, tube and lead wires, point wiring, mains and switch gears.					
49	A. 500 Watt	1 No.	25			
50	B. 1000 Watt	1 No	25			
	Only Hire Charges for heavy duty flood light luminaire comprises die cast aluminum body with heat resistant toughened front glass, silicon rubber gasket, electromechanically brightened anodised aluminum reflector, hot deep					

FAIRS OF GWEDCLtd.

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				In Figure (6-A)	In Words (6-B)	
(1)	(3)	(4)	(5)	(6-A)	(6-B)	7
	galvanized M.S. cradle clamp with suitable size of necessary control gear box having choke, capacitor, holder etc. complete with lamp., Color Glass or colored lamp to be used as per site requirement, with necessary wiring, mains and switch gears					
51	A. 150 Watt Metal halide	1 No	25			
52	B. 400 Watt Metal halide	1 No.	25			
53	Hire charges for providing, erecting and removing after use of good running condition 300/400 mm size low noise oscillation type pedestal fans of good condition, point wiring, mains and switch gears.	1 No.	3			
54	Hire charges for providing, erecting and dismantling after use of good running condition 1200/1400 mm size Ceiling fans of good condition, point wiring, mains and switch gears.	1 No.	52			
55	Hire charges for providing temporary plug point with 5/15 Amp. Plug switch combined erected in wooden board complete with necessary mains and earthing	1 No.	52			
	Hire charges for providing, erecting and dismantling after use in good running condition with necessary interconnecting wire/cable on panel board.					
56	(a)D.P Switch 32A, 230V	1 No.	6			
57	(b)TP. Switch with neutral 16A/32A 440V -	1 No.	3			
58	(c)TP. Switch with neutral 63A/200A 440V	1 No.	3			
59	(e) BUSBARS	1 No.	1			
60	(f)Change Over Switches 4 Pole 440V	1 No.	1			
61	(iii) 32 - 200	1 No.	1			
62	(g) ELCB conforming to IS: 12640 and having sensitivity of 30 ma and short circuit withstand capacity of 6 KA and suitable for operation on single phase 240 v having quick action and tripping with all advance feature & do not incorporate any electronic component for following Max. Rating	1 No.	1			

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				In Figure (6-A)	In Words (6-B)	
(1)	(3)	(4)	(5)	(6-A)	(6-B)	7
63	(ii) 63 AMP DP	1 No.	3			
64	(h) MCB Distribution boards 3 phase 440V,6A/ 32A	1 No.	1			
65	(i) 4 - 8 Way	1 No.	2			
66	Pipe tape with earthing	1 No.	1			
	Hire charges for providing, erecting as per direction of officer-in-charge, dismantling after use of good running condition for temporary power supply, the PVC insulated armoured. cable Aluminum conductor of following size -					
67	(a) 4 Core 4/ 6 / 10 Sq.mm	1 RMt.	250			
68	(b) 4 Core 16 / 25 Sq.mm	1 RMt.	250			
69	(c) 3 1/2 Core 35 Sq.mm	1 RMt.	250			
70	(D). 3 1/2 Core 120 Sq.mm	1 RMt.	250			
71	Sound system with speaker, 2 mike, phone-mike, 1 cordless mike with 2 speakers with battery for Public address as well as musical use.	1 Job	1			
72	E. L. C. B. A. 40 amplifier	1 No.	1			
73	B. 60 amplifier	1 No.	1			
	OTHERS					
74	Fridge 165 Ltr.	1 Job	1			
75	Floor covering of venue P/L whole area with Jutel Agro net covering all areas except for the structures, already paved area and parking as per approved theme. The objective is to make entire venue dust free.	1 Job	1			
76	Printing and distribution (Multi-colour offset printing) of minimum 5000 no. pamphlets for publicity in the newspapers/ hawkers up to societies / flats/ residence /shops / industries.	1 Job	1			

FAIRS OF GWEDCLtd.

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				In Figure (6-A)	In Words (6-B)	
(1)	(3)	(4)	(5)	(6-A)	(6-B)	7
77	Publicity for the fair by auto rickshaw A) With mic sound system with a person with mic in auto rickshaw. (For 8 hours)	1 Job	3			
78	B)with mic sound system with cassette player or C.D. Player in auto rickshaw, (For 8 Hours)	1 Job	3			
79	Dholi in good dress at the time of inauguration (1 Dholi + 2 Persons total 3 person for minimum 3 hours)	1 Job	1			
80	Providing and arranging Kutchhi Ghodi with Dholi and Shehnai Vadak in Traditional Dress consistent with the theme and festival (minimum 8 persons for 4 hours)	1 Job	1			
81	Coloured synthetic non-woven carpet (Blue or Red or green)	Sq Mt	100			
82	Agronet for providing dust free atmosphere (Blue or Red or green)	Sq Mt	1600			
83	20' high pillars (for ele. Line or light fitting)	1 Nos.	20			
84	Jute Flouring	Sq. Mt.	1600			
	STRUCTURES:					

Sr. No.	Brief Description of Work	Unit	Approximate Quantity for a fair of 50 Stalls	Rate for 1 Day (INR) As Per Col.4		Amount
				In Figure (6-A)	In Words (6-B)	
(1)	(3)	(4)	(5)	(6-A)	(6-B)	7
85	VIP Lounge (AC) with Pantry and attached toilet: The structure, approximate 9.15 mt. x 6.10 mt. (L x W) with box type wall of 6 mm thick - fire retardant plywood in framing of wooden batten including approved wall covering roofing shall be of G.I. sheets, with structure supported on truss and purlins, with 300 mm raised platform using 19mm thick plywood covered with woolen carpet. Providing ante-room, pantry, made from Plywood, POP or PVC sheets. P/F suitable doors with approved fixtures. Front facade with 6 mm thick ply fixed on wooden frame work and painting etc. complete. Theme has to be generated on outer facades as approved by GWEDC/Consultant. Mode of Measurement: Built up area (Out to Out dimension) in plan shall be measured. Outside porch and passage shall not be measured separately	1 Nos.	1 Nos.			
86	Green Rooms (Male and Female): P/E braced and tied structural framing, wooden decking 300 mm high, Non AC Octonorm cubicles each of 2.74 mt. x 2.74 mt. area covered from top with proper ventilation, carpet and curtains. The green rooms shall be provided in a covered/tin barricading space. The construction shall ensure proper privacy and partitioning. Separate open space for refreshment shall be provided. Mode of Measurement Built up area (Out to Out dimension) in plan shall be measured of structure.	1 Nos.	1 Nos.			
87	Inauguration Stage: Providing stage of minimum 1.20 mt. height and size as directed by Committee members/GWEDC/Consultants. Backdrop of 3.6 – 4 mt to be provided for placing banners and decoration as directed by GWEDC. The wooden stage to carry 500 Kg/Sq Mt load with steel (H-frame) props & supports with 19 mm thick plywood sheets with fire retardant paint, side shall also be covered with fire retardant plywood. The flooring has to be covered with evenly laid smooth ply-board over wooden runners. The supporting steel scaffolding to be provided with base plates and diagonal bracings. All joints between sheets to be filled with adhesive material and finally by self-adhesive tape. Red non wove carpet to be laid on plywood. The stage must have the necessary furniture including Dias, counter, chair, sofa, as per direction having facility of adequate steps/ramp with fix railing on either side. (as directed by GWEDC) shall be base on unit of Sq Mt. Mode of Measurement: Mode of measurement shall be based unit of Sq Mt	Sq Mt	Sq Mt			

FAIRS OF GWEDCLtd.

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				In Figure (6-A)	In Words (6-B)	
(1)	(3)	(4)	(5)	(6-A)	(6-B)	7
88	GWEDC Office : P/F Octonorm structure of 6.10 mt. x 4.58 mt. with 300mm raised flooring with 19 mm thick block board and covered with colour carpet, panel for back lit display, light points and fan points etc. with pantry space also. Mode of Measurement: Mode of measurement shall be based on No.	1 Nos.	1 Nos.			
89	GWEDC Office : Size 30 x 20x 12 (LxWxH) with double cloth ceiling with colour carpet, panel for back lit display, light points and fan points etc. with pantry space also. Mode of Measurement: Mode of measurement shall be based on No.	1 Nos.	1 Nos.			
90	Display Hanger (for Garments/Sari) : P/E M.S. Steel tied framed display hanger for display of garments in the mela ground having minimum capacity of 50 garments / Sari per unit. Display hanger of 6' length having minimum capacity of 50 garments to be provided in each unit.	1 Nos.	1 Nos.			
	Furniture:					
91	Mirrors- Full size	1 Nos.	1 Nos.			
92	Dressing Tables	1 Nos.	1 Nos.			
	Event Management:					
93	Providing and arranging Hostesses and Stewards in traditional dresses for conducting: Pushpvarsha, Tilak, kankoo-chokha to special guests & VVIP (Minimum 10 girls)	1 Job	1 Job			
94	Providing and arranging a Magician nicely dressed as approved by the committee members /GWEDC /Consultants. (2 hours)	1 Job	1 Job			
95	Providing and arranging a Bahurupiya wearing different dresses like Hanuman ji, Shankar Bhagvan etc. as directed by the committee members / GWEDC / Consultants (minimum 4 hours per day, minimum 3 persons.)	1 Job	1 Job			
96	Providing and managing Diya Ceremony with Group of experts/hostesses A clay kodiya (with necessary ghee/oil with divet and kappor with all necessary equipments for lighting the diya.)	1 Job	1 Job			
97	Clay Kunda with Plantation	1 Job	1 Job			
	Providing and arranging for Anchor with the knowledge of Gujarati, Hindi, English with Good Command over the language, with speech scripted for the					

FAIRS OF GWEDCLtd.

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(1)	(3)	(4)	(5)	(6-A)	(6-B)	7
	event with protocols, assuring synchronized performance management, as directed by GWEDC for entire event.					
98	a. Male anchor (4 hours per event)	1 Job	1 Job			
99	b. Female anchor (4 hours per event)	1 Job	1 Job			
100	Hire charges for providing, erecting with dismantling after use temporary wooden frame made of teak wood for proper support to provide 1.5 ton Window AC unit the unit by hard wood/ plywood & placing the unit in an approved manner complete. point wiring, mains and switch gears.	1 Nos.	1 Nos.			
	Hire charges for providing, erecting with dismantling after use split type AC machine complete with erection, gas charging, point wiring, mains and switch gears.					
101	(A) 1.5/2.0 ton	1 Nos.	1 Nos.			
102	(B) 3/4.0 ton	1 Nos.	1 Nos.			
103	Providing Chenals slide for publicity at the Local Chenalls as directed by GWEDC. The content of the publicity material shall be approved by Committee members/GWEDC/ Consultants. (Theater / Multiplex)	1 Nos.	1 Nos.			
104	Rangoli (Chirodi type, Dry powder type sand mixed colour) of minimum 3.00 mt. x 3.00 mt.	1 Job	1 Job			
105	Rangoli (of Flower and flower petals and green grass) minimum 3.00 mt. x 3.00 mt.	1 Job	1 Job			
	Mannequin for display of garments					
106	a. Lady (approx 1.50 mt. height)	1 Nos.	1 Nos.			
107	b. Gents (approx 1.80 mt. height)	1 Nos.	1 Nos.			
108	c. Child (approx 0.92 mt. height)	1 Nos.	1 Nos.			
109	White clean bed sheet 60" x 90"	1 Nos.	1 Nos.			
110	Napkin white & clean 12" x 18"	1 Nos.	1 Nos.			

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(1)	(3)	(4)	(5)	(6-A)	(6-B)	7
111	Bolster round pillows with white clean cover (Size as suggested by GWEDC) Generally 13" x 53"	1 Nos.	1 Nos.			
112	Box type mattress 1.80 mt x.92 mt.	1 Nos.	1 Nos.			
	INFRASTRUCTURE:					
113	Pathway and Ramps: Internal pathway between structures and from various entries to the food courts and craft stalls of 2m to 3m width as approved by GWEDC. Pathways at particular distances are to be provided in entire venue for proper movement. Providing the ramps shall be the scope of work if required. If any alteration/addition modification are required at site same shall be made without any extra charges to complete the job as directed by GWEDC/Consultants. Mode of measurement To be consider base on attached layout and design presented by bidder before the committee members.	Sq Mt	Sq Mt			
114	Parking area and approaches for all entries: There will be more than one area surrounding venue required to be developed for parking. The work will involve grading, leveling, compacting and barricading parking area, developing entry and exits for two wheelers and four wheelers, with service staff. Proper parking plan is to be made to ensure total no of parked vehicles as per discussion held with GWEDC/Traffic Department. Ensure concerned site maintenance for entire event period. Mode of Measurement: Shall be based on actual work executed at site	Sq Mt	Sq Mt			
115	Mud Plastring on the Ground (Lipan) Plaster of Cowding and Mud.	Sq Mt	Sq Mt			
	OTHER:					
116	Flower Decoration: Real fresh flower decoration:	1 Job	1 Job			
117	1. Marigold, Jasmin, Lily, mogra, Torans of Asopalav (as directed by GWEDC)	1 Job	1 Job			
118	2. Flower of Zerbera,Orchid,Rajnigandha,English,rose,Tulip etc. (as directed) on stage	1 Job	1 Job			
119	Sculptures & decoration articles (fountain with water facility) 3' to 5' height as directed.	1 Nos.	1 Nos.			
120	Lamps with bandhani/net/satin I artificial chiffon of 20' height on curtain/metal poll (as directed)	1 Nos.	1 Nos.			

FAIRS OF GWEDCLtd.

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				In Figure (6-A)	In Words (6-B)	
(1)	(3)	(4)	(5)	(6-A)	(6-B)	7
121	Colourful Garden Umbrella (medium, large size) as directed	1 Nos.	1 Nos.			
122	Tarnetar type Umbrella	1 Nos.	1 Nos.			
123	PIE Garden Swing 3seator. Stability of the swing should be ensured.	1 Nos.	1 Nos.			
124	Idols for various decoration (Size 0.92 mt. to 1.50 mt.)	1 Nos.	1 Nos.			
125	Talpatri cloth pieces for affixing of ceiling above & in front of stall(if required in rain)	Sq Mt	Sq Mt			
126	Display platform 2.74 mt. x 2.74 mt. size two side closed platform of 6" made of plywood. Plywood sheet with beam of 3.66 mt. height with carpet covering (as directed)	1 Nos.	1 Nos.			
127	4' running shade with frill in front of Mandap (to prevent sun-heating)	1 Rmt	1 Rmt			
128	Name plate on dais (as directed)	1 Nos.	1 Nos.			
129	2" x 1.5 " wooden section of excellent quality free of knots and termites for the fixing of flex / banner.	1 Sq Mt	1 Sq Mt			
130	Backlit panel to be installed as per the direction (good quality)	1 Sq Mt	1 Sq Mt			
131	Laminated Cut out on 4 to 6 mm sun-board to be installed as per directed	1 Sq Mt	1 Sq Mt			
132	Minral water bottle of 1 liter (good quality and ISI Mark)	1 Nos.	1 Nos.			
133	Water tank of 5000 Lts. Capacity	1 No.	1 No.			
134	The boys/girls trained in finishing school having experience of hotel management for the Inauguration/other event in traditional dress as per instruction (Minimum 10 boys and 10 girls) (as directed)	1 Job	1 Job			
135	1 set of slipping (1 Godla, 1 Osiku, 1 Chadar & 1 Chorsa)	1 Set	1 Set			
	Temporary Toilet Blocks					
136	Mobile Chemical Toilets for VIP and Invitees for event duration as approved 1 Nos. by GWEDC. Necessary hygiene shall be maintained in the toilets. The functionality of the chemical toilets is to be taken proper care during the event	1 No.	1 No.			

Sr. No.	Brief Description of Work	Unit	Approximate Quantity for a fair of 50 Stalls	Rate for 1 Day (INR) As Per Col.4		Amount
				In Figure (6-A)	In Words (6-B)	
(1)	(3)	(4)	(5)	(6-A)	(6-B)	7
137	Urinal for gents & ladies 0.92 Mt. x 0.92 Mt. (L x W) of Jute Fabric Partition 1 Nos. in double layer having proper drainage and water supply facility maintaining proper hygiene. The height of the partition being minimum 2.44 Mt. Stability of the structure is to be taken care by bracing the structure properly. Mode of Measurement: Mode of measurements shall be unit no. based	1 No.	1 No.			
138	First Aid counter (3 mt x 3 mt each) Providing and erecting Octonorm structure with carpet & covered from top with waterproof material. The counter must have a certified compounder & nurse with fist aid box and life saving drugs. Proper internal lighting and fan to be provided (2 Tube lights and 1 Fan) Mode of Measurement: Mode of measurements shall be unit no. based	1 No.	1 No.			
	Security					
	Security guards in uniforms with cap, logo, batten, whistle form a reputed security firm as approved by GWEDC /Consultants. (Round the clock for eight hours in three shifts)					
139	A) Male	1 Nos.	1 Nos.			
140	B) Female	1 Nos.	1 Nos.			
141	C) Hand Metal Detectors	1 Nos.	1 Nos.			
142	D) Door Metal Detectors	1 Nos.	1 Nos.			
143	Security cabins (3 mt x 3 mt each) P/E Octanorm type structure near to all entries top covered with waterproof materials. Proper internal lighting, fans to be provided. (2 Tube lights and 1 Fan) Mode of Measurement: Mode of measurements shall be unit no. based	1 No.	1 No.			
144	Welcome Arches P/E welcome arches on roads having outside height and width of 5.50 Mt. and inside height and width of 4.58 mt. Breadth of pillar and above beam – 0.92 mt. x 0.92 mt. (or as selected and directed by GWEDC)	1 No.	1 No.			
145	Podium with point for light and sound	1 No.	1 No.			

FAIRS OF GWEDCLtd.

Sr. No.	Brief Description of Work	Unit	Approximate Quantity for a fair of 50 Stalls	Rate for 1 Day (INR) As Per Col.4		Amount
				In Figure (6-A)	In Words (6-B)	
(1)	(3)	(4)	(5)	(6-A)	(6-B)	7
146	Counter for Dias (With table cloth with frill)	Sq. Mt.	Sq. Mt.			
147	Wooden benches with back rest (0.45 Mt x 1.80 Mt) 3 seator for visitor, good quality (as directed)	1 No.	1 No.			
148	Treasury – size – 0.92 Mt x 0.60 Mt x 2.10 Mt or as required by GWEDC	1 No.	1 No.			
149	Glow Signe Board	1 Sq. Mt.	1 Sq. Mt.			
150	S.R.F. Talpatri	1 Sq. Mt.	1 Sq. Mt.			
151	M.S. steel Pipe Mandap 10 to 15 foot high	1 Sq. Mt.	1 Sq. Mt.			
152	Mudwork with mirror work including design, drawing materials etc. comp.	1 Sq. Mt.	1 Sq. Mt.			
153	Khadi painting with design, drawing , material etc. as directed by GWEDC.	1 Sq. Mt.	1 Sq. Mt.			
154	Grass umbrella with design, drawing , material etc. comp. as directed by GWEDC					
	A. 8' dia.	1 Sq. Mt.	1 Sq. Mt.			
	B. 10' dia	1 Sq. Mt.	1 Sq. Mt.			
	C. 12' dia	1 Sq. Mt.	1 Sq. Mt.			
	D. 14' dia	1 Sq. Mt.	1 Sq. Mt.			
155	Decorative frill with traditional work of different size as directed by GWEDC	1 R. Mt.	1 R. Mt.			
156	Fanas with zero Walt bulb	1 No.	1 No.			
157	Wooden chaburo 10' to 15' height as directed by GWEDC.	1 No.	1 No.			
TOTAL AMOUNT FOR STATEMENT-1						

ANNEXURE – 1 TO STATEMENT - 1

NOTES:	
1	It is to clarify that craft stalls, general entry, first aid counter and toilet block shall be made ready a day before the day of event. And dry run should be carried out in presence of authorized person of GWEDC.
2	In case of discrepancy between rate in figure and words, rate in word shall be final
3	Rates quoted shall be inclusive of all applicable taxes which shall not be separately reimbursed.
4	It is mandatory to fill rates for all the items.
5	As the Government function represent the Government reputation, all the above mentioned items, Mandap, furniture, cutlery, flower decoration etc. provided at the place of function in neat and clean condition and should be of best quality and approved by officer GWEDC or his authorized representative. It should be clearly noted that no compromise or exception shall be given regarding this matter. Because of Contractors negligence/utilization non standard items, any disaster occurs then Contractor is prosecuted and black listed. For the use of non standard item, Contractor is liable to penalty as decided by GWEDC.
6	Wherever the words suitable or necessary or adequate or directed are used means the Contractor shall provide or fulfill the requirement in consultation with Officer-in-Charge.
7	The contractor shall prepare layout drawings for each event which is a part of the annual contract.
8	It is the sole responsibility of the contractor to keep cleanliness in entire exhibition round the clock which included ground leveling (If required) Sweeping, garbage collection, solid waste management, toilet cleaning and spray of insecticide side. The Contractor should keep minimum 6 No. of sweeper during the exhibition period having proper uniform and company logo. No extra amount is to be paid for these services. Failing this Rs. 500/- (Five Hundred) Penalty would be charged per day.
9	Contractor has to provide free of cost – An idol of Shri Ganesh Ji (0.76 mt. to 1.50 mt. height) as directed by GWEDC.
10	Drinking water counter provided with cold water Failing this Rs. 500/- (Rupees Five Hundred) Penalty would be charged per day.
11	All of the above mentioned item are not necessarily to be used in a fair. The items shall be used as per the requirements and directed by the officer in-charge of GWEDC, Gandhinagar
12	Tentative programme schedule shall be as mentioned in technical bid. It is to clarify that craft stalls, general entry, police shamiana, first aid counter and toilet block near green rooms shall be made ready a day before the day of event.
Whereas, I, the undersigned _____ hereby give assurance that the prices of above said tenders issued by GWEDC are filled up by me, I have read and understood all the terms and condition about it and they are agreed by me and binding to me, If I fail in executing the work, I undertake to reimburse the financial loss occurred to GWEDC, due to the work to be got done by other party. In this regards no dispute will be allowed and I give my consent for it. We are not put up in black-list by Central/State Govt. or other Central / State Govt. Agency.	
NOTE: This form to be signed digitally by the bid participating contractor firm.	