राष्ट्रीय पुस्तक न्यास, भारत
शिक्षा मंत्रालय, भारत सरकार
NATIONAL BOOK TRUST, INDIA
Ministry of Education, Government of India

5 Institutional Area, Phase-II, Vasant Kunj, New Delhi–110070
website: www.nbtindia.gov.in, **E-mail:** nbtexhibition@gmail.com,
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CHECK LIST

The Tenderers/Bidders are requested to enclose the following documents with the Technical Bids. Bidders are advised not to upload their own terms, conditions or any irrelevant document(s) with the technical bid apart from the documents asked for in the tender, if found so, it may lead to disqualify the bid and the bidder may be debarred or blacklisted for participation in future tenders of NBT.

Sl. No.	Particular(s)	Yes	No	Page Nos.
TECHNICAL BID				
1.	Earnest Money Deposit (EMD) for Rs.5,00,000/- should be submitted in NBT's Account and the Transaction details are to be furnished with Technical Bid. Those bidders, who fall under Micro and Small categories under MSME are exempt from submitting Earnest Money Deposit (EMD). However, the bidders, who fall under Medium and above categories, will have to submit the EMD in the form of Demand Draft or through RTGS/NEFT.			
2.	The Tender document should be properly indexed with page numbers.			
3.	The firm has to declare the Company profile such as partnership deed/proprietorship/ company/MOA/AOA/Bylaws, etc. (copy of proof must be enclosed).			
4.	The firm should have satisfactorily completed works with Central or State Government or Public Sector Undertakings/Autonomous bodies of Govt. of India, State Govt. in the similar field in last 3 years up to 31 March 2024 **(as per Annexure-I)** as per following: i) Scanned copy of satisfactorily completed three similar work each of value not less than Rs.45.00 lakhs. **OR** ii) Completed two similar work each of value not less than Rs.55.00 lakhs. **OR** iii) One similar work of value not less than Rs.60.00 lakhs. **(**) (Similar field means: – temporary construction of structure/auditorium, fabrication of Pagodas using octonorm system, installation of electrical fittings, PA system, etc.)**			
5.	Certified copy by Chartered Accountant as per **Annexure-II** showing average turnover of Rs.3.00 crores or more, in last 3 Financial Years. Documentary proofs need to be submitted.			
6.	The Bidder should have engaged an electrical supervisor, who possesses a valid electrical supervisor license issued by the Chief Electrical Inspector of a State or any other competent authority to undertake the electrical work properly. A copy of the license of the supervisor should be attached with the Tender Document. An undertaking should be provided on the Company's letter head stating that the Company has engaged the services of the electrical supervisor.			
7.	Audit Report and Audited copies of Annual Accounts i.e. Balance Sheet, Profit & Loss Account, Annexures, etc. of last 3 Financial Years should be enclosed.			
8.	Self-attested copies of the Income Tax Returns of last 3 Financial Years should be enclosed.			
9.	Self-attested copies of Registration under GST Act and GST Return for the last quarter of the Financial Year 2024-25 (Form 3B & GSTR 1, etc.) should be enclosed.			
10.	Self-attested copy of PAN card.			
11.	An Affidavit of Rs.100/- duly signed and stamped by Notary stating that the firm has not been debarred or blacklisted by any Government, Quasi Government, PSU or Autonomous Organization is required to be enclosed (Photocopy of the affidavit will not be accepted). The issue date of 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. It may also be ensured that Affidavit submitted with this bid/tender may not be submitted with the other bids and the original copy of the Affidavit is required to be submitted to Head (Exhibitions) after assigning the offer letter.			

12.	The details on Company's letterhead of the person signing the Tender document must be provided with ID proof in the following format with attestation by one or more partners/Board of Director: 1. Name 2. Designation of the Person signing the Tender document 3. Contact No. 4. Specimen Signature			
13.	Details of personnel, who would be deployed during event on Company's letterhead should be enclosed. (a) Total 20 number of employees employed by the Firm in his/her Company with minimum qualification should be available during the set-up period and the book Fair period as per details given below: … Technical-05 … Non-technical-15			
14.	Each and every page of the Tender document should be signed and stamped by the Tenderer.			
15.	The Bidder must submit an Undertaking **(Annexure-III)** on its Company's Letterhead stating that all works related to fabrication of stalls, installation of PA system, electrification (including wiring/cabling with properly taped and markings), etc. are done as per terms and conditions and as per the specifications of the Tender. The undertaking is required to be submitted to the Officer In-Charge of the Fair after completion of the work and before start of the book Fair. In case of any accident or untoward incident, the Bidder will be held solely responsible.			
16.	Integrity Pact Undertaking on Firm/Company's Letterhead as per **Annexure-IV**.			

NBT reserves the right to call any additional paper/document which the party has in possession but hasn't enclosed the same with the Tender document.

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website: www.nbtindia.gov.in**, E-mail:** nbtexhibition@gmail.com,
Mobile: 7065192354

Tender Document No.9-1/PBF/2025-26/Exh./
CHAPTER - 1

TENDER DOCUMENT

Subject : Inviting of bids through Central Public Procurement Portal (CPP Portal) for temporary construction of hangar structure/auditorium, fabrication of Stalls/Pagodas using octonorm system, installation of electrical fittings, PA system, etc. on hire basis for "Gomti Book Festival" to be organized by National Book Trust, India from 20 to 28 September 2025

Estimated Value/Cost of Tender: Rs.1.00 Crores + GST

Bids are invited on **Central Public Procurement Portal (e-procurement)** for temporary construction of hangar structure/auditorium, fabrication of Stalls/Pagodas using octonorm system, installation of electrical fittings, PA system, etc. on hire basis from eligible Bidders having minimum experience of 03 years with Central or State Government or Public Sector Undertakings/Autonomous bodies of Govt. of India or National level professional Bodies for providing similar services with showing average turnover of **Rs.3.00 crores** or more in each year, in last 3 Financial Years.

1. Bids for the above jobs will be uploaded in two parts i.e., **TECHNICAL BID** shall contain Earnest Money Deposit (EMD), prequalification documents, Tender conditions, Bill of quantity/work specifications duly signed by the authorized person or persons as a token of acceptance of terms and conditions of contract and work specifications. **FINANCIAL BID** shall contain price schedule of quantities.

2. **Schedule of Tender**

Sl. No.	Tender Schedule	Date and Time
1.	Date of Issue of Tender Documents	9 June 2025 from 5:30 p.m.
2.	Pre-Bid Meeting	12 June 2025 at 11:00 a.m.
3.	Last Date of Submission of Tenders	23 June 2025 till 11:00 a.m.
4.	Date of opening of Technical Bids	24 June 2025 at 11:30 a.m.
5.	Date of Digital Presentation	Date will be informed to the selected parties via mails)
6.	Date of opening of Financial Bids	Date of opening will be informed to the selected parties via mails
7.	Earnest Money Deposit (*)	Rs.5,00,000/-

(*)Please Note: Those bidders, who fall under Micro and Small categories under MSME are exempt from submitting Earnest Money Deposit (EMD). However, the bidders, who fall under Medium and above categories, will have to submit the EMD in the form of Demand Draft or through RTGS/NEFT.

3. The Bidders should quote their rates on Central Public Procurement Portal (e-procurement) only as per its terms and the quoted rates for each item should be inclusive of GST. No extra payment apart from the quoted rates in Chapter-6 (Tender Form – Financial Bid) will be made by NBT.

4. **Earnest Money**

Earnest Money Deposit (EMD) of Rs.5,00,000/- is to be deposited in favour of National Book Trust, India through RTGS/NEFT in NBT's Accounts as per Bank details given below:

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

5. **Please ensure that <u>Technical Bid should accompany</u> the EMD of Rs.5,00,000/-, 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 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 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 Performance Guarantee.

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

6. The successful Bidder must obtain the **Local Casual GST Number** of the concerned State on its own for the maximum period covering the duration of the Book Fair so that compliance in all respect could be completed and **Local Casual GST Number** of both (Bidder as well as NBT) of the particular State should also be mentioned on the final bill / tax invoice submitted to NBT after conclusion of the Book Fair.

7. TDS under Income Tax and TDS under GST shall be deducted at source as applicable under the Rules. Copy of the Permanent Account Number (PAN) allotted by the Income Tax Authorities must be attached without which the Bid is liable to be rejected.

8. In addition to other payment clause of this tender/agreement documents, NBT shall make the payment of Invoice net of taxes (excluding GST subject to TDS deduction) and GST shall be payable only after showing such invoice in NBT GSTR-2A of GSTIN Portal.

9. The acceptance of a bidder will rest solely with the Competent Authority of NBT, who is not bound to accept the lowest bid and reserves the authority to reject any or all the bidding without assigning any reasons whatsoever. All tenders in which any of the prescribed conditions are not fulfilled, or are incomplete in any respect are liable to be rejected. However, minor error like submission of any document may be waived off. NBT reveres its right to inspect the credibility of Vendor before award of the work.

10. Bidding documents containing any condition leading to unknown/indefinite liability, are liable to be summarily rejected.

11. Canvassing in any form in connection with bidding documents is strictly prohibited and the bids submitted by the Bidders, who resort to canvassing, will be liable for rejection.

12. The items given in the specification of work are approximate. Requirement of quantity / items mentioned in the schedule may increase or decrease as per the decision of the Competent Authority of NBT and no claim in this regard shall be entertained. If considered necessary, any item could be dropped completely.

13. NBT, India has the right to amend the tender document at any time before the closing date of the Bids.

14. Any modification/corrigendum issued with regard to this bidding document will be uploaded only on Central Public Procurement Portal (CPP Portal) as well as NBT's website. Bidders are, therefore, advised to visit the Central Public Procurement Portal (CPP Portal) and NBT's website in bidding section regularly till the last stipulated date of issuance of the bidding document for ascertaining any modification/corrigendum issued in this regard.

15. The NBT shall have the right to issue Addendum regarding Bidding documents to clarify, amend, modify and supplement or delete any of the conditions, clause or items stated therein. Each Addendum shall form a part of the original invitation for Bidder.

16. **The successful Bidder should visit the Fair ground and submit the layout/design of the Fair site to Head (Exhibitions) prior to the start of the Book Fair for final vetting. In case of any changes in the layout/design the same shall be informed to the Bidder.**

17. **Bidders are advised not to upload their own terms & conditions or any irrelevant document(s) with the technical bid apart from the documents asked for in the tender, if found so, it may lead to disqualify the bid and the bidder may be debarred or blacklisted for participation in future tenders of NBT.**

18. **The Director, NBT reserves the right to accept/reject any or all the Bids without assigning any reason.**

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,

DEPUTY DIRECTOR (EXHIBITION)
NATIONAL BOOK TRUST, INDIA
5 INSTITUTIONAL AREA
PHASE-II, VASANT KUNJ
NEW DELHI – 110 070
MOBILE NO:- 7065192354
E-mail: nbtexhibition@gmail.com

GENERAL TERMS AND CONDITIONS

Subject: Inviting of Bids for temporary construction of structure/auditorium, fabrication of Stalls/Pagodas using octonorm system, installation of electrical fittings, PA system, etc. on hire basis for Gomti Book Festival-2025

1. **Parties**
The parties to the contract are the Bidder (the bidder to whom the work have been awarded) and the NBT through its Director.

2. **Address**
For all purposes of the contract including arbitration there under, the address of the Bidder mentioned in the uploaded bidding shall be final unless the Bidder notifies a change of address by a separate letter sent by registered post with acknowledgement due to NBT. The Bidder shall be solely responsible for the consequences of any omission or error to notify change of address in the aforesaid manner.

3. **Bidder**
The term Bidder shall mean Company, firm or the party to whom the Contract is awarded and his/their heirs, legal representatives, assigns and successors.

4. **Specification of work**
The Specification of work shall mean, the work as specified in Chapter-5 of this Tender.

5. **Priced Schedule of Quantities**
Priced Schedule of Quantities shall mean, the schedule of quantities duly priced with the accepted quoted rates of the Bidder in Chapter-6 of this Tender.

6. **Bidders**
The entire set of bidding paper issued to the Bidder should be submitted duly filled and also signed on all the pages and affixing of firm's stamp. Signature will indicate the acceptance of the bidding papers & terms by the Bidder. The schedule of quantities shall be filled in as follows:

i) The "Rate" column to be legibly filled using Ball pen or typed both in English figures and English words.
ii) Amount column to be filled in for each item (rate per unit as well as total amount for required quantity).
iii) Total amount for full duration column to be filled in for each item will be treated as final rates for the full duration of the Fair and if the column is kept blank, it will be considered as ZERO, which means the Tenderer is ready to provide such items free of cost.
iv) All corrections are to be initialed.
v) In case of any errors / omissions in the quoted rates, the rates given in the bidding marked "original" shall be taken as correct rates. No modifications, writings or corrections can be made in the bidder papers by the Bidder but may at his option offer his comments or modifications in a separate sheet of paper attached to the original tender papers.

6. NBT reserves the right to reject the lowest or any tender and also to discharge any or all the bidders of each section or to split up and distribute any item of work to any specialist firm or firms, without assigning reasons.

7. **Preparation and Submission of Bidding**

The bids should be submitted in two parts, namely: (i) Technical bid and (ii) Financial bid. The financial bid shall be given in **Chapter-6**. All the papers mentioned in the Technical Bid shall be uploaded in the same serial number as it is given in the **Chapter-4**.

***(A)**. Signing of Bidder*
Individual signing the bid or other documents connected with contract must specify whether he signed as:

(a) A sole proprietor of the concern or constituted attorney of such sole proprietor;
(b) A partner of the firm, if it be a partnership firm, in such case he must have authority to execute contracts on behalf of the firm and to refer to arbitration disputes concerning the business of the partnership either by virtue of the partnership agreement or by a power of attorney duly executed by the partners of the firm.
(c) Director or a principal officer duly authorized by the Board of Directors of the Company.

Note:

(i) In case of partnership firms, a copy of the partnership agreement, or general power of attorney duly attested by a Notary Public **[Firm Partnership Agreement must be signed before publishing the Notice Inviting Tender on Central Public Procurement Portal (CPP Portal)]**, should be furnished on stamp paper duly sworn or affirmed by all the partners admitting execution of the partnership agreement or the general power of attorney. The attested copy of the certificate of registration of firm should also be enclosed along with the tender.
(ii) In the case of partnership firms, where no authority to refer disputes concerning the business of partnership firm has been conferred on any partner, the tender and all other related documents must be signed by all partners of the firm.
(iii) A person signing the tender form or any documents forming part of the tender on behalf of another person should have an authority to bind such other person and if, on enquiry it appears that the person so signing had no authority to do so, Director, NBT without prejudice will cancel the contract and hold the signatory liable for all costs, consequences and damages under the civil and criminal remedies available.
(iv) The Tenderer should sign and affix his/her firm's stamp at each page of the tender and all its Annexures as the acceptance of the offer made by the Tenderer will be deemed as a contract and no separate formal contract will be drawn. NO PAGE SHOULD BE REMOVED / DETACHED FROM THIS TENDER DOCUMENT.
(v) Any correction, mutilation or overwriting in figures of rates should be supported by signature; otherwise, the quotation will not be considered.

(B) *Technical Bid:* The Bidder should submit the technical details as per **Chapter-4**.
(C) *Financial Bid: It* should be submitted in form given in **Chapter-6** (Price Schedule).

8. **Rates quoted**

The rates quoted in the bidding shall be for each item for the entire duration of Fair until it is specifically mentioned. The rates quoted in the Price Schedule shall be inclusive of all taxes, levies, etc. except GST. The GST shall be paid at rates applicable from time to time as per GST ACT. No extra amount shall be payable in addition to the accepted rate as per the Price Schedule.

9. **Criterion for Evaluation of Bidding**

NBT will examine the Bidder to determine whether they are complete, whether any computational errors have been made, whether the uploaded documents have been properly signed, and whether the bidding are generally in order.

10. **Earnest money**

Earnest Money of **Rs.5,00,000/-** should be submitted in the form of a Demand Draft favoring **National Book Trust, India**, payable at Delhi along with technical bid of the bidding.

10.2 Bidder shall not be permitted to withdraw his offer or modify the terms and conditions thereof. In case the Bidder fails to observe and comply with the stipulations made herein or backs out after quoting the rates, the aforesaid amount of earnest money will be forfeited by NBT.
10.3 The bids without Earnest Money will be summarily rejected.
10.4 No claim shall lie against NBT in respect of erosion in value or interest on the amount of Earnest Money Deposit or Performance Guarantee.

11. **Opening of Financial Bid**

Financial bids of only those tenderers shall be opened, who qualify the conditions/criteria of techno commercial bid specified in **Chapter-4** of Tender document.

12. **Right of acceptance**
NBT reserves the right to accept or reject any or all the bids without assigning any reason and also does not bind itself to accept the lowest quotation or any bids.

13. **Communication of acceptance/right of acceptance**
NBT reserves all rights to reject any tender including those tenders who fail to comply with the instructions without assigning any reason whatsoever and does not bind itself to accept the lowest or any specific tender. The decision of the Director, NBT in this regard will be final and binding. Successful Bidder will be informed of the acceptance of his tender. Necessary instructions regarding the amount and time provided for Performance Guarantee will also be communicated.

14. **Performance Guarantee**
The successful bidder will have to submit the Performance Guarantee to the value of 5% of the basic value of contract through RTGS/NEFT (as per Bank detail mentioned at page No.4) to NBT within three days from the date of issue of Offer Letter for contract after adjusting the amount of EMD already paid with the Technical Bid. **The final Work Order will be issued only after depositing the Performance Guarantee by the successful Bidder**. The Performance Guarantee will be forfeited by NBT in the event of breach or negligence or non-observance of any condition of contract or in case the fabrication is delayed beyond the period stipulated by NBT. The Performance Guarantee so deposited will be retained till conclusion of the Fair and refunded along with balance payment **without any interest**.

15. **Force Majeure**
Neither party shall be in default if a failure to perform any obligation hereunder is caused solely by supervening conditions beyond that party's reasonable control, including acts of God, civil commotion, strikes, acts of terrorism, Laboure disputes and government or public authority's demands or requirements.

16. **Insolvency etc.**
In the event of the firm being adjudged insolvent or having a receiver appointed for it by a court or any other order under the Insolvency Act made against them or in the case of a company the passing of any resolution or making of any order for winding up, whether voluntary or otherwise, or in the event of the firm failing to comply with any of the conditions herein specified, NBT shall have the power to terminate the contract without any prior notice.

17. **Breach of terms and conditions**
In case of breach of any of terms and conditions mentioned above, the Competent Authority will have the right to cancel the work order/job without assigning any reason thereof and no amount will be payable by NBT in that event and the Earnest Money Deposit and Performance Guarantee shall also stand forfeited and the Bidder will be blacklisted for work in future.

18. **Subletting of work**
The firm shall not assign or sublet the work/job to any other person or party or joint venture consortium will not be allowed.

19. **Arbitration**
If any difference arises concerning this contract, its interpretation or the payment to be made hereunder, the same shall be settled by mutual consultations and negotiations. If attempts for conciliation do not yield any results within a period of 3 months, either of the parties may make a request to the other party for submission of the dispute for decision. The NBT shall reserve right to nominate sole Arbitrator. Such request shall be accompanied with a panel of names of three persons to act as the sole arbitrator. In case of such arbitrator refusing unwilling or becoming incapable to act or his mandate having been terminated under law, another arbitrator shall be appointed in the same manner from among the panel of three persons to be submitted by the claimant. The arbitration proceedings shall take place at New Delhi and shall be conducted in English. The provisions of Arbitration and Conciliation Act, 1996 and the rules framed there under and in force shall be applicable to such proceedings.

20. **The guidelines of the particular States Disaster Management/MHA are mandatory considering the COVID-19 situation or any other similar situations.**

21. **Legal jurisdiction**
The agreement shall be deemed to have been concluded in the National Capital Territory of Delhi and all obligations hereunder shall be deemed to be located at the NCT of Delhi, and the Courts within NCT of Delhi only will have jurisdiction to the exclusion of all other Courts.

22. **Validity of Bid**
The bid submitted by the Tenderers shall be valid minimum for one year from the date of publishing on CPP Portal. The same tender/bid can be extended on mutual terms & conditions, based on the performance, on the same quoted rates for the subsequent edition in future.

23. **Bidders are advised not to upload their own terms & conditions or any irrelevant document(s) with the technical bid apart from the documents asked for in the tender, if found so, it may lead to disqualify the bid and the bidder may be debarred or blacklisted for participation in future tenders of NBT.**

CONDITIONS SPECIFIC TO THE CONTRACT

1. The Bidder shall bear all costs associated with the preparation of his Bidding including cost of preparation for the purposes of clarification on the Bidding, if so desired by NBT. NBT in no case will be responsible or liable for these costs, regardless of the conduct or outcome of the Bidding process.
2. Incomplete Bids are liable to be rejected. It means Bidder should quote for all items. If any item is missed or not quoted, the whole Bid will be rejected.
3. The quantities mentioned in the schedule may be increased or reduced at the discretion of NBT and no claim in this regard shall be entertained. If considered necessary, any item could be dropped completely.
4. When deemed necessary, NBT may seek clarification on any aspect from the Bidders. However, that would not entitle the Bidder to change or cause any change in the rates or any part of the Bid. NBT may, if so desired, ask the Bidder to give presentation for the purposes of clarification of the Bid. All expenses for this purpose as also for preparation of documents and other meetings will be borne by the Bidder.
5. The Bidders, in their own interest, are advised to inspect the site and see its physical condition before submitting Bid **at their own cost**.
6. The successful Bidder would be handed over the site for construction **2-5 days** before the date of the Book Fair and the Bidder should start the work immediately.
7. The successful Bidder must complete the work satisfactorily by **12.00 noon on 19 September 2025**. The normal timings of the book Fair will be from 11:00 a.m. to 8:00 p.m. However, the timings of the Book Fair may be further increased at the discretion of the Director, NBT for which no extra claim by the Bidder shall be entertained by NBT.
8. The Bidder shall engage technically qualified personnel for executing the work.
9. **EMD** - If the successful Bidder backs out after award of the contract, Earnest Money Deposit shall be forfeited and also the Bidder will be blacklisted for future work of NBT.
10. **Performance guarantee** – In case the Bidder fails to complete the job within the stipulated time or if the job is not done satisfactorily as per the specifications, the Performance Guarantee amount shall be liable to be forfeited.
11. **Insurance**: It will be the responsibility of the successful Bidder to take a comprehensive insurance cover against fire, damage, pilferage, etc., at his own cost and submit the copy of such insurance policy documents to the Trust at the time of handing over the constructed site after completion of work. The Bidder should take necessary precautions to safeguard against possible hazards/accidents. NBT shall not be liable to pay any additional amount to the Bidder in case of any accident/mis-happening and loss to the items/equipment/facility of the Bidder in case no insurance cover is taken by the Bidder for the items/facility provided.
    - 11.1 The Bidder shall indemnify and keep indemnified the NBT against all losses and claims for injuries or damage to any persons or any property whatsoever which may arise of or in consequence of the fabrication and maintenance of works and against all or in relation thereto.
    - 11.2. Before commencing execution of the work, the Bidder shall, without in any way limiting his obligations and responsibilities under this condition, obtain and deposit with the NBT, Bidder's "All Risk Policy" Insurance policy with the beneficiary as "National Book Trust, India", and also insure against any damage, loss or injury which may occur to any property or to any person (including any employee of the NBT) by or arising out of carrying out of the contract.
12. **Liquidated Damages: In case of failure to complete the job in time, NBT shall impose a penalty of Rs.50,000/- per hour apart from legal action, which NBT may deem fit. The Bidder may also be blacklisted for future work. In such a situation, NBT shall have the right to make alternate arrangement for completion of the work through some other Bidders of its choice. In that event, the Earnest Money Deposit and Performance Guarantee amount of the Bidder will be forfeited. Considering the above fact, both the parties (the Bidder and NBT) agree that timely completion is essence of the contract.**
13. The dismantling of structures should begin only after written permission from the Officer-In-Charge. But if it is done without prior permission and loss of any material or property, on the basis of complaint, if any, is brought to the notice of the Officer-In-Charge, the Bidder will be liable to pay the entire amount of the loss thus incurred.
14. During the period of construction, the Bidder shall have to make his own arrangement for facilities at Book Fair Ground such as water, electricity, security etc.

15. **The Bidder 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 Bidder 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.**

16. If applicable, the Bidder will be responsible for the up-keep and maintenance of the entire structure constructed by him till the end of the Fair, for which no extra payment shall be made. Breakage and damages, if any, shall immediately be replaced / repaired without any extra cost.

17. The successful Bidder must obtain the **Local Casual GST Number** of the concerned State on its own for the **maximum period** covering the duration of the Book Fair so that compliance in all respect could be completed and **Local Casual GST Number** of both (Bidder as well as NBT) of the particular State should also be mentioned on the final bill / tax invoice submitted to NBT after conclusion of the Book Fair.

18. TDS under Income Tax and TDS under GST shall be deducted at source as applicable under the Rules. Permanent Account Number (PAN) allotted by the Income Tax Authorities must be attached without which the Bid is liable to be rejected.

19. In addition to other payment clause of this tender/agreement documents, NBT shall make the payment of Invoice net of taxes (excluding GST subject to TDS deduction) and GST shall be payable only after showing such invoice in NBT GSTR-2A of GSTIN Portal.

20. **50% running/part payment of the total quoted amount in the Financial Bid will be made to the Bidder during the Fair (subject to 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**. The remaining actual payment shall be made at Headquarters at the earliest along with EMD and Performance Guarantee, if any **without any interest** only after submission of the Final Invoice.

21. The Director, NBT reserves the right to accept or reject any Tender, and to annul the Tender process and to reject all bids at any time prior to the award of the contract, without thereby incurring any liability to the affected Tenderer or Tenderers on the grounds for NBT's action.

22. **NBT reserves the right to visit the Godown of the Tenderer at any time before award of the job to assess the worthiness of the Bidder**.

23. The Bidder will not be allowed to sublet the work to any other Bidder for providing any component during the Fair. Likewise, no co-sharing of the job will be permitted.

24. The Bidder, who is allotted the job, will be responsible for making sure that the wiring for electrical connections is shock free, insulated and laid in a non-hazardous manner, preferably in PVC / Insulated Pipe, to avoid any kind of mishap / accident. Any untoward incident happening due to faulty wiring / negligence will be sole responsibility of the Bidder.

    NBT will not be responsible for any claim or legal / financial issues arising out of any of the above two factors.

25. The decision of NBT **with regard to all terms & conditions shall be final and binding.**

26. If, at any time during performance of the contract, the Bidder should encounter conditions impeding timely execution of the work, he shall promptly notify NBT in writing of the fact of delay, its likely duration and its cause(s). As soon as practicable, after receipt of the Bidder's notice, NBT shall evaluate the situation and may at its discretion extend the Bidder's time for performance.

27. On conclusion of the Fair, the Bidder must remove the entire structure within one or two days as per the instructions of NBT.

28. In the event of items not being given as per the specifications, **penalty** will be imposed as under:

A. CIVIL CONSTRUCTION

Sl. No.	Particular(s)	Quantum of penalty
a)	Stalls/Pagodas	25% of the quoted rates of the component
b)	Auditorium	
c)	Office Block	
d)	Reception	
e)	Normal Gate	
g)	Chemical Toilet	
f)	Carpet	
g)	Customized Gate	
h)	For other items	

B. ELECTRICAL FITTINGS & P.A. SYSTEM

a)	For not providing specified lamps & bulbs	20% of the quoted rate of the component
b)	Generator Set as per specification of capacity, etc.	
c)	PA System & Microphone as per specification	
d)	Improper wiring	
e)	Other work	

C. ANY OTHER ITEMS / FURNITURE SUPPLIED BEYOND STIPULATED TIME / LATE SUPPLY

a)	Furniture Items	20% of the quoted rate of the component
b)	Any other Items	
c)	The items/equipment/materials provided in construction and fabrication work at the Fair site should be neat and cleaned and not in damage conditions also.	5% penalty to be imposed on performance security/guarantee amount deposited by the vendor

29. **Validity of the Contract**
The bid submitted by the Tenderers shall be valid minimum for one year from the date of publishing on CPP Portal. The same tender/bid can be extended on mutual terms & conditions, based on the performance, on the same quoted rates for the subsequent edition in future.

30. **The Director, NBT reserves the right to cancel the tender at any time without assigning any reason thereon.**

IT MAY BE NOTED THAT:
Service provider/ vendor shall be responsible for constructing and providing the base platform/ support structure for all the LED screens installed. These platforms shall be constructed in such a way that the bottom of the LED screens should be approx. 4 ft. above the ground level or as approved by the Officer-In-Charge of NBT. The cost of construction of these base platforms is to be borne by the vendor and NBT shall not make any extra payment for these base platforms being constructed.

PARAMETERS FOR EXECUTING THE WORK (TECHNICAL BID - QUALIFICATION CRITERIA)

The Tenderers/Bidders are requested to enclose the following documents with the Technical Bids. Bidders are advised not to upload their own terms, conditions or any irrelevant document(s) with the technical bid apart from the documents asked for in the tender, if found so, it may lead to disqualify the bid and the bidder may be debarred or blacklisted for participation in future tenders of NBT.

1. Earnest Money Deposit (EMD) for Rs.5,00,000/- should be submitted in NBT's Account and the Transaction details are to be furnished with Technical Bid. Those bidders, who fall under Micro and Small categories under MSME are exempt from submitting Earnest Money Deposit (EMD). However, the bidders, who fall under Medium and above categories, will have to submit the EMD in the form of Demand Draft or through RTGS/NEFT.
2. **The bidder document should be properly indexed with page numbers**.
3. The firm has to declare the Company profile such as partnership deed/proprietorship/ company/MOA/AOA/Bylaws, etc. (copy of proof must be enclosed).
4. The firm should have satisfactorily completed works with Central or State Government or Public Sector Undertakings/Autonomous bodies of Govt. of India, State Govt. in the similar field in last 3 years up to 31 March 2024 **(as per Annexure-I)** as per following:
   i) Scanned copy of satisfactorily completed three similar work each of value not less than Rs.45.00 lakhs.
   OR
   ii) Completed two similar work each of value not less than Rs.55.00 lakhs.
   OR
   iii) One similar work of value not less than Rs.60.00 lakhs.
   (**) (Similar field means: – temporary construction of structure/auditorium, fabrication of Pagodas using octonorm system, installation of electrical fittings, PA system, etc.)
5. Certified copy by Chartered Accountant as per **Annexure-II** showing average **turnover of Rs.3.00 crores** or more, in last 3 Financial Years. **Documentary proofs need to be submitted**.
6. The Bidder should have **engaged an electrical supervisor**, who possesses a valid electrical supervisor license issued by the Chief Electrical Inspector of a State or any other competent authority to undertake the electrical work properly. A copy of the license of the supervisor should be attached with the Tender Document. **An undertaking should be provided on the Company's letterhead stating that the Company has engaged the services of the electrical supervisor**.
7. **Audit Report and Audited copies of Annual Accounts i.e., Balance Sheet, Profit & Loss Account, Annexures, etc.** of last 3 Financial Years should be enclosed.
8. Self-attested copies of the **Income Tax Returns of last 3 Financial Years** should be enclosed.
9. Self-attested copies of **Registration under GST Act and GST Return for the last quarter of the Financial Year 2024-25 (Form 3B & GSTR 1, etc.)** should be enclosed.
10. Self-attested copy of **PAN card**.
11. An **Affidavit of Rs.100/-** duly signed and stamped by Notary stating that the firm has not been debarred or blacklisted by any Government, Quasi Government, PSU or Autonomous Organization is required to be enclosed (Photocopy of the affidavit will not be accepted). The issue date of 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. It may also be ensured that Affidavit submitted with this bid/tender may not be submitted with the other bids and the original copy of the Affidavit is required to be submitted to DD(Exhibition) after assigning the offer letter.
12. The details on Proprietor/Firm/Company's letterhead of the person signing the Tender document must be provided with ID proof in the following format with attestation by one or more partners/Board of Director:

1.	Name	
2.	Designation of the Person signing the Tender document	
3.	Contact No.	
4.	Specimen Signature	

13. Details of personnel, who would be deployed during event on Company's letterhead should be enclosed.
    (a) Total 20 number of employees employed by the Firm in his/her Company with minimum qualification should be available during the set-up period and the book Fair period as per details given below:
    - Technical-05
    - Non-technical-15
14. **Each and every page of the Tender document should be signed and stamped by the Tenderer**.

15. The Bidder must submit an Undertaking **(Annexure-III)** on its Company's Letterhead stating that all works related to fabrication of stalls, installation of PA system, electrification (including wiring/cabling with properly taped and markings), etc. are done as per terms and conditions and as per the specifications of the Tender. The undertaking is required to be submitted to the Officer In-Charge of the Fair after completion of the work and before start of the book Fair. In case of any accident or untoward incident, the Bidder will be held solely responsible.
16. Integrity Pact Undertaking on Firm/Company's Letterhead as per **Annexure-IV**.
17. NBT reserves the right to call any additional paper/document which the party has in possession but left to enclose the same with the Tender document.

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 have seen the 'Sample Stall' and its specifications of the required standards and shall execute the work according to the given specification/standards.

3. I/We further undertake that all the information given in this tender are 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: _____

Evaluation Criteria / Financial Bid / Presentation on QCBS Method for Gomti Book Festival (20 – 28 September 2025)

Evaluation Criteria:

A. The Bidders/Applicants should fulfill the following eligibility criteria:

Sl. No.	Eligibility Criteria	Minimum Marks	Maximum Marks	Documents to be submitted
1.	The Bidder should be a registered proprietorship/partnership firm/LLP/Pvt./ BOI/AOP/Other registered firm registered in India having an experience of 08 (Eight) years. The experience will be considered from the date of Registration of the Firm in India with concerned Authority. **Marks will be given as per following** **Experience Upto 8 yrs – 4 Marks** **Experience Above 8 yrs – 5 Marks** **NOTE:** 01 (one) additional mark will be awarded for each additional work experience subject to the maximum of 5	04	05	Certified copy of registration (Partnership Deed/MOA/AOA/ COI/Bylaws, etc.).
2.	The firm should have satisfactorily completed works with Central or State Government or Public Sector Undertakings/Autonomous bodies of Govt. of India, State Govt. in the similar field in last 3 years up to 31 March 2024 **(as per Annexure-I)** as per following: i) Scanned copy of satisfactorily completed three similar work each of value not less than Rs.45.00 lakhs. **OR** ii) Completed two similar work each of value not less than Rs.55.00 lakhs. **OR** iii) One similar work of value not less than Rs.60.00 lakhs. **(**) (Similar field means: – temporary construction of structure/auditorium, fabrication of Pagodas using octonorm system, installation of electrical fittings, PA system, etc.)** **NOTE:** 01 (one) additional mark will be awarded for each additional completed work subject to the maximum of 10.	05	10	1. Copy of completion certificate issued by Central Govt. Organization, State Government Organization, PSUs and Autonomous Body must be submitted in technical bid. 2. Summary list of Completion certificates on Letterhead, must be attached. 3. Clear Photographs of executed work/projects in colour.

3.	Certified copy by chartered accountant as per annexure-II showing average turnover of Rs.3.00 crores or more, in last 3 financial years. **Documentary Proofs need to be submitted.** **NOTE:** 01 (one) additional mark will be awarded for each additional turnover per/crore subject to the maximum of 10	05	10	1. Audited Balance Sheet & Profit and Loss Account duly certified along with Income Tax Return. 2. CA Turnover Certificate as per **Annexure-II**
4	The firm should have their own fully functional warehouse(s) having stock of required material for fabricating about 500 stalls: 1. Waterproof and Fire Retardant Aluminum Hangar Structure = 5,000 sq.mtr. (size: 30mtr.-40mtr.X100mtr. - as per onsite requirement) (as per technical details mentioned in the tender document). The following are required to be attached: 2. Copy of Fire Retardant Certificate 3. Octonorm panel = 4,000 4. Wooden Platform= 5,000 sq.mtr.	05	05	Photographs of each of these facilities that are functional to be attached.
	Total (A)	**19**	**30**	
(B) – Evaluation Sheet:				
1.	Interaction/Presentation will be evaluated by the approved Committee as per the **Evaluation Sheet attached.**	**25**	**40**	Bidder will be required to present himself/herself before the committee for Digital Presentation.
	Total (B)	**25**	**40**	
(C) – Financial Bid **L1 – 30 Marks** **L2 – 27 Marks** **L3 – 24 Marks** **L4 – 21 Marks** **L5 – 18 Marks** **L6 – 15 Marks** **L7 – 12 Marks** **L8 – 9 Marks** **L9 – 6 Marks** **L10 – 3 Marks**		**03**	**30**	
	Total (C)	**03**	**30**	
	Total (A) + (B) + (C)		**100**	

(*) It is important for each party to qualify at least the minimum marks in each category to be eligible for consideration in the next category of 'A', 'B' and 'C'. Hence, only those parties who qualify Category 'A', will be called for Presentation in Category 'B'. Only those parties who qualify Category 'B', will have their financial bids opened. The party who has the maximum marks out of 100 will be selected.

EVALUATION SHEET BASED ON INTERACTION/PRESENTATION

Sl. No.	Name of the Bidder(s)	Interpretation of Content (8)	Photo+Video of warehouse with materials which also shows the name of the firm) (5)	Quality of Presentation in Digital Format Walkthrough (8)	Way of presenting and knowledge of venue (2)	Methods and materials used to fabricate & install (4)	Time plan for execution & Installation (5)	Images/ videos of 3 similar exhibitions executed by the vendor (3)	Any special Inputs by the Bidder(s)/ Innovation (5)	**Total Marks (out of 40 marks)**
1.										
2.										
3.										
4.										
5.										

PRESENTATION

A. Eligible bidders (achieving at least 19 marks in Evaluation Criteria A) will be called for Interaction/Presentation on a date which will be intimated via phone/e-mail.
B. Only eligible Firms, as per tender criteria, are required to attend the same.
C. The Interaction/Presentation needs to be provided by the bidder in the Digital format and a Walkthrough of the same. A print copy is also required to be submitted, in addition to the soft copy of the Presentation for official record**.**
D. The cost of the items mentioned/shown in Presentation should be included in the Financial Bid submitted by the party.
E. Only two representatives from each Firm will be allowed inside the Presentation room. Additional personnel other than two at the time of Presentation will incur deduction of marks.

Specifications of Work/Bill of Quantity for temporary construction of structure/auditorium, fabrication of Stalls/Pagodas using octonorm system, installation of electrical fittings, PA system, etc. on hire basis for the "Gomti Book Festival" to be organized by National Book Trust, India from 20 – 28 September 2025

Sl. No.	Particulars	Appx./ Estimated Quantity
A.		
1.	**Structure** Waterproof and Fire Retardant Hangar with Aluminum structure having a span of 30-40 metres (as per onsite requirement) in width with waterproof and fire-retardant sheet (Copy of certificate to be attached) should be strong enough to sustain high speed wind/rain pressure. The hangar structure should cover stalls (3x3 Mtr.) having passage of 3 mtr. (at least) in between the line of stalls with entry and exit gate. Wooden platform of 4"-9" height made with 19mm thick hard board and bed supported with providing 2"x2" wooden batons in properly leveled having no undulation, create no sound on using and covered with brand (*) new laminated carpet (two colour, one for stall and other colour for passage) on complete area and 100 ceiling fans covering the entire hangar structure. One side of hangar should be covered with Glass Wall / Transparent Sheet as per requirement (Entire Ceiling and both walls from inside of each hangars should be covered with multi-colour cloth/fabric) and entire Hangar structure should be surrounded by Tin Wall with Blue/White Cloth (neat and clean) wall (4 sides) in addition to 10 LED metal lights & 50 Mojo Iron Barricades (Height 4 ft. x Length 6ft.) with wheels should be provided one day before start of the Book Festival. Auditorium (Image at Annexure-VII) Fire retardant (Certificate to be attached with tender document with validity) The flex/branding of the book Festival may be affixed/provided on the Hangar structures (Stall Hangar structure and Auditorium Hangar structure as per the designs mentioned at Page No.47-48) as per the details given below: 1. Branding on both sides of the hood (Triangular shapes) of all Hangar structures. 2. Branding on the Roof of each Hangar Structures (30mtr.x30mtr.). 3. Branding on left and right panels of main entry and exit point. 4. Branding on Pillar at the main entry. 5. Decoration of Entry Point of the structures with flowers/artificial flowers in consultation with Festival/Officer In-charge. The designs of the Gates should be provided by the vendors for finalizing by the Festival/Officer In-charge. Note: Designs of all branding will be provided by NBT. Note: All branding should be on Iron Frame except roof branding). Note: Two hoardings of size 20'x20' will also be required before the start of the book Festival. **In case the Auditorium is required to be constructed outside the Hangar structure, the wooden platform with brand new synthetic laminated carpet (as per the specification mention below) is also required in the Auditorium.** ***Providing & laying on hire basis a brand new laminated carpet, non-woven needle punch carpet of genuine fiber minimum overall weight 1000 gm/ sgm (± 5%) having minimum 3.90 mm thickness preferable containing 375 gm polyester fiber or equivalent fiber (± 5%) and the carpet should not loss the thickness more than 25% after 1000 impact and of required shades & laying with approved adhesive or double side tape wherever required etc. as per the direction of Officer-In-Charge, I/C covering with polythene sheet till the inauguration of a Festival. In case of Dew factor, Contractor should cover the entire structure of the Hangars with waterproof tripal/polythene to avoid damaging of books.** **Please Note: Apart from, the entire Hangar structures along with all Stalls/Pagodas should be covered with Fire Retardant/Prevention Solution Spray to avoid any incident to be occurred due to fire. A certificate of the authorized agency(s) of the concerned State for the above work is also**	3600 sq.mtr. Exhibition Area 3000 sq. mtr. (approx.) (size 30 mtr x 100 mtr) + Auditorium 600 sq. mtr. (approx.) (size 20 mtr. X 30 mtr.)

	required to be submitted to the Officer In-charge of the Festival a day before start of the Book Festival.	
2.	Stall: Size 3m x 3m: Stall should be covered with three side white octonorm paneling (size 3.3 ft. x 8 ft.) with computerized vinyl pasting of name fascia in English & Hindi Language (with flag numbering as per the image shown at Annexure–V), each with prefab octonorm system of the white colour in each stall, consisting of 9 MS shelves of size 96"x8.5" with 2" depth duly powder coated in white colour, 9 LED light (each of 9 watts), one octonorm table for counter of the same colour, two black cushioned chair with arms, a multi-plug point (four points) for computer with 20 Amp socket with switch, one mayur jug with cold water facility (20 ltr.) on per day basis / 02 litr. drinking water bottle (two) on per day basis in each stall as per the direction of the officer in-charge, one new Dustbin and one kanat of good quality of size 3mx3m size with provision of proper hanging system for covering/closing the stall after the Book Fair timings. The kanat should be made available to the participants a day before start of the Book Fair. 4mtr.x4mtr. Polythene to cover the books is also required in each stall. Laying & fixing of **new brand laminated carpet (*)** in the entire passage of Hangar Structure including the stall area should be provided by the contractor	250
3.	Pagoda (3mtr.x3mtr.) Pagoda structure on wooden platform with covering of synthetic needle punch with new laminated carpet of good quality having covered with three side white/orange octonorm paneling (size: 3.3ft. x 8 ft.) with computerized vinyl pasting of name fascia in English & Hindi Language (with flag numbering as per the image shown at Annexure–V of Tender), each with prefab octonorm system of the white colour in each stall, consisting of 9 MS shelves of size 96"x8.5" with 2" depth duly powder coated in white colour, 9 LED light (each of 9 watts), one octonorm table for counter of the same colour, two black cushioned chair with arms, a multi-plug point (four points) for computer with 20 Amp socket with switch, one mayur jug with cold water facility (20 ltr.) on per day basis / 02 litr. drinking water bottle (two) on per day basis in each stall as per the direction of the officer in-charge, one new Dustbin and one kanat of good quality of size 3mx3m size with provision of proper hanging system for covering/closing the stall after the Book Fair timings. The kanat should be made available to the participants a day before start of the Book Fair. 4mtr.x4mtr. Polythene to cover the books is also required in each stall. Laying & fixing of new brand laminated carpet (*) in the entire passage of Hangar structure including the stall area should be provided by the contractor.	2
4.	**Canopy:** size: 5mtr.x5mtr. with 3 side cover, clear height: 7 feet, full height till Dome: 10 feet, colour-white, **a multi-plug point (four points) for computer with 20 Amp socket with switch and 1 Halogen Light of 100 watt, 4 visitor chairs and 1 round table (Top 4ft.x4ft.) with legs (height 30 inches) and Fascia Name.** The canopy contains 3 removable side walls, can install and disassemble as needed.	2
5.	**Canopy:** size: 3mtr.x3mtr. with 3 side cover, clear height: 7 feet, full height till Dome: 10 feet, colour-white, **a multi-plug point (four points) for computer with 20 Amp socket with switch and 1 Halogen Light of 100 watt, 4 visitor chairs and 1 round table (Top 4ft.x4ft.) with legs (height 30 inches) and Fascia Name.** The canopy contains 3 removable side walls, can install and disassemble as needed.	2
6.	Mobile / Chemical Toilet block 4' x4' With necessary tap fittings and fixtures including washbasin with the provision of water tank on the top having the capacity of 100 Ltr. of water on daily basis, doors (with key and lock system) with provision of water flow. Electrical fitting with bulb for sufficient light in toilet area as well as way to toilets (each separate for Ladies and Gents). Provision of liquid hand wash along with the tissue paper / napkin on daily basis	2
7.	**Gate Size: (width 20'xheight 20')** as per design given by NBT Office. Material: Gate to be made of Bamboo/Iron Frame with the provision of covering it with the metal frame from all side lettering on flex/digital vinyl print. Provision of 12 LED Halogen lights of 150 watts (4 LED each in 3 block / column) should be	2

	done in each entry gate to have proper visions for the visitors during night. Decoration of Gates with fresh/artificial flowers should also be made after consulting the Fair/Officer In-charge.		
8.	**<u>Customized Gate</u>** Customized gate in line with the theme of the Book Fair with detailed specifications as shown and approved during Digital Presentation		2
9.	Stage: Size 32' x 20' x 4' in height made of wooden platform with new brand laminated synthetic carpet (*) with needle punch of blue/red color; … 1 table 20' x 3' with table cloth and frill in front OR 10 Center Glass table … 1 lightening lamp … 15 executive wooden cushioned arm chairs with 10 side table of 3ft x 2ft size having vinyl pasting … 10 Standing AC Tower (each of 2.5 ton) … 10 Ceiling Fan … 01 LED Screen Wall (20'x10') OR as per stage requirement … Decoration of stage, entry gate & dais with fresh/artificial flowers should only be made after consulting the Fair/Officer In-charge … The arrangement of stairs with ramp with railings for support (both sides of stage) having vinyl pasting on 4 sides … 100 Mineral Water Bottles (200 ML) for guests on stage, on per day basis … 20 Name plates of the guests on stage as per the direction of the Fair/Officer In-Charge. … 50 Mojo Barricades of 4ft. (Height) x 6 ft. (Width) with wheels … 2 Podiums with NBT Logo on sun board on three sides as per design provided by NBT 2 Green Rooms in the form of Pagodas … Size 5mtr.x5mtr. with three side covered with orange paneling, wooden platform with new brand laminated synthetic carpet. … 12 Spot Lights (9 watt each) … 4 LED Halogen lights (100 watt each) … 4 full length mirror with proper stand **Draping Pathway / Truss structure from main gate to main stage (as per onsite requirement) with decoration of multi-colour paper streamer / cloth on passage area with book covers as per design provided by NBT.**		1
10.	Stage: Size 20' x 12' x 2½ ' in height made of wooden platform with new brand laminated synthetic carpet (*) with needle punch of blue/red colour or as per actual requirement at fair site. The arrangement of stairs with ramp (both sides). 05 executive wooden cushioned arm chairs with 2 central table.		1
11.	Complete PA system and Stage set-up for organizing Cultural / Rock Band Programmes with Operator for inaugural function and other programs along with provision of fusion and rock musical band playing for the 9 days during the Book Fair with two helper along with the provision of additional sound & lights as per Tech Rider of Artists (As per the terms & conditions given at Annexure-VIII)		
	a)	Box Truss – Length 60', height 24', depth and as per stage size (on all four sides) Truss and Scaffolding/Speaker Tower as required	1
	b)	Stage Lighting – LED Parco Light / Warm White / Moving Head Sharpy Lights / LED Wash Light, Profile Light, Blinder etc. and Controller (Approx. 50 Lights or as per Stage requirement	30
	c)	FOH Console – Digital Audio Mixer Console 64 channels (Yamaha / A&H / Avid S6L) with laptops and DI Boxes required connecting cables for equipment.	1
	d)	Speakers 300–1200 Watt RMS Top speakers/Line Array/Side Fills/subs, Bass (12) Monitor (03) (L-Acoustics, JBL, D&B or equivalent) with Amplifier and other connecting equipments Center-fills (with subs, if required) – as per venue and stage width.	15
	e)	Mikes - (4 fixed with stand and 4 cordless microphones, 2 Lapel/ head mic, 2 Podium mic, 2 in-ear/talk back mic), 2 condenser mic (Make Sennheiser / Shure/ AKG or equivalent).	16
	f)	Bass Guitar and Lead Guitar	1 each
	g)	Drum Riser (size 8 ft.x8x ft.x 1ft. (L x W x H) with wheels	2 set
	h)	Conga Set, djembe (dholak mic)	1 set

	i)	LED Screen Wall of Size 12'x10' or as per requirement with masking & Riser (With operator) P5 – Back support connectivity with multi cam setup, USB connectivity and laptop for insertion for AV's and TV's and cables with wires and two power points for relay of Live Program. LED screen should be of the same length as per the stage size in actual	2
12.	General PA System with Two Operators (For Authors' programmes)		
	a)	Console – FOH 16 channels (Yamaha / A&H / Avid S6L) with laptops and DI Boxes required connecting cables for equipment.	1
	b)	Speakers 100–500 Watt RMS Top speakers, Bass (4) Monitor (2) (L-Acoustics, JBL, D&B or equivalent) with Amplifier and other connecting equipments Center-fills (with subs, if required) – as per venue and stage width.	6
	c)	Mikes - (4 cordless microphones, 1 Podium mic) (Make Sennheiser / Shure/ AKG or equivalent).	5
13.	Announcement General PA System (Digital) with 12 Loudspeakers with 25–30-watt LMP and 1 Standing Mike (JBL/Sony/Phillips) for Announcement purpose		1
14.	Executive Sofa Sets (3-seater) with white cover and 1 central table		15
15.	Executive Sofa Sets (2-seater) with white cover and 1 central table		15
16.	Black Stainless Steel Armless cushioned Chairs with white covers for seat and back		500
17.	Wheel Chair with Attendant with proper uniform		2
18.	Queue Manager		25
19.	Brand new laminated carpet (*) for floor area (same specification as given for carpet in structure at s.no. 1)		1000 sq.mtr
20.	Standing Air Conditioner (Tower) – 2.5 ton		5
21.	Door with proper lock and key		2
22.	Industrial Cooler (as per the pic enclosed) with the provision of water facility on daily basis.		5
23.	Wooden Platform (4" to 9" height) with new laminated carpet		1000 sq.mtr.
24.	Cloth wall as per onsite requirement		100 sq.mtr.
25.	Fire Fighting Equipment (CO_2 Water and powder mix with refilling dates) with one trained personnel with proper uniform for operating Fire Fighting Equipment.		60
26.	Brand New Dustbins (Big Size) Plastic with cover		20
27.	Supervisor with Sweepers for cleaning of ground are required one day before start of the Book Fair and till the end of the Fair (10:00 a.m. to 8:00 p.m.)		
	a)	Supervisor	1
	b)	Sweepers	5
28.	Supervisor with Security personnel in proper security uniform and necessary equipments are required to be deployed at venue one day before start of the Book Fair and thereafter round the clock till the end of the Book Fair:		
	a)	Supervisor [preferably Ex-serviceman (age below 50 years) or well experienced security person below the age of 45 years] - Rates may be given for one supervisor for 24 hours duty (for 10 days)	1
	b)	Guards (well experienced security person below the age of 40 years) - Rates may be given for one Guard for 24 hours duty (for 10 days)	8
29.	Fresh painted Steel Almirah with lock and key (Big)		2
30.	Fresh painted Steel Almirah with lock and key (Small)		2
31.	Flex printing and mounting without frame		500 sq. mtr.
32.	Branding with printing and mounting on iron frame/wooden frame on different locations onsite or offsite		4,000 sq. mtr.
33.	Vinyl digital print (3.3 ft. x 8 ft.)		5000 sq.ft.
34.	Sunboard (5mm) – As per requirement		100 sq.ft.
35.	Selfie Point on Sunboard (5mm with digital vinyl print and mounting/framing) having heavy base (picture enclosed) – Size: 4'x6' and as per requirement		25
36.	Pedestal Fan/Ceiling Fan		5
37.	Backlit Hoarding		100 Sq.ft.
38.	White Octonorm panels/walls (1mtr.) with frame (8 ft. height)		5

39.	Orange Coloured octonorm panels/walls (1mtr.) with frame (8 ft. height)	5
40.	LED Spot Light (9 watt)	1
41.	Octonorm Table	1
42.	Black Cushioned Chair	10
43.	A multi-plug point (four points) for computer with 20 Amp socket with switch	5
44.	Truss Structure (without water proof) with printed multi-coloured cloth covering ceiling/sides) as per the directions of the Officer In-Charge	50 sq.mtr.
45.	Truss Structure (water proof) with printed multi-coloured cloth covering ceiling/sides) as per the directions of the Officer In-Charge	50 sq.mtr.
46.	Dark Blue Curtain (Cotton fabric) with uniform colour with provision of fastening and covering the stalls of equivalent size (3mtrx3mtr = 9 sqm)	1
47.	Green Net	2000 sq.mtr.
48.	Tea/Coffee Vending Machine with sugar/milk/tea/disposable medium size cup with trained Operator for preparing tea/coffee for the guests during the entire period of the Festival (300 cup per day basis)	1
49.	Polythene (4mtr.) for covering books inside stalls	1
50.	White MS Shelve of size 96”x8.5” with 2” depth duly powder coated	1
51.	Dustbin – 5 litre with lid and handle	1
52.	Wooden/steel tables 2’x5’ with frill	50
53.	Pagoda (5mtr.x5mtr.) structure on wooden platform with covering of synthetic needle punch with new laminated carpet of good quality having covered with three side white/orange octonorm paneling (size: 3.3ft. x 8 ft.), each with prefab octonorm system of the white colour in each stall, 9 LED light (each of 9 watts), one octonorm table for counter of the same colour, four black cushioned chairs with arms, a multi-plug point (four points), one new Dustbin.	2
54.	Mojo Iron Barricades (Height 4 ft. x Length 6ft.) with wheel – As per onsite requirement/as per directions of the Officer In-Charge	10
55.	LED TV (52 inch) — (The bazel 10m with stand and back support connectivity with multi-cam setup, USB connectivity and laptop for insertion for AV’s & TV’s, Sound system & stage fold back speakers, Sound mixing console, cables with wires and 5 Power Points	3
56.	Providing of Labour for routine miscellaneous work from 10:00 a.m. to 9:00 p.m. (Rate may be given on per day basis)	5
57.	Branded Desktop Computer system with good configuration (core i5-4th processor/DDR3 16GB RAM/512GB SSD/GT 730 4th GB graphics/19 inch HD LED Monitor/keyboard/mouse/window10/wi-fi	1
58.	3 in 1 laser printer with cartridge, Scanner & photocopier with A-4 Size Paper ream (HP/Canon)	1
59.	Lease Line with Wi-fi internet connection having 500 mbps with proper distribution at 10 different locations	1
B. Installation of Electrical fitting		
60.	Halogen LED Lights of 200 Watt with adjustable beam and angle complete with sufficient lighting and necessary wiring	200
61.	5-Watt LED Colored / decorative bulbs	2000
62.	Tungsten outdoor warm lighting for decoration on trees	200
63.	Silent Generator set: The generator should be in operational condition one day before start of the Book Fair and till the conclusion of the Fair.	
	One 125 KVA Generator set (with fuel and operator) for full duration	1
	One 62 KVA Generator set (with fuel and operator) for full duration	1

64.	Main line connection for total job from electric and generator set sources and providing a line for connection inside the stalls of participants, illumination of Main Gate and toilet, area of the exhibition ground and any other area of the ground, if required with proper and sufficient supply. It shall be the duty of the Bidder to get the temporary electric connection for the Fair at his own cost one day before start of the Book Fair. The Bidder shall arrange installation of the connection, tendering of Security Deposit etc., to Government Authorities at his own cost. **Only actual consumption charges will be reimbursed to the Bidder by NBT on production of original bill**. In case of any problem for getting electric connection, it shall be the sole responsibility of the Bidder to provide adequate supply through hiring more generators at his own cost one day before start of the Book Fair and no extra payment shall be given to Bidder for hiring and providing such extra generator, if any. Note : 1. Providing power connection of various connected rating from switch board in various stands and with suitable size of cooper/aluminum 3½ /4 core armored cable and earth wire controlled with suitable capacity switchgear such as ICTPN, ICSPN/MCB i/c end termination laying of cable in floor, trench, carpets and tapping with power supply from permanent DB of the Ground i/c connections interconnection and maintenance during the Fair period. (The cables and other wiring need to be put under the wooden ramps/rubber covering mat etc. under the carpet on ground floor. 2. Only one time payment as quoted by the Tenderer will be made in case of any increase or decrease in number of stalls.	1
65.	Street light iron poles (20'x2-½'') with 4 LED halogen light each of 200 watt on each pole	50
66.	Photography (Photographs should be provided in the hard disk and Pen Drive after the Book Fair). 200 photographs of inauguration and other important programs are required in high Resolution in Coffee table Album form in consultation with Officer In-charge. … Rate for per Unit cost for 10 days (Press Conference + Book Fair) may be quoted in the Financial Bid/BOQ. … Specifications for 01 Unit: DSLR full frame HD 4k Camera with minimum 3 cameras with photographer with each camera for 10 days. … Photography + Cameras would be as per onsite requirement and as per the directions of the Officer In-Charge.	Per day basis (for 10 days)
67.	Videography (All Programs should be provided in HD format and high Resolution. The same should be provided in hard disk & Pen Drive after the Book Fair) along with 20 Minute short documentary of the programs. … Rate for per Unit cost for 10 days (Press Conference + Book Fair) may be quoted in the Financial Bid/BOQ. … Specifications for 01 Unit: 3 Full HD Video Cameras setup with minimum 3 videographers with each camera for 10 days. … Videography + Cameras would be as per onsite requirement and as per the directions of the Officer In-Charge	Per day basis (for 10 days)
68.	One Drone Camera with operator for videography of the event on day-to-day basis with on-site permission and security clearance (All coverages should be provided in HD format and high Resolution. The same should be provided in hard disk & Pen Drive after the Book Fair). … Rate for per Unit cost for 10 days (Press Conference + Book Fair) may be quoted in the Financial Bid/BOQ. … Specifications: HD format and high Resolution would be as per onsite requirement and as per the directions of the Officer In-Charge	Minimum 2 days **or** as per requirement
69.	Live streaming on social media channels with Social Media Team of 2 members (YouTube & Facebook)	1
70.	CCTV Cameras with live telecast on Screen (LED 52") with complete installation with a control room access Note: Complete footage/recording for entire event must be provided after the event to NBT in Hard Drive & Pen Drive (Rates may be given for full duration)	50
71.	Refreshment packets 500 each per day for children/students (each packet contains – one packet of Good Day Biscuit, one packet of Britannia Fruit Cake, one packet of Lays Chips & one packet of Fruity/Real Juice/Maaza/Slice	1 packets
72.	Hiring of Taxi (Swift Dzire) minimum 80 km and 12 hours duty	5

73.	Hiring of taxi (Innova) minimum 80 km and 12 hours duty	2
74.	Tin Wall with White/Blue Cloth (size: height 10 ft.)	100 sq.mtr.
75.	Android Kiosk/Screen of latest version	02
76.	Indian Flag (Khadi cloth) with mounting on Pole (20 feet height) with 100 watt LED (4 nos.) halogen light to be focused from bottom to top	10
77	Hangar Side Glass Wall (size: 1.25 mtr. x 12 ft.)	2
78	Round Table (Top 4ft.x4ft.) with legs (height 30 inches) with frill	10
79.	Swiss cottages each consisting of the following (specification as per images enclosed at annexure VIII) – As per onsite requirement/as per directions of the Officer In-Charge: … Size – 64 sq. mtr. … 3 Sofa three seater with white cover/cloth … 2 Sofa two seater with white cover/cloth … 5 Glass Central Table … 5 Dustbins, each of 20 Litre … Attached washroom 6' x 16' (western washroom fittings) … 10 multi-plug points (with four points) for computer with 20 Amp socket with switch … 20 LED light … 4 Tower Air Conditioner 2.5 ton (each cottage) … 10 VIP chairs … 2 Big Almirahs … Photo Frame – 2 ft. x 4 ft. (Image will be provided by NBT) … 5 Pedestal Fans … 5 Ceiling Fans	1
80.	Thematic Installation / Sculpture with complete set-up: Each Sculpture is to be made and placed on carpeted platform (wooden platform & carpet) at ideal height as per the size and design approved in the presentation and will consist the following items: i) 4-5 Parco lights ii) Cloth for masking the platform from all sides iii) 5-6 Queue Manager	5
81.	**# 3D Selfie Point:** # 3D Selfie point with symbol and acrylic words for the fair to be shown in Presentation with following items: i) 4-5 Parco lights ii) Cloth for masking the platform from all sides iii) 5-6 Queue Manager	05
82.	Picked fencing	100 running feet
83.	Lunch/Dinner (Veg. Thaali) during the Book Fair	50
84.	PVC White or Coloured Sky advertising Balloon, 0.33 MM, Size 12ft.x12ft. **(In case NOC or any other formalities are required, the same will be arranged by the vendor within the quoted rates and no additional cost in this regard will be entertained) – (Image at Annexure-XII)**	1
85.	MDF Wall inside the Hangar Structure with vinyl pasting	250 sq.mtr.

Requirement may increase or decrease as per decision of the Director, NBT.

Note: The Bidder should show the sample of Visitor Chairs, Sofa, Fans (Ceiling/Pedestal), Dais Chairs, new laminated carpet before providing the same in the Fair.

Note: The Bidder should provide the names and contract details of the Supervisor/ Technical/Non-Technical (Civil, Electrical staff along with Sound System personnel) staff working at the Fair site to the Fair/Officer In-charge.

Note: All Gates should be designed or decorated with flowers/artificial flowers after consulting the Fair/Officer In-charge.

Note: The Bidder is required to submit (with the letter of acceptance after our issuing of work order) a self-declaration (on the Company's letterhead with stamp/seal) certifying that the quality and specification of the carpet has been adhered to, as per the tender above.

Note: **Service provider/ vendor shall be responsible for constructing and providing the base platform/ support structure for all the LED screens installed. These platforms shall be constructed in such a way that the bottom of the LED screens should be approx. 4 ft. above the ground level or as approved by the Officer-In-Charge of NBT. The cost of construction of these base platforms is to be borne by the vendor and NBT shall not make any extra payment for these base platforms being constructed.**

Please Note — **While submitting the proforma / final bill(s) for payment, please mention HSN/SAC Code on the bill(s) and the GST Numbers of Both (Bidder as well as of NBT) of the particular state.**

(i) SAC Code for Event/Exhibition/Book Fair is 998596

TENDER FORM – II (FINANCIAL BID)

For temporary construction of Hangar structure/auditorium, fabrication of Stalls/Pagodas using octonorm system, installation of electrical fittings, PA system, etc. on hire basis for the "Gomti Book Festival" to be organized by National Book Trust, India from 20 – 28 September 2025

Sl. No.	Particulars	Appx./ Estimated Quantity	Rate per unit for full duration (inRs.)	Total for full duration (in Rs.)
A.				
1.	**Structure** Waterproof and Fire Retardant Hangar with Aluminum structure having a span of 30-40 metres (as per onsite requirement) in width with waterproof and fire-retardant sheet (Copy of certificate to be attached) should be strong enough to sustain high speed wind/rain pressure. The hangar structure should cover stalls (3x3 Mtr.) having passage of 3 mtr. (at least) in between the line of stalls with entry and exit gate. Wooden platform of 4"-9" height made with 19mm thick hard board and bed supported with providing 2"x2" wooden batons in properly leveled having no undulation, create no sound on using and covered with brand (*) new laminated carpet (two colour, one for stall and other colour for passage) on complete area and 100 ceiling fans covering the entire hangar structure. One side of hangar should be covered with Glass Wall / Transparent Sheet as per requirement (Entire Ceiling and both walls from inside of each hangars should be covered with multi-colour cloth/fabric) and entire Hangar structure should be surrounded by Tin Wall with Blue/White Cloth (neat and clean) wall (4 sides) in addition to 10 LED metal lights & 50 Mojo Iron Barricades (Height 4 ft. x Length 6ft.) with wheels should be provided one day before start of the Book Festival. Auditorium (Image at Annexure-VII) Fire retardant (Certificate to be attached with tender document with validity) The flex/branding of the book Festival may be affixed/provided on the Hangar structures (Stall Hangar structure and Auditorium Hangar structure as per the designs mentioned at Page No.47-48) as per the details given below: 1. Branding on both sides of the hood (Triangular shapes) of all Hangar structures. 2. Branding on the Roof of each Hangar Structures (30mtr.x30mtr.). 3. Branding on left and right panels of main entry and exit point. 4. Branding on Pillar at the main entry. 5. Decoration of Entry Point of the structures with flowers/artificial flowers in consultation with Festival/Officer In-charge. The designs of the Gates should be provided by the vendors for finalizing by the Festival/Officer In-charge. Note: Designs of all branding will be provided by NBT. Note: All branding should be on Iron Frame except roof branding). Note: Two hoardings of size 20'x20' will also be required before the start of the book Festival. **In case the Auditorium is required to be constructed outside the Hangar structure, the wooden platform with brand new synthetic laminated carpet (as per the**	3600 sq.mtr. Exhibition Area 3000 sq. mtr. (approx.) (size 30 mtr x 100 mtr) + Auditorium 600 sq. mtr. (approx.) (size 20 mtr. X 30 mtr.)		

	specification mention below) is also required in the Auditorium. ***Providing & laying on hire basis a brand new laminated carpet, non-woven needle punch carpet of genuine fiber minimum overall weight 1000 gm/ sgm (± 5%) having minimum 3.90 mm thickness preferable containing 375 gm polyester fiber or equivalent fiber (± 5%) and the carpet should not loss the thickness more than 25% after 1000 impact and of required shades & laying with approved adhesive or double side tape wherever required etc. as per the direction of Officer-In-Charge, I/C covering with polythene sheet till the inauguration of a Festival. In case of Dew factor, Contractor should cover the entire structure of the Hangars with waterproof tripal/polythene to avoid damaging of books.** **Please Note: Apart from, the entire Hangar structures along with all Stalls/Pagodas should be covered with Fire Retardant/Prevention Solution Spray to avoid any incident to be occurred due to fire. A certificate of the authorized agency(s) of the concerned State for the above work is also required to be submitted to the Officer In-charge of the Festival a day before start of the Book Festival.**			
2.	Stall: Size 3m x 3m: Stall should be covered with three side white octonorm paneling (size 3.3 ft. x 8 ft.) with computerized vinyl pasting of name fascia in English & Hindi Language (with flag numbering as per the image shown at Annexure–V), each with prefab octonorm system of the white colour in each stall, consisting of 9 MS shelves of size 96"x8.5" with 2" depth duly powder coated in white colour, 9 LED light (each of 9 watts), one octonorm table for counter of the same colour, two black cushioned chair with arms, a multi-plug point (four points) for computer with 20 Amp socket with switch, one mayur jug with cold water facility (20 ltr.) on per day basis / 02 litr. drinking water bottle (two) on per day basis in each stall as per the direction of the officer in-charge, one new Dustbin and one kanat of good quality of size 3mx3m size with provision of proper hanging system for covering/closing the stall after the Book Fair timings. The kanat should be made available to the participants a day before start of the Book Fair. 4mtr.x4mtr. Polythene to cover the books is also required in each stall. Laying & fixing of **new brand laminated carpet (*)** in the entire passage of Hangar Structure including the stall area should be provided by the contractor	250		
3.	Pagoda (3mtr.x3mtr.) Pagoda structure on wooden platform with covering of synthetic needle punch with new laminated carpet of good quality having covered with three side white/orange octonorm paneling (size: 3.3ft. x 8 ft.) with computerized vinyl pasting of name fascia in English & Hindi Language (with flag numbering as per the image shown at Annexure–V of Tender), each with prefab octonorm system of the white colour in each stall, consisting of 9 MS shelves of size 96"x8.5" with 2" depth duly powder coated in white colour, 9 LED light (each of 9 watts), one octonorm table for counter of the same colour, two black cushioned chair with arms, a multi-plug point (four points) for computer with 20 Amp socket with switch, one mayur jug with cold water facility (20 ltr.) on per day basis / 02 litr. drinking water bottle (two) on per day basis in each stall as per the direction of the officer	2		

	in-charge, one new Dustbin and one kanat of good quality of size 3mx3m size with provision of proper hanging system for covering/closing the stall after the Book Fair timings. The kanat should be made available to the participants a day before start of the Book Fair. 4mtr.x4mtr. Polythene to cover the books is also required in each stall. Laying & fixing of new brand laminated carpet (*) in the entire passage of Hangar structure including the stall area should be provided by the contractor.			
4.	**Canopy:** size: 5mtr.x5mtr. with 3 side cover, clear height: 7 feet, full height till Dome: 10 feet, colour-white, **a multi-plug point (four points) for computer with 20 Amp socket with switch and 1 Halogen Light of 100 watt, 4 visitor chairs and 1 round table (Top 4ft.x4ft.) with legs (height 30 inches) and Fascia Name.** The canopy contains 3 removable side walls, can install and disassemble as needed.	2		
5.	**Canopy:** size: 3mtr.x3mtr. with 3 side cover, clear height: 7 feet, full height till Dome: 10 feet, colour-white, **a multi-plug point (four points) for computer with 20 Amp socket with switch and 1 Halogen Light of 100 watt, 4 visitor chairs and 1 round table (Top 4ft.x4ft.) with legs (height 30 inches) and Fascia Name.** The canopy contains 3 removable side walls, can install and disassemble as needed.	2		
6.	Mobile / Chemical Toilet block 4' x4' With necessary tap fittings and fixtures including washbasin with the provision of water tank on the top having the capacity of 100 Ltr. of water on daily basis, doors (with key and lock system) with provision of water flow. Electrical fitting with bulb for sufficient light in toilet area as well as way to toilets (each separate for Ladies and Gents). Provision of liquid hand wash along with the tissue paper / napkin on daily basis	2		
7.	**Gate Size: (width 20'xheight 20')** as per design given by NBT Office. Material: Gate to be made of Bamboo/Iron Frame with the provision of covering it with the metal frame from all side lettering on flex/digital vinyl print. Provision of 12 LED Halogen lights of 150 watts (4 LED each in 3 block / column) should be done in each entry gate to have proper visions for the visitors during night. Decoration of Gates with fresh/artificial flowers should also be made after consulting the Fair/Officer In-charge.	2		
8.	**Customized Gate** Customized gate in line with the theme of the Book Fair with detailed specifications as shown and approved during Digital Presentation	2		
9.	Stage: Size 32' x 20' x 4' in height made of wooden platform with new brand laminated synthetic carpet (*) with needle punch of blue/red color; … 1 table 20' x 3' with table cloth and frill in front OR 10 Center Glass table … 1 lightening lamp … 15 executive wooden cushioned arm chairs with 10 side table of 3ft x 2ft size having vinyl pasting … 10 Standing AC Tower (each of 2.5 ton) … 10 Ceiling Fan … 01 LED Screen Wall (20'x10') OR as per stage requirement … Decoration of stage, entry gate & dais with fresh/artificial flowers should only be made after consulting the	1		

	Fair/Officer In-charge … The arrangement of stairs with ramp with railings for support (both sides of stage) having vinyl pasting on 4 sides … 100 Mineral Water Bottles (200 ML) for guests on stage, on per day basis … 20 Name plates of the guests on stage as per the direction of the Fair/Officer In-Charge. … 50 Mojo Barricades of 4ft. (Height) x 6 ft. (Width) with wheels … 2 Podiums with NBT Logo on sun board on three sides as per design provided by NBT 2 Green Rooms in the form of Pagodas … Size 5mtr.x5mtr. with three side covered with orange paneling, wooden platform with new brand laminated synthetic carpet. … 12 Spot Lights (9 watt each) … 4 LED Halogen lights (100 watt each) … 4 full length mirror with proper stand **Draping Pathway / Truss structure from main gate to main stage (as per onsite requirement) with decoration of multi-colour paper streamer / cloth on passage area with book covers as per design provided by NBT.**				
10.	Stage: Size 20' x 12' x 2½ ' in height made of wooden platform with new brand laminated synthetic carpet (*) with needle punch of blue/red colour or as per actual requirement at fair site. The arrangement of stairs with ramp (both sides). 05 executive wooden cushioned arm chairs with 2 central table.		1		
11.	Complete PA system and Stage set-up for organizing Cultural / Rock Band Programmes with Operator for inaugural function and other programs along with provision of fusion and rock musical band playing for the 9 days during the Book Fair with two helper along with the provision of additional sound & lights as per Tech Rider of Artists (As per the terms & conditions given at Annexure-VIII)				
	a)	Box Truss – Length 60', height 24', depth and as per stage size (on all four sides) Truss and Scaffolding/Speaker Tower as required	1		
	b)	Stage Lighting – LED Parco Light / Warm White / Moving Head Sharpy Lights / LED Wash Light, Profile Light, Blinder etc. and Controller (Approx. 50 Lights or as per Stage requirement	30		
	c)	FOH Console – Digital Audio Mixer Console 64 channels (Yamaha / A&H / Avid S6L) with laptops and DI Boxes required connecting cables for equipment.	1		
	d)	Speakers 300–1200 Watt RMS Top speakers/Line Array/Side Fills/subs, Bass (12) Monitor (03) (L-Acoustics, JBL, D&B or equivalent) with Amplifier and other connecting equipments Center-fills (with subs, if required) – as per venue and stage width.	15		
	e)	Mikes - (4 fixed with stand and 4 cordless microphones, 2 Lapel/ head mic, 2 Podium mic, 2 in-ear/talk back mic), 2 condenser mic (Make Sennheiser / Shure/ AKG or equivalent).	16		
	f)	Bass Guitar and Lead Guitar	1 each		
	g)	Drum Riser (size 8 ft.x8x ft.x 1ft. (L x W x H) with wheels	2 set		
	h)	Conga Set, djembe (dholak mic)	1 set		
	i)	LED Screen Wall of Size 12'x10' or as per requirement with masking & Riser (With operator) P5 – Back support connectivity with multi cam setup, USB	2		

		connectivity and laptop for insertion for AV's and TV's and cables with wires and two power points for relay of Live Program. LED screen should be of the same length as per the stage size in actual			
12.	General PA System with Two Operators (For Authors' programmes)				
	a)	Console – FOH 16 channels (Yamaha / A&H / Avid S6L) with laptops and DI Boxes required connecting cables for equipment.	1		
	b)	Speakers 100–500 Watt RMS Top speakers, Bass (4) Monitor (2) (L-Acoustics, JBL, D&B or equivalent) with Amplifier and other connecting equipments Center-fills (with subs, if required) – as per venue and stage width.	6		
	c)	Mikes - (4 cordless microphones, 1 Podium mic) (Make Sennheiser / Shure/ AKG or equivalent).	5		
13.	Announcement General PA System (Digital) with 12 Loudspeakers with 25–30-watt LMP and 1 Standing Mike (JBL/Sony/Phillips) for Announcement purpose		1		
14.	Executive Sofa Sets (3-seater) with white cover and 1 central table		15		
15.	Executive Sofa Sets (2-seater) with white cover and 1 central table		15		
16.	Black Stainless Steel Armless cushioned Chairs with white covers for seat and back		500		
17.	Wheel Chair with Attendant with proper uniform		2		
18.	Queue Manager		25		
19.	Brand new laminated carpet (*) for floor area (same specification as given for carpet in structure at s.no. 1)		1000 sq.mtr		
20.	Standing Air Conditioner (Tower) – 2.5 ton		5		
21.	Door with proper lock and key		2		
22.	Industrial Cooler (as per the pic enclosed) with the provision of water facility on daily basis.		5		
23.	Wooden Platform (4" to 9" height) with new laminated carpet		1000 sq.mtr.		
24.	Cloth wall as per onsite requirement		100 sq.mtr.		
25.	Fire Fighting Equipment (CO_2 Water and powder mix with refilling dates) with one trained personnel with proper uniform for operating Fire Fighting Equipment.		60		
26.	Brand New Dustbins (Big Size) Plastic with cover		20		
27.	Supervisor with Sweepers for cleaning of ground are required one day before start of the Book Fair and till the end of the Fair (10:00 a.m. to 8:00 p.m.)				
	a)	Supervisor	1		
	b)	Sweepers	5		
28.	Supervisor with Security personnel in proper security uniform and necessary equipments are required to be deployed at venue one day before start of the Book Fair and thereafter round the clock till the end of the Book Fair:				
	a)	Supervisor [preferably Ex-serviceman (age below 50 years) or well experienced security person below the age of 45 years] - Rates may be given for one supervisor for 24 hours duty (for 10 days)	1		
	b)	Guards (well experienced security person below the age of 40 years) - Rates may be given for one Guard for 24 hours duty (for 10 days)	8		
29.	Fresh painted Steel Almirah with lock and key (Big)		2		
30.	Fresh painted Steel Almirah with lock and key (Small)		2		
31.	Flex printing and mounting without frame		500 sq. mtr.		
32.	Branding with printing and mounting on iron frame/wooden frame on different locations onsite or offsite		4,000 sq. mtr.		
33.	Vinyl digital print (3.3 ft. x 8 ft.)		5000 sq.ft.		

34.	Sunboard (5mm) – As per requirement	100 sq.ft.		
35.	Selfie Point on Sunboard (5mm with digital vinyl print and mounting/framing) having heavy base (picture enclosed) – Size: 4'x6' and as per requirement	25		
36.	Pedestal Fan/Ceiling Fan	5		
37.	Backlit Hoarding	100 Sq.ft.		
38.	White Octonorm panels/walls (1mtr.) with frame (8 ft. height)	5		
39.	Orange Coloured octonorm panels/walls (1mtr.) with frame (8 ft. height)	5		
40.	LED Spot Light (9 watt)	1		
41.	Octonorm Table	1		
42.	Black Cushioned Chair	10		
43.	A multi-plug point (four points) for computer with 20 Amp socket with switch	5		
44.	Truss Structure (without water proof) with printed multi-coloured cloth covering ceiling/sides) as per the directions of the Officer In-Charge	50 sq.mtr.		
45.	Truss Structure (water proof) with printed multi-coloured cloth covering ceiling/sides) as per the directions of the Officer In-Charge	50 sq.mtr.		
46.	Dark Blue Curtain (Cotton fabric) with uniform colour with provision of fastening and covering the stalls of equivalent size (3mtrx3mtr = 9 sqm)	1		
47.	Green Net	2000 sq.mtr.		
48.	Tea/Coffee Vending Machine with sugar/milk/tea/disposable medium size cup with trained Operator for preparing tea/coffee for the guests during the entire period of the Festival (300 cup per day basis)	1		
49.	Polythene (4mtr.) for covering books inside stalls	1		
50.	White MS Shelve of size 96"x8.5" with 2" depth duly powder coated	1		
51.	Dustbin – 5 litre with lid and handle	1		
52.	Wooden/steel tables 2'x5' with frill	50		
53.	Pagoda (5mtr.x5mtr.) structure on wooden platform with covering of synthetic needle punch with new laminated carpet of good quality having covered with three side white/orange octonorm paneling (size: 3.3ft. x 8 ft.), each with prefab octonorm system of the white colour in each stall, 9 LED light (each of 9 watts), one octonorm table for counter of the same colour, four black cushioned chairs with arms, a multi-plug point (four points), one new Dustbin.	2		
54.	Mojo Iron Barricades (Height 4 ft. x Length 6ft.) with wheel – As per onsite requirement/as per directions of the Officer In-Charge	10		
55.	LED TV (52 inch) — (The bazel 10m with stand and back support connectivity with multi-cam setup, USB connectivity and laptop for insertion for AV's & TV's, Sound system & stage fold back speakers, Sound mixing console, cables with wires and 5 Power Points	3		
56.	Providing of Labour for routine miscellaneous work from 10:00 a.m. to 9:00 p.m. (Rate may be given on per day basis)	5		
57.	Branded Desktop Computer system with good configuration (core i5-4th processor/DDR3 16GB RAM/512GB SSD/GT 730 4th GB graphics/19 inch HD LED Monitor/keyboard/mouse/window10/wi-fi	1		

58.	3 in 1 laser printer with cartridge, Scanner & photocopier with A-4 Size Paper ream (HP/Canon)	1		
59.	Lease Line with Wi-fi internet connection having 500 mbps with proper distribution at 10 different locations	1		
B. Installation of Electrical fitting				
60.	Halogen LED Lights of 200 Watt with adjustable beam and angle complete with sufficient lighting and necessary wiring	200		
61.	5-Watt LED Colored / decorative bulbs	2000		
62.	Tungsten outdoor warm lighting for decoration on trees	200		
63.	Silent Generator set: The generator should be in operational condition one day before start of the Book Fair and till the conclusion of the Fair.			
	One 125 KVA Generator set (with fuel and operator) for full duration	1		
	One 62 KVA Generator set (with fuel and operator) for full duration	1		
64.	Main line connection for total job from electric and generator set sources and providing a line for connection inside the stalls of participants, illumination of Main Gate and toilet, area of the exhibition ground and any other area of the ground, if required with proper and sufficient supply. It shall be the duty of the Bidder to get the temporary electric connection for the Fair at his own cost one day before start of the Book Fair. The Bidder shall arrange installation of the connection, tendering of Security Deposit etc., to Government Authorities at his own cost. **Only actual consumption charges will be reimbursed to the Bidder by NBT on production of original bill**. In case of any problem for getting electric connection, it shall be the sole responsibility of the Bidder to provide adequate supply through hiring more generators at his own cost one day before start of the Book Fair and no extra payment shall be given to Bidder for hiring and providing such extra generator, if any. Note : 1. Providing power connection of various connected rating from switch board in various stands and with suitable size of cooper/aluminum 3½ /4 core armored cable and earth wire controlled with suitable capacity switchgear such as ICTPN, ICSPN/MCB i/c end termination laying of cable in floor, trench, carpets and tapping with power supply from permanent DB of the Ground i/c connections interconnection and maintenance during the Fair period. (The cables and other wiring need to be put under the wooden ramps/rubber covering mat etc. under the carpet on ground floor. 2. Only one time payment as quoted by the Tenderer will be made in case of any increase or decrease in number of stalls.	1		
65.	Street light iron poles (20'x2-½'') with 4 LED halogen light each of 200 watt on each pole	50		
66.	Photography (Photographs should be provided in the hard disk and Pen Drive after the Book Fair). 200 photographs of inauguration and other important programs are required in high Resolution in Coffee table Album form in consultation with Officer In-charge. … Rate for per Unit cost for 10 days (Press Conference + Book Fair) may be quoted in the Financial Bid/BOQ. … Specifications for 01 Unit: DSLR full frame HD 4k Camera with minimum 3 cameras with photographer with each camera for 10 days. … Photography + Cameras would be as per onsite requirement and as per the directions of the Officer In-Charge.	Per day basis (for 10 days)		

67.	Videography (All Programs should be provided in HD format and high Resolution. The same should be provided in hard disk & Pen Drive after the Book Fair) along with 20 Minute short documentary of the programs. … Rate for per Unit cost for 10 days (Press Conference + Book Fair) may be quoted in the Financial Bid/BOQ. … Specifications for 01 Unit: 3 Full HD Video Cameras setup with minimum 3 videographers with each camera for 10 days. … Videography + Cameras would be as per onsite requirement and as per the directions of the Officer In-Charge	Per day basis (for 10 days)		
68.	One Drone Camera with operator for videography of the event on day-to-day basis with on-site permission and security clearance (All coverages should be provided in HD format and high Resolution. The same should be provided in hard disk & Pen Drive after the Book Fair). … Rate for per Unit cost for 10 days (Press Conference + Book Fair) may be quoted in the Financial Bid/BOQ. … Specifications: HD format and high Resolution would be as per onsite requirement and as per the directions of the Officer In-Charge	Minimum 2 days **or** as per requirement		
69.	Live streaming on social media channels with Social Media Team of 2 members (YouTube & Facebook)	1		
70.	CCTV Cameras with live telecast on Screen (LED 52") with complete installation with a control room access Note: Complete footage/recording for entire event must be provided after the event to NBT in Hard Drive & Pen Drive (Rates may be given for full duration)	50		
71.	Refreshment packets 500 each per day for children/students (each packet contains – one packet of Good Day Biscuit, one packet of Britannia Fruit Cake, one packet of Lays Chips & one packet of Fruity/Real Juice/Maaza/Slice	1 packets		
72.	Hiring of Taxi (Swift Dzire) minimum 80 km and 12 hours duty	5		
73.	Hiring of taxi (Innova) minimum 80 km and 12 hours duty	2		
74.	Tin Wall with White/Blue Cloth (size: height 10 ft.)	100 sq.mtr.		
75.	Android Kiosk/Screen of latest version	02		
76.	Indian Flag (Khadi cloth) with mounting on Pole (20 feet height) with 100 watt LED (4 nos.) halogen light to be focused from bottom to top	10		
77	Hangar Side Glass Wall (size: 1.25 mtr. x 12 ft.)	2		
78	Round Table (Top 4ft.x4ft.) with legs (height 30 inches) with frill	10		
79.	Swiss cottages each consisting of the following (specification as per images enclosed at annexure VIII) – As per onsite requirement/as per directions of the Officer In-Charge: … Size – 64 sq. mtr. … 3 Sofa three seater with white cover/cloth … 2 Sofa two seater with white cover/cloth … 5 Glass Central Table … 5 Dustbins, each of 20 Litre … Attached washroom 6' x 16' (western washroom fittings) … 10 multi-plug points (with four points) for computer with 20 Amp socket with switch … 20 LED light … 4 Tower Air Conditioner 2.5 ton (each cottage) … 10 VIP chairs … 2 Big Almirahs … Photo Frame – 2 ft. x 4 ft. (Image will be provided by NBT) … 5 Pedestal Fans … 5 Ceiling Fans	1		

80.	Thematic Installation / Sculpture with complete set-up: Each Sculpture is to be made and placed on carpeted platform (wooden platform & carpet) at ideal height as per the size and design approved in the presentation and will consist the following items: iv) 4-5 Parco lights v) Cloth for masking the platform from all sides vi) 5-6 Queue Manager	5		
81.	**# 3D Selfie Point:** # 3D Selfie point with symbol and acrylic words for the fair to be shown in Presentation with following items: iv) 4-5 Parco lights v) Cloth for masking the platform from all sides vi) 5-6 Queue Manager	05		
82.	Picked fencing	100 running feet		
83.	Lunch/Dinner (Veg. Thaali) during the Book Fair	50		
84.	PVC White or Coloured Sky advertising Balloon, 0.33 MM, Size 12ft.x12ft. **(In case NOC or any other formalities are required, the same will be arranged by the vendor within the quoted rates and no additional cost in this regard will be entertained) – (Image at Annexure-XII)**	1		
85.	MDF Wall inside the Hangar Structure with vinyl pasting	250 sq.mtr.		
		Amount		
		GST 18%		
		Total Amount		
		Amount in Words		

Requirement may increase or decrease as per decision of the Director, NBT.

(*) The Bidder is required to submit (with the letter of acceptance after our issuing of work order) a self-declaration (on the Company's letterhead with stamp/seal) certifying that the quality and specification of the carpet has been adhered to, as per the tender above.

NOTE:

1. **No additional work may be done by the Bidder without obtaining the written approval of Head (Exhibitions) or Officer-In-Charge of the Fair failing which no payment will be made for the additional work.**
2. The rates quoted in the Price Schedule shall be inclusive of all taxes. Nothing extra shall be payable in addition to the accepted rate as per the Price Schedule.
3. **The quantities mentioned in the schedule may be increased or reduced at the discretion of NBT and no claim in this regard shall be entertained. If considered necessary, any item could be dropped completely.**
4. **We have read the "Terms & Conditions" mentioned in the Tender Document and agree that they are the part of Tender Document and also agree to abide by them.**

NOTE: Service provider/ vendor shall be responsible for constructing and providing the base platform/ support structure for all the LED screens installed. These platforms shall be constructed in such a way that the bottom of the LED screens should be approx. 4 ft. above the ground level or as approved by the Officer-In-Charge of NBT. The cost of construction of these base platforms is to be borne by the vendor and NBT shall not make any extra payment for these base platforms being constructed.

(SIGNATURE OF THE BIDDER)
(WITH SEAL)

Annexure-I

UNDERTAKING (LIST OF WORKS)
(To be submitted on Company's letterhead)

I/We _____ have done the works related to temporary construction of hangar structure/auditorium, fabrication of Stalls/Pagodas, installation of electrical fittings, PA system, etc. at various exhibitions/Fairs as per the details given below:

Sr. No.	Name of the Government Agencies	Date of Work Order/Completion Certificate	Total Amount (Rs.)
1.			
2.			
3.			

Note: The copies of the work orders/completion certificates are to be enclosed with this Undertaking.

Signature _____
Name of the Firm: _____
Seal of the Firm: _____

Place: _____

Date: _____

Annexure-II

Turnover Certificate
(To be submitted on letter head of practicing Chartered Accountant)

TO WHOMSOEVER IT MAY CONCERN

We have verified the books of accounts and related record of M/s._____ situated at _____ and on verification of the records, we hereby certify that average Turnover and net worth of this mentioned entity/firm during the last three financial years which are as under:

Sr. No.	Financial Year	Turnover Rs. in lacs	Experience (Rs. In lacs)
1.	2021-22		
2.	2022-23		
3.	2023-24		
Total			
Average Annual Turnover of last Three years			

Signature and seal of Chartered Accountant _____

Name & Seal of the Firm: _____

Membership No: _____

Firm Reg. No: _____

UDIN: _____

Place: _____

Date: _____

Annexure-III

UNDERTAKING

(To be submitted on Company's/Firm's Letterhead)

I/We, _____ submit that all works related to temporary construction of hangar structure, fabrication of stalls/pagodas, installation of electrical fittings, PA system, electrification (including wiring/cabling with properly taped and markings), etc. are done properly and as per terms and conditions and as per the specifications of the Tender.

Apart from, the entire Hangar structures along with all Stalls/Pagodas should be covered with Fire Retardant/Prevention Solution Spray to avoid any incident to be occurred due to fire.

A certificate of the authorized agency(s) of the concerned State for the above work is also required to be submitted to the Officer In-charge of the Fair a day before start of the Book Fair.

In case of any accident or untoward incident, I/We _____ will be held solely responsible

Signature
Name of Bidder/Firm
Seal of the Firm

Place:

Date:

Annexure-IV

INTEGRITY AGREEMENT

(To be submitted by the Bidder on their Company's Letterhead)

This Integrity Agreement is made at_____ on this _____day of_____ 2025 BETWEEN NATIONAL BOOK TRUST, INDIA having its registered office at 5, Institutional Area, Phase-II, Vasant Kunj, New Delhi-110070 (hereinafter referred as the 'Principal/Owner', which expression shall unless repugnant to the meaning or context hereof include its successors and permitted assigns) And …….. (name and address of the Individual/firm/Company (mention details of duly authorized signatory) hereinafter referred as the "Bidder/Bidder" and which expression shall unless repugnant to the meaning or context hereof include its successors and permitted assigns).

The pact essentially envisages an agreement between the prospective vendors/bidders and the buyer, committing the persons/officials of both sides, not to resort to any corrupt practices in any aspect/stage of the contract. Only those vendors/bidders, who commit themselves to such a Pact with the buyer, would be considered competent to participate in the bidding process. In other words, entering into this Pact would be a preliminary qualification. The essential ingredients of the Integrity Pact include:

- Promise on the part of the principal not to seek or accept any benefit, which is not legally available;
- Principal to treat all bidders with equity and reason;
- Promise on the part of bidders not to offer any benefit to the employee of the Principal not available legally.
- Bidders not to enter into any undisclosed agreement or understanding with other bidders with respect to prices, specifications, certifications, subsidiary contracts, etc.
- Bidders not to pass any information provided by Principal as part of business relationship to others and not to commit any offence under PC/IPC Act;
- Bidders to disclose the payments to be made by them to agents/bidders or any other intermediary;
- Bidders to disclose any transgressions with any other company that may impinge on the anti-corruption principle.

2. Integrity Pact, in respect of a particular contract, shall be operative from the date of signing of the Integrity Pact by both the parties till the final completion of the contract. Any violation of the same would entail disqualification of the bidders and exclusion from future business dealings.

UNDERTAKING:

I/We (The Bidder/Bidder) do hereby confirm acceptance and compliance with the Integrity Pact as per the following terms of the Integrity Pact:

I/We (The Bidder/Bidder) do hereby confirm that the Integrity Pact is signed without any variation (or) modification.

I/We agree that Integrity Pact is deemed as part of NIT/Contract and we are bound by its provisions for the entire Pact as per above terms.

I/We declare that I/We have not paid and shall not pay any bribe to any officer of NBT for awarding this contract at any stage during its execution or at the time of payment of bills and further if any officer of NBT asks for bribe/gratification, I/We shall immediately reply it to the Director, NBT.

In case, if I/We (The Bidder/Bidder) fail to honour the above conditions, NBT shall have absolute right to take action as per above terms of the Integrity Pact format.

FIRST PARTY
DEPUTY DIRECTOR(EXHIBITION)
ON BEHALF OF
NATIONAL BOOK TRUST, INDIA
5, INSTITUTIONAL AREA, PHASE-II
VASANT KUNJ
NEW DELHI – 110 070

SECOND PARTY

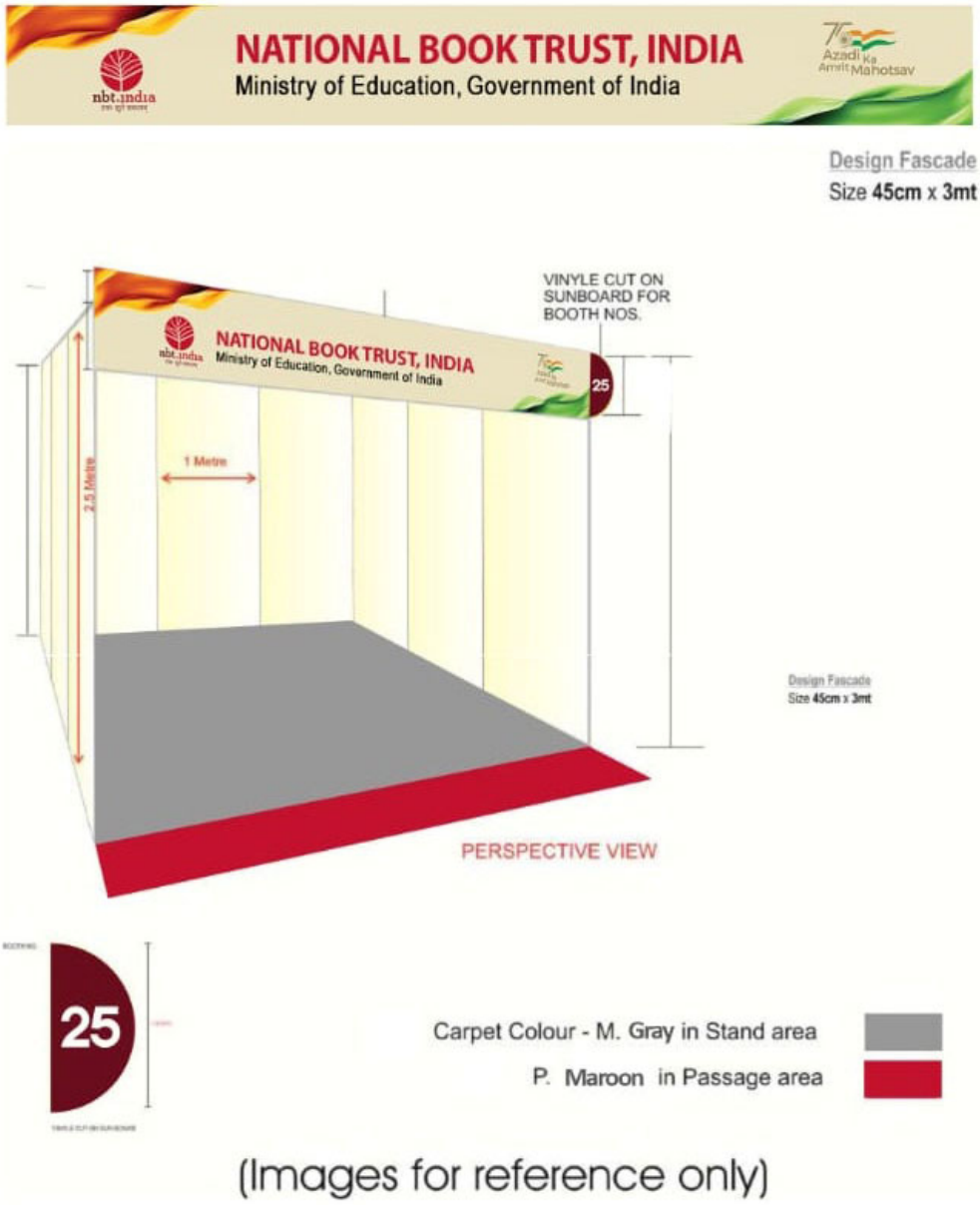
OWNER/PROPRIETOR
_____
_____

WITNESSES:

1. _____ 1. _____

2. _____ 2. _____

BOOTH DESIGN



(Images for reference only)

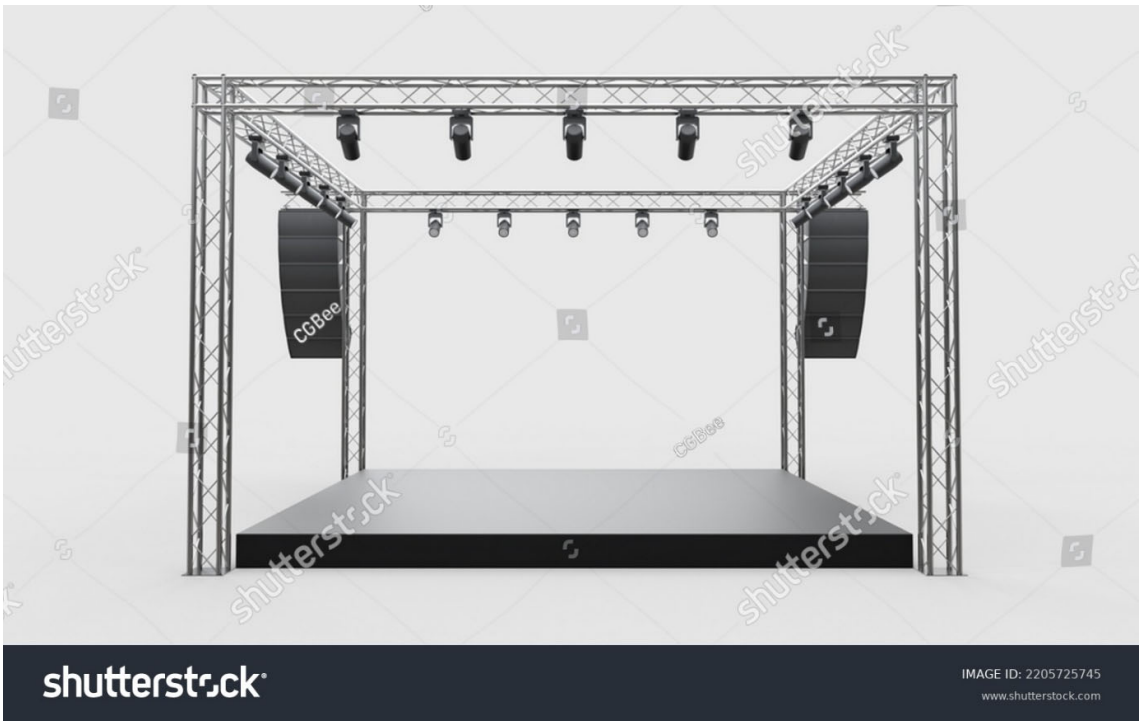
Annexure-VI

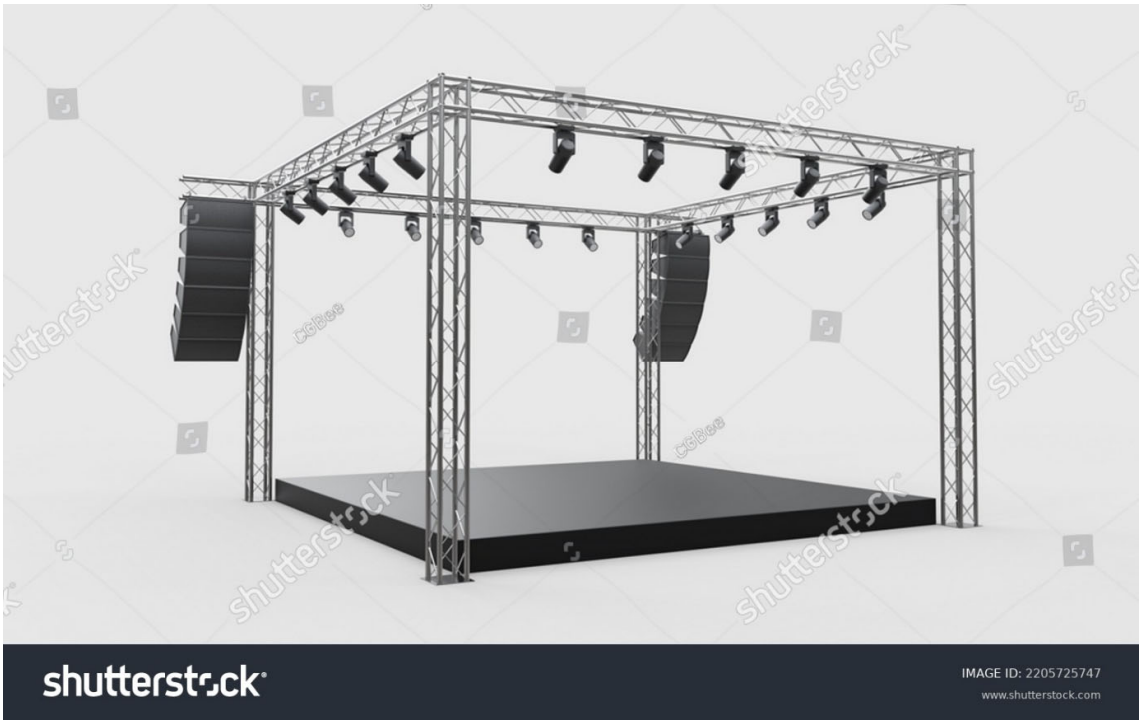
Auditorium

Images of the Swiss cottage for reference

Annexure-VIII

Images of Stage Truss setup





Annexure-IX

TERMS & CONDITIONS OF PA SYSTEM

Truss and Scaffolding/Speaker Towers:

- You must ensure the installed truss system is rated for the total load to be installed.
- Truss pillars must be installed on stable and levelled ground, and all 4 outriggers of each leg must be used.
- Pillars must be free of any form of tilt.
- Ensure the speaker towers used, are rated for the load being installed.
- Adequate support, counterweight, Ballast must be used to ensure Stability of the truss/scaffolding.

Console:

- The mix position should be located at in the centre of the Venue Floor. If this preference cannot be accommodated, notify site in-charge/department in advance. The distance from the front edge of the "base" stage must be set at Sixty to Seventy Feet (60-70') 18.28m – 21.33m.

Main PA System:

- Complete concert grade full range PA system, flying Four/Three Way Line Array System in an LR + centre fill + out fills/ side hangs (wherever applicable) + sub configuration in (cardioid pattern) through matrix outs to provide ample, consistent coverage across the entire seating/ standing area.
- PA must be accompanied by qualified system tech to process and tune the PA prior to the bands arrival
- Recommended setup: 6 to 8 tops on each side (L+R) (total 12 to 16), 8 to 12 subs + front fills
- OR as per venue/stage size.

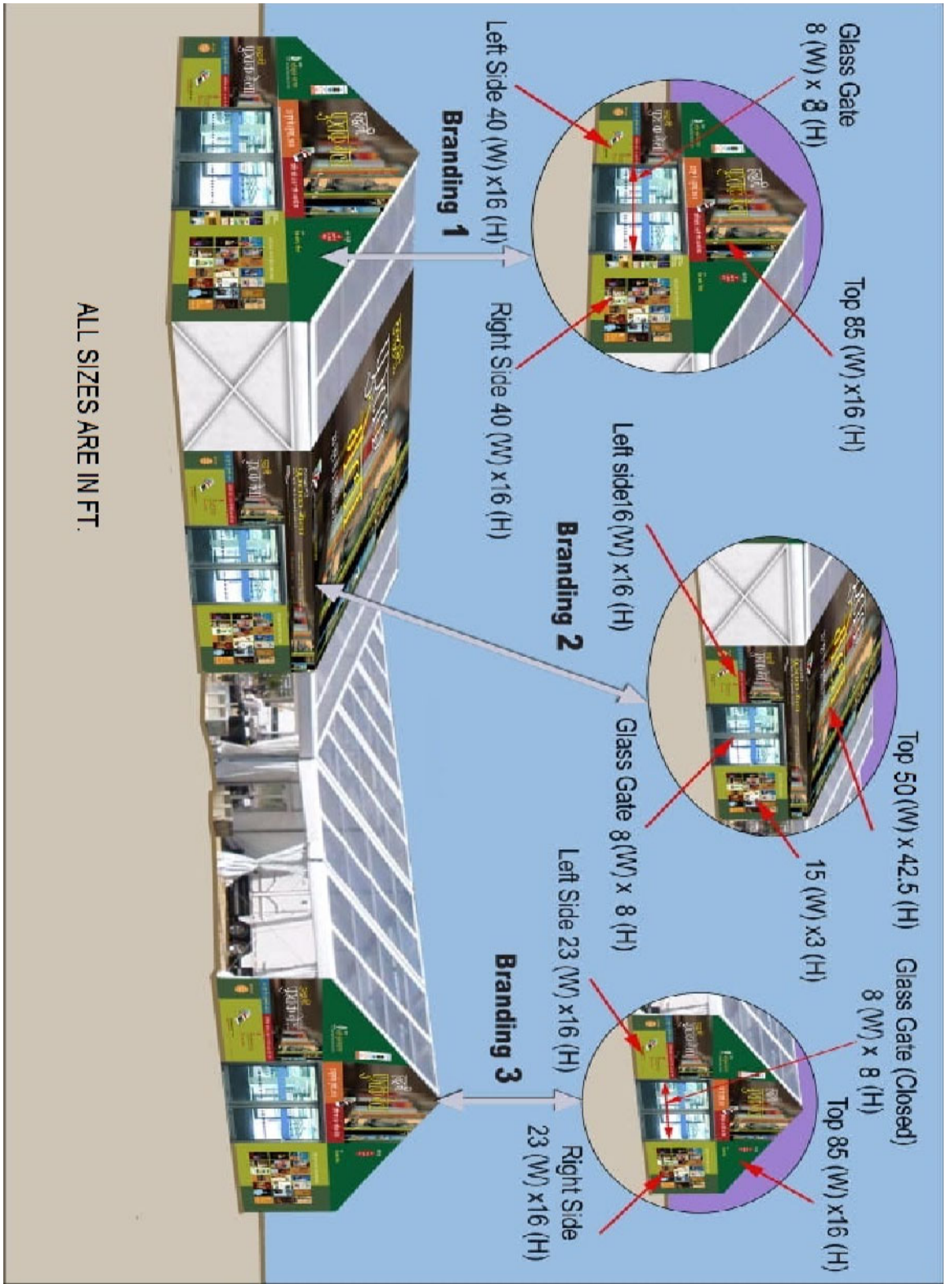
Power:

- Have a qualified Electrician and generator operator on site from the time of Setup till the end of event
- All Power whether supplied in-house or via generator, is to be at the disposal of this event and available from the beginning of load in until the end of load out. Generator(s) will not be shared with the lighting rig or anything else for that matter.
- Any form of current leakage from cables, microphones etc. will be unacceptable, and will result in termination of the performance.
- Each service must be located via drop box at the designated stage spot.

Annexure-X

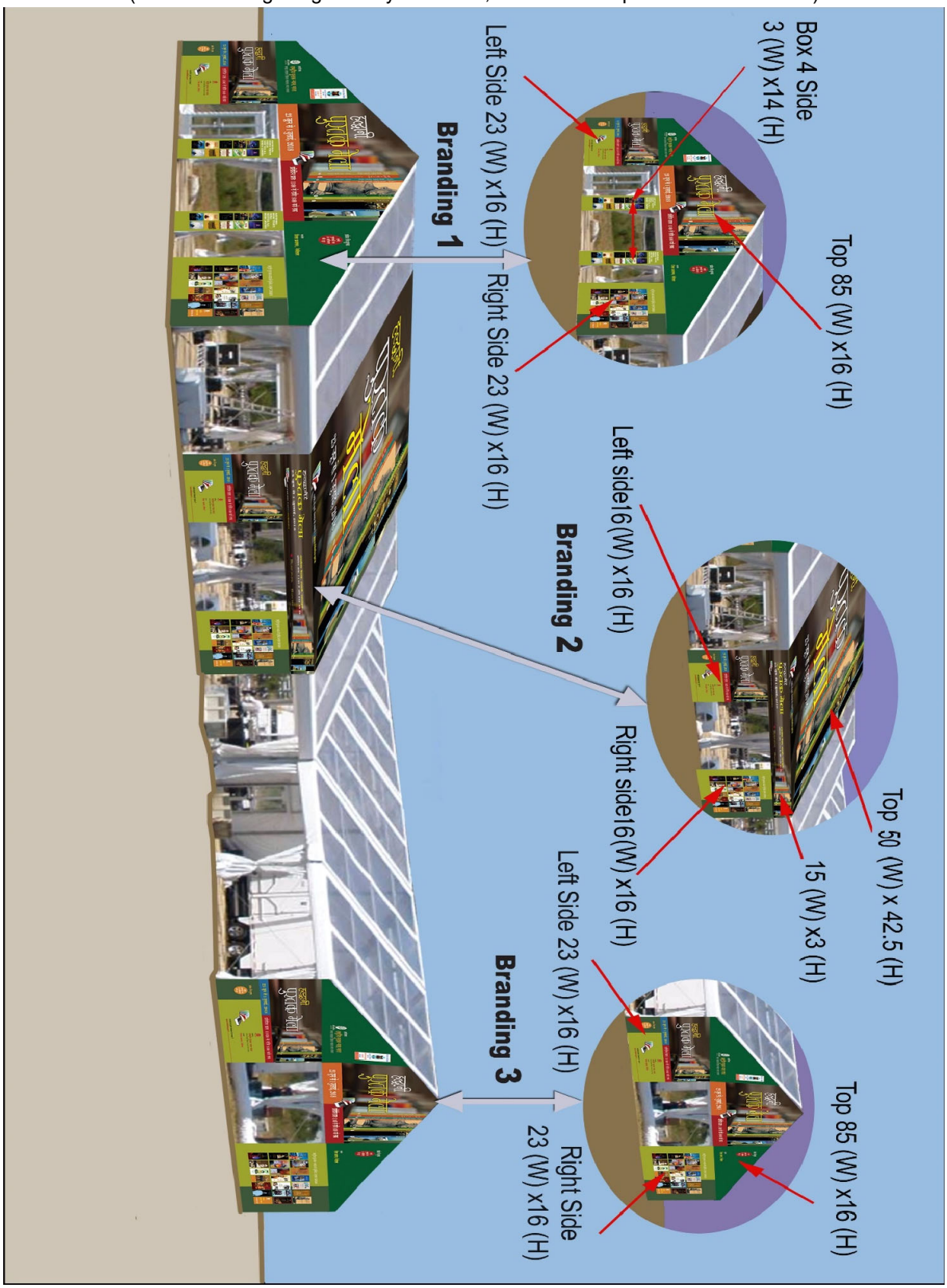
Images of Selfie Point on Sunboard

(Below branding image is only indicative, actual size as per the measurement)



NON AC HANGAR

(Below branding image is only indicative, actual size as per the measurement)



Industrial Cooler

Annexure-XII

PVC White Sky advertising Balloon, 0.33 MM, Size 12ft.x12ft.