



MAHARAJA AGRASEN COLLEGE

University of Delhi
VASUNDHARA ENCLAVE, DELHI-110096

Notice inviting Tender from event Management Company for providing Lights, Stage, sound & Artist/DJ.

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Annexure-I

04.11.2019

NOTICE INVITING E-TENDER

Bids are invited from bonafide /competent event managers/vendors to hold/organize **Fresher's Party 2019** at Maharaja Agrasen College, Vasundhara Enclave, Delhi to be held on **13th November, 2019** in the college premises from **02:00 PM to 05:00 PM**.

Vendors shall provide the following:

- **Stage**
- **Lights & Sound (As per Annexure V)**
- **Artist/DJ (Any two of the following)**
 - I. DJ KARAN
 - II. DJ CHAOS KOURT
 - III. PROGRESSIVE BROTHERS
 - IV. ZAIDEN
 - V. DJ RAAG

The work shall be awarded to the lowest bidder. Interested Vendors /Event Managers may submit their bids online under two Bid System latest by **12:30 PM, 11th November, 2019**.

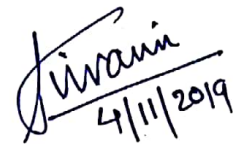
Tender No. MAC/2019-20/EVENT MANAGEMENT/03

Important Dates

Date of Publishing	- 05/11/2019
Bid Document Download Start Date	- 05/11/2019
Bid Submission Start Date (online)	- 05/11/2019
Bid Submission End Date (online)	- 11/11/2019 by 12:30 PM
Date of Technical Bid Opening (online)	- 12/11/2019 at 09:00 AM

EMD Amount **Rs. 5000/-** to be deposited through NEFT/RTGS in A/c No. **481701213 (IFSC Code- IDIB000M102) Indian Bank** in favour of **"Principal, Maharaja Agrasen College, Delhi.**

- Manual bids shall not be accepted. The bid shall be submitted online only at Central Public Procurement Portal Website:
<http://eprocure.gov.in/eprocure/app>
- The Competent Authority reserves the right to reject any or all the bids without assigning any reason thereof. The decision of the Competent Authority of the College shall be final and binding.


4/11/2019

Dr. Sanjeev Kumar Tiwari
Principal (Actg.)



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Annexure-II

Technical Bid

The Technical Bid should contain the following details:-

1. Name of the agency_____
2. Date of establishment of the agency
(Incorporation)_____
3. Detailed office address of the agency with office Telephone
Number, mobile number and name of the contact
person_____

4. Whether the firm is registered under company act, partnership or
proprietorship (copy to be enclosed).

5. PAN/TAN Number (copy to be enclosed)

6. GST Registration Number (copy to be
enclosed)_____
7. Whether firm is blacklisted by any government department or any
criminal case is registered against the firm or its owners/partners
anywhere in India (Certificate to be given in the letterhead of the
agency) **Yes/No** _____
8. Experience in dealing with Govt. Departments/University/PSU, etc
(Copy of the supply orders to be enclosed).

9. **Proof of EMD (Compulsory)**



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Annexure-III

Financial Bid

(Quoted rate is inclusive of all taxes, travel (including local), stay, security, refreshments and other miscellaneous expenses related to the Artist/DJ and his/her entire team)

S.No.	Name of Artist/DJ Kindly name any One	Total Amount (In Rs.) (Inclusive all taxes)
1		

All the specification mentioned regarding stage, sound & lights to be arranged by the Bidder only. College shall only provide space & electricity connection. Generators & Power Backup to be provided by the Bidder.

L1 will be decided on the basis of Total Amount quoted by the agency against each artist.

Name, address with Mobile No. &
Landline No
Signature of the authorized
representative of the organization
with seal.



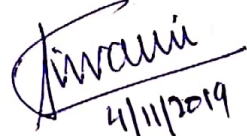
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Annexure-IV

General Terms and Conditions

1. The college reserves the right to cancel the bid & the bidder will have to abide by the decisions.
2. The final payment shall be made after the supply and submission of bills which will be subject to satisfactory performance (certificate by the committee constituted for the purpose).
3. No preference will be given to any bidder of class of bidders, either for the price or for other terms and conditions.
4. The Bidss are to be uploaded in two bid system i.e. **Technical Bid** and **Financial Bid**. The Bid must be uploaded on the Central Public Procurement Portal <http://eprocure.gov.in/eprocure/app> latest by 12:30 PM, 11th November 2019.
6. The online bids will be opened at 02.00 PM on 11th November, 2019 by the Tender Opening Committee.


4/11/2019
Dr. Sanjeev Kumar Tiwari
Principal (Actg.)



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Annexure-V

SOUND REQUIREMENTS, STAGE & LIGHTING

S. NO.	DESCRIPTION	QUANTITY	SIZE	REMARK
1.	PROFESSIONAL STAGE WITH CARPET & FEBRICATION		24*20 FT	5 FEET HEIGHT
2.	BACKDROP FLEX (WITH FRAME)	2	20*10 FT	STAR FLAX
3.	JBL SOUND BOXES	12		
4.	JBL BASS BOXES	4		MASKING ONLY
5.	MONITOR & MICS		10 FT	
6.	DIGITAL MIXER	1		
7.	TRUSS BOX			SINGLE SIDE
8.	SHARPIE, PAR, LED			
9.	SMOKE MACHINE & SHOTS			



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Annexure-VI

AGREEMENT

ABOVE IN WITNESS THEREOF, THE PARTIES HAVE ACCEPTED
AND EXECUTED THIS AGREEMENT AS OF THE DAY AND YEAR
SET FORTH

Name (FIRST PARTY)	MAHARAJA AGRASEN COLLEGE (SECOND PARTY)
(Concerned Person: Name) Witness Name:- Address:	Name: Principal
Company Stamp & Signature	College Stamp & Signature of Principal



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EVENT MANAGEMENT ENGAGEMENT

THE EVENT MANAGEMENT ENGAGEMENT (The "agreement") is made at Delhi, India on this _____ ("The effective date") Name of First Party Name having its registered Office

at _____
("hereinafter referred to as _____" which expression shall unless it be repugnant to the context or meaning thereof, be deemed to mean and include its successors interest & permitted assigns of the FIRST PARTY

AND

MAHARAJA AGRASEN COLLEGE (Second Party) having its college campus at Vasundhara Enclave, Delhi-110096 (hereinafter referred to as MAHARAJA AGRASEN COLLEGE which expression shall unless it be repugnant to the context or meaning thereof, be deemed to mean and include its successors in interest & permitted assigns of the SECOND PARTY

This contract is providing Light, Sound, Stage & Artist/DJ, for the upcoming college Fresher's Party to be held on **13th November, 2019** in the college premises.

NOW THEREFORE for services and valuable consideration the receipt & sufficiency of which are hereby acknowledged the parties hereby agree as follows:

1. MAHARAJA AGRASEN COLLEGE has agreed to engage **First Party Name** for providing Lights, Stage, Sound & Artist/DJ on the college Fresher's Party on 13th November, 2019 at college campus, Vasundhara Enclave, Delhi-110096

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2. **First Party Name** total consideration for the above work

Rs _____ / -(Rupees in words)

inclusive of all taxes, transportation, hospitality, security of the artist and his entire team of musicians and Co-artists. It is further agreed that the artist/DJ and his team will perform for at least 90 minutes at the said event.

4. The Tender Committee duly constituted by the appropriate authority has recommended to grant contract to **M/s First Party Name** for a consideration of Rs. _____/- including all taxes towards production (Stage, Sound, Light & Artist/DJ) As per the list of item mentioned in the **Annexure-V**

5. **Terms and Condition of First Party Name for Maharaja Agrasen College** are as follows:

- 100% Payment shall be made after the successful completion of the event.
- NEFT /IMPS/RTGS will be done as mentioned in the aforesaid cheque.
- TDS deduction will be as per Govt. Norms
- Entire Agreement: This Agreement, the annexure and recitals here to (which are hereby expressly incorporated herein by

reference) constitute the entire understanding parties and
supersedes all other discussions and understanding between
the parties.

(20)

- The Terms shall be Governed in Accordance with laws of India
and that Court of Delhi shall have the exclusive jurisdiction to
adjudicate any matter.

First Party Name
With Seal

Second Party Name
With Seal



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Check List

S. No.	Item Description	To be Enclosed
1	TECHNICAL BID	
2	FINANCIAL BID	
3	PAN Card Copy	
4	Certificate of GST No.	
5	Firm Registration Certificate	
6	EMD Transaction Proof	
7	Experience Certificates (if any)	