



सत्येन्द्र नाथ बसु राष्ट्रीय मौलिक विज्ञान केन्द्र  
SATYENDRA NATH BOSE NATIONAL  
CENTRE FOR BASIC SCIENCES  
সত্যেন্দ্র নাথ বসু জাতীয় মৌল বিজ্ঞান কেন্দ্র

SNB/ENGG/BOSE FEST 2024/NIQ/13/23-24/868

Dated: 15.02.2024

**NOTICE INVITING QUOTATION**

Sealed quotations are hereby invited for the under mentioned work.

**Name of Work: Decoration like Pandals, Stage, Buffet Counter, Photo Fest Walls, General illumination and Sound System for BOSE FEST 2024 (22-24 February 2024)**

**Completion period:** Completion period of the above mentioned work is **02 (two) days** from the date of issuance of the Work Order.

Experienced and resourceful agencies are requested to quote their competitive and justified rate and price (inclusive of all applicable taxes) both in figure as well as in words as per the schedule attached and submit the same complete in all respect with signature on each page of the terms & conditions, in a sealed cover addressed to the undersigned so as to reach on or before **17<sup>th</sup> February, 2024 within 17.00 Hrs** positively mentioning the name of the work on the top of the cover.

Please note that mere quoting of rate may not entitle you to get the award of work as the undersigned reserves the right to reject any or all quotations or accept any quotation other than the lowest without assigning any reason thereof.

Interested agencies may download the quotation document from the website: [http://newweb.bose.res.in/InfoAnnouncements/Tender.jsp?type=LIMITED\\_TENDER](http://newweb.bose.res.in/InfoAnnouncements/Tender.jsp?type=LIMITED_TENDER) of the Centre and submit the same within the stipulated date and time.

  
15.2.2024  
Shohini Majumder  
Registrar

Encls.:

1. Schedule of Work
2. General Terms & Conditions

Copy to

1. Director
2. DR (Admin.)
3. DR (Finance)
4. DR (Academic)
5. CE/EO
6. Convener, BOSE FEST 2024
7. Notice Boards

ब्लॉक - जे.डी., सेक्टर - III, सॉल्ट लेक, कोलकाता- 700 106 / Block - JD, Sector - III, Salt Lake, Kolkata - 700 106

दूरभाष / Phones : (00) 91 - (0) 33 - 2335 5706-8, 2335 3057 / 61, 2335 0312 / 1313

टेलीफैक्स / TELEFAX : +91 -33-2335 3477 / 2335 1364 / 2335 9176

वेबसाइट / Website: <http://www.bose.res.in>

भारत सरकार के विज्ञान एवं प्रौद्योगिकी विभाग के अंतर्गत एक स्वायत्त संस्थान

AN AUTONOMOUS INSTITUTE UNDER DEPARTMENT OF SCIENCE & TECHNOLOGY, GOVERNMENT OF INDIA

**Schedule of Work**

**Name of Work: Decoration like Pandal, Stage, Buffet Counter, Photo Fest Walls, General illumination and Sound System for BOSE FEST 2024 (22-24 February, 2024)**

Sl No	Item Description	Unit	Quantity	Rate (Rs.) inclusive all taxes	Amount (Rs.) inclusive all taxes
1.1	Temporary covered Pandal by bamboo structure, Tarpulin and cloth of area approximately 100'-00" X 60'-00" having 250 seating arrangements including VIP seating set up is required. Carpet, Front and side stairs for stage is also required. The whole Pandal area should be covered by good quality Tarpulin and cloth considering the weathering factor. 36'-00" X 24'-00" stage with good quality front Curtain, Rawstrum/Raiser, 3 pairs of Wings for both sides of the stage and Drop Scene of approved size for dance/drama session will be required on stage. A hanging arrangement for Projector (projector to be supplied by the Centre) is required. A framed white screen will also be required for projection. Green room covering with good quality cloth is also required just beside the stage (All the colour of cloths which will be fixed at Pandal should be prior approved by the Centre). (For 02 days)	L.S.	L.S.		
1.2	Good quality plastic chair without handle. (For 02 days)	Pcs.	200		
1.3	3 seater cushioned sofa with good quality white cover. (For 02 days)	Pcs.	20		
2	Food court and Buffet counter of approximately 70'-00" x 10'-00" (Shape as per space availability) made by walling and ceiling including wooden Table of sufficient nos., size should not be less than 5'-00" X 3'-00" each with cover & frills complete.( for 01 day)	L.S.	L.S.		
3	Seating arrangement of dinner for seniors and children's with 40 nos Plastic chair with cover and 10 round tables with umbrella, cover and frill .( for 01 day)	L.S.	L.S.		
4	Covered shade by ceiling and walling for Pantry behind Food Court, covered with Tarpulin and good quality cloth. Approximate size of covered area should not be less than 20'-0 X 18'-0. 10 nos serving tables should be there for keeping food etc.	L.S.	L.S.		
5	Wash Basin.( for 01 day)	Nos.	4		



6	Arrangement for Photo Fest inside Radhachura Dining Hall, SNBNCBS by walling with required materials and good quality dark coloured cloth suitable for hanging approximately 180 nos. photo frames distributed in 03 rows. Approximate size of the walling area is 91'00"x 7'00". ( for 03 days)	L.S.	L.S.		
7	General Lighting and sound system Arrangement: (i) For fooding area: 06 nos halogen (for 01 day), 07 nos metal (for 01 days), 10 nos CFL/LED with decorative lamp shades (ii) For photo fest (for 03 days) : Hallogen/Metal and Spot lights as per actual site requirement. (iii) For Programme, Pandal & Stage: (for 02 days) : 10 nos halogen, 6 nos metal, 10 nos CFL/LED etc. However, the actual requirement at stage and Pandal may increase/change from schedule as per situation. (iv) Fan: 10 nos ceiling fan & 06 nos pedestal fan etc. complete. (v) Sound system: Box, Catcher, 24 channel Mixer machine, cordless, lepel, microphone, stand microphone, stage monitor etc. as per necessity and approval of the Competent Authority for stage and Pandal.	L.S.	L.S.		
8	Floral decoration at Stage and Pandal (for 02 days)	L.S.	L.S.		
9	Transportation cost to and fro	L.S.	L.S.		
	<b>Total</b>				

**In words:** Rupees .....

**Note:**

1. GST to be paid as applicable.
2. The quoted price shall remain firm during the contract period and any extension thereof.

**Signature of Tenderer with Date & Seal**

**A. Interpretation**

In construing these conditions, the specifications, the schedule of quantities, tender and agreement, the following words shall have the meaning herein assigned to them except where the subject or context otherwise requires:

1. **The Centre:** The term Centre shall denote Satyendra Nath Bose National Centre for Basic Sciences, Block –JD, Sector-III, Salt Lake, Kolkata-700106 or any of its employees /representatives authorised on their behalf.
2. **Engineer-in-Charge (EIC):** Mean the person being the HOD of the Engineering Section to whom the Site In-charges report.
3. **Site In-charge:** The term Site In-charge shall mean the person/s appointed and paid by the Centre to superintendent the work.
4. **The Contractor:** The Contractor shall mean the individual or individuals, firm or company, whether incorporated or not, undertaking the works and shall include the legal personal representative of such individual or the persons composing such firm or company, or the successors of such firm or company and the permitted assignees of such individual, firm or company.
5. **Site:** The site shall mean the site where the works are to be executed in the campus.
6. **Drawing:** The work is to be carried out in accordance with drawing, specifications, the schedule of quantities and any further drawings, instructions etc. which may be given by the Engineer-in- charge on behalf of Centre during execution of the work.
7. **The Work:** The Work shall mean the work or works to be executed under this contract.
8. **The Schedule of Quantities:** The Schedule of Quantities' shall mean the schedule of quantities as specified and forming part of this contract.
9. **Price Schedule of Quantities** shall mean the schedule of quantities duly priced with the accepted quoted rates of the contractor.
10. The **Bid/Tender** shall mean the proposal /offer along with the supporting documents, submitted by the bidder for consideration by the Centre.
11. The **Bid/Quotation document** shall mean the documents issued by the Centre to prospective bidders, containing various terms and conditions, scope of work, any requirements etc. or generally laid out in various sections spelling out the basis, procedure, modes, methods and formalities of the bidder to prepare their BIDs for submission to the Centre. The BID documents shall include the invitation to BID, instructions, proposal forms and all addenda/corrigenda/amendments issued by the Centre.
12. The letter of acceptance of BID shall mean an official invitation from the Centre to successful bidder to the effect that his/their BID has been accepted in accordance with the provisions contained therein.
13. The expression works or work shall, unless there be something either in the subject or context repugnant to construction, be construed and taken to mean the works by or by virtue of the contract contracted to be executed whether temporary or permanent, and whether original, altered, substituted or additional.
14. The **Contract** means the documents forming the tender and acceptance thereof and the formal agreement executed between the Competent Authority of the Centre and the contractor, together with the documents referred to therein including these conditions, the specification, designs, drawings and instructions issued from time to time by the



Engineer-in-charge and all these documents taken together, shall be deemed to form one contract and shall be complementary to one another.

15. The **Month** shall mean the calendar month according to the Christian calendar. **Day** unless herein expressly defined otherwise shall mean Christian calendar day of 24 hours.

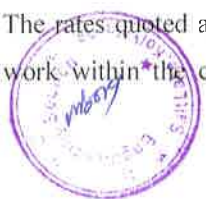
**B. Schedule of Work**

**Decoration like Pandals, Stage, Buffet Counter, Photo Fest Walls, General illumination and Sound System for BOSE FEST 2023 (01-03 March 2023)**

**C. Terms and Conditions**

- i) **Superintendence of Supervision:** The Contractor shall give all necessary personal Superintendence during the execution of the work and this obligation and liability will continue (a) till completion of the work and (b) thereafter expiration of defects liability period i.e. 12 (twelve) months after satisfactory completion of the work. The contractor shall also during the whole time of work when in progress employ a competent representative who shall be constantly in attention at the site while his men are at work. Any directions, explanations, instructions or notices given by the Owner to such representative shall be deemed to have been given and duly served on the contractor.
- ii) **Failure by Contractors to comply with Owner's Instruction:** The quantities shown in the schedule of quantities are tentative. The Owner reserves the right to execute only a part or the whole or any excess of the work thereof without assigning any reason thereof. If the contractor after receipt of written notice or verbal order from the Owner and requiring compliance within ten days fails to comply with such further drawings and/or Owner's instructions, the Owner may employ other person to execute any such work whatsoever that may be necessary to give effect thereto and pay all cost incurred in connection therewith and same shall be recoverable from the contractor by the Owner as a debt or shall have right to deduct same from any money due or to become due to the contractor.
- iii) **Quotationer shall visit the site:** Intending quotation shall visit the site and thoroughly acquainted with the local site condition, nature and requirements of the works, facilities of transport condition, effective labours and materials, access and storage for materials and removal of rubbish. The quotationer shall provide in their tender for cost of carriage, freight and other charges as also for any special difficulties and including police restriction for transport etc. for proper execution of works as indicated in the drawings. The successful quotationer will not be entitled to claim compensation for difficulties faced or losses incurred on account of any site condition which existed before the commencement of the work or which in the opinion of the Owner might be deemed to have reasonably been inferred to be so existing before commencement of work.
- iv) **Contractor to provide everything necessary:** The Contractor shall provide everything necessary for the proper execution of the work according to the intent and meaning of the drawings, schedule of quantities and specifications taken together whether the same or may not be particularly shown or described therein provided that the same can reasonably be inferred there from and if the Contractor finds any discrepancies therein he shall immediately and in writing, refer the same to the Owner whose decision shall be final and binding. The Contractor shall provide himself for ground and fresh water for carrying out of the works at his own cost. The owner shall on no account be responsible for the expenses incurred by the Contractor for hired ground or fresh water obtained from elsewhere.

The rates quoted against individual items will be inclusive of everything necessary to complete the said items of work within the completion of the contract and beyond the unit price no extra payment will be allowed for





incidental or contingent work, labour and/or materials inclusive of all taxes and duties whatsoever except for specific items, if any, stipulated in the contract documents.

The Contractor shall supply, fix and maintain at his own cost, for the execution of any work, all tools, tackles, machineries and equipments and all the necessary centering, scaffolding, staging, planking, timbering, strutting, shoring, pumping, fencing, boarding, watching and lighting by night as well as by day required not only for the proper execution and protection of the said work but also for the protection of the erection, matters and things and the Contractor shall take down and remove any or all such centering, scaffolding, planking, timbering, strutting, shoring etc. as occasion shall be required or when ordered so to do and shall fully reinstate and make good all matters and things disturbed during the execution of the works to the satisfaction of the Owner.

- v) **Removal of improper work:** The owner shall during the progress of the work have power to order in writing from time to time the removal from the work within such reasonable time or times as may be specified in the order of any materials which in the opinion of the Centre are not in accordance with specification or instructions, the substitution or proper re-execution of any work executed with materials or workmanships not in accordance with the drawings and specifications or instructions. In case the contractor refuses to comply with the order, the Centre shall have the power to employ and pay other agencies to carry out the work and all expenses consequent thereon or incidental thereto as certified by the Centre shall be borne by the contractor or may be deducted from any money due to or that may become due to the contractor. No certificate which may be given by the Centre shall relieve the contractor from his liability of unsound work or bad materials.
- vi) **Cancellation of work:** The Centre reserves the right to cancel the work order at any point of time without assigning any reason thereof.
- vii) **Payment:** Payment will be made after satisfactory execution of the work and after verification/ certification of bill by the Engineering Section of the Centre.
- viii) **Arbitration:** Except as otherwise provided elsewhere in the contract, if any dispute, difference, question or disagreement or matter whatsoever, shall, before and after extended period, hereafter arises between the parties, as to the meaning, operation or effect of the contract or out or relating to the contract or breach thereof, shall be referred to sole Arbitrator to be appointed by the Director of the Centre at the time of dispute.
- It is a term of the contract that the party invoking arbitration shall specify all disputes to be referred to arbitration at the time of invocation or arbitration under the clause.
- It is a term of the contract that the cost of arbitration will be borne by the parties themselves equally.
- The venue of arbitration shall be Kolkata.
- Subject to aforesaid the provisions of the Arbitration and Conciliation Act 1996 and any statutory modification or re-enactment thereof rules make hereunder and for the time being in force shall apply to the arbitration proceeding under this clause.
- ix) **Clearing of site on completion:** On completion of the works the contractor shall clear away and remove from the site all constructional plant, surplus materials and rubbish to the satisfaction of the Centre.
- x) **Income Tax/Sales Tax on works Contract:** The Statutory deduction of income tax / sales Tax or any other tax as applicable on works contract will be deducted from all interim and final payment to be made to the contractor.



**xi) Protective Measures:** The contractor from time to time of being placed in possession of the site must make suitable arrangements for watching, lighting and protecting the work, the site and surrounding property by day, by night, on Sundays and other holidays.

Contractor shall indemnify the Centre against any possible damage to the building, roads, or members of the public in course of execution of the work.

Contractor shall provide necessary temporary enclosures, gates, entrances etc for protection of the work and materials and for altering and adopting the same as may be required and removing on completion of the works and making good all disturbed works.

**xii) Validity of Quotation:** The quotationer shall note that his quotation shall remain open for consideration for a period of 15 days from the date of opening of quotation.

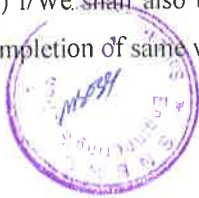
**xiii) Royalties & Patents:** The quotationer shall pay all royalties & license fees. He shall defend all suits or claims for infringement of any patents rights and shall save the owner harmless from loss on account thereof.

**xiv) Labour & Payment of Wages to labour:** No labour below the age of 18 (eighteen) years shall be employed on the work. The quotationer shall pay to labour employed by him wages not less than fair wages as per provision of the Contract Labour Act, 1970 & 1971 whichever is applicable.

**xv) Time of Completion:** The entire work is to be completed in all respect within the stipulated period (02 days). Time is the essence of Contract and shall be strictly observed. The work shall be commenced as soon as the Work Order is issued.

**xvi) New Entrant:** The agencies who have not done any work satisfactorily in the Centre or not registered, may be asked to submit documents in support of their credentials in support of their past experience in any Govt. dept/PSU, Local or Statutory Body or a highly reputed private organization and failure to submit such satisfactory document might debar the agency's bid from opening.

**xvii) Declaration:** I/We have inspected the site of works and have made me/us fully acquainted with the local conditions in and around the sites of works. I/We hereby declare that (A) I/We have gone through the conditions laid down in the General Conditions of Quotation, along with a) Interpretation, b) Scope of Work and c) Terms and Conditions. (B) Technical Specifications, items of work and understood the same. I/we on the basis of the same quoted our rates in the schedule of quantities attached with the quotation documents. (C) I/We shall also uniformly maintain such progress with the work, as may be directed by the Centre to ensure completion of same within the target date as mentioned in the quotation document.



\_\_\_\_\_  
Signature of Tenderer

Address: \_\_\_\_\_

Date: \_\_\_\_\_