

**BIHAR GOVERNMENT**  
**BIHAR STATE DISASTER MANAGEMENT AUTHORITY**  
(Disaster Management Department)  
2nd Floor, Pant Bhawan, Patna - 800001  
Phone No. - 0612-2522082. Fax NO.- 0612-2522311  
(Website - [www.bsdma.org](http://www.bsdma.org))

**Notice Inviting Tender**

**for Empanelment of Agency for Sonepur Mela-2018**

The Secretary, Bihar State Disaster Management Authority, Govt. of Bihar (BSDMA), invites sealed Tender (Two Bid System) from reputed and experienced agency/contractor for rate contract for empanelment of the Agency/Contractor for Sonepur Mela-2018 (to be continued for one month.)

Tender shall be submitted by interested agencies in an outer sealed non-transparent envelope superscribed with "NIT for Empanelment of Contractor / Agency for Sonepur Mela-2018, name of the agency and contact no./ email-id of the agency". The outer envelope shall contain the following two sealed non-transparent envelopes:-

A) Envelope- I: Marked as Technical Bid

B) Envelope- II: Marked as Financial Bid

Each envelope (Technical Bid & Financial Bid) should be marked with "NIT for Empanelment of contractor/agency for Sonepur Mela-2018, name of the agency and name of Bid (Technical or Financial)". Details regarding Eligibility Criteria, Term & Conditions, Payments Guidelines etc. can be seen in the "Tender Section" of the website: <http://www.bsdma.org>.

Pre- Bid Meeting in Conference Hall	-	23.10.2018 Time 03.00 PM
Bid Receiving in Conference Hall	-	31.10.2018 Time 05.00 PM
Bid Opening in Conference Hall	-	02.11.2018 Time 02.00 PM

An EMD (Earnest Money Deposit) of Rs. 10,000/- (Rs. Ten Thousand Only) in the form of a Demand Draft drawn from a Scheduled Bank/Nationalized Bank of India, in favour of "Secretary, Bihar State Disaster Management Authority" payable at Patna must be enclosed with the Technical Bid.

If the envelope is/are not sealed and marked properly, the tendering authority will assume no responsibility for disqualification. Incomplete response or those received after the specified time and date or not fulfilling the specified requirement shall not be considered.

Financial Bid of only those bidders, who have qualified the technical eligibility criteria shall be opened on the date and time as specified above.

The undersigned reserves the right to issue addendum/ corrigendum, to accept or reject any or all proposal, or to cancel the whole NIT at any stage without assigning any reason thereof.



## **Eligibility criteria, Term & Conditions, Payments guidelines etc for Empanelment of Agency for Sonapur Mela-2018**

### **1. Pre Bid Meeting**

A Pre Bid meeting with bidders is scheduled on 23.10.2018 at 3.00 PM in the Office of BSDMA. After Pre Bid meeting, if necessary, a corrigendum may be uploaded on our website for further direction to the prospective tendering agencies.

### **2. Bid Validity Period**

The Bid Validity Period will be 180 days from the last date of submission of this tender.

### **3. Earnest Money Deposit (EMD)**

Refundable Earnest Money shall be deposited as indicated in the "Notice Inviting Tender" failing which the Bids submitted by the agency shall be out-rightly rejected.

3.1 No interest will be payable on the amount of EMD irrespective of the outcome of tendering process.

3.2 The EMD of unsuccessful bidder will be returned after expiry of Bid validity period or issue of Letter of Award (LOA) and submission of performance guarantee by successful bidder, whichever is earlier.

### **4. Performance Guarantee (Non-Interest bearing)**

4.1 The successful bidder has to submit performance guarantee (PG) of Rs. 30,000/- (Thirty Thousand only) in the form of a Demand Draft drawn from a Schedule Bank/Nationalized Bank in favour of "Secretary, Bihar State Disaster Management Authority" payable at Patna failing which the EMD shall be forfeited. The EMD of successful bidder may be adjusted into the Performance Guarantee and the DD of balance Rs. 20,000/- has to be submitted. The Performance Guarantee will be released after two months from the date of end of contract.

4.2 Performance Guarantee can be forfeited and the LOA may be cancelled, if the successful bidder fails to supply the items within the stipulated time/quantity/quality as given in the work order and to the satisfaction of BSDMA. The decision of Secretary, BSDMA will be final and conclusive in this regard.

5. Before finalizing the tender, the premises/facilities of the bidder may be inspected by the internal purchase committee.

6. Conditional tender shall not be considered.



**7. Minimum Eligibility Criteria & required documents with technical bid:-**

Sl. No.	Criteria	Document to be submitted (attach self-attested Xerox copy)
1	Registered with Commercial Tax department	GST Registration No.
2	Average Annual Turnover over Rs. 3 Lac (Three Lac) for the last two financial years 2016-17 and 2017-18	Audited Balance-sheet, or a CA Certificate
3	Registered with Income Tax Department	PAN Card
4	Not blacklisted by Central or State Government or any of their departments or by any Public Sector Undertaking (PSUs)	Affidavit before notary
5	Prior work experience at least for 03 years	Experience Certificate / work order
6	EMD of Rs. 10,000/- (Ten Thousand) in favour of "Secretary, Bihar State Disaster Management Authority" payable at Patna.	Demand Draft drawn from a scheduled bank of India.

Note:

- (I) The Financial Bid of only those bidders will be opened, who will pass the above "Minimum Eligibility Criteria" under Technical Evaluation.
- (II) The successful agency has to take such corresponding registration as required under New GST Laws.

**8. Bid Price and Evaluation of Financial Bid and Letter of Award (LOA)**

- 8.1 All taxes and other charges like transportation etc. shall be included in the Quoted Rates and shall be written in the blank space specified on APPENDIX-I. However, in the Invoice, Tax (es) has to be shown separately. Nothing will be paid over and above the quoted price under any circumstances.
- 8.2 No request relating to advance payment of the ordered materials will be entertained.
- 8.3 The price should be quoted in Indian Rupees only.
- 8.4 Taxes will be deducted at source as applicable.
- 8.5 The bidder shall quote for all of the items as mentioned under Financial Bid. L-1 bidder will be evaluated on the basis of total cost and will be so selected.
- 8.6 BSDMA will issue Letter of Award (LOA) to the successful bidder.
- 8.7 Work orders will be issued upon requirement only. Selection of bidder under the RFQ or Issuance of LOA will not guarantee issuance of work order/s and BSDMA will not assume any liability or cost towards it.
- 8.8 Items will have to be supplied as per the quantity and specification mentioned in the work order. The quality of the items supplied should be as per satisfaction of BSDMA. The supplies have to be made at the site of Sonapur Mela.




Failure on the part of successful bidder to do so may result in cancellation of its LOA/Work Order and their Performance Guarantee may be forfeited. In such case, BSDMA may, at its liberty, negotiate with other bidders (L-2 and so on) for the supplies to be made at L1 prices or at negotiated rates. Also in case of exigencies and volume of supplies, BSDMA may request L2 bidder of respective items and so on to make the supplies at the negotiated rate of L-1 bidder.

8.9 The rate quoted shall be valid for one year from the date of issuing of LOA. However, it may be extended further depending upon performance and with mutual consent.

8.10 Payment shall be released on submission of bills with copy of work order issued by BSDMA. The satisfactory performance will be the essence under this contract and would need to be executed in the specified time frame and quality as per the work order. BSDMA may also charge penalty up to a maximum of 5% of the payments due, if the performance is not satisfactory. BSDMA may at its discretion can reject whole of the supplies, if they were found to be of extremely inferior quality. In that case, fresh supplies will have to be made at the bidder's own cost. The decision of Secretary, BSDMA will be final and conclusive in this regard.

8.11 The continuous unsatisfactory performance may lead to confiscation of performance guarantee and cancellation of LOA. The decision of Secretary, BSDMA will be final and conclusive in this regard.

  
(Sanwar Bharti)  
Secretary, BSDMA



**BIHAR GOVERNMENT**  
**BIHAR STATE DISASTER MANAGEMENT AUTHORITY**  
 (DISASTER MANAGEMENT DEPARTMENT)  
 2nd Floor, Pant Bhawan, Patna - 800001

**Financial Bid**

Sl. No	List of Stationary & Other Items	Quantity	Unit	Quoted Rates in Rs. (excluding all taxes)	Unit
1	Construction of Water proof, Pandal with framing, white cloth interior roofing, brown cloth exterior/partition walling with a parted 10'x10' VIP Room having partion with plywood etc. all complete (covered area shall be measured).	7000 (approx.)	sft		per sft
2	Brick soling covered with taped clean carpet, all complete (covered area shall be measured).	4000 (approx.)	sft		per sft
3	Side Covered with GI Sheet	3000 (approx.)	sft		per sft
4	Protection Gate (length and height shall be measured)	200	sft		per sft
5	Toilets including flooring with punning plaster, a comode, a wash basin, piped water supply, towel, soap, odonil, phenyl etc. cleaning after every two hours (all complete).	2	nos		each
6	Stage near Front Gate (for Nukkad Programme)	300	sft		per sft
7	Kaalin / Carpet 10'x 10'	02	nos		each
8	Curtain / Parda (area shall be measured)	100	sft		per sft
9	Flex work with iron frame	700	sft		per sft
10	Flex without frame	500	sft		per sft
11	Flower decoration near gate and stage (fresh marigold floor)	2	days		per day
12	Ballon for decoration(each bunch of 5 baloons)	10	bunch		each
13	Flower Pot	20	nos		each
14	Boquet of 10 Roses (inculsive necessary ingural Items such and ribbon, scissor)	10	nos		each
15	Table with Table cloth	100	nos		each
16	Fiber Chair with hand rest	200	nos		each
	Steel Sofa set including center table	2	nos		each
17	Wooden cot with Tosak, Bed Sheet, Pillow with cover	120	nos		each



18	Government Electricity Connection	1	nos		each
19	Generator Set 10 KVA Diesel with Operator 24 Hours	1	nos		each
20	Halogen/ L.E.D / Lighting	70	nos		each
21	Metal Light (on Front)	6	nos		each
22	Jhoomar	3	no		each
23	Ceiling Fan	40	nos		each
24	Exhaust Fan	3	nos		each
25	Power Plug	17	nos		each
26	Projector	1	no		each
27	Music System	1	no		each
28	Fire Extinguisher (Medium)	2	nos		each
29	Dustbins	5	nos		each
30	Sweeper (Per day)	0	nos		each
31	Food Packet	450	nos		each
32	Tea (Twice daily)	6000	nos		each
33	Water Jars	1000	nos		each
34	Rope	100	m		per sft
35	Front Facia (Plywood)	800	Sft		per sft
36	Rooms	5	Each Room/ day/ Month		per day/ Month
37	Lunch packet of Inauguration	250	One Day		Each
38	Bamboo Tree	20	Each		Each
39	Night Guard	1	Each		Each

**Note:-** 1. The quantity of the above mentioned items may vary as per the requirement on the spot.

2. The total floor area may also vary as per the availability of the space.

3. The payment will be made on the basis of actual work done on the spot.

  
**(Sanwar Bharti)**  
**Secretary,**  
**BSDMA**