

**INDIAN INSTITUTE OF ENGINEERING SCIENCE AND TECHNOLOGY, SHIBPUR
(Formerly Bengal Engineering And Science University)
P.O. Botanic Garden
HOWRAH (West Bengal, India)-711103**

Date:-22.03.2017

Tender No: REBECA/IIESTS/17/03

Sealed quotations, as per two bid system, are invited from bonafide Event Managers , who possess valid Trade license for organizing events for 79th REBECA 2017, the Annual Cultural Fest of Indian Institute of Engineering Science Technology, Shibpur, Howrah. Sealed quotation should be dropped in the drop box at the Student Union Room during working hours i.e. from 10:00 AM to 5:00 PM on and from 22.03.2017 to 28.03.2017. Opening of the technical bids will be on 28.03.2017 at **5.30 p.m.** after that opening of the financial bids will be held at the office of the Convenor, Rebeca 2017.

Convenor
79th REBECA, 2017

Copy To: 1.To be displayed on the Institute Website (www.iiests.ac.in)
2. To be displayed on the official REBECA 2017 website (www.rebeca.iiests.ac.in)
3. All Notice Boards

Indian Institute of Engineering Science and Technology, Shibpur
Howrah-711 103

NAME OF THE WORK: Event Management for 79th REBECA 2017, Annual Cultural Fest of Indian Institute of Engineering Science Technology, Shibpur. Howrah.

LAST DATE AND TIME FOR RECEIVING THE BIDS: 28th March (Monday) 2017 at 1700 Hrs.

DATE AND TIME OF OPENING OF BIDS: 28th March (Monday) 2017 at 1730 Hrs.

REQUIREMENTS AND SPECIFICATIONS:

The below mentioned performers/bands are preferred for REBECA 2017. The availability of the performers/bands has to be ensured according to the dates mentioned in the table.

	DAY-1: CLASSICAL NIGHT - 6TH APRIL, 2017
1.	Beat Blasters
2.	Srikanta Acharya
3.	Sajda Boys
4.	Sourendro Soumyojit
5.	Rasiya
6.	Pandit Kumar Mukherjee
7.	Swatirtha
	DAY-2: BEINGS NIGHT- 7TH APRIL, 2017
1.	Fossils
2.	Zephyrtone
3.	Lalon
4.	AlienZ
5.	Wagah Road
6.	Ornob and Friends
7.	Revolution
8.	LRB
9.	Korral Reef
	DAY-3: KOLKATA NIGHT- 8TH APRIL, 2017
1.	Fakira
2.	Timir Biswas Live
3.	M Sonic
4.	Wah wah Samidh (Samidh Mukherjee Band)
5.	Kendraka
6.	Lagori
7.	Somlata and The Aces
8.	Rupankar Bagchi

9.	Local Train
10.	Lakkhichara
11.	Nalayak
12.	Iman Chakraborty
	DAY-4: MUMBAI NIGHT- 9TH APRIL, 2017
1.	Nakash Aziz
2.	Jubin Nautiyal
3.	KK
4.	Suraj Jagan
5.	Papon
6.	Mohit Chauhan
7.	Sharib-Toshi
8.	Ash King
9.	Sachin-Jigar
10.	Amit Mishra
11.	Vishal Sekhar
12.	Amit Trivedi
13.	Arjun kanungo
14.	Kailasa
15.	Spunk
16.	Underground Authority
17.	Parikrama
18.	EDM- Lost Stories
19.	EDM- Dualist Enquiry
20.	EDM- Progressive Brothers

INSTRUCTION TO BIDDERS:

Important information to be noted:

1. This list is tentative containing preferred artist. The final line up will be mentioned in the work order to be issued to the successful bidder.
2. If any performers/ bands are required from the above mentioned list, after issuing work order to the successful bidder then the bidder has to provide those performers/ bands as per the rate quoted in the bid subjected to the availability of the respective performers/ bands.
3. Any kind of extra charges other than usual inclusions should be mentioned clearly.
4. The desired performers/ bands should be confirmed within the stipulated period as indicated in the work order.
5. Bills in triplicate should be presented within 30 days of supply/ completion of work.
6. All bills have to be accompanied with order copies and challan (in duplicate) as received.
7. Payment will be made within 60 days of submission of proper bills, challans through account transfer/ account payee cheque.
8. The Bidder shall provide qualification information which shall include:-
 - a) The bidder should be in the business module of "Event Management" or "Artist Management" from the financial year of 2015-16 or before (Documentary proof need to be submitted).
 - b) The bidder should provide Valid Trade License (renewed up to current financial year e.g. 2017 – 2018) along with Company / Proprietor Pan Card as applicable.
 - c) The bidder need to submit Valid Service Tax Registration / VAT Registration as applicable.
 - d) The bidder need to submit Documentary proof of Income Tax Return of at least one (1) year from last three (3) financial years.
 - e) The bidder should produce at least two (2) work orders of Rs. 5,00,000/- or above in a single contract for any Govt. Organization or Educational Institute or Corporate House in last three (3) financial years.
 - f) The bidder should submit duly signed and self-attested declaration that, the bidder hasn't been blacklisted by any organization for performing below standard.

Bid Price

1. The rates should include all the expenses for the concerned artists/ bands including traveling, lodging, taxes, duties and levies as applicable.
2. The bidders are required to quote their price, in amount of INR only for the whole work.
3. The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subjected to adjustment on any account.

Submission of Quotations

1. The quotation submitted by the bidder shall comprise the following:
 - (a) Qualification information duly completed.
 - (b) Financial Quotation in the format given in Annexure-1 sealed in an envelope inside the main envelope.
2. The bidder shall seal the quotation in an envelope addressed to Convener, REBECA 2017, Indian Institute of Engineering Science and Technology, Shibpur, Howrah-711103.
3. The envelope will also bear the following identification: -"Quotation for Event Management for 79th REBECA 2017, Annual Cultural Fest of Indian Institute of Engineering Science Technology, Shibpur. Howrah. Do not open before 17.50 hours dated 28.03.2017 (time and date of quotations opening.)
4. Quotations must be received in the tender box kept at Students' Union Room, Indian Institute of Engineering Science & Technology, Shibpur, Howrah-711103 latest by the specified time and date.
5. Any quotation received by REBECA 2017 committee after the deadline for submission of quotations will be rejected and returned unopened to the bidder.

OPENING OF QUOTATIONS

Quotations will be opened in the presence of Bidders or their representatives who choose to attend at the specified time and date in the office of Convener, REBECA 2017.

PRIVACY OF BIDS

Information relating to evaluation of quotations and recommendations for the award of contract shall not be disclosed to bidders or any other persons not officially concerned with the process until the award to the successful bidder is announced.

EVALUATION OF BIDS

The concerned committee will be responsible for the evaluation of bids. Opening of the technical bids will be done first. The bidders qualifying technical specifications will be considered for financial bidding process.

The total price of the performers/ bands selected from the above mentioned list according to the final line up will be evaluated.

AWARD OF CONTRACT

The concerned committee will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price for the package of the artists selected by the concerned committee from the list of tentative artists as mentioned in the table and satisfying all criteria and specifications. Notwithstanding the above, the concerned committee reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of contract.

QUOTATION

To,
The Convener,
REBECA 2017,
Indian Institute of Engineering Science and Technology, Shibpur
Howrah-711103

Subject: Event Management for 79th REBECA 2017, Annual Cultural Fest of Indian Institute of Engineering Science Technology, Shibpur, Howrah.

Reference: Letter No/Tender No dated

Dear Sir/Madam,

We offer to execute the works described in your letter/tender no referred to above in accordance with the Conditions of Contract enclosed therewith.

		Rate (Inclusive of traveling, lodging, taxes, duties and levies as applicable)
	DAY-1: CLASSICAL NIGHT - 6TH APRIL, 2017	
1.	Beat Blasters	
2.	Srikanta Acharya	
3.	Sajda Boys	
4.	Sourendro Soumyojit	
5.	Rasiya	
6.	Pandit Kumar Mukherjee	
7.	Swatirtha	
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9.	Sachin-Jigar	
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12.	Amit Trivedi	
13.	Arjun kanungo	
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16.	Underground Authority	
17.	Parikrama	
18.	EDM- Lost Stories	
19.	EDM- Dualist Enquiry	
20.	EDM- Progressive Brothers	

This quotation shall constitute a binding contract between us. We understand that you are not bound to accept the lowest or any quotation you receive. We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in bribery.

Yours faithfully,

Authorized Signature

Date:

Name & Title of Signatory-

Name of Bidder-

Address-

** To be filled in by the Bidder, together with his particulars and date of submission at the bottom of this form.

