

No.F.3 (10-52)/IEC/MMC/TSACS/2022-23  
Tripura State **AIDS** Control Society

Dated, January, 2024

Short Notice Inviting Quotation

Sealed Quotation in two (2) bid system is hereby invited by the Project Director, Tripura State AIDS Control Society (TSACS) from Agencies/ Owners /or their authorized Agencies or any Event Management Agency for organizing **“Band Music Competition on HIV/AIDS”**

The detail information, terms & conditions and description may be collected from the office of the undersigned (from the IEC section) on any working day between 11 a.m. to 4 p.m. till 7<sup>th</sup> February, 2024 or the same can be downloaded from the website [www.tsacs.tripura.gov.in](http://www.tsacs.tripura.gov.in). The last date of submission sealed quotation is up to 4:00 p.m. of 8<sup>th</sup> February, 2024 except holiday and will be opened on next working day at 11.30 a.m, if possible.



(Dr. Anjan Das)  
I/C DFWPM & Project Director  
Tripura State **AIDS** Control Society.

**TERMS AND CONDITION**

1. Quotation shall have to be submitted in sealed cover envelop addressed to the Project Director, Tripura State AIDS Control Society, Health & Family Welfare Department, Govt. of Tripura, Akhaura Road, Opp. of IGM Hospital, Agartala, Tripura (West) up to 4:00 p.m. of 8<sup>th</sup> February, 2024.
2. On the left side of the envelope last date and time of submission should be mentioned. Quotations are likely to be opened on next working day at 11:30 a.m., if possible. Quotationers or their representatives may remain present at the time of opening of quotations. No separate invitation will be given to the bidders.
3. The interested bidders shall submit the bids in 2 (two) parts, namely Technical Bid and Financial Bid. Both bids should be put in 2 (two) separate sealed envelopes, indicating on the cover as to which one is the technical bid and which one is the financial bid. The 2 envelopes shall thereafter, be placed inside a larger sealed cover and the same may be submitted. The Technical Bid shall contain all details regarding the items offered by the bidder, compliance of terms and conditions, submission of documents etc. in other words, everything except the rate offered. The 'Financial Bid' shall contain only the rate offered by the bidder. While processing the bids, the technical bids will be open first and the eligible bidders meeting all requirements will be short-listed. Thereafter, financial bids of only short-listed bidders will be opened and the lowest bidder will be considered for selection of such works.
4. Rate should be quoted in words and in figures. The percentage of Taxes or charges should be mentioned clearly and separately.
5. The quotation should be accompanied by
  - (i) Self-attested copies of PAN Card, valid trade license in related works, GST Registration Certificate, order/working experience certificate for organizing events in related background with valid proof, deposit at call/demand draft/on demand pay on any scheduled bank for an amount of Rs. 9,300/- (Rupees Nine Thousand Three Hundred) only in favour of Project Director, Tripura State AIDS Control Society as earnest money shall have to be furnished without which no quotation will be considered.
  - (ii) The bidders who are registered with NSIC for the items to be procured under this tender are exempted from submission of bid security (EMD). Necessary certification should be enclosed.
  - (iii) The firms registered as Micro, Small & Medium Enterprises (MSME's) should enclose a copy of registration certificate to avail exemption for remitting EMD & cost of Bid Document.
  - (iv) Any bid not accompanied by an acceptable bid security shall be rejected by the purchaser.
  - (v) The bid securities of the unsuccessful bidders will be returned as promptly as possible.
  - (vi) The bid security of the successful bidders will be returned soon after successful completion of such work.





- (vii) The security money shall be forfeited in case of failure to execute the order within the stipulated period or any other breach of contract on the part of the successful bidders.

6. The requirement and deliverables of Music Band Competition activities are as below:-

a) Music Band Competition on HIV/AIDS among Youth group from different institutions/groups/teams to be held tentatively in month of February, 2024 at Rabindra Satabarshiki Bhawan, Hall No-2 or any other place. Any change of reschedule for conduction of such programme will be intimated later on.

b) The guidelines for each participating band competition would be provided by TSACS.

c) Audio video message of the winning team (along with sub-title in English version) to be done for 20-60 sec. each.

d) Snacks packets @ Rs. 50/- to be procured by the agency and also distributed to the audience, other officials as well as participants of the band competition programme.

e) Trophy (each minimum @ Rs. 1,000/- (model would be selected by TSACS) for 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> team.

f) VIP refreshment need to be arranged and distributed by the agency.

g) The bidder must submit detail of preferably 20+ music bands from youth group (name of the band/mobile number/address/profile) from entire Tripura, as well as confirmation of participation from each bands etc.

6. The quotation should reach/submitted/received by the office of the Tripura SACS by hand/by post/by courier etc within the stipulated date and time positively and after that it will not be considered/ acceptable/ received and automatically be cancelled and the undersigned will not be liable for any kinds of delay.

7. Necessary deduction of Taxes (TDS) such as GST, IT etc. will be deducted as per norms from the bill.

8. The estimated total tender value is Rs. 4.65 Lakhs including GST.

9. After successful completion of work (as per work order) the bill in triplicate should be submitted to the office of the undersigned for necessary payment after successful execution of such work submission of the bill after 7 days of the event. Payment will be made by through PFMS mode. Bank details of the agency should be enclosed with the bill.

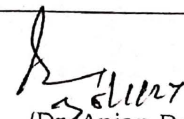
10. The undersigned reserves every right to accept or reject the quotations without assigning any reason.



Particulars/Items for "Music Band Competition on HIV/AIDS" are as described below:-

Sl	Particular	Description	Cost of price
1	Stage Decoration	Message bearing display panels (on stage)- 6 nos. (as per required and of actual size), carpeting (neat & clean Red/Green colour carpet), Wooden structure for LED as per size on demand, stage front side decoration with artificial flowers, podium decoration with vinyl board, Selfie Point - 2 no., White Towels - 30 nos. etc., (numbers of items may be increased or decreased).	
2	Light	Decorative light on stage & audience	
3	Sound	Overall sound requirement for band performance covering requirement of singers & Instrumentalists, 1 cordless for anchor, 1 podium mike	
4	LED Screen with wooden structure	12 ft X 8 ft - 1 no.	
5	Photography + Videography	Photography + Videography of overall programme after edit (Max 45 minutes to 1 hour)	
6	Sweets for participants/officials in a good quality box	Rasagulla, Kalakandh, Fruit cake, Samosa, Fruti etc - 600 nos. with tissue paper	
7	Musical setup (Drum)	1 Set	
8	Outside gate + flex	1 no.	
9	VIP refreshment	Boil Cake, Roasted Kaju, Veg Chop, Milk Tea/Green Tea and Digestive Biscuit with Cutlery) along with catering Charge of 4 catering boys with uniform - 15 nos.	
10	Memento for guests and Judges	Handicrafts on relevant items each within Rs. 800/- to 1000/-, Uttario, flower bouquet - 7 nos.	
11	Water Bottle + Water Jar	Water Bottle - 200 nos., Water Jar - 5 nos.	
12	Branding- Printing of Flex, Dummy Cheque, Certificate etc	10 nos. of pre publicity flex (8'X4"/ 6"X4") in bamboo structure & installation in different locations within city area + 6 nos of Dummy Cheques, Colour Certificate - 150 nos., other related flex print of various sizes if required.	
13	Honorarium for Anchor	Anchor - 1	
14	Honorarium for Volunteers	Volunteer - 8	
15	Video production of upto 60 seconds for winning team	Video production, editing with sub-title - 1 no.	
16	Arrangement of Live streaming of Band Competition programme at Social Media Platform (Facebook page) during the competition		
17	Colour Flags with bamboo	Colour Flags with bamboo - 50 nos.	
18	Signature Board		
19	Red Carpet	Red Carpet (Outside Hall to entry of Hall)	
20	Tea Table, VIP Chair, Plastic Chair	Tea Table for 10 VIP Chair, Plastic Chair - 100	
21	Cut Outs	2 to 4 ft. size Ribbon cut outs - 5 nos.	
22	Trophy	Trophy for 1 <sup>st</sup> , 2 <sup>nd</sup> & 3 <sup>rd</sup> team	
23	Cleaning of venue after the programme		
Total			
GST			
Grand Total (In Figure and in words)			

The work will be awarded on the basis of L-1 in grand total.



(Dr. Anjan Das)

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