



DR. SHYAMA PRASAD MUKHERJEE UNIVERSITY

Ranchi, Jharkhand.

**OFFICE OF THE
REGISTRAR**

TENDER NOTICE

Sealed tenders are invited from reputed experienced firms for the total tent job including water proof pandal, designed gate, lighting decoration with generator, flower decoration, photography and videography, sound system on turnkey basis for the 1st Convocation Ceremony and 3rd Degree Distribution Ceremony to be held respectively on 21st and 23rd February, 2024 of Dr. Shyama Prasad Mukherjee University, Ranchi at Dikshant Mandap in campus of Ranchi University, Ranchi.

The reputed firms (should be registered with Government of Jharkhand) with its head office in Ranchi city and having experience of carrying such job on National and State Level for the value of not less than ₹ 50,00,000/- (₹ Fifty Lacs only) in the state of Jharkhand.

Detailed tender document can be obtained from the Office of the Section Officer (General), DSPMU, Ranchi on payment of ₹ 2,000/- (₹ Two Thousand only) in the form of Demand Draft drawn from Nationalized Bank in favour of **Registrar, Dr. Shyama Prasad Mukherjee University, Ranchi** payable at Ranchi.

The detailed document can be obtained from the Office on all working days from 27-12-2023 to 08-01-2024 from 12:00 PM to 03:00 PM and may be submitted upto 09-01-2024 till 04:00 PM.

The detailed tender document is also available at the University website: **www.dspmuranchi.ac.in**.

The undersigned reserves the right to accept or reject full/partial bid without assigning any reason thereof.

By the order of the Vice-Chancellor

Sd/-

Registrar,

DSPMU, Ranchi.

Memo No.: DSPMU/G/900/23

Date: 22/12/2023

Registrar,

DSPMU, Ranchi.

Address: Morabadi, P.O.: Ranchi University, Ranchi-834008.
Email: registrardspmuranchi@gmail.com, vcdspmu@gmail.com
Website: www.dspmuranchi.ac.in



DETAILED TENDER DOCUMENT

The bidder shall furnish all the general information in order to facilitate assessment of his professional, technical, commercial capacity and reputation. Following information and supporting documents are to be furnished alongwith the duly signed tender document. Only those bidders should participate in the tender process, who have the experience of doing the tent job of not less than ₹ 50,00,000/- (₹ Fifty Lacs only) in the state of Jharkhand.

They should furnish complete details covering total jobs of erection of water proof pandal, ply board, walling stage, lightining, sound system, designing and audience decoration on turnkey basis. Bidders who have registered themselves in the state of Jharkhand with any Government organization are eligible to participate in the tender process.

TECHNICAL BID

1. The bidder should be reputed Government contractor having previous work experience in doing similar Government Programmes/Works of not less than ₹ 50,00,000/- (₹ Fifty Lacs only) in Government Departments/Universities.
2. The bidder must have an experience of atleast 05 years in similar type of Government work (relevant documents should be enclosed).
3. The bidder must have a full-fledged work force, office and workshop for taking up the assignment (municipal and shop establishment receipt to be attached).
4. GST and Income Tax Registration to be enclosed wit the tender document.
5. Audited balance sheet of the last three (03) financial yaer indicating that the turnover is not less than 04 crores.
6. EMD of ₹ 25,000/- (₹ Twenty-Five Thousand only) in the form of demand draft drawn from any Nationalized Bank in favour of **Registrar, Dr. Shyama Prasad Mukherjee University, Ranchi** payable at Ranchi.
7. Complete Company Profile.



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FINANCIAL BID

All the bidders are required to quote the per unit rate of each item as detailed below.
Quantity of some of the below mentioned items may increase/decrease depending upon the number of students and other administrative reasons.

Rates should be quoted item-wise as mentioned below:

S. No.	Name of the item	Per Unit Rate with GST (in ₹)
1.	Non water proof pandal with new cloth ceiling – 20640 ft.	
2.	Cloth walling in wooden frame size 1000 × 10 = 10000 sq. ft.	
3.	Cloth ceiling shed size 120 × 80” = 9600 sq. ft.	
4.	Synthetic Carpet – 20,000 ft.	
5.	Plastic Chairs – 3500 no.’s	
6.	Banquet Chair with full white cover and knot – 500 no.’s	
7.	V.V.I.P. Chair and white towel – 25 no.’s	
8.	Steel sofa with white cover – 36 no.’s	
9.	Center Table with cover – 30 no.’s	
10.	Podium – 02 no.’s	
11.	Flags with iron pole – 20 no.’s	
12.	8 Pillar Design Gate – 05 no.’s	
13.	Woolen Kalin – 6 × 9 = 54 no.’s, 3024 ft.	
14.	Lightning Decoration: Metal Light, Halogen Light, Ceiling Fan, CFL Lights, Soundless DG backup with Diesel – Lumpsum	
15.	High Power Sound System with stage light fitment – Lumpsum	
16.	Flower Decoration with Fancy Bouquet, G/Flower – Lumpsum	
17.	Table with Table Cloth and Frill – 35 no.’s	
18.	Green Net Carpet – 15000 sq. ft.	
19.	Barricading – Steel Pole with Chain – Lumpsum	
20.	Stage with stair for Media: 24 × 16 = 384 sq. ft.	
21.	Hanger Stand – 05 no.’s	
22.	Sunmica Tray with covers – 15 no.’s	
23.	Sound system for Rehearsal (01 Day) – Lumpsum	
24.	Water Glass for Water – 12 no.’s	



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25.	Use and throw glass – 6000 no.'s	
26.	Drinking Water Jar – 100 no.'s	
27.	Mineral Water 1000 ml cartoon – 05 no.'s	
28.	Mineral Water 200 ml – 5000 no.'s	
29.	Steel Dispenser – 04 no.'s	
30.	Mirror – 05 no.'s	
31.	Cloth ceiling in wooden frame, size 150 × 10 = 1500 sq. ft.	
32.	Cloth ceiling on stage and shed, size 150 × 70 = 1050 sq. ft.	
33.	Designed Cloth ceiling with wooden frame on stage, size 70 × 30 = 2100 sq. ft.	
34.	Tower AC, 5.5 ton with gas filling etc. – 02 no.'s	
35.	Flex with MS Frame – 600 sq. ft.	
36.	Dry Fruits, Cookis, Tea with Cutlules service etc. – Lumpsum	
37.	Mojo Barricating for Security – 10 no.'s	
38.	Gajibo with Cover – 04 no.'s	
39.	Maharaja Chair – 05 no.'s	
40.	Name stand – 10 no.'s	
41.	Hand Towel – 10 no.'s	
42.	Cooler – 04 no.'s	
43.	Pedestal Fan – 20 no.'s	
44.	Plastic Dustbin – 30 no.'s	
45.	LED screen (12 × 8) – 04 no.'s	
46.	Labour and Carriage Charges – Lumpsum	
47.	Aluminium Channel for stairs – 300 sq. ft.	
48.	Any other item as per the requirement	

All the bidders are required to furnish the tender document in two separate sealed envelopes containing the Technical Bid Document and Financial Bid Document. Both, the bid documents should be enclosed in a third envelope super-scribed as “Tender Document for Tent Job for 1st Convocation and 3rd Degree Distribution Ceremony – 2024”.

For any extra work, other than items enlisted in the table from S. No. 1 to 48, if assigned by the University as and when required, the bidder must attend the assigned work and furnish bill accordingly.



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The University reserves the right to accept/reject or assign the work to two or more parties without assigning any reason what-so-ever.

Last date for submission of Tender : 09.01.2024

Date of opening of Tender : 10.01.2024

**Sd/-
Registrar,
DSPMU, Ranchi.**