

Tender Document

DOME STRUCTURE FOR DINNING HALL

at SCIENCE CITY for

Gujarat Gyan Guru Quiz (G3Q)

Introduction

Gujarat Gyan Guru Quiz (G3Q) is going to be organized on 7th July 2022 at Science City, Ahmedabad, Gujarat in co-ordination with the Ministry of Education, Government of Gujarat. G3Q endeavours to provide a platform to students and citizens alike through participation on the quiz for projects, programmes, schemes and achievements. Approximately 5000 participants are expected for the event.

[Note: The purpose of this document is to select the Event Management agency for the above mentioned event.]

The Agency need to submit the quotation in two different sealed covers which shall be titled as instructed below:

Cover:

“DOCUMENTS COVER FOR DOME STRUCTURE FOR DINNING HALL – SCIENCE CITY”

This cover shall comprise of rates as per scheduled / attached format, duly signed and stamped on each page to be submitted with the self-attested/ signed and stamped supporting documents.

[NOTE:- Agency not fulfilling the criteria will not be held eligible to participate in the further process of Price/Financial Bid]

The cover shall be super scribing it to "The CEO, Knowledge Consortium of Gujarat, at 'Pragna Puram Campus', Near L D College of Engineering, Opp. P.R.L., Ahmedabad - 380 009 through courier/R.P.A.D./Speed Post/in Personal on or before 5th July, 2022 up to 17:00 hrs.

This outer envelope shall bear the submission address, and the title as instructed above, and be clearly marked “Do Not Open, Except In Presence of the Official Appointed”. KCG shall not be responsible for misplacement, losing or premature opening if the outer envelope is not sealed and/or marked as stipulated. This circumstance may be case for rejection of proposal. If the Financial Proposal is not submitted in a separate sealed envelope duly marked as indicated above, this will constitute grounds for declaring the Proposal non-responsive.

Any proposal received by the Client after the deadline for submission shall be returned unopened.

At any stage of the process, the decision of the KCG official will be held final. KCG official is authorized to make changes in the process or cancel the process at any point of time during the entire process.

Subject to Ahmedabad Jurisdiction only.

For, Knowledge Consortium of Gujarat,

Ahmedabad

Terms of Reference

1. SELECTION CRITERIA FOR BIDDERS

A. Evaluation

Only agencies empanelled with index B are eligible for participation.

B. FINANCIAL BID

- a. Bidder shall fill up entire price bid along with final amount as part of price bid.

Authority reserves the right to make the appointment of the Successful bidder subject to such further terms and conditions as it considers appropriate in relation to the Tender process and/or the provision of the Services. Authority shall not be obliged to give any reason(s) for the selection and/or rejection of any Proposal or any part thereof.

Authority reserves the right, at any time and in its absolute discretion, accept or reject Proposals (or to permit any bidder to resubmit its Proposal, such that Proposal fails to meet any or all of the Criteria and/or the Requirements), to pursue negotiations with any number of bidders, to withdraw from negotiations with any bidder at any time and to suspend, discontinue, modify and/or terminate the Tender process at any time.

C. Deciding award of contract:

Quality and competence of service shall be considered, as the paramount requirement.

2. SCOPE OF WORK

A. Conceptualization/Planning of the Event

- Conceptualization of the Event
- Develop the Concept plan and prepare detailed layout plan, detailed working drawings & specifications. The specifications and design of the Dome, stage and other structures may require to be modified to suit the situation and as per the direction of authority.

B. Attractive/Innovative ideas for Authority Promotion/Effectiveness of the event

- The bidder is required to bring in innovations in various activities/works for Authority promotion. Hence bidder is free rather encouraged to suggest such works/services/activities at extra cost which may not be part of BOQ. The attractive/innovative ideas will have a bearing upon evaluation.

C. Liasoning/Obtaining permissions

- Bidder shall arrange/liaison for all necessary approvals like for electricity, firefighting, police department, loudspeakers etc. and shall abide by all statutory rules and regulations as may be applicable and however the Authority shall assist the bidder for obtaining statutory and other approvals. In case any fees are to be paid in connection with the said approval, the same shall be borne by the bidder.
- Preparation of required documents and certificates to obtain approvals from Government/Authority/collector other agencies and overall coordination and follow up with agencies for getting approvals, certificates to be completed before 1 day of the event. Preparing drawing necessary for submission to statutory bodies for sanction.

D. Mobilization of Resources

- The bidder is advised to mobilize your resources like manpower, material, machinery, equipment, furniture, fixtures, artwork material for ambience etc. at the site before ten days of event starts.

E. Execution of temporary structures and facilitation

- Execution of related structures including design and layout plan of various works such as Ambience, Public Convenience, VIP, VVIP area, Infrastructure, food stalls, craft stalls, Services etc.
- The bidder has to make boundary wall for the venue if require and as per instruction of authority/Project Management Committee (PMC).
- For VIP seating, the bidder has to provide well cushioned sofa and chairs, tables. The bidder has to provide PVC chairs for the visitors.
- The bidder shall erect appropriate reception/admin area for the managing the event and other related activities.
- The entry gate each for visitor and VVIP & VIP shall be erected in accordance with the theme of the event and flags to be installed at & around the site as per instruction of Authority.
- General cleaning of the area on daily basis and also as per requirement.
- Use of fire-retardant materials in making all structures and applying fire retardant chemicals wherever required is mandatory.
- Designing creative for branding and promotional activities.
- Bidder shall prepare and install various types of branding like, box branding, standee, Hoardings, Directional signages, Service facilities etc., at various locations as per requirement of AUTHORITY.
- Providing and laying drainage system in the venue. Installation of enough no. of soak pits, and disposal of sewage using suction pump on regular basis is a part of the scope.
- Construction and development of parking area.
- Developing pathways as per tender / presentation / agreement.

F. Event Management

- Bidder shall depute adequate technical and qualified staff, experienced enough for supervision of the work under execution. Bidder shall depute one

‘Works Manager’ and one ‘Coordinator’ – at no extra cost - for the efficient handling of the project and to ensure that the project proceeds in accordance with conditions of contract and time schedule. The details of these personnel shall be submitted to Authority without fail.

- Bidder to deploy architect, designers, clerical staff, consulting engineers and other professional persons, event management team required to be consulted by the Authority for the purpose of the event.
- Managing event management crew which will take care of all events in terms of Overall event co-ordination, Scripting and artist performance management, Time management.
- Arranging the anchor (male/female) for the event, for the complete co-ordination of the event.
- Arrangement for lightening of lamp for inauguration of the event.
- Hostesses in traditional costumes are to be arranged to escort the VIPs/VVIPs on the stage.
- Providing volunteers & users for the stalls, help desk, information desk & RSVP within the venue - or as per instruction of Authority. The volunteer shall be working under guidance of crew-coordinator & event manager.
- Bidder will provide regular supervision and inspection as may be necessary to ensure that works are being executed in accordance with the designed concept, working drawing and specification and no extra payment for supervision or inspection will be charged or payable by the Authority
- Bidder shall undertake to complete their professional services by the date hereafter, in accordance with the instruction by Authority. Bidder shall furnish the schedule of implementation to the Authority so that systematic and timely monitoring of the project can be done.
- Manage the event including housekeeping like maintaining toilets, drinking water facility, water supply for other works, electricity supply, cleanliness, garbage disposal, security, up keeping of the structures etc.

G. Execution with best industry practices/as per terms

- To erect the structures considering season, forces and codes with safety of public being a prime concern.
- Execute the work with due respect to aesthetics, safety, theme consistent with best of Industry practices within given time and approved cost.

H. Hygiene, safety & Security

- The scope also covers application of insecticides and use of fly catching machine to keep the venue hygienic
- Fire safety and other safety measures must be followed by bidder as per prescribed rules & regulations. There must be enough nos of fire extinguishers. If the fire extinguishers are found to be expiry date, there shall be heavy penalty and other actions may be taken by authority.

I. Post Event Work

- The bidder will be required to dismantle the works executed upon completion of event and as per requirement, without damaging the site/ premise and restore the same upto the satisfaction of the authority.
- Bidder shall clear the site on possession and hand over back the site once the event is over into pre-event condition within seven days of the completion of event.

J. Quantity

- Changes (Increase or Decrease) in the Quantity requirements can arise at any point of time of the Event

3. CONTRACTOR'S OBLIGATION

- The Agency shall be fully responsible for site review and event of the works conforming to relevant Indian or International standards as per scope of work. The contractor shall be responsible for furnishing, design, execution of event including Procurement, Construction, Complete Management, Coordination, Testing and Commissioning.
- The contractor shall utilize optimally the allotted land area available for installation/construction of various facilities/components of the event. The details of the costing shall form part of the proposal. The contractor shall be responsible for furnishing, design, execution of event including Procurement, Construction, Complete Management, Coordination, Testing and Commissioning. The contractor shall provide a detailed scheme of installation & commissioning, operation and maintenance.
- The contractor shall take into consideration all aspects of the event at the time of bidding, namely, though not restricted to:
 - Execution and management by construction of structures as per scope Procurement of requisite materials and manpower.
 - Civil Works including site grading, development, toilets and other services Quality control.
 - Installation, testing and commissioning of electrical works under the scope.
 - Quality control
 - Environmental and social safeguards
 - Security and risk coverage
- The contractor has to ensure that in any case no damage is caused to the environment while executing the event.
- Once the event is completed, the debris and other waste material shall be removed and shifted to safe place, as directed.
- The workmanship shall be of high order and quality so as to prevent facility accidents and damaging the environment and surroundings.
- No Damage shall be caused to the existing structure if any. The contractor shall be held responsible in occurrence of any such incident and will be responsible for the cost of required rectifications.

4. AUTHORITY'S OBLIGATION

- Authority will provide land/venue for the said project.
- Grant in a timely manner all such approvals, permissions and authorisations which the Contractor may require or is obliged to seek from in connection with execution of the work and the performance of the contractor obligations.
- Authority shall appoint, an authorised person as ‘Coordinator – AUTHORITY to coordinate with the Contractor in all matters related to project for the successful execution of the work and to be responsible for all necessary exchange of information required.

5. SAFETY MANAGEMENT AND RESPONSIBILITIES

The contractor shall be responsible for ensuring the fitness and safety of all persons employed at work. In this regard, the supervisor must be present on site at all times of work to carry out safety audit checks to ensure safety requirements are properly observed. Smoking & Consumption of Liquor in any form is not allowed on site.

The contractor is responsible to ensure that necessary and adequate personal protective equipment are all the times available for the service personnel working.

The carrying and consumption of intoxicating liquor, drugs or other substances that may affect the proper performance is strictly prohibited at the site/Venue.

6. ACCIDENTS

It shall be the sole responsibility of the contractor to adopt all the safety measures & deploy personnel who are adequately trained in safety.

- a) If any accident occurs due to operations or due to negligence on the part of the contractor’s personnel it shall be the full responsibility of the contractor.
- b) If any damage occurs to the structures/ material & equipment as well as rolling stock due to erection operations, the cost of damage will be recovered from the contractor’s bill.

7. RIGHT TO VARY

The Professional Advisor will make any variation of the form, quality or quantity of the works relating to any item of a component according to site conditions or any part thereof that may, in his opinion, be necessary and for that purpose, or if for any other reason it shall, in his opinion, be appropriate, he shall have the Authority to instruct the contractor to do and the contractor shall do any of the following:

- Increase or decrease the quantity of any work included in the Contract.
- Omit any such work (but not if the omitted work is to be carried out by the AUTHORITY or by another contractor), before the end of stipulated time limit of the contract.
- Change the character or quality or kind of any such work.
- Change the levels, lines, position and dimensions of any part of the works,
- Execute additional work of any kind necessary for the completion of the works, or
- Change any specified sequence or timing of construction of any part of the works.

No such variation shall in any way vitiate or invalidate the contract, provided that where the issue of an instruction to vary the works is necessitated by some default of or breach of contract by the contractor or for which he is responsible, any additional cost attributable to such default shall be borne by the contractor.

The contractor shall not make any such variation without informing the Owner and Professional Advisor

Provided that no instruction shall be required for increase or decrease in the quantity of any work where such increase or decrease is not the result of an instruction given under this clause, but is the result of the quantities exceeding or being less than those stated in the Bill of Quantities. The payment to such variations, modifications and deletions shall be governed according to the payment modality as outlined in the mode of payment schedule as deemed decide by the owner and no objection either in written or oral shall be accepted

8. PAYMENT TERMS

1. Payment for Services shall be made by the accounts Department in Indian Rupees.
2. The total amount shall exclude GST (as applicable) or any other Government taxes.
3. No payment will be made for any kind of incomplete implementation of work.

9. Reimbursable Expenses

- Contractor have to take permission to KCG before issuing/applying for insurance.
- The insurance taken by contractor in the name of Authority shall be reimbursed by Authority.
- No other expenses incurred by the contractor shall be entitled for reimbursement.

10. Performance Bank Guarantee(ePBG)

- The successful L-1 vendor have to submit performance Bank Guarantee(ePBG) @ 5 % of Total L-1 Price for one (01) Month duration within 24 hrs of receiving order.

Annexure: I
Details of the Bidder

SN	Particular	Details to be filled by Bidder
1	Name of Agency	
2	Full Address	
3	Mobile Number	
4	Email id	
5	GST Registration Number	

Signature of the Bidder with Seal

Annexure: II

Financial Bid Format

To,

Knowledge Consortium of Gujarat,

Pragna Puram, Opp. PRL, Navrangpura, Ahmedabad

Sir,

I/We hereby bid for providing the service as per the Terms of Reference given under this Tender Document of KCG, Ahmedabad within the time specified and in accordance with the specifications and instructions and Conditions as well as General Terms and Conditions.

The rates are quoted in the prescribed format given below:

S N	Brief Description of work	Unit	Qty	Rate	Amount
1	Dome for F&B	Sq.	2100		
	The necessary Aluminium Structure Hanger Water Proof Dome shall be created/installed with steel frame type structure sound against the severe and frequent wind forces, heavy rains and other forces. Provision of appropriate facade shall be done according to the event requirements.	Mt.			
	The height of the dome shall not be lesser than 5 mtrs. The entire dome area shall be raised with up to 150 mm wooden platform using wood logs and 19 mm fire redundant plywood including two coats of fire-retardant paints, floor covered with brand new carpet, proper ventilation to be maintained, general lighting, all cabling work etc complete.				
2	VVIP Food Court Setup (Red carpet, Round table + Exclusive wooden chair + Counter table + 8' Framing cloth wall)				
2a	Red carpet	Sq. Ft.	5000		
2b	Round table	Nos.	40		
2c	Exclusive wooden chair	Nos.	250		
2d	Food Serving Counter table for VVIP/VIP	Nos.	30		
3	Food Serving Counter table for Students/Drivers/Police	Nos.	30		

4	VIP Food court Truss Drapping setup + Food Court Setup	Nos.	1		
5	DG Set-125 KVA: (Including of loading, unloading and transportation up to site, necessary cable, Change over switch, fuel, operator etc complete. Daily testing of DG set must be compulsory for minimum up to 15 minutes for partial / full load. Entire event to be run with complete DG set back up)	Nos.	1		
6	Fire-fighting, extinguishers: Extinguisher bottles as per requirement.	Nos.	20		
7	Floor Covering (Double layer Green colour agronet) Green agronet in double layer for venue covering Food court areas, outdoor areas and any additional covering as per requirement shall be carried out.	Sq. Ft.	20000		
8	ROOFTOP FANS	Nos.	20		
Total					