



AC/SU/2017/02

Date: 30.01.2017

NOTICE INVITING TENDER

Sealed Tenders are invited from eligible event managers/ firms to organize 2 days' Annual Cultural festival at Aryabhatta College, University of Delhi between 21 February'2017 and 2 March' 2017.

The requirements pertaining to stage organization, sound and music, printing and publicity, co-ordination & communication etc. are enclosed with this notice.

Complete profile of the company along with documents in support of financial competence of the (i.e. last three years Income Tax return, TAN No., PAN No., and license form the competent authority for commercial event management).

The tender to be submitted through post/ by hand in sealed envelope and addressed to "**The PRINCIPAL, ARYABHATTA COLLEGE, UNIVERSITY OF DELHI, BENITO JUAREZ ROAD (ANAND NIKETAN), NEW DELHI-110021**" and should reach on or before **05.02.2017 upto 3:00 p.m.**

The sealed envelope must be superscribed as "Tender for the Annual Cultural Festival".

Conditions:-

1. Earnest money deposit of Rs. 5000/-in the form of Demand Draft in favour of "ARYABHATTA COLLEGE" payable at New Delhi.
2. Work experience of atleast 2 years.
3. Contractor should submit the following documents: -
 - Last 3 years ITR.
 - Copy of PAN, TAN, DVAT etc.
 - Copy of Registration of Company.

The quotations will be opened on 6th February 2017 at 10 a.m. in the College Sports Room.

(Mukesh Kohli)
Students' Union Advisor

(Dr. Manoj Sinha)
Principal



**ARYABHATTA COLLEGE
(UNIVERSITY OF DELHI)
BENITO JUAREZ ROAD, NEW DELHI-110021**

ANNUAL FESTIVAL of 2 DAYS BETWEEN 21st February' 2017 and 2nd March' 2017.

PROFORMA QUOTATION FOR EVENT MANAGERS

1. Name of the Organization : _____
2. Whether registered or not
If yes, furnish Registration No. _____
3. Address : _____

4. PAN No. : _____
5. TAN No. : _____
6. Service Tax No. : _____

**(Auth. Signatory)
Seal of the Firm**

BEST QUOTED RATES FOR: -

S. NO.	REQUIREMENTS	SIZE/ QUANTITY	DAYS	RATE
1.	Stage with carpets and stairs on both sides	40' x 32'	02	
2.	Ramp (professional)	16' x 8'	02	
3.	Backdrop (Banner of flex sheet with iron frame)	30' x 10'	02	
4.	SOUND SYSTEM			
	Top R.C.F.	12	02	
	Base R.C.F.	06	02	
	Side fill (JBL)	04	02	
	Foot Monitor (JBL)	06	02	
	Mixing Console		02	
	DJ Console		02	
	Cordless Mic	05	02	
5.	ANCHORS			
	Male	1	02	
	Female	1	02	
6.	FURNITURE			
	Sofa (3 seater)	12	02	
	Chairs	200	02	
	Carpets (as per the above specification)			
7.	ARTISTS			
	Male Singer	01	01	
	Female Singer	01	01	
	Comedian	01	01	
8.	STAR NIGHT			
	Diljit Dosanjh		01	
	Master Salim			
	Guru Randhawa			
	Hansraj Hans			
	Jassi Gill			
	Alfaaz			
	FREE PROMOTION BY THE MOVIE CAST (If any)			
9.	OTHERS			
	Security		02	
	Barricade		02	
	Tenting		02	
	Generator Set		02	
	Vanity van		01	

TOTAL AMOUNT :- _____

- **CHIEF GUEST WILL BE DECIDED BY THE COLLEGE MANAGEMENT.**
- **FREE PROMOTION BY ARTIST.**

NOTE:-

- While mentioning rates kindly indicate any hidden charges, i.e. transportation, labour etc.
- Service tax to be charged as applicable.
- Service Tax No./ TIN No. must be quoted.
- Experience in organizing such events in other colleges of University of Delhi. Please mention the names of the Colleges and indicate the years of experience.
- Documentary proof of each should be attached.
- The Principal reserves the right to accept/ reject some or all quotations without assigning any reason thereof.
- In the event the programme being cancelled due to unavoidable circumstances like rain etc., the event manager will ensure that the programme will be held on the following day.
- In case the artist is unavailable at the last moment due to unavoidable circumstances like being sick etc., the event manager will arrange another artist of the same stature.
- College reserves the right to withdraw this quotation/ tender anytime without any reason.
- All the tenderers are required to submit their Bank details (RTGS, IFSC etc.)
- Penalty of maximum 5% of the tendered amount on unsatisfactory performance.
- Envelope should be marked "**Tender for the Annual Cultural Festival**".
- Rates should be furnished against each item, i.e. (Sr. No. 1 to 9).
- Quotation must reach the College Office latest by 3 PM on 05.02.2017 and will be opened on 06.02.2017 at 10 AM in the College Sports Room.


PRINCIPAL