

E-Tender Notice

Tender ID:

Tender Enquiry No.: F.No. 84(117)/2024-25/DSW/DTU/

Due Date for Submission: 11.10.2024

Online tender under Two-Bid systems (Technical & Financial Bid) are invited on behalf of DTU, New Delhi through e-Procurement from the GST Registered experienced agencies fulfilling eligibility criteria for Event Management Services for YUVAAN 2024-25.

Name of Event	Event Management Services for Literature and Film Festival YUVAAN 2024-25 in DTU, Rohini
Estimated Cost of the Tender	Rs. 35,57,430/-
Earnest Money Deposit (EMD)	Rs. 71,148/-
Date of Release of Tender	11.10.2024 at 3:30 PM
Last date and time for online submission/uploading of bids	16.10.2024 at 4:00 P.M
Date and time for opening of technical bids	16.10.2024 at 4:30 P.M
Date and time for opening of financial bids of the technically qualified bidders	It will be announced on the above portal after evaluation of technical bid

Note: To participate in E-tendering process, the bidder has to register with Delhi Govt. portal at <http://govtprocurement.delhi.govt.in> and tender can be seen on university website www.dtu.ac.in.

**Registrar
DTU**

Earnest Money Deposit

EMD must be submitted through FDR/ECS/RTGS/NEFT mode only. This amount shall be refunded in the event of rejection of the bid or alternatively adjusted in respect of successful bidder as part of Performance Guarantee. Bank details for Submission of EMD through RTGS/NEFT as below:

Bank Details:

In case of RTGS/NEFT mode of payment, Bidders must mention their details in the format below:

DTU EMD A/C No.: 39072432326

Name of Account Holder: YUVAAN DTU

Name of the DTU Bank: State Bank of India

IFSC Code: SBIN0010446

MICR Code: 110002438

Bank Address: Delhi College of Engineering, Bawana Road, Delhi Bank

Code: 10446

RTGS Timing: 10:00 AM to 4:00 PM (Monday to Friday)

10:00 AM to 1:00 PM (Saturday)

NEFT Timings: 10:00 AM to 6:00 PM (Monday to Friday)

10:00 AM to 12:30 PM (Saturday)

Details of Bidder (Applicant)	
Account No.	
Name<Bidder's Name>	<NIT No.><Name of Goods><Closing date & time of Tender>
Address	<Bidder's Address>

Bidder must upload the scanned copy of RTGS/NEFT Customer Payment Confirmation along with the Bid & Date of payment (RTGS/NEFT date), before the date and time of closing of the bids clearly visible from failing which tender shall be treated as cancelled.

Time Allowed: 1 days

Schedule of Quality: As per Annexure – A

Terms and Conditions: As per Annexure – B

Registrar

Eligibility Criteria:

1. The agency must be registered for GST with India.
2. Scanned copy of performance certificate from the client for successfully completed similar works preferably in Educational University/PSU's, semi-govt/Corporate. for reckoning towards works experience during last seven years ending previous day of last date of submission of bid.

Three similar work not less than 40% of estimated cost put on tender.

OR

Two similar work not less than 60% of estimated cost put on tender.

OR

One similar work not less than 80% of estimated cost put on tender.

Similar contract means providing event management services consisting of arrangement of Star Artists of repute from amongst the list attached as Annexure 'D' along with sound, light, tent and photograph. Similar services must have been provided to any govt. department/autonomous body/PSU/college/university.

3. The bidder must have the confirmed availability of the star artists whom the bidder proposes to arrange while submitting the tender conveyed by such artist to the bidder.

Time Allowed: 1 days

Schedule of Quantity: As per Annexure 'A'

Terms and Conditions: As per Annexure 'B'

Special Terms and Conditions: As per Annexure 'C'

Documents to be uploaded in the Financial Bid:

1. Duly filled Financial Bid (Annexure-A).

Evaluation of Tenders:

- Technical Bids: Technical Bids shall be evaluated strictly on the basis of eligibility criteria as prescribed and other requirements as mentioned for technical bid. Any bidder who does not fulfil these requirements shall be disqualified.
- Financial Bids: Financial Bids shall be opened for only those bidders who qualify for the Technical Bid requirements. The contract shall be awarded to the bidder whose overall tendered amount [aggregate of all the items] is found to be lowest.



FINANCIAL BID

**Name of Event: Event Management Services for Literature and Film Festival Yuvaan
2024-25 in Delhi Technological University, Shahad Daulatpur**

S.No.	Description of Services	Gross Qty
A	Part – A: Stage & Tent Arrangement during 18 th -20 th October 2024	
1	Erection of 6 feet high 80 feet x 40 feet Main Stage with 30 feet x 12 feet Ramp (including masking and grey matting) made of M.S. pipes and plywood top strong enough to organize various events on it at YUVAAN CONCERT GROUND for 2 days i.e. from 19 th – 20 th October 2024 Quantity – 1 job each	1 job
2	Erection of 12 feet high green rooms (White color) of size 30 feet x 15 feet behind the main stage with green carpets including 10 chairs, full length mirror, 2 silent fans, 4 plug points with 2 lights, 2 VIP sofas, and 2 tables for 3 days i.e. from 19 th -20 th October 2024 Quantity - 2 no	
3	Arrangement of 2 Vanity vans behind the main stage with proper facilities for artists Quantity – 2 no	
4	Erection of 6 feet high 25 feet x 40 feet Stage (including masking and grey matting) made of M.S. pipes and plywood top strong enough to organize various cultural events on it at YUVAAN Pragya Bhawan Stage for 3 days i.e. from 18 th -20 th October 2024. Quantity – 1 job each	
5	Hiring of 250 single seated cushion chairs with seat and back covers for 2 days i.e. form 19 th – 20 th October 2024 Quantity – 250 each	
6	Hiring of 25 three – seated cushioned VIP sofas for 2 days i.e. from 19 th – 20 th October 2024 Quantity – 25 each	
7	Hiring of 150 no. 5 feet x 2.5 feet wooden tables with covers, butter paper and frills for 2 days i.e. from 19 th – 20 th October 2024 Quantity – 150 each	
8	Erection of 37 12 feet high pagoda tent stalls of size 15 feet x 15 feet for food city for 2 days i.e. from 19 th – 20 th October 2024	

	Quantity – 37 each
9	Hiring of 50 standard size single Bedding (consisting of one mattress, one bed sheet, one blanket and one pillow) for 2 days i.e. from 19 th – 20 th October 2024 Quantity - 50 each
10	Hiring of 250 feet x 20 feet green carpet for 2 days i.e. from 19 th – 20 th October 2024 Quantity – 5000 feet square
11	Provision for 150 Halogens lights for 3 days i.e. from 18 th – 20 th October 2024 Quantity – 150 each
12	Provision of 500 feet x 15 feet off-white LED steel wired Mesh along with electrical wires for connections for 2 days i.e. 19 th – 20 th October 2024 Quantity – 7500 ft square
13	Erection of 60 Porta Cabins of size 8 feet x 8 feet for 2 days i.e. from 19 th – 20 th October 2024. Quantity – 60 each
14	Suitable capacity of 4 set silent Diesel Generator for occasion for fest function in YUVAAN CONCERT GROUND, Pragya Bhawan Stage and OAT including diesel during the function with operation for 3 days i.e. from 18 th - 20 th October 2024 Quantity - 3
15	Provisions of extension wires and extensions boxes (With at least 3 outputs per extension) for 3 days i.e. from 18 th - 20 th October 2024 Quantity – 100 each
16	Hiring of 7 km running rice lights [Yellow Color] along the pathways of the university and other locations for 3 days i.e. from 18 th - 20 th October 2024 Quantity – 1 job each
17	Provision to provide a healthy refreshment [1 drink, 1 snack and 1 dessert] to judges, participants, bouncers, security guards, volunteers, and workers twice a day for 2 days i.e. from 19 th - 20 th October 2024 Quantity - Twice a day
18	Provisions to provide 5 mobile toilets & 5 Urinals with proper flush and separate water & waste storage tanks facilities with proper lighting connections, systematic drainage systems etc. for 3 days i.e. from 18 th - 20 th October 2024 Quantity – 5+ 5

19	Provision to provide main Stage Backdrop with Text & Logo on Iron Frame, 40 x 25 ft. etc. as the required directions of Engineer-In-Charge for 2 days i.e. from 19 th - 20 th October 2024 Quantity - 1	
20	Provision to erect 4 no. 8ft x 5ft x 5ft Aluminum Kiosk for purpose of “Helping booth” fully equipped with medical and first-aid kits at YUVAAN concert ground and OAT for 3 days i.e. from 18 th - 20 th October 2024 Quantity - 4	
21	Provision to provide 30 no. foot operated hand sanitizer dispenser, and sanitizer bottles for 3 days i.e. from 18 th - 20 th October 2024 Quantity - 30	
21	Provision to provide ropes, zip-ties, metal wires, pilers, and other miscellaneous tools for 3 days i.e. from 18 th - 20 th October 2024 Quantity – As per requirement	
B.	Part – B: Security and barricading Arrangement during 18 th – 20 th October 2024	
22	Provisions to provide walkie-talkies with appropriate signal transmitting station Quantity - 40	
23	Provision to provide high quality QR code reader with appropriate signal transmitting stations Quantity - 10	
24	4ft high Mojo Barricading [A combination of T and Y shaped barricades] in front of the main stage and events arena for 3 days i.e. from 18 th - 20 th October 2024 Quantity – 3000 running feet	
25	4ft high MS Barricading for 3 days i.e. from 18 th - 20 th October 2024 Quantity – 4500 running feet	
26	20 ft high Bamboo along with stainless steel sheets barricading around YUVAAN’s CONCERT GROUND boundary, checkpoints, and university’s main boundary, for 3 days i.e. from 18 th - 20 th October 2024 Quantity – 5200 running feet	
27	Hiring of 20 feet high black masking for 3 days i.e. from 18 th - 20 th October 2024 Quantity – 5200 running feet	
28	Provision to provide high quality metal detectors with appropriate connections Quantity - 10	

29	Hiring of 150 bouncers [110 male + 40 female] for security purposes at main gate, concert ground and various other locations for 3 days i.e. from 18 th – 20 th October 2024 Quantity – 150 each	
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C	Part – C: Sound & Light Arrangement during 18th - 20th October 2024																																												
30	<p>Sound Arrangements for the Main Stage for 2 days i.e. from 19th - 20th October 2024 consisting of the following:</p> <table border="1"> <thead> <tr> <th>Items</th> <th>Quantity</th> </tr> </thead> <tbody> <tr> <td>L'Acoustics Main: K2,K1 & V-Dosc / Martin/ Adomson</td> <td>36</td> </tr> <tr> <td>L'Acoustics Delay + Offstage: Kara, dV-Dosc, Kudo / Martin/ Adomson</td> <td>36</td> </tr> <tr> <td>L' Acoustics KARA Cabinet / Martin/ Adomson</td> <td>6</td> </tr> <tr> <td>L' Acoustics SB-18 Cabinet / Martin / Adomson</td> <td>2</td> </tr> <tr> <td>L'Acoustics LA8 Amplifier / Martin / Adomson</td> <td>2</td> </tr> <tr> <td>L'Acoustics KS28 Sub-woofer / Martin / Adomson</td> <td>20</td> </tr> <tr> <td>Qawwali setup as required by the artist. The setup should be a solid clean level surface.</td> <td>1</td> </tr> <tr> <td>Pioneer DJM-900 Nexus 2 Mixers</td> <td>1</td> </tr> <tr> <td>Pioneer CDJ-2000 Nexus 2</td> <td>4</td> </tr> <tr> <td>Corded Mics [Shure] <ul style="list-style-type: none"> • SM57 • SM68 </td> <td>10+10</td> </tr> <tr> <td>CDJ 2000 Nexus Console</td> <td>4</td> </tr> <tr> <td>Digital MIXER AVID SC-48</td> <td>1</td> </tr> <tr> <td>Digital Audio Mixer</td> <td>1</td> </tr> <tr> <td>Qawwali equipment's</td> <td>As per artist's requirement</td> </tr> <tr> <td>Guitar Amplifiers, Bass Amplifiers, Keyboard Amplifiers, Lead Amplifiers and Cabinets</td> <td>As per artist's requirement</td> </tr> <tr> <td>Compressors/Limiters</td> <td>As per artist's requirement</td> </tr> <tr> <td>Noise Gates</td> <td>As per artist's requirement</td> </tr> <tr> <td>In Ear Monitor</td> <td>As per artist's requirement</td> </tr> <tr> <td>Instruments</td> <td>As per artist's requirement</td> </tr> <tr> <td>Instruments Mics</td> <td>As per artist's requirement</td> </tr> </tbody> </table>		Items	Quantity	L'Acoustics Main: K2,K1 & V-Dosc / Martin/ Adomson	36	L'Acoustics Delay + Offstage: Kara, dV-Dosc, Kudo / Martin/ Adomson	36	L' Acoustics KARA Cabinet / Martin/ Adomson	6	L' Acoustics SB-18 Cabinet / Martin / Adomson	2	L'Acoustics LA8 Amplifier / Martin / Adomson	2	L'Acoustics KS28 Sub-woofer / Martin / Adomson	20	Qawwali setup as required by the artist. The setup should be a solid clean level surface.	1	Pioneer DJM-900 Nexus 2 Mixers	1	Pioneer CDJ-2000 Nexus 2	4	Corded Mics [Shure] <ul style="list-style-type: none"> • SM57 • SM68 	10+10	CDJ 2000 Nexus Console	4	Digital MIXER AVID SC-48	1	Digital Audio Mixer	1	Qawwali equipment's	As per artist's requirement	Guitar Amplifiers, Bass Amplifiers, Keyboard Amplifiers, Lead Amplifiers and Cabinets	As per artist's requirement	Compressors/Limiters	As per artist's requirement	Noise Gates	As per artist's requirement	In Ear Monitor	As per artist's requirement	Instruments	As per artist's requirement	Instruments Mics	As per artist's requirement	
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	Haze/ Fog Machines	4		
	CO2 Jets	4		
	Confetti Shots	20		
	Ribbon Shots	As Required		
	Cold Pyros	As Required		
	Stage Flame	As Required		
	4 – sided aluminum Truss (Design as finalized by the team and of size – 66ft x 46 ft x 20 ft)	1		
	Centre LED 14 feet x 8 feet screen with dynamism and clarity	2		
	A riser for the centered LED screen: (14ft x 4ft x 2ft)	2		
	Side LED Wings 6 ft x 10 ft with black masking (6 wings) for maximum visual impact	6		
	Side LED screens on goal post truss 8ft x 6ft perfect for corporate meetings and events, where our presentation can be visible from various angles and from a distance	2		
	LED Wall – 500 sq. ft. (Design of LED wall may change on all the 2 days)	1		
	Large CO2 Confetti Blowers each w/1(One) 50lb CO2 Tank	4		
	Stadium shots Extreme Streamer Cannons	4		
	CO2 Heads w/2 (Two) 50lb CO2 Tanks per head for approx. 90 seconds of CO2	6		
	Stage Flame Jet with enough gas for the whole show. Each Jet must have his own Stage Flame Spary Can 400 ML	6		
	Wave Flamaniac Flames with enough fluid for the whole show	4		
	Sunshine Liquid 30' Flame Units	3		
	STAGE PYRO SYSTEM -2(Two) Cues of 8 x White Comets with Tail -2(Two) Cues of 8 x Red Comets with Tail -2(Two) Cues of 8 x Green Comets with Tail -2(Two) Cues of 8 x Blue Comets with Tail -2(Two) Cues of 8 x White Mines with Tail -2(Two) Cues of 8 x Red Mines with Tail -2(Two) Cues of 8 x Green Mines with Tail -2(Two) Cues of 8 x Blue Mines with Tail -2(Two) Cues of 8 x 30” Silver Gerbs -2(Two) Cues of 8 x 1” Silver Gerbs ROOF PYRO SYSTEM -2(Two) Cues of 8 x White Comets with Tail -2(Two) Cues of 8 x Blue Comets with Tail -2(Two) Cues of 8 x White Mines with Tail -2(Two) Cues of 8 x Red Mines with Tail -1 (One) Cue for 8 x 10 Second Concussive Blasts	1		
D.	Sound and Light Arrangements for both the venues for a period of 3 days i.e. from 18 th – 20 th October 2024 consisting of the following:			
	Items	Quantity in Numbers		
		OAT	Pragya Bhawan	BR AUDI
Loudspeakers	Linear HDL-20 RCF Qty - 8	Linear HDL-20 RCF Qty - 8	Linear HDL-20 RCF Qty - 4	20

Bass Subwoofers	Base 8006 RCF Qty. 4	Base 8006 RCF Qty. 4	Base 8006 RCF Qty. 2	10
Monitor	Monitor RCF/JBL Qty. 6	Monitor RCF/JBL Qty. 6		12
Mixers	Digital MIXER AVID SC – 48 Qty.1	Digital MIXER AVID SC – 48 Qty.1	Digital MIXER Si impact Qty. 1	3
Guitar Amp	Guitar Amp FENDER TWIN REVERB Qty.1	Guitar Amp FENDER TWIN REVERB Qty.1	-	2
Bass Amp	Bass Amp MARK BASS/ HARTKE Qty. 1	Bass Amp MARK BASS/ HARTKE Qty. 1	-	2
Keyboard Amp	Keyboard amp KC- 550 Roland Qty. 1	Keyboard amp KC- 550 Roland Qty. 1	-	2
Mics	Shure SM-58 Mics Qty. 10	Shure SM-58 Mics Qty. 10		20
	Shure SM-57 Mics Qty. 10	Shure SM-57 Mics Qty. 10		20
	Sennheiser EW 500 G4-945 [Cordless] Qty. 4	Sennheiser EW 500 G4-945 [Cordless] Qty. 4		8
	Sennheiser in-are EW-IEM G4 Qty. 4	Sennheiser in-are EW-IEM G4 Qty. 4		8
Mic Stand	Mic Stands Qty. 20	Mic Stands Qty. 20	Mic Stands Qty. 10	50
Keyboard stand	Keyboard Stand Qty. 1	Keyboard Stand Qty. 1		2
Guitar Stand	Guitar Stand Qty. 3	Guitar Stand Qty. 3		6
Notation stand	Notation stand Qty. 2	Notation stand Qty. 2		4
Sound Board	1x8 Line	1x8 Line	1x8 Line	4
Mic	-		PODIUM Mic Qty. 2	2
	-		Shure mics Qty. 10	10
	-		Foot Mics Qty. 10	10
Side Fills (JBL SRX 725)	Side Fill Top JBL/RCF/Adamson Qty. 2	Side Fill Top JBL/RCF/Adamson Qty. 2	-	2
Noise gates	-	-	Qty. 4	4
DI Boxes	-	-	Qty. 5	5
Truss-U shaped Truss	Qty. 1	Qty. 1	-	1

	Par can	Qty. 15		-	15	
	Moving Heads	Qty. 5		-	5	
	Haze Machine		Qty 5		5	
E	<p>Part E – Star Night Live Performance on Day 2 (20th October 2024). The bidder shall arrange the Star Night on 19th October 2024 depending upon the availability of the artist on the day, by live performance of any one of the following artists:</p> <ol style="list-style-type: none"> 1. Sagar Bhatia 2. Bismil 3. Madhur Sharma 4. Satinder Sartaaaj 5. Piyush Mishra with Ballimaran Group 6. Kailash Kher with Kailasa Group 7. Rekha Bhardwaj <p>Note: The Star Artist shall perform at the Main Stage of DTU on 20th October 2024. The Rates of the star performance are inclusive of the fee of the artist, travelling charges, boarding, food, accommodation and personal security, additional sound/light requirements (if any) etc. all complete and nothing shall be payable on any account</p>					

Note: Rates quoted above by the bidder shall be total of whole job as covered in Part A, Part B, Part C, Part D and Part E for the complete period as mentioned above.
TOTAL of Part A, Part B, Part C, Part D and Part E

(in Figures) _____ Rs (in words) _____

Chief Project Officer



TERMS AND CONDITIONS

Name of Event: Event Management Services for Literature and Film Festival YUVAAN 2024-25 in Delhi Technological University, Shahbad Daulatpur

1. The prices are net including cartage loading, unloading, GST etc. and nothing extra shall be payable on any account.
2. Any tender with incomplete information or quotes is liable to be cancelled.
3. The quantities in the tender are approximate and may vary depending upon the actual requirements at the time of execution. However, any deviation, if required, shall be carried out only after instructions in writing from the DSW office. The payment for such deviations shall be made or deducted at the contract rates.
4. The material shall be of specified quality.
5. Application without Earnest Money shall be rejected out rightly.
6. If the agency fails to provide the service to the satisfaction of the UNIVERSITY such as inferior quality of service, failing in providing the mentioned services in part or full in time, DTU can impose suitable penalty and in such case decision of Vice Chancellor, DTU shall be final and binding on the contractor.
7. In case, the service provider to whom the contract is awarded refuses to perform the contractual obligations, the Performance Guarantee of such person shall be forfeited absolutely, and such person shall be blacklisted from participation in tenders at DTU in future.
8. No tools and plants shall be issued by DTU
9. DTU will provide uninterrupted power supply during the event i.e. from 18.10.2024 to 20.10.2024 free of cost
10. DTU reserves the right to cancel the tender and service order in full or part before the date of start and no compensation shall be entertained in such circumstances
11. All the necessary safety precautions shall be taken by the service provider while providing services
12. The contractor shall indemnify DTU against any accident causing any financial loss or injury and/or loss to the contractor or his workmen while providing the services
13. If any bidder withdraws his bid after submission of bid, the earnest money deposit of such bidder shall be forfeited absolutely.
14. The Earnest money deposit of the successful bidder to whom the contract is award shall be converted in to performance guarantee.
15. All installations as given in ANNEXURE-A shall be put in order by 08:00 AM on 20/10/2024 or as mentioned otherwise.

I have read all the above-mentioned terms and conditions and accept them and unconditionally for providing the service.

Signature and Stamp of the Bidder: _____

Date: _____

Special Terms and Conditions

1. Besides the contract amount, the service provider shall be entitled to raise sponsorship from the corporate/government organizations. However, no sponsorship advertisement shall be allowed from the manufacturers or traders of alcoholic liquor, tobacco and tobacco products, betting, gambling etc. at any cost. Besides this, DTU reserves the right to enter into sponsorship contracts separately for this event. The service provider providing event management service under this contract, therefore, shall NOT have exclusive rights to sponsorship.
2. The whole event is meant for the DTU students, faculty, officers, and staff of DTU or other guests invited by DTU authorities only. The bidder can neither sell tickets nor issue passes to anyone and nor can he extend any sort of invitation to anyone whatsoever for any of the events being organized at DTU campus during the contract period.
3. The erection of hoardings, banners, flexes etc. inside DTU campus will be carried out in consultation with the Estate Officer, DTU.
4. The bidder is advised to visit the campus before quoting the rates to access the scope of work and site conditions.
5. Neither direct advertisements nor proxy advertisements for any liquor or tobacco product or any other banned item shall be allowed inside the DTU campus. Besides this, hoardings, banners or flexes containing obscene contents shall not be allowed for display.
6. The bidder shall have to remove all his material including advertisement on or before 22/10/2024.
7. The bidder shall ensure that there is no loss or damage to any DTU property due to any act of him. Loss, if any, shall be recovered from the event manager. The decision of the Vice Chancellor, DTU regarding the calculation of the amount of loss shall be final and binding one both the parties i.e., DTU and the event manager.

Registrar
DTU

I have read all the above-mentioned terms and conditions and accept them and unconditionally for providing the service.

Signature and Stamp of the Bidder: _____

Date: _____

List of Artists Repute

1. Kailash Kher with Kailasa Group
2. Rekha Bhrdwaj
3. Piyush Mishra with Ballimaran Group
4. Sagar Bhatia
5. Bismil
6. Madhur Sharma
7. Satinder Sartaaaj
8. Papon