



भारत सरकार
GOVERNMENT OF INDIA
वस्त्र मंत्रालय
MINISTRY OF TEXTILES
विकासआयुक्त (हथकरघा) कार्यालय
O/o the Development Commissioner (Handlooms)
बुनकर सेवा केन्द्र
WEAVERS' SERVICE CENTRE
प्रथम तल, नवीन सचिवालय भवन, सिविल लाईन्स
1ST FLOOR, N.S. BUILDING, CIVIL LINES
नागपुर (महाराष्ट्र) – 440 001
NAGPUR (MAHARÁSHTRA) - 440 001
0712-2552135 / 2560176
Email: nagpurwsc@gmail.com

NOTICE INVITING E-TENDER

Tender Notice No.: WSCN/TECH/5(18)/Vol.V/1

Weavers Service Centre, Nagpur invites Limited Tender to apply for providing “Infrastructure works, Security Services and Maintenance for “**Exclusive Handloom Expo**” at Nagpur and intends to select the agency/firm through competitive bidding process in accordance with the procedure set out herein. Only the Parties capable of providing infrastructure material of Octanorm System and having good experience of executing similar type of work for Govt. Organization, Trade Fair etc. are eligible to apply.

Tender documents may be downloaded from official website <https://www.handlooms.nic.in> or <https://eprocure.gov.in/eprocure/app>

Submit your proposals on e procure.gov.in latest by 19th January,2025 at 2.00 PM
<https://eprocure.gov.in/eprocure/app>.

For any technical related queries please contact

CPP Portal web site: www.cprocure.gov.in

CPP Portal Help Desk No.: 0120-4200462, 0120-4001002, 0120-4001005

Terms & Conditions:

1. Tender Fee/Bid security NEFT/RTGS or payment gateway mode. (Through Bidder's Ac. only)
2. Digitally signed Tender Scanned from original copy of Power of Attorney on behalf of firm, proprietorship firm/Partnership firm / Pvt Limited Company or any other registered company Registered with Registrar of Company to sign agreement/ other correspondence with department authority.
3. Scanned from original of Registration documents of firm(Firm, Proprietorship firm/ Partnership firm /Registration of Private limited company / Registration of Public limited company or any other company or any other Company as the case may be.
4. Scanned original copy of GST Registration Certificate.
5. Scanned from original copy of PAN Card
6. Scanned from original copy Shop Act Certificate.
7. Valid Registration Certificate as a Registered Contractor with Govt. of Maharashtra
8. Agency should have experience of organising such type work of in last 3 year in any Ministry of India.
9. Work experience/ work completion certificate.
10. Agency should have average annual turnover of Rs. 3 crores in last three years.
11. The agency should also have experience of managing VVIP events means “Event Management Services for the event involving His Excellency, President of India, Vice President of India or the Prime Minister”.
12. Work expenditure of completing at least 80% work as per BOQ.
13. The tenders shall be accompanied with EMD in the form of a DD / Pay Order for Rs.40,000/- (Rupees Forty Thousand only) drawn in the favour of **The Deputy Director, WSC, Nagpur** payable at **Nagpur**, being the Earnest Money Deposit for the above mentioned job. EMD of unsuccessful tenderers shall be refunded without interest within 90 days from the date of the issue of the award letter for empanelment.
14. The successful tenderer shall have to deposit security deposit of **Rs.3,00,000/-** in the form of D.D. or Fixed Deposit (pledged in favour of Deputy Director, WSC, Nagpur) / which shall only be released after completion of the contract. The security deposit shall bear no interest and will be interest free for the entire period.
15. The security amount shall be forfeited if the agency refuses to fulfill any of contractual obligations, at any time.
16. Bidder should not be black-listed or barred or disqualified or penalized by any regulator or statutory body/Public /Private etc. for similar kind of assignment - An undertaking certifying non-blacklisting should be submitted on Rs.500 stamp notarized by Authority.
17. Bidders must submit the above as mandatory document along with bid.

CRITICAL DATE SHEET:

S. No.	Particulars Details	Date
1	Date of Issue of Tender Document	09/01/2025 at 17.00 Hrs.
2	Starting Date and Time for Submission of Bid/Tender	09/01/2025 at 17.00 Hrs.
3	Seek clarification start date and time	09/01/2025 at 18.00 Hrs.
4	Seek clarification end date and time	13/01/2025 at 17.00 Hrs.
5	Last Date and time for submission of Tender	19/01/2025 at 2.00 PM
6	Date of Opening of Tender	20/01/2025 at 2.00 PM

7	Financial bid opening date and time	Will be intimated after evaluation of technical bid.
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a. Bid documents may be scanned with 150 dpi with Black and white option which helps in reducing size of the scanned document. **All the technical bid documents may be scanned followed by page by page in to a single PDF file.**

b. Bidders shall not tamper/modify the tender from including downloaded financial bid template in any manner. In case if the same is found to be tampered/modified in any manner, tender will be completely rejected and bidder will be suspended for a period of 3 years from doing any business with WSC, Mumbai.

c. Bidders are advised to visit the websites of www.handlooms.nic.in and CPP portal (www.eprocure.gov.in/eprocure/app) regularly till closing date of submission of tender for any corrigendum/addendum/amendment.

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नागपुर (महाराष्ट्र) – 440 001
NAGPUR (MAHARASHTRA) - 440 001

Date:

To,

M/s -----

----- **OBJECTIVE:**

Conceptualizing, designing, fabrication and branding of pavilion & stalls and providing security services for Exclusive Handloom Expo events to be conducted at Nagpur.

PLACE AND PERIOD OF EXHIBITION:

Sl. No.	Type of Event	Venue & Place	From	To	Remark
1	Exclusive Handloom Expo	South Central Zone Cultural Centre, Civil Lines, Nagpur	08-02-2025	14-02-2025	Agency should prepare the Venue as per scope of work on or before 07/02/2025 at 4.00 pm.

SELECTION OF BIDDER:

Eligible, Bidder agency is required to quote the lowest rate for Infrastructure, theme and maintenance shall be treated as L1 rates same shall be declared as an agency for providing the tender services. WSC, Nagpur reserves the right to accept or reject any bid (at any stage) submitted by the bidder without assigning any reason.

USE OF BID AND INFORMATION:

- This document has been prepared solely for getting financial quote from agency empaneled

with WSC, Nagpur for Infrastructure works, Security Services and Maintenance for “ Exclusive Handloom Expo at Nagpur ”.This document is not a recommendation, offer or invitation to enter into a contract, agreement or any other arrangement in respect of the services. The provision of the services is subject to observance of selection process and appropriate documentation being agreed between WSC, Nagpur and any successful Bidder.

- b. While this document has been prepared in good faith, neither the WSC, Nagpur nor any of its employees make any representation or warranty or shall have any responsibility whatsoever in respect of this document. Any liability is accordingly and expressly disclaimed.
- c. This document is meant to provide information only and upon the express understanding that the Bidders will use it only for the purpose set out herein.

WSC, NAGPUR RIGHT TO REJECT ANY OR ALL BIDS:

WSC, Nagpur reserves the right to reject any or all the bids without assigning any reasons thereof without thereby incurring any liability to the Bidders or any obligation to inform the affected Bidders on the grounds for the WSC, Nagpur action or without assigning any reasons, whatsoever. The decision of WSC, Nagpur shall be final, conclusive and binding on all the Bidders/parties directly or indirectly connected with the bidding process and the same shall not be questioned / challenged.

CLARIFICATION/MODIFICATION:

- a. WSC, Nagpur may be notified of any omission / discrepancy in the tender before the closure of bid. If required, the WSC, Nagpur may thereafter modify the document. The modified document would be hosted on the WSC, Nagpur. Any subsequent modification in the dates/timelines will be at the discretion of the WSC, Nagpur.
- b. WSC, Nagpur also reserves the sole right for carrying out any amendments/ modification/changes including any addendum to this tender. Such amendments / modifications / changes including any addendum to this tender shall be notified on the website www.handlooms.nic.in and these will be binding on the Bidders.
- c. WSC, Nagpur reserves the sole right to cancel the tender at any stage without assigning any reason.
- d. Before tendering, the Bidders are requested to carefully examine the Tender / Bid Documents, Terms & Conditions of Assignment, Specifications and if there is or appears to be any ambiguity therein, they should immediately refer the matter to WSC, Nagpur for clarification.

DELAYS OF BID:

Any Tenders / Bids received by WSC, Nagpur after the deadline for submission of tenders prescribed by WSC, Nagpur will be summarily rejected. WSC, Nagpur shall not be responsible for any delay or non-receipt/ non-delivery of the documents.

SUBMISSION OF BID:

All submissions, including any accompanying documents, will become the property of the WSC, Nagpur. The Bidder shall be deemed to have licensed, and granted all rights to the WSC, Nagpur to reproduce the whole or any portion of their submission for the purpose of evaluation, to disclose the contents of the submission to other bidders and to disclose and/or use the contents of the

submission as the basis for any resulting process, notwithstanding any copyright or other intellectual property right of the Bidder in the submission or accompanying documents.

LANGUAGE OF BID

All correspondence and other documents to be exchanged by the parties shall be written in the English language. The version written in English language shall govern its interpretation.

BID VALIDITY PERIOD:

Bid will remain valid and open for evaluation according to their terms for a period of at least 270 days from the bid opening date. WSC, Nagpur shall also have the right at its sole and absolute discretion to continue the assignment/contract with the successful Bidder for future requirements on the rates finalized in this processing for various items/activities as described in the financial bid, or at the price negotiated thereafter, after expiry of current assignment period. In exceptional circumstances, WSC, Nagpur may solicit the Bidder's consent to an extension period of validity.

GENERALS:

- a. In case of any dispute or differences, breach & violation relating to the terms of the contract, the said matter or dispute, differences shall be referred to CA, WSC, Nagpur for arbitration, who himself or any other person appointed by him will work as sole arbitrator and the award of the arbitrator shall be final and binding on both the parties.
- b. WSC, Nagpur reserve the right to reject any or all tenders and award the remaining work to any other contractor without assigning any reason. Conditional tenders in any form, whatsoever shall be liable to be rejected out rightly.
- c. WSC, Nagpur shall be entitled to cancel the contract, if it is found that there has been any breach of condition of the contract and/or the work is found to be unsatisfactory. The Contractor in such cases will not be entitled for making any claim/compensation. The Corporation is entitled to forfeit the Security money and the contractor may not be considered for award of any similar contract in future.
- d. WSC, Nagpur has a right to cancel one or more or all events at any moment without assigning any reason whatsoever or change the date of the events/contractor for any event. No compensation at all against such losses if any, will be given to the Contractor for the events concerned.
- e. The rates of all items of work shall include cost of all labour, transportation, octroi and all type of taxes including GST etc.
- f. WSC, Nagpur shall be entitle to cancel the contract, if it is found that there has been any breach of condition of the contract and/or the work is found to be unsatisfactory. The Contractor in such cases will not be entitled for making any claim/compensation. The Corporation is entitled to forfeit the earnest money and the contractor may not be considered for award of any similar contract in future.

SCOPE OF WORK:

1. The selected bidder would use ethnic elements and items for ambience creation. The agency/Firm would be required to give Ethnic look to the ambience inside the exhibition area matching the theme of 'Exhibition. Only new/fresh items to be used.
2. The selected bidder would be responsible for designing and creation of theme-based stalls during the exhibition.
3. The lay out plan and design including welcome gate and material to be used will have to be approved by WSC, Nagpur beforehand.
4. It shall be the responsibility of the selected bidder to arrange for manpower, material and

- necessary expertise for executing the work including the security personnel. The pavilion & stalls will be made ready by agency/firm one day before the commencement of exhibitions.
5. The selected bidder would be responsible to hand over the site thoroughly neat and clean to the land-owning agency by the last evening of the event.
 6. The selected bidder has to ensure that the stalls are constructed in such a way so that there is ample movement space for the public and in case of any untoward incident the visitors can be evacuated as early as possible.
 7. The selected bidder would be required to coordinate with the Managers/Incharge of the land/place owning agency and must take their permission while setting up stalls etc. So that there should be no interruption in smooth running of the show.
 8. The selected bidder would be required to tie up with the Municipal Corporation, Local Police, Traffic Police etc, so that the work of exhibitions can be executed smoothly. All the permission/Licenses along with the expenditure involved in getting these Permissions/Licenses from Local Fire Service, Labour Department, Licensing Branch, Local Police, Local Traffic Police, Health Department, Municipal Corporation like horticulture, Enforcement, electricity, civil etc. would be the responsibility of selected bidder.
 9. It would be the responsibility of the selected bidder to arrange for sufficient number of dustbins, fire extinguishers, chair, tables, canopies, during the event, exhibition should be manned by adequate support staff, water proofing of stalls, round the clock fool proof security with required gadgets, cleanliness, etc.
 10. Provision for cooking area behind every food stall has to be created with water facility/ dustbin etc.
 11. The selected bidder has to ensure that the whole complex is properly lit and all stalls have sufficient electricity and power points.
 12. All the electrical cables and wires should be properly insulated. There should not be any loose wires. Gen set installation for the event would be the responsibility of the selected bidder with the required permission from local authority, if any.
 13. All electrical installations must be in accordance with the provision of the Regulations for Licensing and Controlling places of Public Amusement (other than Cinemas) and the performances of Public Amusement, 1980.
 14. Removal of garbage from the site and its disposal to the nearest MC/Authority dustbin is the responsibility of selected bidder.
 15. Publicity panel/standees, hoardings, continuous flex panels on the outside of tin barricade with white cloth masking on the inside of tin barricades/partitions would be put up at the entrance gates, behind stages and at other prominent places in the venue giving due publicity to O/o DCHL at the cost of selected bidder with specific quantity to be determined in consultation with WSC, Nagpur.
 16. The design & content for the same would be provided by WSC, Nagpur. For masking only brand-new clean cloth should be used by the agency. The Standees and small hoarding on schemes of O/o DCHL, drop downs, signages, banners, etc will be required to be put inside the exhibition area, if required. Further, the buntings/hoardings with theme (will decide later) would also be required to be put up onto the electric poles/roundabouts at each exhibition. The design & number would need prior approval of WSC, Nagpur.
 17. It shall be the responsibility of the selected bidder to set up temporary workstation/office for executing the work of Exhibition with proposed theme.
 18. The selected agency would be required to coordinate with the Municipal Corporation, Railway Station, Metro Station, Local Bus Authority etc. to take the permission for placement of Standees.
 19. The selected agency will submit the all the exhibition related document / Invoice of Infrastructure, Theme Pavilion, Security, Maintenance along with photograph and other local expense etc. in soft copy and hard copy at the time of submission of claim.
 20. The selected agency will assist the WSC, Nagpur office in the organized exhibition for

- collecting the Participants TA/DA Claim form in hard copy and soft copy in Excel Format.
21. The selected agency will get verified of all the items put up in the exhibition by the WSC, Nagpur employee in the organized exhibition.
 22. The selected agency will submit layout plan of the event within 1 week after the finalization of the financial Bid.
 23. **Bill of Quantity:** Proposed quantity of the items required for infrastructure works, Security Services and Maintenance for Exhibition (**Exclusive Handloom Expo**) at Nagpur.

(a) Exclusive Handloom Expo, Nagpur.

1	INFRASTRUCTURE WORK:		Quantity
1.1	Stall details for one unit: Construction of the waterproof stalls on Good Quality Octanorm system for participating agencies –size 3 mtr x 3 mtr, height 8" ft. Shelves are to be made of laminated board of not less than ¾" thickness. Each stall is to be separated by laminated panels of hard – board. For each stall 2 tables of size 0.75 mtr x 1.5 mtr x 1 mtr on Octanorm system, one dust bin of 12"inch size (height) Three LED light of 40 wt.in two different colour, Facia of each stall is to be made separately, designed with 4" mm, sun board dully pasted with computer cut vinyl film with the name of participating agency/society. Authority would also like to see the sample model of stall, before placing the order.	One complete unit	50 nos.
1.2	Construction of one waterproof theme pavilion in 10 mtr X 10 mtr (100 sq.mtr) on good quality octanorm system for display of traditional Handloom items of height 10" ft. Theme Pavilion should have entry gate and exit gate with door and locking system. 40 wt. 50 no. LED focus light to be installed to highlight the exhibited traditional handloom items. For Theme Pavilion 5 tables of size 0.75 mtr x 1.5 mtr x 1 mtr on Octanorm system, 02 dust bin of 12"inch size (height), 10 nos. Areca Palm Tree Pot, Steel pipe for display of Handloom fabric.	One complete unit	01 no
1.3	Construction of One Office on Octanorm system size 5 mtr x 5 mtr. (With door & locking system with furniture, centre table seater one office steel almirah, 4 LED Light 40 Watt.	One complete unit	1
1.4	Construction of stage size 32 ft. x 24 ft.x 3 ft. with ramp platform size 8 ft. x 16 ft. x 3ft. connecting to the middle of stage covering with carpet, 7 VIP chair, 2 centre table, stage light trust aluminum 32 ft. x 24 ft. x 20 ft., stage light 12 sharply, 30 par light, 16 face light, 8 spot follow light, 01 leser, smoke jumbo, with sound set up, 8 line array, base 4 top, DJ mixture, Laptop, 1 podium mike, 3 cordless mike, DJ Jocky.	One complete unit	1
1.5	LED wall P4 size 12 ft. x 32 ft. with LED wall raiser size 4 ft. x 32 ft.	One complete unit	Per day

1.6	Construction of 2 green room size 10 ft. x 10 ft. with 20 chairs, 2 mirror, extension board, 2 fan, 40 wt. LED 4 no in each green room.	Two complete Unit	2
2	Carpet Flooring		
2.1	(A) Carpet Flooring (Unitex) New Carpet	Per Sq. Ft.	10000 Sq.
2.2	(B) Carpet Flooring (Unitex) Neat & Clean Carpet	Per Sq. Ft.	10000 Sq.
3	Ply Panelling		
3.1	(A) Ply Panelling (Octanorm) 1 Mtr. X 2.4 M	Per Panel	40 Nos.
3.2	(B) Ply Panelling (Octanorm) ½ Mtr. X 2.4 M	Per Panel	40 Nos.
4	Other Infrastructure		
4.1	Looking Mirror (1.5" X 5' feet) With Stand & Support	Nos	25 Nos.
4.2	150-Watt LED Flood Light	Nos	30 Nos.
4.3	LED series decoration from main gate to the venue and decoration on trees.	As Required	
4.4	Female Mannequins	Nos	25 Nos
4.5	Main Gate/Side Gate (As Per Octanorm System with Multicolour Stretch Signage (Flex) 208 Sq. Ft.	As Required	As Required
4.6	Inaugural panel (1 mtr. X 2.4 mtr. On Octanorm system) matter will be given for flex printing (size may be changed according to the requirement)	Nos	1
4.7	Table on (Octanorm system)	Nos	10
4.8	Pedestal Fan	Nos	5
4.9	Inauguration lamp (brass – 5' height approx.) along with refined oil / cotton / match box etc on inaugural day.	Nos	1
5	Flower Decoration		
5.1	(a) Flower Decoration with Gate Structure of Main Gate (With Multi Colour Fresh Flowers)	One	1
5.2	(b) Bouquet (08 Nos. Fresh Rose Flowers)	Five	5
6	THEME WORK: Agency will execute the theme work as per the attached design or similar design.(as per the attached design or similar)		
6.1	a) Theme work will be executed on Hardcore platform of Wooden/Plywood/any other etc.	as per the attached design or similar	as per the attached design or similar
6.2	b) LED TV with stand 55" inch	Nos	01 Nos.
6.3	c) Decoration of Theme area with cloths & Backdrops Flex	As required	As required
7	MAINTENANCE WORKS:		
7.1	a) Ground/Site Maintenance, Housekeeping at site and surrounding preservation till Completion of Event with 06 Nos Plastic Dustbin (Big Size) 36"		9 Days

7.2	b) Fire Equipment Service with 15 Nos Fire Extinguisher (Medium Size) for textiles good with One Trained Fire Man (10:30 AM to 08:00 PM Daily) including Fire Permission Charges.		9 Days
7.3	c) 16 Nos CCTV cameras with DVR recording and 01 attendant		9 Days
7.4	d) Provide Trained Security Guards. During the exhibition, there shall need trained Security Guards for 9 days round the day (for 8Hrs per Security guard per day)		Maximum 03 nos Security per day
7.5	e) Public Announcement System (with high quality music system) with 08 Speaker Boxes and 1 cordless mic to be placed at various places inside and outside the Venue.	Nos	01 Nos.
7.6	f) Generator 65 Kva (without diesel / oil) with cable / wire required up to main junction box along with attendant /electrician (as per requirement):	Nos	01 Nos.
7.8	g) Photography and Videography (Soft copy and Hard Copy - 5x7 Inches). Soft copy of photos and videos of the event will be required in Portable Hard Disk after the completion of the event. (Photographs must be taken of entrance gate, inauguration, stall with person, theme pavilion, live loom, customers etc.)	Nos	200 Nos
8	Stretch Signage / Flex / Banners / Standees with Names of Participating Agencies / Other Matter: -		
8.1	Size 3' X 6' Ft. Nos with Self Stand Framing (for Prominent Places of the city i.e., Metro Stations, Bus Stand, Railway Station etc.) including placement and vehicle charges	Per Sq. Ft.	10
8.2	Size 5' X 3' Ft. Nos. Without Framing	Per Sq. Ft.	8
8.3	Size 3' X 6' Ft. Nos. Without Framing	Per Sq. Ft.	8
8.4	Size 8' X 8' Ft. Nos. With Framing Stands (Note: If any other size of banner is required, then requirement will be provided at time.)	Per Sq. Ft.	8
9	Additional item for Infrastructure		
9.1	Brand New German Quality Pagoda of Size 5 Mtr X 5 Mtr. With Aluminium Structure covering and Covered with Proper Water Proof Material	1 unit	Per Unit
9.2	Wooden Platform of Good Quality Plyboard	Sq. Ft.	Per sqft.
9.3	German Quality Aluminium Hangar Tent Covered with Proper Water Proof Material (Note: The additional item for infrastructure quoted rates will be calculated separately)	Sq. Ft.	Per sqft.

NOTE: - The max. Budget for event is **Rs 34,50,000/-** for Exclusive Handloom Expo at South Central Zone Cultural Centre, Civil Lines, Nagpur.

- Theme will be executed as per below attached design or similar design.



- Bidders are required to quote unit rate separately for all the mentioned items in the tender. Combined single rate for all the item will not be considered.
- No advance amount will be paid to agency for the Infra/Theme and Backup & Maintenance work. Only venue rent will be paid to agency on the receipt of actual rent paid by agency to the venue.
- The above number/requirement/quantity/size may increase or decrease at the discretion of WSC, Nagpur and subsequent price per unit/quantity/number may change, accordingly.
- Reimbursement of charges for diesel / oil will be given as per actual consumption. However, contractor shall maintain a register and provide the date-wise units generated / oil consumed through DG set.
- All stall setup and other things etc pertaining to exhibitions will first approve need approval from WSC, Nagpur.
- Venue charges will be reimbursed on the actual basis. However, the selected agency will have to obtain the approval of the exhibition venue from WSC, Nagpur.

BIDDER'S RESPONSIBILITIES AND RELATED CONDITIONS:

a. Attention of the Bidders is drawn to the relevant and extant instructions of GoI, GFR issued by Ministry of Finance, guidelines of Central Vigilance Commission (CVC) as applicable to the subject matter of advice / service to be rendered by the Bidder and are required to be complied with.

b. The Bidder shall, subject to the provisions of the Assignment and with due care, execute the work and take all responsibility, including the supervision thereof and all other things, whether of a

temporary or permanent nature, required in and for such execution.

c. The Bidder shall carry out and complete the work in accordance with prevailing good industry practices and using workmanship of the quality and standards there in specified, provided that where and to the extent some approval of the quality of the standards of workmanship is a matter of opinion, such quality and standards shall be to the satisfaction of WSC, Nagpur.

d. The Bidder should provide professional, objective, un-biased and impartial inputs, recommendation and advice at all times and holds WSC, Nagpur interest paramount and should observe the highest standard of ethics, values, code of conduct and honesty while executing the assignment.

e. The Bidder carries with him/her/it a certain degree of accountability for any advice or /and any services rendered to the WSC, Nagpur keeping in view norms of ethical business, professionalism and the fact that such advice or service is rendered for a consideration. WSC, Nagpur may enforce such accountability in case of improper discharge of contractual obligations / deviant conduct by / of any of the parties to the contract. In this, share of WSC, Nagpur responsibility, for accepting advice / and services provided by the Bidder, will also be taken into consideration.

f. The Bidder must act, at all times, in the interest of WSC, Nagpur and render any advice / service with professional integrity. The Bidder shall always keep in view transparency, competitiveness, economy, and efficiency in regard with matters related to the subject of the contract or assignment.

g. Bidder is expected to undertake an assignment/project, only in the areas of his/its expertise and where it has capability to deliver efficient and effective advice /services to the client.

h. The Bidder will have to cooperate fully with any legitimately provided / constituted investigative body conducting enquiry into processing or execution of the consultancy contract / any other matter related with discharge of contractual obligations by the Bidder.

TERMINATION:

WSC, Nagpur may, without prejudice to any other remedy for breach of contract, by written notice of default to agency, terminate the Contract in whole or part:

- If the Agency fails to deliver any or all of the services within the period(s) specified in the Contract/ Work Order, or within any extension thereof granted by WSC, Nagpur OR
- If the Agency fails to perform any other obligation(s) under the Tender/Contract.
- If the Agency, in the judgment of WSC, Nagpur has engaged in fraud and corruption.

In the event of WSC, Nagpur terminates the Contract in whole or in part, WSC, Nagpur may procure, upon such terms and in such manner as it deems appropriate, Services similar to those undelivered, and the Agency shall be liable to the WSC, Nagpur for any excess costs for such similar services. However, the agency shall continue the performance of the Contract to the extent not terminated

CONTRACT / NON-DISCLOSURE AGREEMENT NDA:

The selected Bidder will be required to execute the following:

a. Contract / Agreement which will include all the services and terms and conditions of the services to be extended as detailed here in and as may be prescribed or recommended by WSC, Nagpur and

b. Non-disclosure Agreement (NDA)

If any Bidder differs / does not agree on any conditions / terms of the contract, WSC, Nagpur has the right to appoint the next ranked Bidder without any obligation or without assigning any reasons to anyone and shall not be held liable for any losses or damages caused by such action.

Unless and until a formal Agreement is prepared and executed, this Tender (RFP) together with the written acceptance of the Bidder thereof shall constitute binding Terms and Conditions between the parties.

COMPLIANCE WITH ALL APPLICABLE LAWS:

The Bidders shall undertake to observe, adhere to, abide by, comply with and notify WSC, Nagpur about all laws in force or as are or as made applicable in future, pertaining to or applicable to them, their business, their employees or their obligations towards them and all purposes of this Tender and shall indemnify, keep indemnified, hold harmless, defend and protect WSC, Nagpur and its employees/ officers/ staff/ personnel/ representatives/ agents from any failure or omission on its part to do so and against all claims or demands of liability and all consequences that may occur or arise for any default or failure on its part to conform or comply with the above and all other statutory obligations arising therefrom.

SINGLE POINT OF CONTACT AND AUTHORISED SIGNATORY:

All empanelled Bidders should have to provide details of single point of contact viz. Name, designation, address, e-mail address, telephone/ mobile no. etc. and authorized someone as signatories as well for ongoing discussion etc.

RIGHTS IN INTELLECTUAL PROPERTY AND MATERIAL:

All the rights relating to the Trade Marks and Copy Rights in respect of development done by the Bidders exclusively on behalf of WSC, Nagpur and paid for by WSC, Nagpur shall vest with WSC, Nagpur.

In order to perform the services, the Bidder must obtain at its sole account, the necessary assignments, permits and authorizations from the title holder of the corresponding patents, models, trademarks, names or other protected rights and shall keep WSC, Nagpur harmless and indemnify WSC, Nagpur from and against claims, proceedings, damages, costs and expenses (including but not limited to legal costs) for and/ or on account of infringements of said patents, models, trademarks names or other protected rights.

All documents, report, information, data etc. collected and prepared by the Bidder in connection with the scope of work submitted to WSC, Nagpur will be property of WSC, Nagpur, it shall have every right to use data that may be in the possession of the consultant or its representative in the course of performing services under the agreement that may be entered into. The Bidder shall not be entitled either directly or indirectly to make use of the documents, reports given by WSC, Nagpur for carrying out of any services with any third parties. The Bidder shall not without the prior written consent of WSC, Nagpur be entitled to publish studies or descriptive article with or without illustrations or data in respect of or in connection with the performance of services.

The pre-existing intellectual property of the Bidder used in deliverables shall remain vested with the Bidder.

ARBITRATION:

Any disputes and difference of any kind, whatsoever, arising out of or in connection with this contract or carrying out of the services, shall be settled amicably. If however, the parties are not able to resolve any dispute or difference amicably, the same shall be referred for arbitration in accordance with the provisions of Arbitration & Conciliation Act 1996 and any re-enactment

(s) and or modification(s) thereof and of the rules framed there under. The venue for the arbitration shall be Nagpur.

FORCE MAJEURE:

Neither party shall be responsible for any failure to perform due to unforeseen circumstances or due to causes beyond the defaulting party’s control even after exertion of best of efforts to prevent such failure, which may include but not be limited to, acts of God, war, riots, embargoes, strikes, lockouts, acts of any government authority, delay in obtaining licenses or rejection of proposal under the statutes, fire or floods.

CORRUPT AND FRAUDULENT PRACTICES:

As per Central Vigilance Commission (CVC) directives, it is required that Consultants/Suppliers/ Contractors observe the highest standard of ethics during the procurement and execution of such contracts in pursuance of this policy:

- a. "Corrupt Practice" means the offering, giving, receiving or soliciting of anything of values to influence the action of an official in the procurement process or in contract execution; and
- b. "Fraudulent Practice" means a misrepresentation of facts in order to influence a procurement process or the execution of contract to the detriment of WSC, Nagpur and includes collusive practice among consultants (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive WSC, Nagpur of the benefits of free and open competition.

WSC, Nagpur reserves the right to reject a proposal for award if it determines that the Bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question. WSC, Nagpur reserves the right to declare a firm ineligible, either indefinitely or for a stated period of time as per the its discretion, to be awarded a contract if at any time it determines that the firm has engaged in corrupt or fraudulent practices in competing for or in executing the contract.

Declaration:-I the undersigned..... Proprietor/
Partner/ Authorized Signatory, do hereby state that the terms and condition mentioned in above are acceptable to me.

Signature
Authorized Signatory with Seal

(To be submitted in Agency's own letter head)

Ref: TENDER No. WSCN/TECH/5(18)/Vol.V/1

1.	Name of Entity/Agency/Organization (Supplier)		
2.	Address		
5.	Name of Proprietor		
4.	Tele. No.	Office:	
		Residence:	
		mobile:	
		Fax No.:	
		E-mail:	
5.	Year of Establishment of Agency/Organization		
6.	Details of achievements & past experience handling exhibition/ trade fairs etc.		
7.	GST Registration No. and Date of Registration.		
8.	PAN Card No. and Date of Issue		
9.	Major strength and capabilities		
T0	Major clients(details to be enclosed)		
11	EMD details DD. No ---- Date--- Drawn on---		
12. Annual Sales Turnover of last three years supported by audited Balance Sheet (Rs. in lakh)	Year	Sales Turnover (Rs in Lakh)	
	2021-22		
	2022-23		
	2023-24		
13. Profit of last three years supported by Audited Profit and Loss Account (Rs. in lakh)	Year	Profit (Rs. In lakh)	
	2021-22		
	2022-23		
	2023-24		
14. Documentary evidence showing that the agency should have executed similar job in the past 3-5 year			
15. Any other specific information you would like to furnish			

This is to certify that I/we before signing this bid have carefully read the contents of the Bid Document and fully understood all the terms and conditions contained therein and undertake myself/ourselves to abide by the same.

I/we hereby declare that the information /facts provided is true, correct and to best of my/our knowledge and belief. Note: Please strike out Not Applicable (N/A) against the columns, which does not relate, while filling up the above formats.

Date:

Place:

Signature of Bidder

Name of Bidder

Name of the firm/agency/Seal of Bidder

UNDERTAKING ON BLACK LISTING

(To be submitted in Agency's own letter head)

Ref : TENDER No. WSCN/TECH/5(18)/Vol.V/1

It is certified that my firm/agency/company/entity has never been black listed by any of the Departments/Autonomous Institutions/Universities/Public Sector Under taking of the government of India or State Government and no criminal case I spending against the said firm/agency as on date.

Place:

Date:

Signature of the Bidder:

Name of Authorized Signatory:

Name of the firm/agency/Seal of Bidder

Seal of the Firm/Agency: