

অসম বিজ্ঞান প্রযুক্তিবিদ্যা আৰু পৰিৱেশ পৰিষদ
(বিজ্ঞান, প্রযুক্তি আৰু জলবায়ু পৰিৱৰ্তন বিভাগ, অসম চৰকাৰ)

ASSAM SCIENCE TECHNOLOGY AND ENVIRONMENT COUNCIL
(Science, Technology and Climate Change Department)

BIGYAN BHAWAN
G.S. ROAD
GUWAHATI – 781005
Assam, India



Telephone : 0361-2464621
: 0361-2450646
Fax : 0361-2464617
E-mail : astec@rediffmail.com
Website : astec.assam.gov.in

No. ASTEC/ENV/2188/2023/ 3306

Date: 28-11-2023

Short Tender Notice

Sealed quotations along with I.P.O of Rs 20/- only (non refundable) or Court fee of Rs. 8.25/- in favour of the Director, ASTEC, Guwahati are invited by the undersigned from **Guwahati based vendors** of event management for the execution of works as:-Temporary construction of Main Gate with Decoration, Indoor Gate Decoration, Temporary construction 10 numbers of exhibition stall, etc. and this programme will be for one day only at New Auditorium, GMCH, Guwahati on 11.12.2023 for “North East Yatra for Lifestyle Environment (LiFE)” . The offer should contain detailed feature and breakup of rates in item wise. The quotation should reach to the undersigned by 2.00 PM on or before 06.12.2023 and would be opened on the same day at 2.30 PM. Interested bidder may offer rates on items as per column given bellow (Rates should be quoted inclusive of all applicable taxes, duty & transportation etc.)

This is a “Turn – key basis work. So bidders have to quote rate against all items mentioned below:

(A) Specification of job: Temporary construction of Main Gate Decoration, Indoor Gate Decoration, exhibition stall, Standee etc. for “North East Yatra for Lifestyle Environment (LiFE)” at New Auditorium, GMCH, Guwahati on 11.12.2023 for one day only.

The works of temporary construction are to be completed before 11/12/2023.

Item No 1. Temporary construction of Main Gate with decoration (size 18'x14') sq. ft., indoor gate decoration etc. Rate per sq. ft is to be quoted
NB : Total cost will be taken in to consideration

Item No.2 Beautification for 10 numbers of exhibition stall Size (10' x 10'), (Flower pot, Carpeting exhibition areas) with back and two side plywood wall etc.
(Rate to be quoted Lump sum basic per exhibition stall) with
(a) Desk with cloth – 2Nos (Approx)
(b) Chair – 3Nos (Approx)
(c) Floor carpeting
(c) Flower pot 2 nos (Approx)

NB: Above items will be required for one day only, so Lumpsum amount against these items are to be quoted in total (against 1 day).

- Item No.3** Auditorium dais decoration with table and 10 numbers of VVIP chairs and 10 numbers of guest chairs, flower decoration, flower plot in front of dais and Lighting or Candle arrangement etc.
- NB: Above items will be required for one day only, so Lump-sum amount against these items are to be quoted in total (against 1 day)
- Item No.4** Digital Display, Led Wall 30ft x 10ft with 2 processor LED Riser 30ft x 4ft height and Riser front skirting (black), 2 nos, Floor Monitors, YouTube livewith internet connection etc.
- NB: Above items will be required for one day only, so Lump-sum amount against these items are to be quoted in total (against 1 day)
- Item No.5** Generator 35 kv x 1 nos for Hall with fuel
- NB: Above items will be required for one day only, so Lump-sum amount against these items are to be quoted in total (against 1 day)
- Item No.6** Still & Videography (2 video & 1 Still Photographer)
- NB: Above items will be required for one day only, so Lump-sum amount against these items are to be quoted in total (against 1 day).
- Item No.7** VVIP Entry Gate with Cloth wall (Both side passage area approx. 4000 sqft with iron truss)
- NB: Above items will be required for one day only, so Lump-sum amount against these items are to be quoted in total (against 1 day).
- Item No.8** Red Carpet in both entry area 900 Sq.ft (Approx.)(Size 6'x900')
- NB: Above items will be required for one day only, so Lump-sum amount against these items are to be quoted in total (against 1 day).
- Item No 9** Standee: 7 standees for 7 themes, 3 Hon'ble Chief Minister and 3 Hon'ble Minister ,Hon'ble Prime Minister 3 nos, Total= 16 numbers. Standee size (3'x5') sq. ft. along with Flower pot for each standee will also be required.
- NB: Above items will be required for one day only, so Lump-sum amount against these items are to be quoted in total (against 1 day)
- Item No.10** Selfie point: 1 (one) Selfie point size (6'x 4') sq.ft
- NB: Above items will be required for one day only, so Lump-sum amount against these items are to be quoted in total (against 1 day).
- Item No11** Electric works in 10 numbers of exhibition stallSize (10' x 10'):
- (a) Tube light - 2Nos (Approx)
 - (b) Plug Point – 2 Nos (Approx)
 - (c) ceiling fan – 1nos
- NB: Above items will be required for one day only, so Lump sum amount against these items are to be quoted in total (against 1 day).

This is a “Turn – key basis work “and all the above mentioned works are to be quoted, otherwise quotation will be rejected. Any additional work to be executed would be directed by the Director, ASTE Council in due course of time(as and when required).

Terms & Conditions:

1. Rate are to be quoted inclusive of all applicable taxes, duties, transportation etc and applicable tax will be deducted at source against which necessary tax deduction certificates will be issued as and when required.
2. GST& PAN No. are to be mentioned clearly, otherwise quotation will be rejected (evidences are to be attached).
3. Work experience:Threecopies of work order of similar nature of last Threeyear or current year are to be attached as a evidence of work done.Otherwise quotation will be rejected.
4. Quotation in the sealed envelope should be superscripted with quotation for North East Yatra for Lifestyle Environment (LiFE). The works of temporary construction are to be completed before 11/12/2023
5. Payment will be made after getting satisfactory completion report of the work along with measurement thereof.
6. The Director, ASTEC reserves the right to accept any offer that would be advantageous to the Council or right to cancel any or all quotations without assigning any reason thereof.
7. Any dispute what so ever, will be confined under the jurisdiction of Gauhati High Court, Guwahati only.



(Jaideep Baruah)
Director

Copy to:

1. ASTEC Notice Board.
2. Nodal Officer, ASTEC website.
3. Head, Environment division, ASTEC.
4. Dy. FAO, ASTEC for information and necessary action.
5. Office File



(Jaideep Baruah)
Director