



भारतीय राष्ट्रीय राजमार्ग प्राधिकरण
National Highways Authority Of India
(Ministry Of Road Transport & Highways Government Of India)



No. NHAI/PIU-JAL//Islampur bypass/263

23.02.2021

SHORT NOTICE INVITING QUOTATION

Quotation in enclosed format at **Annexure-A** are hereby invited from experienced agencies having experience in carrying out arrangement for inauguration ceremony of Islampur bypass on NH-31 by Hon'ble Minister of Road Transport & Highways-Sh. Nitin Gadkari through VC at Uttar Dinajpur district of West Bengal on 26th Feb., 2021.

The arrangement of inauguration ceremony consisting of construction of Stage & Pavilion for a gathering of approximate 300 to 500 persons including stage for dignitaries, media person, live VC broadcast on LED TV, lighting sound arrangements, infrastructure for security, toilets, display on hoardings etc. as decided by the Authority from time to time. The quotationer shall assess the exact quantity of the work at the site in consultation with the Project Director, PIU-Jalpaiguri.

The work needs to be assigned immediately and it has to be completed within one day prescribed / instructed by the NHAI at the site itself.

Terms and Conditions are enclosed at Annexure-A to this short NIQ.

The quotation by e-mail/ by hand should be submitted to this office between 24.02.2021 (10:00 AM to 06:00 PM). The submitted quotation shall be opened on **24.02.2021 at 06.30 PM** in the presence of quotationer if they want to attend the same. Quotation submitted after the closing date/time shall be summarily rejected.

The National Highways Authority of India reserves the right to accept or reject any or all quotations without thereby incurring any liability to the affected quotationers.

The Quotation should be submitted at below mentioned address of PIU-Jalpaiguri.

Address for communication and for quotation submission:

The Project Director
National Highways Authority of India
PIU-Jalpaiguri
Sevoke Road, 2.5 Mile, Near Don Bosco School,
Jyoti Nagar, Siliguri-734001
Tel.: 0353-2540565
E-mail: piusiliguri@gmail.com


Project Director
National Highways Authority of India
PIU- Jalpaiguri (W.B.)

(On the Letterhead of the firm)

To

The Project Director

National Highways Authority of India

PIU-Jalpaiguri

Sevoke Road, 2.5 Mile, Near Don Bosco School,

Jyoti Nagar, Siliguri-734001

Sub: Quotation for organizing inauguration ceremony of Islampur bypass on NH-31 by Hon'ble Minister of Road Transport & Highways-Sh. Nitin Gadkari through VC at Uttar Dinajpur district of West Bengal on 26th Feb., 2021.

Sir,

We hereby offer the following amount for the subject jobs to be organized by NHAI for inauguration ceremony of Islampur bypass on NH-31 by Hon'ble Minister of RTH through VC at Uttar Dinajpur district of West Bengal on 26.02.2021:-

Sl. No.	Description of work	Location	Amount (Rs.)
1.	Total amount quoted for event management for inauguration ceremony of Islampur bypass on NH-31 by Hon'ble Minister of Road Transport & Highways-Sh. Nitin Gadkari through VC at Uttar Dinajpur district of West Bengal on 26 th Feb., 2021. (details breakup of each items are enclosed as Annexure-A1)	Islampur	
	Total		

Note: The above amount is inclusive all taxes and levies.

Yours faithfully,


23/2/21
Project Director
National Highways Authority of India
PIU- Jalpaiguri (W.B.)

Signature

Full Name

Designation

Tele No.

National Highways Authority of India

PIU-Jalpaiguri

Sl. No.	Description of items	Tentative area	Rate	Amount
1	Stage preparation made up of Wooden Sal ballah with Carpet, Sofa Set, Chairs, Tea Table, Flex holdings, Cloths podium all finished	25' x 20'		
2	Providing Carpet for Audience hall all including	50' x 50'		
3	VIP Sofa 2 Seaters	10 nos.		
4	Fibre Chair with Cloths	300 nos.		
5	Decoration of stage & venue with flowers as per satisfaction of NHAI	Lump sum		
6	Provision of adequate sound system at stage including adequate Mike, Sound Box for Venue	Lump sum		
7	Provision of LED light at stage and pavilion all included	Lump sum		
8	Provision of 1 no. of LED backstage screens and 2 no. at venue complete all	270 sqft.		
9	Provision of fibre optical with 100 MBPS speed connection with 2 Computer sets for Video Conferencing all including	1 no.		
10	Provision of one Lady Anchor with local cultural programme for 30 minutes all including	1 no.		
11	Printing of Plaque & standees of different size	300 sqft.		
12	Provision of Cotton view cutter with all including	200 ft.		
13	Provision of Green room 10' x 10' with provision of 2 Toilets all with all Toiletry	10' x 10'		
14	Provision of normal bamboo barricades	200 ft.		
15	Arrangement of Good Quality snacks including water bottle (100 ml)	100 packets		
16	Videography & photography of event	Lump sum		
Total				

Note: 1. Bidder are requested to make a site visit for assessment of the requirement before submission of the bids.

2. The required staffs, technicians, event manager, programme campaigner, receptionist, man power for arrangements, security, cleaning, loading, unloading, labour all etc., before the start of the event and upto the end of the event shall be arranged by the Agency. The location should be cleaned properly and disposal of the entire erected materials in a safe manner. (The above provisions are inclusive in the rates quoted for the above items including any incidental expenditure)
4. No Advance payment shall be paid to the successful bidder.
5. In case of postponement of the event no additional charges will be paid.
6. In case of cancellation of the event, the payment shall be made to the bidder on pro-rata basis as per actual work done which shall be decided by the Committee of NHAI.
7. Particulars under scope of work are tentative only. Payment will be made as per actual supply and measurement of items of works.
8. The bidder should have experienced in similar nature of work. Documentary evidence of execution of similar nature of work in connection with inauguration, foundation stone laying, any Govt programme shall have to be submitted alongwith the Quotation.
9. The rate should be quoted both in figures & words. In case of any discrepancies, the rate quoted in words will be prevailed (No any overwriting to be entertained).

The work would be awarded on a turnkey basis.

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23/24.
Project Director
National Highways Authority of India
PIU- Jalpaiguri (W.B.)