



सत्येन्द्र नाथ बसु राष्ट्रीय मौलिक विज्ञान केन्द्र  
SATYENDRA NATH BOSE NATIONAL  
CENTRE FOR BASIC SCIENCES  
সত্যেন্দ্র নাথ বসু জাতীয় মৌলিক বিজ্ঞান কেন্দ্র

SNB/ENGG/BOSE FEST 2019/NIQ/16/18-19/1504

Dated: 27.02.2019

**NOTICE INVITING QUOTATION**

Sealed quotations are hereby invited for the under mentioned work.

**Name of Work: Decoration like Pandals, Stage, Buffet Counter, Light and Sound System for the BOSE FEST 2019.**

**Completion period:** Completion period of the above mentioned work is **03 (three) days** from the date of handing over of site or 05 (five) days of the issuance of the Work Order, whichever is earlier.

Experienced and resourceful agencies are requested to quote their competitive and justified rate and price (inclusive of all applicable taxes) both in figure as well as in words as per the schedule attached and submit the same complete in all respect with signature on each page of the terms & conditions, in a sealed cover addressed to the undersigned so as to reach on or before **1st March, 2019 within 12.00 Noon** positively mentioning the name of the work on the top of the cover.

Please note that mere quoting of rate may not entitle you to get the award of work as the undersigned reserves the right to reject any or all quotations or accept any quotation other than the lowest without assigning any reason thereof.

Interested agencies may download the quotation document from the website: <http://newweb.bose.res.in/InfoAnnouncements/Tender.jsp?type=LIMITED TENDER> of the Centre and submit the same within the stipulated date and time.

  
27.2.19  
**Shohini Majumder**  
Registrar

Encls.:

1. Schedule of Work
2. General Terms & Conditions

Copy to:

1. Director
2. DR (Finance)
3. DR (Acad.)
4. Dr. Manik Pradhan, Convenor, BOSE FEST 2019
5. Dr. Ramkrishna Das, Convener, BOSE FEST 2019
6. Notice Boards

ब्लॉक - जे.डी., सेक्टर - III, सॉल्ट लेक, कोलकाता - 700 106, Block - JD, Sector - III, Salt Lake, Kolkata - 700 106.

दूरभाष / Phones: (00) 91 - (0) 33 - 2335 5706-8, 2335 3057 / 61, 2335 0312 / 1313

टेलीफैक्स / TELEFAX: +91 - 33-2335 3477 / 2335 1364 / 2335 9176

वेबसाइट / Website: <http://www.bose.res.in>

भारत सरकार के विज्ञान एवं प्रौद्योगिकी विभाग के अंतर्गत एक स्वायत्त संस्थान

AN AUTONOMOUS INSTITUTE UNDER DEPARTMENT OF SCIENCE & TECHNOLOGY, GOVERNMENT OF INDIA

**Schedule of Work**

**Name of Work: Decoration like Pandal, Stage, Buffet Counter, General Illumination and Sound System for BOSE FEST 2019 (07-08 March 2019)**

Sl. No.	Item Description	Unit	Quantity	Rate (Rs.)	Amount (Rs.)
1	Temporary covered Pandal by bamboo structure, Tarpulin and cloth of approved quality and color of area approximately 120'-00" x 50'-00" having 275-280 seating capacity including VIP sitting set up is to be provided. Carpet, Front and side stairs for stage is also provided. The whole Pandal area should be covered by good quality and leakproof Tarpulin and cloth considering the weathering factor with a stage of approx 40'-00" x 25'-00" dimension made of strong MS Structure with good quality front Curtain, Rawstrum/Raiser, 3 pairs of Wings for both sides of the stage and Drop Scene of approved size for dance/drama session on stage. For projection of display, a good quality non-transparent and thick white cloth at the background is to be provided. A hanging arrangement suitable for placement of Projector (supplied by Centre) is to be provided. Green room covering with good quality opaque cloth is also to be made just beside the stage. (All the colour of cloths which will be fixed at Pandal should be prior approved by the Centre.) (for 02 days)	Sq.ft.	6000		
2	Supply and placement of seating arrangement (for two days):				
	a) Good quality and sturdy plastic chair (without handle) with glossy finish	No	220		
	b) High quality 3-seater cushioned sofa with white cover	No	20		
3	Food court and Buffet counter of approximately 25'-00" x 15'-00" (half rectangular shaped) made by walling and ceiling including wooden Table, size should be not be less than 5'-00" x 3'-00" each with cover & full complete.( for 01 day)	L.S	1		
4	Covered shade by ceiling and walling for Pantry behind Food Court, covered with Tarpulin and good quality cloth. Approximate size of covered area should not be less than 25'-0x15'-0. 05 nos serving tables should be there for keeping food etc.(01 day)	L.S.	1		
5	A Shamiana with walling and ceiling covered by Tarpaulin and cloth for sitting arrangement of dinner for seniors and children's with 5 seater 10 nos round table with cover and frill including 50 nos Plastic chairs. ( for 01 day )	L.S.	1		
6	5 seater round tables with cover and frill including umbrella and 50 no Chairs to be provided and placed in the open area. (For One day)	No	15		



Sl. No.	Item Description	Unit	Quantity	Rate (Rs.)	Amount (Rs.)
7	Providing and placing Wash Basin with soap dispenser/tray. (for 01 day)	No	4		
8	Covering of shedded garage area for Photo Fest by walling and covered with Tarpulin and good quality cloth with thermocol inside push pin framed surface for fixing of printed photographs. Approximate breathe of the push pinned zone will be 3'-00". (for 02 days)	Sq.ft.	750		
9	Covering of Garbage area by providing good quality cloth mounted on bamboo structure upto a height of 6'0" from Ground level. (For 2 days)	Sq.ft.	1500		
10	Providing and placing Poster Boards suitable for erecting of 10 nos 4'x3' posters including soft board and Thermocol with cloth covering. (for One day)	LS	10		
11	<p><b>General Lighting and sound system Arrangement:</b></p> <p>(i) For fooding area (for 01 day): 06 nos halogen, 07 nos metal, 10 nos CFL/LED</p> <p>(ii) For photo fest (for 02 days) : 04 nos. metal and 20 nos spot light and 05 nos CFL/LED</p> <p>(iii) For Programme, Pandal &amp; Stage: (for 02 days) : 10 nos halogen, 6 nos metal, 10 nos CFL/LED etc. However payment will be made as per actual requirement at stage and Pandal. It may be varied from schedule as per requirements.</p> <p>(iv) Fan: 10 nos ceiling fan &amp; 04 nos pedestal fan etc. complete.</p> <p>(v) Sound system: Box, Catcher, Mixer machine, cordless, microphone, stand microphone etc. as per necessity and approval of the Competent Authority for stage and Pandal.</p>	L.S.	1		
12	Flower decoration at Stage and Pandal with combination of real and mixed flowers for 07 <sup>th</sup> - 08 <sup>th</sup> March 2019 at SNBNCBS.	L.S.	1		
13	Transportation cost to and fro				
	<b>Total</b>				

In words: Rupees..... only.

Note:

1. The quoted price is inclusive of all taxes except GST (12%)
2. The quoted price shall remain firm during the contract period and any extension thereof.

**Signature of Tenderer with Date and Seal**



## A. Interpretation

In construing these conditions, the specifications, the schedule of quantities, tender and agreement, the following words shall have the meaning herein assigned to them except where the subject or context otherwise requires:

1. **The Centre:** The term Centre shall denote Satyendra Nath Bose National Centre for Basic Sciences, Block – JD, Sector-III, Salt Lake, Kolkata-700106 or any of its employees /representatives authorised on their behalf.
2. **Engineer-in-Charge (EIC):** Mean the person being the HOD of the Engineering Section to whom the Site In-charges report.
3. **Site In-charge:** The term Site In-charge shall mean the person/s appointed and paid by the Centre to superintendent the work.
4. **The Contractor:** The Contractor shall mean the individual or individuals, firm or company, whether incorporated or not, undertaking the works and shall include the legal personal representative of such individual or the persons composing such firm or company, or the successors of such firm or company and the permitted assignees of such individual, firm or company.
5. **Site:** The site shall mean the site where the works are to be executed in the campus.
6. **Drawing:** The work is to be carried out in accordance with drawing, specifications, the schedule of quantities and any further drawings, instructions etc. which may be given by the Engineer-in- charge on behalf of Centre during execution of the work.
7. **The Work:** The Work shall mean the work or works to be executed under this contract.
8. **The Schedule of Quantities:** The Schedule of Quantities' shall mean the schedule of quantities as specified and forming part of this contract.
9. **Price Schedule of Quantities** shall mean the schedule of quantities duly priced with the accepted quoted rates of the contractor.
10. The **Bid/Tender** shall mean the proposal /offer along with the supporting documents, submitted by the bidder for consideration by the Centre.
11. The **Bid/Quotation document** shall mean the documents issued by the Centre to prospective bidders, containing various terms and conditions, scope of work, any requirements etc. or generally laid and in various sections spelling out the basis, procedure, modes, methods and formalities of the bidder to prepare their BIDs for submission to the Centre. The BID documents shall include the invitation to BID, instructions, proposal forms and all addenda/corrigenda/amendments issued by the Centre.
12. The letter of acceptance of BID shall mean an official invitation from the Centre to successful bidder to the effect that his/their BID has been accepted in accordance with the provisions contained therein.



13. The expression works or work shall, unless there be something either in the subject or context repugnant to construction, be construed and taken to mean the works by or by virtue of the contract contracted to be executed whether temporary or permanent, and whether original, altered, substituted or additional.
14. The **Contract** means the documents forming the tender and acceptance thereof and the formal agreement executed between the Competent Authority of the Centre and the contractor, together with the documents referred to therein including these conditions, the specification, designs, drawings and instructions issued from time to time by the Engineer-in-charge and all these documents taken together, shall be deemed to form one contract and shall be complementary to one another.
15. The **Month** shall mean the calendar month according to the Christian calendar. **Day** unless herein expressly defined otherwise shall mean Christian calendar day of 24 hours.

**B. Schedule of Work**

**Decoration like Pandals, Stage, Buffet Counter, Light and Sound System for the BOSE FEST 2019.**

**C. Terms and Conditions**

- i) **Superintendence of Supervision:** The Contractor shall give all necessary personal Superintendence during the execution of the work and this obligation and liability will continue (a) till completion of the work and (b) thereafter expiration of defects liability period i.e. 12 (twelve) months after satisfactory completion of the work. The contractor shall also during the whole time of work when in progress employ a competent representative who shall be constantly in attention at the site while his men are at work. Any directions, explanations, instructions or notices given by the Owner to such representative shall be deemed to have been given and duly served on the contractor.
- ii) **Failure by Contractors to comply with Owner's Instruction:** The quantities shown in the schedule of quantities are tentative. The Owner reserves the right to execute only a part or the whole or any excess of the work thereof without assigning any reason thereof. If the contractor after receipt of written notice or verbal order from the Owner and requiring compliance within ten days fails to comply with such further drawings and/or Owner's instructions, the Owner may employ other person to execute any such work whatsoever that may be necessary to give effect thereto and pay all cost incurred in connection therewith and same shall be recoverable from the contractor by the Owner as a debt or shall have right to deduct same from any money due or to become due to the contractor.
- iii) **Quotationer shall visit the site:** Intending quotation shall visit the site and thoroughly acquainted with the local site condition, nature and requirements of the works, facilities of transport condition, effective labours and materials, access and storage for materials and removal of rubbish. The quotationer shall provide in their tender for cost of carriage, freight and other charges as also for any special difficulties and including police restriction for transport etc. for proper execution of works as indicated in the drawings. The successful quotationer will not be entitled to claim compensation for difficulties faced or losses incurred on account of





any site condition which existed before the commencement of the work or which in the opinion of the Owner might be deemed to have reasonably been inferred to be so existing before commencement of work.

- iv) Contractor to provide everything necessary:** The Contractor shall provide everything necessary for the proper execution of the work according to the intent and meaning of the drawings, schedule of quantities and specifications taken together whether the same or may not be particularly shown or described therein provided that the same can reasonably be inferred there from and if the Contractor finds any discrepancies therein he shall immediately and in writing, refer the same to the Owner whose decision shall be final and binding. The Contractor shall provide himself for ground and fresh water for carrying out of the works at his own cost. The owner shall on no account be responsible for the expenses incurred by the Contractor for hired ground or fresh water obtained from elsewhere. The rates quoted against individual items will be inclusive of everything necessary to complete the said items of work within the completion of the contract and beyond the unit price no extra payment will be allowed for incidental or contingent work, labour and/or materials inclusive of all taxes and duties whatsoever except for specific items, if any, stipulated in the contract documents.
- The Contractor shall supply, fix and maintain at his own cost, for the execution of any work, all tools, tackles, machineries and equipments and all the necessary centering, scaffolding, staging, planking, timbering, strutting, shoring, pumping, fencing, boarding, watching and lighting by night as well as by day required not only for the proper execution and protection of the said work but also for the protection of the erection, matters and things and the Contractor shall take down and remove any or all such centering, scaffolding, planking, timbering, strutting, shoring etc. as occasion shall be required or when ordered so to do and shall fully reinstate and make good all matters and things disturbed during the execution of the works to the satisfaction of the Owner.
- v) Removal of improper work:** The owner shall during the progress of the work have power to order in writing from time to time the removal from the work within such reasonable time or times as may be specified in the order of any materials which in the opinion of the Centre are not in accordance with specification or instructions, the substitution or proper re-execution of any work executed with materials or workmanships not in accordance with the drawings and specifications or instructions. In case the contractor refuses to comply with the order, the Centre shall have the power to employ and pay other agencies to carry out the work and all expenses consequent thereon or incidental thereto as certified by the Centre shall be borne by the contractor or may be deducted from any money due to or that may become due to the contractor. No certificate which may be given by the Centre shall relieve the contractor from his liability of unsound work or bad materials.
- vi) Cancellation of work:** The Centre reserves the right to cancel the work order at any point of time without assigning any reason thereof.
- vii) Payment:** Payment will be made after satisfactory execution of the work and after verification/ certification of bill by the Engineering Section of the Centre.
- ix) Clearing of site on completion:** On completion of the works the contractor shall clear away and remove from the site all constructional plant, surplus materials and rubbish to the satisfaction of the Centre.



- x) **Income Tax/Sales Tax on works Contract:** The Statutory deduction of income tax / sales Tax or any other tax as applicable on works contract will be deducted from all interim and final payment to be made to the contractor. GST @12% will be paid extra.
- xi) **Protective Measures:** The contractor from time to time of being placed in possession of the site must make suitable arrangements for watching, lighting and protecting the work, the site and surrounding property by day, by night, on Sundays and other holidays.  
Contractor shall indemnify the Centre against any possible damage to the building, roads, or members of the public in course of execution of the work.  
Contractor shall provide necessary temporary enclosures, gates, entrances etc for protection of the work and materials and for altering and adopting the same as may be required and removing on completion of the works and making good all disturbed works.
- xii) **Validity of Quotation:** The quotationer shall note that his quotation shall remain open for consideration for a period of 10 days from the date of opening of quotation.
- xiii) **Labour & Payment of Wages to labour:** No labour below the age of 18 (eighteen) years shall be employed on the work. The quotationer shall pay to labour employed by him wages not less than fair wages as per provision of the Contract Labour Act, 1970 & 1971 whichever is applicable.
- xiv) **Time of Completion:** The entire work is to be completed in all respect within the stipulated period (3 days). Time is the essence of Contract and shall be strictly observed.
- xv) **Safety:** During execution of work, the contractor has to observe and maintain all necessary safety and security measures towards the workmen, installation and properties of the Centre till end of the programme and removal of the dismantled materials. The contractor will e responsible for all compensation/legal liabilities in respect of the above work and Centre will be no way responsible for any of the same.
- xvi) **Declaration:** I/We have inspected the site of works and have made me/us fully acquainted with the local conditions in and around the sites of works. I/We hereby declare that (A) I/We have gone through the conditions laid down in the General Conditions of Quotation, along with a) Interpretation, b) Scope of Work and c) Terms and Conditions.  
(B) Technical Specifications, items of work and understood the same. I/we on the basis of the same quoted our rates in the schedule of quantities attached with the quotation documents.  
(C) I/We shall also uniformly maintain such progress with the work, as may be directed by the Centre to ensure completion of same within the target date as mentioned in the quotation document.

\_\_\_\_\_  
Signature of Tenderer with Seal

Address: \_\_\_\_\_

Date: \_\_\_\_\_

