



आरोग्यम् परमं सुखम्

**ALL INDIA INSTITUTE OF MEDICAL SCIENCES, DEOGHAR**

**अखिल भारतीय आयुर्विज्ञान संस्थान, देवघर**

INSTITUTE OF NATIONAL IMPORTANCE UNDER MINISTRY OF HEALTH AND FAMILY WELFARE  
(स्वास्थ्य और परिवार कल्याण मंत्रालय के अंतर्गत राष्ट्रीय महत्व की संस्थान)

P.T.I., Daburgram, Jasidih, Deoghar, (Jharkhand) - 814142  
पी.टी.आई., डाबरग्राम, जसीडीह, देवघर, (झारखंड) - ८१४१४२

## Notice Inviting quotation

For

Arrangement of Stage & procurement of Trophy,  
Certificate, Medal & Memento for Helix-2024

Reference No.: AIIMS/Deoghar/ Engineering /Annual Function/ 2024-25/02

Date of Issue: 31<sup>th</sup> August, 2024

Last Date of Submission: 7th September, 2024 at 12:00 PM.

Address:

All India Institute of Medical Sciences, Deoghar

Devipur, Deoghar: 814152, Jharkhand

Email: [engineering@aiimsdeoghar.edu.in](mailto:engineering@aiimsdeoghar.edu.in)

## Notice Inviting quotation

**Notice Inviting quotation for Arrangement of Stage & procurement of Trophy, Certificate, Medal & Memento for Helix-2024**

**Quotations** are invited on behalf of AIIMS, Deoghar for Organizing the event on the occasion of AIIMS Annual Function 2024 (**Annexure-I**) required for the Institute as per terms & conditions mentioned below through online at AIIMS Deoghar Portal <https://www.aiimsdeoghar.edu.in>.

Name of Work	Service required	Estimated Cost (Rs.)	Earnest Money (Rs.)
Arrangement of Stage & procurement of Trophy, Certificate, Medal & Memento for Helix-2024	12/09/24 to 16/09/24 & trial to be given on 11/09/24	4,92,380/-	24,619/-

### **CRITICAL DATE SHEET**

Publishing Date	Date- 31/08/2024, 02:00 hrs.
Bid Submission Start and End Date	Date- 31/08/2024, 02:00 hrs..
	Date- 07/09/2024, 12:00 hrs.
Last date and time of submission of original Demand Draft/Banker's Cheque against EMD and Tender Fee	Date- 07/09/2024, 12.00 hrs., in Dispatch section of All India Institute of Medical Sciences, Deoghar
Bid Opening Date	Date- 07/09/2024, 12.30 hrs.

**“QUOTATION FOR ORGANIZING THE EVENT ON THE OCCASION OF AIIMS ANNUAL FUNCTION 2024 : AIIMS/Deoghar/ Engineering /Annual Function/ 2024-25/02 DUE ON 07.09.2024 at 12.00 PM”**

### **Qualification Criteria:**

1. Experience- Firm should have experience of hosting minimum 2 no. of event management in past financial year (2022-23, 2023-24).
2. Before submitting bid, firm should visit the site to understand the exact requirement.
3. Offer submitted without EMD will be rejected.

## 1. General Terms & Conditions:

- a) Rates must be quoted with inclusive of all taxes and over head.
- b) The original Demand Draft against Earnest Money and Tender Fee should reach by post/courier/given in person to the concerned officials as mentioned in CRITICAL DATESHEET. Any postal delay will not be entertained.
- c) The details of Demand Draft physically sent, should tally with the details available in the scanned copy and data entered during bid submission time, failing which the tender shall be rejected.
- d) The supplier should supply all the equipments / Material/ items along with its accessories.
- e) Tenderers must ensure that all the uploaded documents should be of good quality. Vague /poor quality of printed documents and incomplete documents will not be accepted.
- f) After declaration and award of work, contractor should deposit the performance guarantee @ 5% of tender amount.
- g) Tender fee & EMD should be prepared in the favor of "Director AIIMS Deoghar" payable at Deoghar.
- h) Rates must be quoted in Indian rupees.
- i) Rates must be inclusive of all charges (including Freight charges, Insurance, installation, taxes etc.).
- j) **The rates quoted must be valid for 90 days minimum from the date of opening of the quotation** and silence of any tendered on this issue shall be treated as agreed with this condition.
- k) **Total cost/amount will be taken in consideration for L1.** Becoming L1 will not be the criteria for awarding the contract /purchase order/work order unless the rates are reasonable & justified.
- l) The firm/agency may satisfy the following conditions and **attach digitally signed copy of thesame with the e-quotation:**
  - GST registration certificate.
  - PAN card
  - The firm should not be black listed by any Government agency/Department.
  - Purchase order/work order more than Rs. 20 lakh of any government institute/organization. Minimum turnover Rs. 20 lakh for last 3 yrs each).
- m) Quotations qualified by such vague and indefinite expressions such as "subject to prior confirmation", "subject to immediate acceptance" etc. will be treated as vague offers and it will be rejected accordingly. Any conditional quotation shall be rejected summarily.
- n) **Liquidated Damage:** - If the supplier fails to organize event/ deliver the material on or before the stipulated date, then Forfeit the entire amount of EMD submitted by the firm and The agency shall be liable for debarment from tendering in AIIMS Deoghar, apart from any other appropriate contractual/legal action.
- o) **Payment Terms:** Payment will be only after completion of work/ delivery / commissioning of material and after satisfactory inspection report issued by authorized person of AIIMS Deoghar.

- p) **Disputes:** -In the event of any dispute or disagreement arising between the contractors and any other department of AIIMS Deoghar with regards to the interpretation of "Terms & Conditions" of this inquiry, the same shall be referred to arbitrator appointed by The Executive Director, AIIMS, Deoghar, whose decision will be final and binding upon the contractor.
- q) AIIMS, Deoghar reserves the right to increase or decrease quantity. Decision of Quantity of items in the AIIMS, Deoghar will be final in this regard.
- r) AIIMS, Deoghar reserves the right to reject any quotation or part or the whole of inviting quotation process without assigning any reason. Decision of The Executive Director, AIIMS, Deoghar, will be final in this regard.
- s) THE SELECTED Bidder will visit the site and have to complete all the work by the evening of 11.09.2024 i.e 3 PM.
- t) Final Payment made as per actual quantity/No./size as per BOQ rates. Quantity may be increase or decrease as per program requirement.

**Financial Bid : Annexure 1 (BOQ)**

Sl. No.	Name of Items with specification	Qty./size	Rates(Rs.)/unit	Amount
1	Certificates	250		
2	Trophy Big size	24		
3	Trophy Medium size	24		
4	Trophy Small Size	24		
5	Student of the year trophy	2		
6	Gold Medals	60		
7	Silver Medals	60		
8	Bronze Medals	60		
9	Mementos	60		
10	Miscellaneous	01		
11	Carpeting	1000 sqft		
12	Food stall in side auditorium	(80x24) 1920 sqft		
13	Food serving table with dustbin	10		
14	Table with black masking	10		
15	Selfie point with spot light/flex/platform	1		
16	Gate	3		
17	Rich flower decoration stage	1		
18	Photography and videography	1		
	Flex with framing	1000 sqft		
	MIC	6		
	<b><u>Total</u></b>			
	<b><u>GST@18%</u></b>			
	<b><u>Grand Total with inclusive of all taxes</u></b>			

**Note:-**

- The bidder must quoted their quotation only in above said format on the letter of the firm otherwise quotation will be REJECTED.
- Catalog must be attached with quotation for technical evaluation.

Date:

(Name):

Place: Name of Firm/Company/Agency:

GSTIN No.:

Phone No:

Email:

(Signature of Authorized Person) \_\_\_\_\_

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