Government eProcurement System

eProcurement System Government of India

Tender Details

Date : 21-Nov-2026 01:01 PM

Print

Basic Details

Organisation Chain	National Book Trust-India-Dept of Higher Education||Head Quarters - NBT		
Tender Reference Number	CC/2026-27/385/AVA/1		
Tender ID	2026_NBT_935322_1	**Withdrawal Allowed**	Yes
Tender Type	Open Tender	**Form of contract**	Turn-key
Tender Category	Works	**No. of Covers**	2
General Technical Evaluation Allowed	No	**ItemWise Technical Evaluation Allowed**	No
Payment Mode	Offline	**Is Multi Currency Allowed For BOQ**	No
Is Multi Currency Allowed For Fee	No	**Allow Two Stage Bidding**	No

Payment Instruments

	S.No	Instrument Type
Offline	1	Demand Draft
	2	R-T-G-S
	3	NEFT

Cover Details, No. Of Covers - 2

Cover No	Cover	Document Type	Description
1	Fee/PreQual/Technical	.pdf	Tender for the hiring of Audio-Visual Aids for NDWBF2027.
2	Finance	.xls	Tender for the hiring of Audio-Visual Aids for NDWBF2027.

Tender Fee Details, [Total Fee in ₹ * - 0.00]

Tender Fee in ₹	0.00		
Fee Payable To	Nil	**Fee Payable At**	Nil
Tender Fee Exemption Allowed	No		

EMD Fee Details

EMD Amount in ₹	40,000	**EMD Exemption Allowed**	Yes
EMD Fee Type	fixed	**EMD Percentage**	NA
EMD Payable To	National Book Trust, India	**EMD Payable At**	New Delhi

Work /Item(s)

Title	Tender for the hiring of Audio-Visual Aids for NDWBF2027.				
Work Description	Submission of bid through Central Public Procurement Portal (CPP Portal) for the hiring of Audio-Visual Aids on a hire basis for the 9-Day New Delhi World Book Fair at Pragati Maidan, New Delhi to be organised by National Book Trust, India (NBT).				
Pre Qualification Details	Please refer Tender documents.				
Independent External Monitor/Remarks	NA				
Tender Value in ₹	NA	**Product Category**	Miscellaneous Works	**Sub category**	NA
Contract Type	Tender	**Bid Validity(Days)**	120	**Period Of Work(Days)**	2
Location	ITPO Pragati Maidan	**Pincode**	110001	**Pre Bid Meeting Place**	NA
Pre Bid Meeting Address	NA	**Pre Bid Meeting Date**	NA	**Bid Opening Place**	NBT, India Head Office.
Should Allow NDA Tender	No	**Allow Preferential Bidder**	No		
Tenderer Class	As per Tender Document				

Critical Dates

Publish Date	21-Nov-2026 01:00 PM	**Bid Opening Date**	03-Dec-2026 12:05 PM
Document Download / Sale Start Date	21-Nov-2026 01:00 PM	**Document Download / Sale End Date**	02-Dec-2026 12:00 PM
Clarification Start Date	NA	**Clarification End Date**	NA
Bid Submission Start Date	21-Nov-2026 01:00 PM	**Bid Submission End Date**	02-Dec-2026 12:00 PM

Tender Documents

NIT Document

S.No	Document Name	Description	Document Size (in KB)
1	Tendernotice_1.pdf	Submission of bid through Central Public Procurement Portal (CPP Portal) for the hiring of Audio-Visual Aids on a hire basis for the 9-Day New Delhi World Book Fair at Pragati Maidan, New Delhi to be organised by National Book Trust, India.	197.23

Work Item Documents

S.No	Document Type	Document Name	Description	Document Size (in KB)
1	Tender Documents	TenderhiringAVA1NDWBF2027.pdf	Technical document.	175.42
2	Additional Documents	BOQforAudioVisual1.xls	financial document.	31.50

Tender Inviting Authority

Name	Incharge IT
Address	National Book Trust, India, 5 Institutional Area, Phase-II, Vasant Kunj, New Delhi-110070

NATIONAL BOOK TRUST, INDIA

5 Institutional Areal, Phase-II
Vasant Kunj, New Delhi – 110 070
Phone: 91-11- 35464726
Email: office.nbt@nic.in
www.nbtindia.gov.in

File No. CC/2026-27/385/AVA/1

TENDER DOCUMENT

Sub: Submission of bid through Central Public Procurement Portal (CPP Portal) for the hiring of Audio-Visual Aids on a hire basis for the 9-Day New Delhi World Book Fair at Pragati Maidan, New Delhi to be organised by National Book Trust, India (NBT) from 16th January 2027 to 24th January 2027.

The National Book Trust, India (NBT) is an autonomous body of the Ministry of Education established by the Government of India, and desires to avail the hiring of Audio-Visual Aids from 16th January to 24th January 2027 at Pragati Maidan, New Delhi, as well as on a requirement basis from the Agency/Firm which should have at least three years' experience (out of the last five financial years) with any of Central/State Government/PSUs/Autonomous Organisation of Central/State Government or National Level Professional Bodies in India. Details of such equipment and its quantities are given in **Annexure-I**.

1. Bids are invited for the Audio-Visual Aids for New Delhi World Book Fair being held from 16th January to 24th January 2027 at Pragati Maidan, New Delhi, as well as on a requirement basis.
2. Bids for the said Book Fair should be uploaded in two categories: TECHNICAL BID shall contain Earnest Money Deposit (EMD), Tender Document, Terms and Conditions, Quantity /work specifications duly signed by the authorised person or persons as a token of acceptance of terms and conditions of contract and work specification. FINANCIAL BID shall contain a Priced Schedule of quantities.
3. The work will be awarded to the L-1 agency. In case of a tie in financial bid, NBT may award the contract to any Bidder at its own discretion. The decision of NBT in this regard shall be final and binding.
4. **Essential Parameters for Qualification in Technical Bids:**

Sr.N	Details	Page No. (To be filled by bidder)
5.1	The firm should be registered and have existed for at least 5 years. The firm should have experience of working with Central or State Government / Public Sector Undertaking and Autonomous bodies for 3 years (out of the last five financial years) in Hiring of Audio-Visual Aids. Copies of the experience certificates should be self-attested and enclosed with the Tender Document.	
5.2	The firm should have a GST Registration & GST Return.	
5.3	Attested copy of PAN Card.	
5.4	Specimen Signature, Name, Address, Contact No., Designation/Capacity of the person signing the Bid on plain letterhead of the agency.	
5.5	The firm has to declare the company profile such as partnership/Proprietorship/Memorandum & Articles of Association of the company.	
5.6	An Affidavit of Rs.100/- duly signed and stamped by a Notary stating that the firm has not been debarred or blacklisted by any	

	Government, Quasi-Government, PSU, or Autonomous Organisation is required to be enclosed (A photocopy of the affidavit will not be accepted). The issue date of the Affidavit should not be older than one month from the last date of submission of the Tender document. If found, the technical bid will be rejected.	
5.7	CA-certified copy of Income tax returns for the last 3 years.	
5.8	Audited copy of 3 years' balance sheet showing minimum annual turnover of Rs.10 lakhs (out of the last six financial years).	
5.9	The bidder shall sign all pages of the tender documents and should enclose all required supporting documents.	Yes/No
5.10	Earnest Money Deposit (EMD) – Rs.40,000/-	

5. Earnest Money Deposit (EMD) of Rs.40,000/- is to be deposited with the tender in the form of Demand Draft/Pay Order payable at New Delhi and drawn in favor of National Book Trust, India, or the EMD amount may be deposited through RTGS/NEFT in NBT's Accounts as per details given below.

Beneficiary	NATIONAL BOOK TRUST, INDIA
Bank	CANARA BANK
A/C Number	3159101000021
IFSC Code	CNRB0003159
MICR Code of Bank	110015187
Address	5 Institutional Area, Phase-II, Vasant Kunj, New Delhi – 110070, India

Please ensure that the Technical Bid should accompany the EMD of Rs.40,000/-, failing which the Technical Bid shall be rejected.

5.1. Bidder shall not be permitted to withdraw their offer or modify the terms and conditions thereof after acceptance of tender. In case the Bidder fails to observe and comply with the stipulations made herein or backs out after quoting the rate, the aforesaid amount of Earnest Money Deposit and Performance Security will be forfeited by NBT. Besides this, the Bidder will also be liable to be debarred/blacklisted from participating in the tendering process of NBT in the future, and/or be fined.

5.2. No claim shall lie against NBT in respect of erosion in value or interest on the amount of Earnest Money Deposit or Security Deposit.

6.3 Only those parties who have the asset/infrastructure to complete the job are requested to apply. The infrastructure facilities are subject to verification by the Trust.

NOTE : As per the guidelines of the Ministry of Finance, Government of India, the payment will be made through e-Payment mode, and the successful bidder will have to submit his/her RTGS details along with a cancelled cheque.

Yours faithfully,

(MAYANK SUROLIA)
Joint Director (Administration & Finance)
National Book Trust, India
5 Institutional Area, Phase-II, Vasant Kunj
New Delhi – 110 070
Phone No:- 011-26707786.

General Terms and Conditions:

1. The bid should be strictly as per the specifications/format provided in Annexure-I and should conform to all the technical terms mentioned herein. Failure to furnish all relevant information as required or submission of a bid not substantially responsive to this document in every respect will be at the bidder's risk and is liable to be summarily rejected. No correspondence in this regard will be entertained.
2. The rates should be quoted in Indian Rupees in figures as well as words. If there is any discrepancy between the rates in words and figures, the lower amount will prevail.
3. Taxes, as applicable, shall be deducted.
4. 100% payment shall be made on production of a pre-receipted invoice after successful and satisfactory completion of the work after the conclusion of the Fair.
5. Equipment should be of good quality/condition with the latest configuration.
6. The Bidder must submit an undertaking that they have the required number of equipment as mentioned in Annexure-I. The vendor shall not assign or sublet the work/job to any other person or party. In case of subletting, the performance security shall stand forfeited, and such contractor shall also be blacklisted for future tendering of NBT.
7. Bids shall be valid for a period of 90 days from the date of opening.
8. NBT may waive off any minor infirmity or may seek any clarification if so desired.
9. Equipment is to be commissioned on a turnkey basis from 16th January to 24th January 2027.
10. Installation of all equipment in fully operational form of all equipment should be completed by 03:00 PM on January 15th, 2027.
11. The vendor has to extend the power supply to all wall screens from the electricity points provided by the ITPO. Expenditure towards electricity cables, MCB, plug points or any other accessories required for this purpose will be borne by the vendor. No claim for additional payment in this regard will be entertained by the NBT.
12. The equipment is to be installed at Pragati Maidan, New Delhi. (Most likely at Pragati Lounge and/or other Halls that are booked by NBT for the purpose of the Exhibition). It may be noted that geographically separate areas need not be networked. However, the equipment that is placed adjacent/nearby to each other is required to be networked.
13. The NBT, at its discretion, may increase or decrease the quantities and number of days as provided in (Annexure – I) and no claim in this regard shall be entertained. If considered necessary, any item could be dropped completely.
14. Rates quoted should be inclusive of insurance, freight, maintenance, transportation, and other incidental expenses including those for extension boards/cords, RJ-9/RJ-11 sockets, wires, etc.
15. The rate quoted should also be inclusive of services of on-site engineers as specified in Annexure I for troubleshooting purposes. The availability of the site engineer of the Tendering agency shall be ensured during the entire period so that response time for any troubleshooting/operational rectification is not more than half an hour.
16. The Vendor shall indemnify NBT against all third-party claims of infringement of patent, trademark, or industrial design rights arising from the use of the equipment or any other part thereof.
17. The Vendor must ensure that all equipment is as specified in Annexure – I, should work throughout the duration of the World Book Fair, and the Equipment should be of good quality/condition with the latest configuration. The proportionate deduction will be made in case of non-working of equipment as specified in Annexure-I on a penalty basis from the

rentals payable. In addition to the above, NBT may also impose a penalty of 10% of the bill amount in case of non-compliance.

18. The contractor should insure his inventory at his own cost. In the event of any accident during the execution of work or during the period of the Fair, the contractor shall not be entitled to any compensation or claim from NBT for any loss to his personnel, articles, dead stock, furniture, fixtures, etc. on account of natural calamities/riots, etc.
19. When deemed necessary, NBT may seek clarification on any aspect from the bidder. The NBT will award the contract to the bidder whose bid has been determined to be substantially responsive and has been determined as the lowest evaluated bid, provided further that the bid is determined to be qualified to perform the job satisfactorily. NBT shall, however, not bind itself to accept the lowest or any bid, wholly or in part.
20. Incomplete tenders are liable to be rejected.
21. The guidelines of the particular State Disaster Management/MHA are mandatory considering the COVID-19 situation.
22. Before awarding the contract, the successful Tenderer will be required to deposit a sum equal to 5% of the total value of the contract, towards performance security (refundable) after adjustment of the Earnest Money Deposit in the form of a Demand Draft drawn in favor of National Book Trust, India, payable at Delhi. The Security Money deposited by the successful Tenderer will be retained till the satisfactory completion of the job and the conclusion of the event.
23. Security money and performance guarantee amount shall be liable to be forfeited in case the contractor fails to complete the job within the stipulated time or if the job is not done satisfactorily as per the specifications. If the successful Bidder backs out after awarding of the contract, Earnest Money Deposit shall be forfeited, and also the contractor will be blacklisted for work in the future.
24. NBT, India has the right to amend the tender document at any time before the closing date of the Bids.
25. Any modification/corrigendum issued concerning this bidding document will be uploaded only on the CPP Portal as well as NBT's website. Bidders are, therefore, advised to visit the CPP Portal and NBT's website in the bidding section regularly till the last stipulated date of issuance of the bidding document for ascertaining any modification/corrigendum issued in this regard.
26. If, at any time during the performance of the contract, the Contractor encounters conditions impeding the timely execution of the work, he/she shall promptly notify NBT, in writing, of the facts of delay, its likely duration, and its cause(s). As soon as practicable, after receipt of the Contractor's notice, NBT shall evaluate the situation and may, at its discretion, extend the time for completion.
27. If the equipment supplied is not as per NBT specifications in terms of material and quality, the Performance Security Deposit along with full payment due against bill(s) will be forfeited. Besides, the firm will be blacklisted for future participation in the NBT Tendering process.
28. 50% payment of the total quoted amount in the Financial Bid will be made to the contractor during the Fair (as per applicable Income Tax and GST Rules), subject to a physical verification report of items/equipment/materials done by an approved Physical Verification Committee of NBT. After releasing 50% payment on the basis of the PVR, the Contractor must deposit the GST amount of the contract value to the GST Department and submit the GST Challan to NBT immediately.
29. The remaining actual payment shall be made through Headquarters along with a security deposit without any interest only after submission of the Final Invoice.

30. Director, National Book Trust, India reserves the right to accept or reject any bid or cancel the entire tender proceedings without assigning any reasons whatsoever and without incurring any liability therefor.
31. In case of breach of any of the terms and conditions of tender, the Director, NBT has the right to cancel the Tender/Contract at any time without assigning any reason thereof, and nothing will be payable by NBT in that event, and the security deposit shall also stand forfeited.
32. The vendor may also be asked to provide audiovisual aids at the same rates, terms, and conditions for other events and programs.
33. The NBT, at its discretion, may award the tender work for the next three years to the same bidder based on satisfactory performance during the New Delhi World Book Fair 2027 on a year-to-year basis.

UNDERTAKING

1. I/We undertake that I/We have carefully studied all the terms and conditions and understand the parameters of the proposed work of NBT and shall abide by them.
2. I/We further undertake that all the information given in this tender is true and correct in all respects and I/We hold the responsibility for the same.

(Signature of the Bidder with stamp of the firm)

Date: _____

Place: _____

Annexure – I

Details of equipment for 9 Days are as follows:

Sr.n	Item Description	Qty
1	**Projector with Presentation Slide Changer, Projection Screen 5000 Lumens (4' x 6' screen)** with Laptop and USB **(With Operator)**	01
2	Android LED TV Screen 55" inch floor stand with a port for attaching a USB with a laptop (for 9 days) or as per site requirement.	11
3	Wall Screen size (8" X 12") with Stand, P3 or higher, Operator, Laptop and wire, and other accessories with Masking & PA systems (for 9 days).	05

Note: The number of items, days & quantity may increase or decrease, and the rate may vary proportionally with the wall screen size, as required during the fair.