

**INVITATION OF TENDER
FOR
PROVIDING INFRASTRUCTURE
FOR STHAPATYA -2016**



INVITED BY: THE INSTITUTE OF CIVIL ENGINEERS AND ARCHITECTS

**GORDHAN HALL, SURYAPUR SOCIETY, RANDEK ROAD, SURAT- 395009.
PH. 0261 2778110.**

Email :-iceasurat@yahoo.in,

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TENDER NOTICE

The Institute of Civil Engineers & Architects [ICEA], Surat organizes building material exhibition "STHAPATHYA" every year. "STHAPATHYA" is registered in exhibition category and ICEA holds all rights for "STHAPATHYA".

"STHAPATHYA - 2016" exhibition is scheduled on **8th January to 11th January, 2016** at S.M.C Party plot, Next to Umra police station, Athwalines, Surat. ICEA invites Tenders from reputed & experienced firms for following categories.

Tender for erection, installation and maintenance of exhibition infrastructure facilities as per drawing, specifications and Instruction - Tender for Exhibition Infrastructure.

| | |
|-----------------------|---------------------------------------|
| | Infrastructure Tender |
| Tender available from | 23-11-2015 10.00 hrs. |
| Tender available till | 28-11-2015,till 17.00 hrs. |
| Tender submission on | 01-12-2015,till 17.00 hrs. |
| Tender opening | 02-12-2015,at 15.00 hrs. |

Tender will be available from the office of ICEA, GORDHAN HALL, SURAYAPUR SOC., RANDEK ROAD, SURAT.

Tender Fee: INR 2500.00/-

The institute (ICEA) reserve all rights to reject any or all the tenders without assigning any reason thereof. Tender received after due dates and time will not be considered in any case.

Sd/-

President

ICEA- Surat.

THE INSTITUTE OF CIVIL ENGINEERS & ARCHITECTS SURAT.

TENDER DOCUMENTS FOR ORGANIZING EXHIBITION OF BUILDING MATERIALS,
INTERIOR DESIGNING AND DECORATION MATERIALS “**STHAPATYA 2016**”
DURING **8thJanuary to 11thJanuary, 2016** AT SURAT.

INDEX

| Sl No | Particulars | Page No. |
|-------|---------------------------------------------------------|----------|
| 1 | Particulars of Tender Schedule | 1 |
| 2 | Important Conditions and Instructions | 2 |
| 3 | Notice Inviting Tender | 3 |
| 4 | SCHEDULE – C (Form of undertaking) | 5 |
| 5 | SCHEDULE – B (Terms and Conditions) | 6 |
| 6 | General Details of Work in Brief | 9 |
| 7 | SCHEDULE – A (Schedule of Items to be executed) | 13 |
| 8 | List of employees | 14 |
| 9 | Details of tenderer (Sole proprietorship firm) | 15 |
| 10 | Details of tenderer (for Partnership Firm) | 16 |
| 11 | List of Infrastructure available with tenderer | 17 |
| 12 | Draft Memorandum Of Understanding | 20 |
| 13 | Tentative Layout with Main Gate & Back Stage Details | 21 |

PARTICULAR OF TENDER SCHEDULE

Name of the institution : The Institute of Civil Engineers and Architects (ICEA)
calling the Tender ICEA Gordhan Hall, Suryapur Society, Rander Road, Surat.

1. Name of work: - Providing Infrastructure facility for Exhibition of Building Materials, Architectural & Interior Design products for “STHAPATYA-2016” exhibition to be organized between 8th to 11th January – 2016, at SMC party plot, Next to umra police station, Athwa lines Surat .
2. Reference to Tender Notice Published in _____ Daily.
3. E.M.D. Amount Rs. 75,000.00 (Rupees Seventy Five Thousand Only) to be paid by pay order / demand draft of Nationalized / Scheduled Bank in favour of ‘The Institute of Civil Engineers & Architects’, Surat.
4. Name and address of contractor to whom tender schedule is issued: _____
5. No. of sheet of tender Schedule :- _____
(Excluding drawing sheet)
6. Last date of receipt of Tender and Time:- 01-12-2015 up to 17.00 hrs.
7. Place of receipt of tender. :- The Institute of Civil Engineers and Architects (ICEA),
ICEA Gordhan Hall, Suryapur Society, Rander Road, Surat.

PARTICULARS TO BE FILLED UP BY THE TENDER OPENING AUTHORITY AFTER OPENING THE TENDER.

1. Date of opening of Tender:-
2. Place of opening. :-
3. Whether the tender
is issued in proper order... Yes/No
4. Whether any conditions
are stipulated by the Tenderer... Yes/No
5. No. of additional sheets enclosed
By the tenderer to Tender Schedule
6. Details of EMD paid D.D. No.:- _____ Dt.:- _____
Amount _____
7. Tender opening authority: President, ICEA, Surat.

Signature
Date:

Contractor

President/Chairman

IMPORTANT CONDITIONS AND INSTRUCTIONS.

1. The Tender should be addressed to the President, ICEA, Surat.
2. Intending bidder should submit the tenders in a sealed cover in duplicate, addressed to the President, ICEA, Surat. The name of work and the name and address of the Tenderer should also be noted on the cover.
3. The tenderer or their agents are expected to be present at the time of opening of the tenders.
4. The tender receiving authority will be opening each tender and will attest any corrections therein and record the number of corrections in tender.
5. Before filling up schedule 'A' the tenderer may please read carefully the clause 12 and 15 of schedule B.
6. Electric power point / meter shall be made available by the institution at site. The contractor shall have to make his own arrangements for extension of power to different points at his own cost. Electric consumption charges for the work done for erection shall be borne by the contractor as per tariff fixed by the Electricity Department.

Contractor

President/Chairman

NOTICE INVITING TENDER FOR :- Providing Infrastructure facility for Exhibition of Building Materials, Architectural& Interior Design products for “STHAPATYA-2016” exhibition to be organized between 8th to 11th January – 2016, at SMC party plot, Next to umra police station, Athwa lines Surat .

The Institute of Civil Engineers & Architects [ICEA], Surat, organizes building material exhibition “STHAPATYA” every year. “STHAPATYA” is registered in exhibition category and ICEA holds all rights for “STHAPATYA”.

“STHAPATYA-2016” exhibition is scheduled on **8thJan-2016 to 11thJan-2016** at S.M.C Party plot, Next to Umra Police station, Athwalines, Surat. ICEA invites Tenders from reputed & experienced contractors for providing Infrastructure facility for the above exhibition on Item rate contract basis as per specifications, instructions mentioned in **Tender for providing infrastructure for ‘Sthapatya 2016’**.

1. Tender papers will be available at the Institute office at a fee of Rs. 2500/- Per each. This amount is non refundable in any case. Tender papers will be available between 23-11-2015 (Monday) to 28-11-2015 (Saturday) on working days between 10.00 hrs. to 17.00 hrs. Tender paper can be downloaded from the Institute’s website. Tender fee of Rs. 2500/- for the downloaded tender shall be paid at the time of submitting the tender
2. Tenders are to be submitted to the Institute by 17.00 hrs. on 01-12-2015 (Tuesday).
3. Tenders will be opened on 02-12-2015 (Wednesday) at 15.00 hrs.
4. The institute (ICEA) reserves all rights to reject any or all the tenders without assigning any reason thereof. Tender received after due date and time will not be considered in any case.
5. Bill of Quantities are the Institutes estimate of the work. The Contractor should attach his own prices in the blank column and totals. He must fill up and subscribe properly the printed form of the tender and Bills of Quantities without adding any stipulations there to. The amount quoted shall be written both in figures and in words in ink or ball pen. The tender should show the amounts arrived at on the Summary page. There shall be no over-writing either in rate column or last column of amount. All corrections will be initialled by the Contractor.
6. The quantities contained in the Schedule are approximate only. The work as actually carried out and done will be measured up jointly by the Institute representative and paid for as provided in the Contract Agreement.
7. The Tenderer at the time of handing of his Tender shall deposit with the Institute (ICEA) Rs. 75,000/- by Pay Order/D.D., from a Nationalized/Scheduled Bank in favour

Contractor

President/Chairman

- of The Institute of Civil Engineers & Architects, Surat, handed over separately as a guarantee of good faith, which amount shall be forfeited as liquidated damages in the event of any evasion, refusal or delay in signing the Contract. The deposit of the unsuccessful tenderers will be returned immediately after the decision of refusal of tender is conveyed to them. No interest will be paid to the Tenderer on this amount.
8. The deposit of the Tenderer whose Tender is accepted shall remain with the trust and he will pay a further sum to make up for 10% of the tender amount within a week as Security Deposit to ICEA. This Security Deposit shall be refunded within 15 days of finalization of final bill, Setting all dues and charges to other agencies (if any).
 9. The Tenderer whose Tender is accepted shall enter into a regular Contract Agreement with embodying the above conditions in addition to the Tender with prices filled in the tender, Specifications and General Drawings, Tender Notice, General and Special conditions of Contract and in which the Institute or their executors or administrator shall become bound to make payment of the sums that may become due to the Tenderer. The Tenderer or his heir, Executors and Administrators shall become bound for the due fulfillment of the Contract.
 10. The Institute do not bind themselves to accept the lowest or any tender and will not assign any reason for such rejections.
 11. NO change by the Tenderer in rates, drawing or layout shall be made without prior written permission of ICEA.
 12. All rights reserved with **ICEA** to change dates, place or layout of the Exhibition.

Contractor

President/Chairman

SCHEDULE-C

FORM OF UNDERTAKING FROM THE TENDERER

Tenderer are required to fill up all the blanks-space in the tender form

Name of work _____

Ref _____

Dear sir,

1. Having examined the tender notice, instructions to the tenderer comprising of tender Conditions and drawings of the work mentioned above, I/WE the undersigned offer to provide infrastructure work for "STHAPATYA 2016" in conformity with the said Tender Documents for the sum on item rate basis as quoted in the sheet, and such other as may be ascertained in accordance with the said conditions.
2. I/WE undertake, if our tender is accepted, to commence the work immediately on handing over the site and to complete and deliver the task as confirmed in the contract.
3. The sum of Rs. _____ (Rupees _____ only)
Is herewith forwarded through Pay Order/D. D. NO _____ Dated _____ on bank _____ in favour of _____ as Earnest Money Deposit the whole value of which will be forfeited, if
 - i) I/we do not commence the work within 1 day of handing over the site.
 - ii) I/we do not execute the contract within the time prescribed in the letter of acceptance.
4. I/WE agree to abide by this tender for the period of SIX months from the date fixed for receiving the same and it shall remain binding upon us and may be accepted at any time before the expiry of that period.
5. Unless and until a final agreement is prepared and executed this tender, together with your written acceptance thereof shall constitute a binding contract between us.
6. I/WE understand that you are not bound to accept the lowest tender or any tender you receive without assigning any reason whatsoever.
7. Dated this _____ day of _____ 2015

Signature of Witness

Signature of Bidder with Seal

1)

2)

Contractor

President/Chairman

SCHEDULE-B

THE FOLLOWING TERMS AND CONDITIONS ARE APPLICABLE TO THE CONTRACT, WHERE AT VARIANCE WITH TERMS AND CONDITION INCLUDED ELSE WHERE, THE TERMS AND CONDITION GIVEN BELOW SHALL TAKE PRECEDENCE.

TERMS & CONDITIONS OF THE TENDER.

1. The Tender should be submitted in the prescribed form obtainable from the office of the Institute on payment of Rs. 2500/- per set. For Tender downloaded from the website, Rs. 2500/- shall be paid at the time of submission of tender in addition to the EMD.
2. The tenderer shall submit his tender in sealed cover with the name of work written outside the envelope. – “Tender for Sthapatya 2016. Infrastructure.”
3. While the tenders are opened, unattested corrections if any, will be noted by the President/ chairman of Institute specifying the number of corrections on each page under his signature and date.
4. Tender should be submitted in the prescribed form in sealed cover and should be addressed to the President of the Institute and the name of the work being distinctly super scribed on the cover. All the sheets of the tender papers should be signed by the Contractors/Co-partner/ person authorized to do so and all entries to be filled in English, and should be hand written.
5. Each tenderer should clearly mention in his tender papers his postal address.
6. Earnest money deposit of Rs. 75,000/- should be paid by means of a pay order/demand draft from a Nationalized/Scheduled Bank in the name of the Trust.
7. The successful bidders shall deposit 10% of the tender amount as Security of total amount of tender deposit with the ICEA
8. The E.M.D. of the unsuccessful bidders will be returned immediately after the decision of refusal of tender is conveyed to them. No interest will be paid to the bidder on this amount.
9. The accepted bidder shall attend the office of the concerned institute on the date fixed by written intimation to him/them for executing the agreements etc.
10. Failure on the part of the successful bidder to execute the correct agreement would entail forfeiture of E.M.D.
11. The bidder should note that the infrastructure work area mentioned in the drawing are only approximate and are liable to change either less or more.
12. Tenderer shall get acquainted with the site conditions sufficiently in advance of the date fixed for submission of the tender and shall have satisfied himself as to the nature of work to be executed, The tenderer shall be deemed to have full knowledge of all the relevant documents, existing site conditions etc. whether he inspects them or not.

Contractor

President/Chairman

13. The contractor shall quote competitive rates specifically for each item of work as per the Offer Letter/Tender schedule and shall be inclusive of all staff hire charges, transportation charges etc. No overhead charges or any other extra charges will be paid apart from the quoted rates.
14. The contractors should keep open their offer at least for a period of six months and if necessary to a further period till the approval from the Institute.
15. Submission of a tender by a tenderer, shall mean that he has read this notice and contract documents and has made himself aware of the scope and specifications of the work to be done and of conditions and nature of required quantities of materials, stores, tools and plant, etc. that may be required by him in carrying out the work has satisfied himself and acquainted himself with the queries if any, and of local conditions and laws and bylaws of the Govt., S.M.C. and other factors bearing influences on the execution and cost of the works.
16. Final acceptance of the tender shall rest with the Institute and it shall have the right to accept or reject any or all the tenders without assigning any reason.
17. All pages of tender documents including specifications should be initiated by the Bidder.
 - Tenders shall stand void if the tenderer proposes any alteration in the work specified or any condition or correction made in the tender document.
 - The tenders shall stand void if any eraser is made in the tender, unauthenticated or any page or pages is / are removed or replaced.
18. The tenderer shall furnish the following documents.
 - (a) List of works completed already in prescribed Performa, The certificates from head of the office concerned for satisfactory completion of work, shall be furnished if so required.
 - (b) Declaration regarding works in hand with the tenderer, to be given in prescribed Performa. Certificate from concerned offices shall be also given.
 - (c) A covering letter detailing various considerations considered in tender, shall invariably be given.
 - (d) List of infrastructure, tools, plants and equipments to be deployed for execution.
 - (e) Audited balance sheet(duly attested and certified by the C.A)forthe Past 3 year along with I.T return.
 - (f) Certified copy of memorandum of association in case of companies and Partnership-deed in case of Partnership firms.

Contractor

President/Chairman

18. The Offer submitted by any tenderer without information and evidence of infrastructure owned by him will be out rightly rejected.
19. Tenders not submitted in the prescribed form in due time or that are defective and conditional will be summarily rejected.
20. The Tenderer shall have no legal right to claim any interest if there is any administrative delay for their payment due to unavoidable reasons.
21. The Tenderer shall not have any right to take any dispute in between the institution and himself to the court of law. In case of any dispute the decision and the verdict of the President of ICEA shall be final and binding on all the parties.
22. The Tenderer should start the work immediately on intimation by the Institute of acceptance of his tender and on handing over the site to them. He should employ all required staff to complete the work in time.
23. Rates quoted shall be final and will not vary at any later date and will be valid till the completion of the said work and no escalation shall be permitted.
24. No sub-letting of works by the Tenderer shall be permissible.
25. The Institute will have power to make alterations or additions in the scope of original work and specifications and designs and the Tenderer shall be bound to carry out the works in accordance with the instructions given to him in writing by the President of ICEA from time to time.
26. The Institute reserves the right to reject any or all tenders without giving any reasons.

Contractor

President/Chairman

GENERAL DETAILS OF WORK IN BRIEF :

(I)

| | | |
|----|-------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. | NAME OF WORK | Providing Infrastructure facility for Exhibition of Building Materials, Architectural& Interior Design products for “ STHAPATYA-2016 ” exhibition to be organized between 8th to 11th January – 2016 , at SURAT. |
| 2. | Earnest Money Deposit | INR 75000.00 Rs. |
| 3. | Date of Issue of blank tender copy | From dt.23-11-2015 to 28-11-2015, between 10.00 hrs. to 17.00 hrs. |
| 4. | Blank Tender will be available from | The office of the Institute, ICEA Gordhan Hall, Suryapur Society, Rander Road, Surat. |
| 5. | Tender envelope to be super scribed | Tender for Sthapatya 2016 Infrastructure. |
| 6. | Filled Tender to be sent to by RPAD / Speed post / hand delivery. | To the office of the ICEA |
| 7. | Date of receipt of tender duly filled in, on or before | On 01-12-2015 up to 17.00 HRS. |
| 8. | Validity period of tender offer. | 6 Months from the date of opening of the tender. |
| 9. | Mode of offering the tender | Item rate Tender |

(II) MEMORANDUM OF WORKS :

| | | |
|----|--------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. | General Description | Providing Infrastructure facility for Exhibition of Building Materials, Architectural& Interior Design products for “ STHAPATYA-2016 ” exhibition to be organized between 8th to 11th January – 2016 , at SURAT. |
| 2. | Duration of the Event | 08th to 11th January, 2016 |
| 3. | Amount of Earnest Money deposit | INR 75000.00 Rs. |
| 4. | Security deposit. Lump Sum | 10% of the Tender amount to be deposited in favor of ICEA Surat. This security deposit shall be refunded within 15 days after finalization of bill amount and all dues/charges to other agencies. |
| 5. | The payment amount should confirm to the following schedule. | (provided all terms are fulfilled by successful bidder till payment day.) |
| | At the Opening day of exhibition | 35% of the tender amount |
| | On last day of the exhibition | 40% of the tender amount |
| | 15 days after settlement of the final bill. | 25% of the tender amount + Security deposit |

(IV) Scope of Work :

- (1) The work to be carried out under this contract shall consist of various items as generally described in Tender Documents.
- (2) The lump sum amount quoted by Infrastructure Contractor shall unless otherwise specified, shall include carrying out construction of all components of the job to required specifications under this contract.
 - (a) General works such as cleaning site before commencement, setting out axis and locations of Domes etc. and after completion.
 - (b) Providing site office for the client.
 - (c) Complying with any other data, which may be required as per the specifications, conditions and schedule - B etc., forming part of the contract.
 - (d) Any other item of work not specifically provided in the contract but which is necessary being contingent in complying with the provisions of the contract.

(V) IMPORTANT INSTRUCTIONS TO TENDERER

1. The Infrastructure Contractor shall have to submit with his tender, passport size photograph with specimen signature along with photo copy of PAN card /Driving license/Voter card .
2. If the tenderer is a partnership firm, the tenderer shall have to furnish partnership-deed, photos of the partners with their specimen signature along with Xerox copy of PAN card /Driving license/Voter card .
3. All partners of tenderer should put their specimen signature at the relevant places in the tender. The successful tenderer shall be required to execute necessary agreement where in the same partners shall put on their signatures.

(VI) INSTRUCTIONS TO TENDERERS :

1.0 GENERAL :

The tenderer, shall note,

- (a) That any alteration in the work specified in the said tender form of invitation to tender or the time allowed for carrying out the work or any other conditions of any sort, shall not be permitted.
- (b) That the tenderer's quotations containing Condition(s), shall be not be entertained.
- (c) That the tenderers shall clearly understand that there will be no deviation(s) in

Contractor

President/Chairman

technical specifications or other tender conditions in the tender documents and the price-bid. The ICEA shall not accept any offer submitted by tenderer on its own design whatsoever.

(d) The tenderer must clearly understand that the rates quoted are for complete items of work and as such ***includes all costs*** associated with labour, materials, infrastructure, plants, equipment's, supervision, power, Water, royalties / sales tax/ Income Tax and all other taxes including turn over/ work tax, service tax excise duties etc. and any other requirements contingent upon and needed to carry out the work.

(e) No claim by the Infrastructure Contractor for additional payment will be allowed on the ground of any misunderstanding or misapprehension in respect of technical interpretations of conditions or any such matter or otherwise on the ground of any allegation of fact that incorrect information was given to him in the tender or by any person of the failure on his part, to obtain correct information. The tenderer shall not be relieved of any risks or obligations imposed upon or undertaken by him, under the contract or any such ground or on the ground that he did not or could not foresee any matter, which may in fact, effect or have affected the execution of the work.

2.0 The successful tenderer shall have to pay Security Deposit of **10%** of the Tender amount within a week, which shall be in the form of **D.D.** only in favor of " **THE INSTITUTE OF CIVIL ENGINEERS & ARCHITECTS SURAT,** " by any nationalized bank payable at Surat. The said security deposit shall be refunded within 15 days after finalization of final bill, settling all dues and charges to other agencies if any.

3.0 It must be clearly and distinctly understood that the conditions of contract and specifications shall be rigidly enforced and no relaxation on the ground of any other customs prevailing shall be allowed.

4.0 Intimations of acceptance of tender shall be given by a letter by Registered Post at the address given below the signature of the tenderer in the bid or by hand delivery.

5.0 All Taxes :

The ICEA shall not be responsible to pay for any taxes, levies, fees, deposit etc. on account of this exhibition. All such taxes, expenses shall be solely borne by the Infrastructure Contractor. THE INSTITUTE OF CIVIL ENGINEERS &

Contractor

President/Chairman

ARCHITECTS, SURAT. **will not provide 'C' or any other form for the tax purposes.**

(VII) Relation with Public Authorities:

The Infrastructure Contractor shall comply with all obligations arising out of legal orders and directions that may be given to him from time to time, by any local or public authorities and shall pay out of his own money, all charges becoming payable to such authorities.

(VIII) Water Supply and Electricity :

Soon after receipt of work order awarding the contract, the Infrastructure Contractor for all purposes connected with the execution of work, shall immediately make his own arrangements for obtaining Electricity supply and water. The Infrastructure Contractor shall also make arrangement for potable (drinking) water for labours and personnel working at the site at his own cost. The rates quoted in the tender are for completed items of work and shall cover cost of water and electricity as aforesaid. Water for drinking purposes shall also have to be arranged by the Infrastructure Contractor at his own cost. No cost shall be borne by ICEA on this account.

(IX) Work to be done during certain hours only:

No work shall be allowed to be done after 10.00 pm up to 7.00 am. The Contractor will have to work during daytime. He will not be allowed to do the work during night hours under any circumstances.

Contractor

President/Chairman

SCHEDULE - A

Bill of Quantity (BOQ)

Name of Work

Providing Infrastructure facility for Exhibition of Building Materials Architectural & Interior Design products for "STHAPATYA-2016" exhibition to be organized between 8th to 11th January – 2016, at SMC party plot, Next to umra police station, Athwa lines Surat .

| Sr.No. | ITEM | AREA / NOS. | UNIT | Rate | Amount |
|---------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|---------|------|--------|
| DOME FOR STALLS AND HALL | | | | | |
| 1.01 | DOME : | | | | |
| | Providing & fixing (P & F) clear span domes of dimensions given bellow of m. s. framing having tarpaulin cover on top of the dome, white cloth ceiling, Sides and back covering and decorative cloth covering of front /back side. | | | | |
| | (A) – 3 x 70'.0" x 160'.0" | 33600.00 | | | |
| | (B) – 1 x 60'.0" x 75'.0"- seminar | 4500.00 | | | |
| | Total -----> | 38100.00 | Sq. Ft | | |
| | | 3540.89 | Sq. Mt | | |
| 1.02 | FLOORING : | | | | |
| | P & F uniform coloured, clean synthetic carpet, preferably new, as flooring throughout the dome, having jute flooring as backing, laid on smooth & leveled ground etc. complete | 55316.00 | Sq. Ft | | |
| | | 5140.89 | Sq. Mt | | |
| 1.03 | STALL : | | | | |
| | P & F stalls Partitions as per the approved layout, subject to change as required by the owner, out of octo- norm system aluminum section framing with uniform coloured, laminated sheets as panels inclusive of the following facilities within each stall : Min.Height of Partition 2.40 mt. | 11155.97 | Sq. Ft. | | |
| | | 1036.80 | Sq. Mt. | | |
| a | Facilities within each stall : | | | | |
| | Table with white fabric top cover and navy blue fabric frill. | | | | |
| | 'A'–Type Stall - Table No.1 in each Stall | 96.00 | No. | | |
| | 'B'–Type Stall - Table No. 2 in each Stall | 72.00 | No. | | |
| | 'C'–Type Stall - Table No.6 in each Stall | 36.00 | No. | | |
| | Total | 204.00 | No. | | |
| b | Moulded chairs. | | | | |
| | 'A'–Type Stall - Chair No.2 in each Stall | 192.00 | No. | | |

| | | | | | |
|-----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|--------|--|--|
| | 'B'-Type Stall - Chair No.4 in each Stall | 144.00 | No. | | |
| | 'C'-Type Stall - Chair No.10 in each Stall | 60.00 | No. | | |
| | Total | 396.00 | No. | | |
| c | Clean, neat Waste Paper basket. | | | | |
| | 'A'-Type Stall - Chair No.1 in each Stall | 96.00 | No. | | |
| | 'B'-Type Stall - Chair No.1 in each Stall | 36.00 | No. | | |
| | 'C'-Type Stall - Chair No.2 in each Stall | 12.00 | No. | | |
| | Total | 144.00 | No. | | |
| d. | Providing Electric tube light. | | | | |
| | 'A'-Type Stall - Tube light No.1 in each Stall | 96.00 | No. | | |
| | 'B'-Type Stall - Tube light No.2 in each Stall | 72.00 | No. | | |
| | 'C'-Type Stall - Tube light No.6 in each Stall | 36.00 | No. | | |
| | Total | 204.00 | No. | | |
| e | Providing Electric Fan | | | | |
| | 'A'-Type Stall - Fan No.1 in each Stall | 96.00 | No. | | |
| | 'B'-Type Stall - Fan No.2 in each Stall | 72.00 | No. | | |
| | 'C'-Type Stall - Fan No.6 in each Stall | 36.00 | No. | | |
| | Total | 204.00 | No. | | |
| f. | Providing Electric plug point (5 Amp.). | | | | |
| | 'A'-Type Stall - No.1 in each Stall | 96.00 | No. | | |
| | 'B'-Type Stall - No.1 in each Stall | 36.00 | No. | | |
| | 'C'-Type Stall - No.3 in each Stall | 18.00 | No. | | |
| g. | Fascia panel of laminated material on passage side with the stall-holder's name written in the same size acrylic lettering of black colour etc. complete. | 2004.00 | R. Ft. | | |
| h. | Railing : m.s. railing with beautiful colour. | 1500.00 | R. Ft. | | |
| 2 | DOME FOR SEMINAR HALL : | | | | |
| | Table for the Master of Ceremony. | 4.00 | No. | | |
| | 3 seat Sofa | 20.00 | No. | | |
| | fans – Ceiling/pedestal. | 24.00 | No. | | |
| | Sound system with 2 cordless micro phones. | 1.00 | No. | | |
| | And collar mic | 1.00 | No. | | |
| | Molded Chairs for audience | 200.00 | No. | | |
| | Stage preparation 40' x 20' | 1.00 | No. | | |
| | Backdrop screen of Stage size 40' X 20' (AS PER DETAILS ATTACHED HEREWITH) | 1.00 | No. | | |
| | Waste paper basket. | 5.00 | No. | | |
| 3 | ICEA OFFICE : Include | 1.00 | No. | | |
| | Size : 20' 0" x 40' 0" | | | | |
| | Tables as per Item No. 01.03.a. | 4.00 | No. | | |
| | Chairs | 15.00 | No. | | |
| | Tube Lights | 5.00 | No. | | |

| | | | | | |
|-------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------|---------------|----------------|--|--|
| | Fans. | 3.00 | No. | | |
| | Plug point.5 Amp. / | 4.00 | No. | | |
| | Announcement System | 1.00 | No. | | |
| 4 | ADMIN OFFICE : Include | 1.00 | No. | | |
| | Size : 12' X 15' | | | | |
| | Tables as per Item No. 01.03.a. | 3.00 | No. | | |
| | Chairs | 5 | No. | | |
| | Tube Lights | 2.00 | No. | | |
| | Fans. | 2.00 | No. | | |
| | Plug point.5 Amp. / | 1.00 | No. | | |
| 5 | KITCHEN, Banquate Hall & Canteen Area: Include Size : 60'.0" x 72'.0" (Mandap with Kanad Only) for both | 2.00 | No. | | |
| | Tables as per Item No. 01.03.a. | 15.00 | No. | | |
| | Chairs | 30.00 | No. | | |
| | Lights points. | 20.00 | No. | | |
| | Fans. | 10.00 | No. | | |
| | Plug point. | 4.00 | No. | | |
| | Flooring of jute carpet. | 4,320.00 | Sq. Ft. | | |
| | Kanad around and in between partition (mini. Ht. – 8' 0") | 600.00 | R. ft. | | |
| 6 | MAIN ENTRANCE GATE : | | | | |
| | Gate as design given by ICEA. (please, specify detail brake up) | 1.00 | No. | | |
| 7 | HALOGEN : (White Metal Light) | 50.00 | No. | | |
| 8 | Yellow Metal Light in Exhibition Area | 10.00 | No. | | |
| 9 | Ceiling Fans in Domes | 60.00 | No. | | |
| 10 | GREEN MATING IN ENTRY : | 0.00 | Sq. Ft. | | |
| 11 | TOWER : | 4.00 | No. | | |
| 12 | Kanad (wall) besides gate | 300.00 | R. Ft. | | |
| 13 | Flex Fitting | 300.00 | Sq. Ft. | | |
| Generator set to be Provided as per Requirement Including service Tax. | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | Signature of Infrastructure Contractor with seal and date | | | | |
| | | | | | |

List of Employees :

1.
2.
3.
4.
5.

Details of tenderer/bidder :

Name of the company :

PAN no :

Service tax No :

Photo I D

Details of tenderer/bidder (for Partnership Firm)

Name of the company :

PAN no :

Service tax No :

Name of the Partener 1 :

Photo I D

Name of the Partener 2 :

Photo I D

Name of the Partener 3 :

Photo I D

List of Infrastructure available with bidder :

Guide line for DRAFT OF MEMORANDUM OF UNDERSTANDING (MOU)

MEMORANDUM OF UNDERSTANDING (MOU)

Contract Agreement made this ___TH day of _____, **2015** between the President / Secretary/Coordinator of Sthapatya Committee/Chairman of Sthapatya Committee of **The Institute of Civil Engineers and Architects (ICEA), Surat** (hereinafter called **ICEA** which expression shall where the context so admits include his successors in office and assigns) of the first part and Mr. _____ of **M/s.** _____, having their office at _____ (hereinafter called the **Infrastructure Contractors** which expression shall where the context so admits his heirs, executors, administrators and legal representatives) of the second part.

Whereas, ICEA is involved in the activity of organizing trade exhibitions for exhibiting building materials, technology, tools, plants and materials that are used in building construction, interior designing and decoration as a part of public awareness program. Tenders were invited for providing Infrastructure facility for the exhibition during the 8th to 11th of January-2016 from various Agencies and after considering all the offers, ICEA has decided to award the work to the Party of the SECOND PART, namely **M/s.** _____

having their office at _____, as their offer was the lowest of all the tenderers as per the tender (the tender document is part of this (MOU).

And whereas the Infrastructure Contractor has agreed to execute upon and subject to the conditions set forth in the Tender and such other conditions as are contained in all the specifications forming part of this contract (hereinafter referred to as the said conditions), for a sum as may be arrived at under the clause relating to payment on percentage basis quoted by them as per Schedule-A.

Now it is hereby agreed as follows:-

(1) **SECURITY DEPOSIT:**

The successful bidder has to deposit **10%** of the Tender amount as security deposit after settling all dues and charges other agencies if any.

(2) **NAME OF THE EXHIBITION**

The name of the proposed exhibition shall be **STHAPATYA-2016**.

(Registration No. of trademark may be added.)

(3) **ELECTRICITY**

The Infrastructure Contractor shall obtain the necessary connections for the supply of electricity from Electricity Company Ltd. This shall be done at the own cost of the Infrastructure Contractor. He shall also make alternative arrangement for full power back up standby.

(4) **PLANNING & LAYOUT**

The Layout of the Exhibition will be planned by ICEA and the Infrastructure Contractor shall execute the same. By drawing and/or instructions given to contractor by PIC/EIC. The Infrastructure Contractor hereby agrees to make the necessary construction as per the plans given by the ICEA.

(a) The Infrastructure Contractor has no right to change the lay-out supplied by ICEA or sizes as specified by ICEA. ICEA reserves the right to change or modify the same and the Infrastructure Contractor, the second party of this agreement is bound to follow and execute it accordingly.

(b) Provisions of fire protection devises as per the directive of concerned department must be carried out by Infrastructure Contractor.

(c) The Infrastructure Contractor indemnifies the ICEA from all kind of loss including that of property, life, valuables etc. due to any accident / loss / theft etc. arising during the Exhibition,

(d) Infrastructure Contractor shall be solely liable to compensate for the damages and the same cannot be recovered from ICEA. The Contractor should take

Insurance against accidents and natural calamity including fire and terrorist attack.

- (e) The Infrastructure Contractor shall provide with the following:
 - i) Exhibition shall have required number of domes as per the lay out plan supplied by ICEA.
 - ii) The pavilions may be divided into sub-sections for categorizing different products:-
- (f) The said Domes shall be fully carpeted by materials of approved class and quality, properly illuminated with sufficient lights and well ventilated with enough number of fans, as per the details mentioned in attached Schedule.
- (g) The said stalls shall be
 - (a) 3.0 x 3.0mt
 - (b) 3.0 x 6.0mt(6.0 mt. shall be Frontage)
 - (c) 6.0 x 6.0 mt (6.0 mt. shall be Frontage)The said stall shall be made from laminated sheets.
- (h) The Entrance foyer shall have decorative gates as per design given by ICEA and should be a covered with good quality carpet or any other specified material.
- (i) The Infrastructure contractor shall provide Office for ICEA and Office for Marketing.
- (j) The Infrastructure Contractor shall appoint responsible person to solve problems of maintenance and electrification during the exhibition for the exhibition premise and surrounding, at the cost of Infrastructure Contractor.
- (k) The Infrastructure Contractor shall make arrangements for the following or as specified by PIC/EIC.
 - i) Standby generator of enough capacity
 - ii) Fire Safety tools as per requirements of Authority.

(5) PENALTY CLAUSE

- (a) In the eventuality that the Infrastructure Contractor is unable to execute the said work or part thereof, a penalty equal to the amount up to Rs. 5,00,000.00 (Rupees Five Lacs only) shall be recovered from the Infrastructure Contractor.
- (b) ICEA may make arrangements to appoint another Infrastructure Contractor to execute the said work at the risk and cost of Infrastructure Contractor.
- (c) If ICEA has a reason to believe that its name is used for any work other than this Contract, Infrastructure Contractor shall be liable to pay sum decided by ICEA as **penalty amount** and/or legal proceedings for the same.

- (d) By all means the Contractor shall complete the work for Domes, seminar hall, entrance gate, office of ICEA, entrance foyer, banquet hall, etc. as per approved design layout and/or specification and instructions given by EIC/PIC and total infrastructure facility before 24 hours of inauguration time of exhibition. All concern details and Drawings of above mention Items must be collected by contractor in writing from the Sthapatya committee at least **10** day before exhibition. Failing to do so, Infrastructure Contractor shall be penalized as per directives of managing committee / Sthapatya committee decision and penalty for such item may vary from 5% to 15% of agreed royalty amount.
- (e) The Dome and the Stalls should be exactly to the specification of ICEA, ICEA do not allow any addition/alteration if any, by bidder.

(6) DISPUTE & DIFFERENCES

All disputes and differences of any kind whatever arising out of or in connection with this Memorandum of Understanding and the said Exhibition shall be referred to Arbitration as agreed and consented by both the parties.

All the legal disputes are subjected to jurisdiction of SURAT only.

IN WITNEESS WHERE OF the parties have executed these present on the day and year hereinabove written and in the manner hereinafter mentioned.

Signature of Infrastructure Contractor with seal and date

WITNESS: -.....

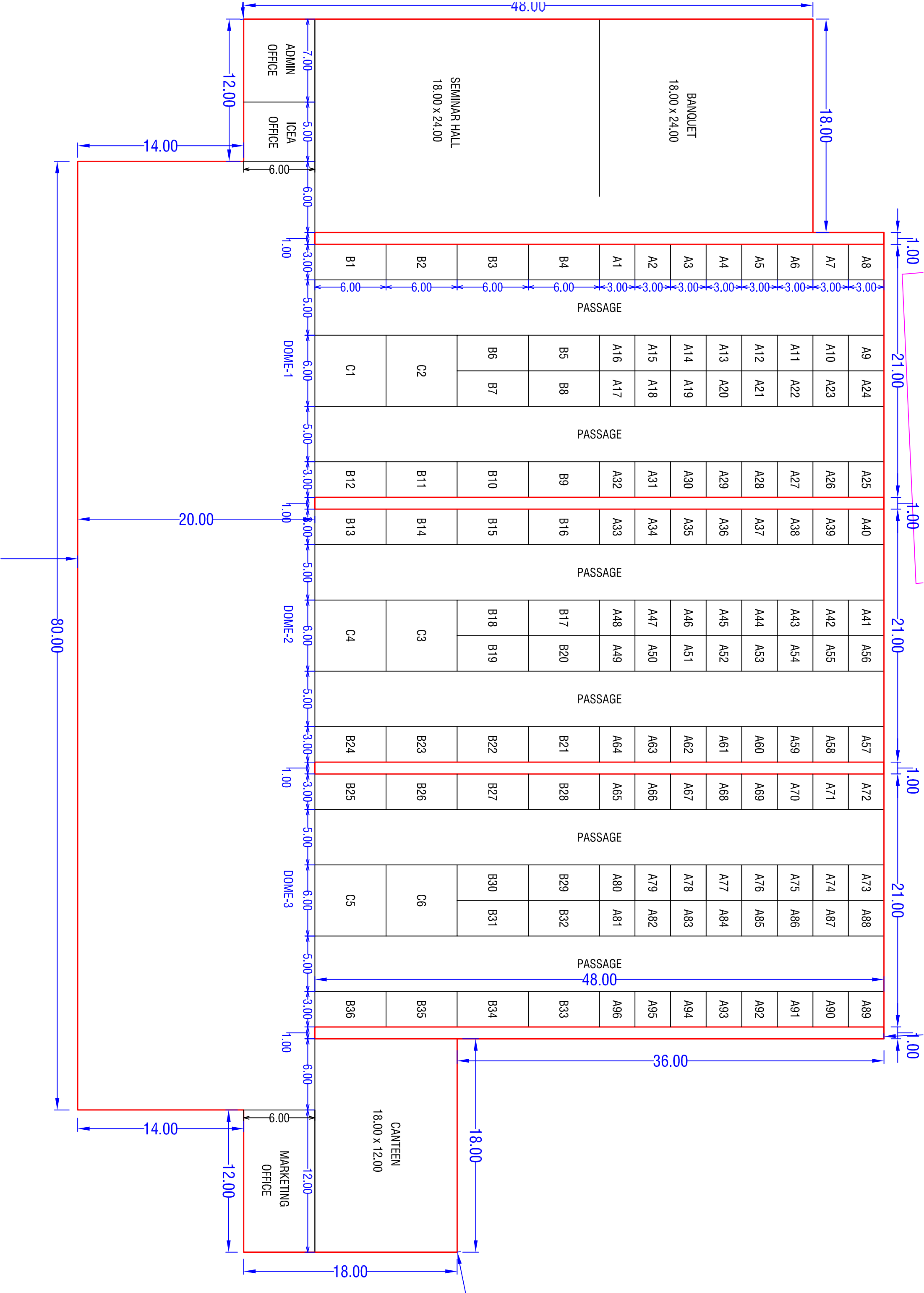
Signed and delivered by ICEA the within named trust by its:

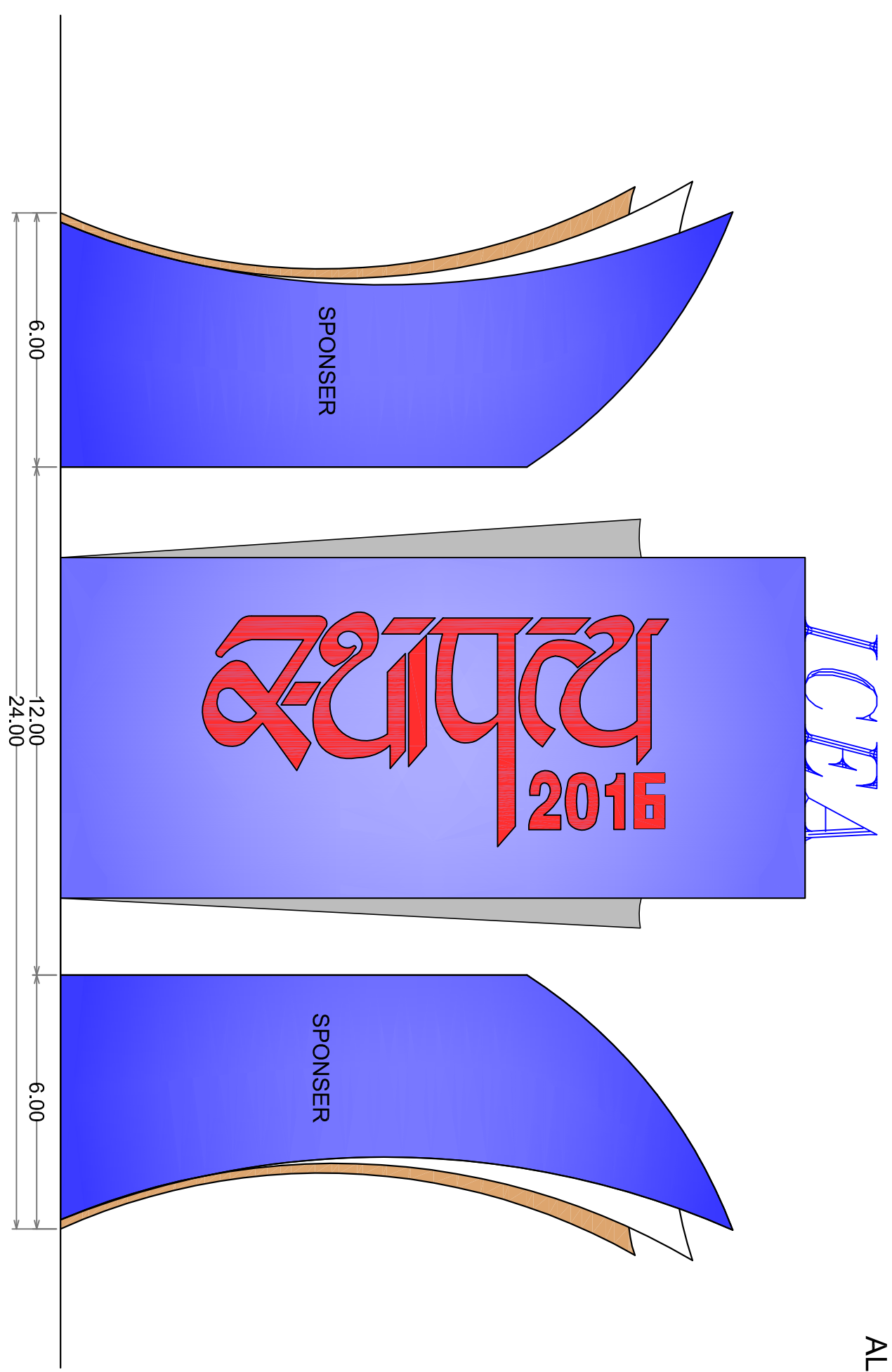
1. President :

2. Secretary :

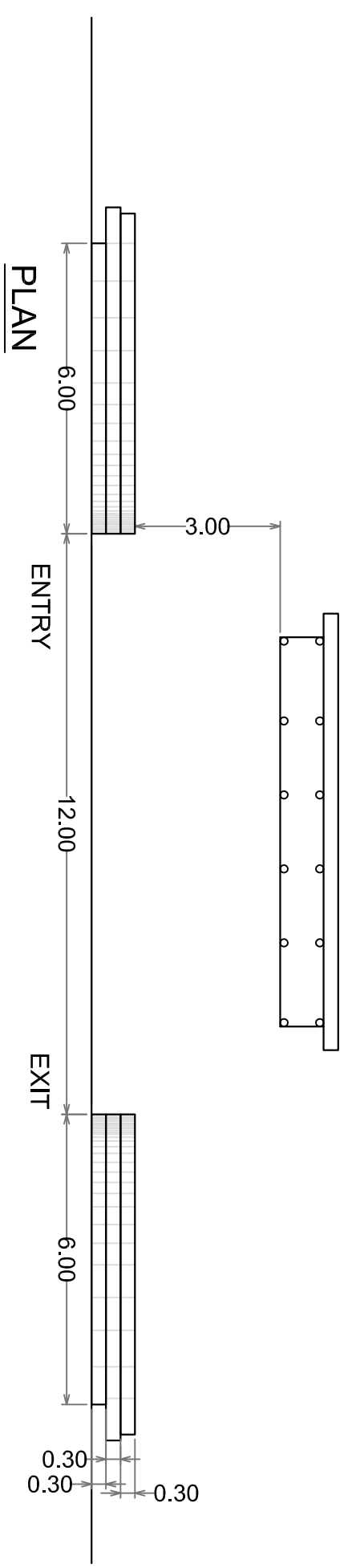
3. Coordinator of Exhibition Committee:

WITNESS: -





ELEVATION



PLAN

PROJECT:-



| | | | |
|----------------------|--|--------------------------------------|--|
| DRG. TITLE | | ARCHITECT. | |
| GATE DETAIL | | AAYOJAN | |
| DATE : 10-07-15 | | A.HARESH.J.MAHADEWALA | |
| DRN BY : URVI TAILOR | | HIMANI APARTMENT MAJURA GATE SURAT. | |
| CHECKED BY : A.sabbh | | TELE: 2477900 | |
| SCALE = N.T.S | | M - +919714617800 | |
| | | E MAIL : aayojanarchitect@ohoo.co.in | |
| | | : aayojanarchitect@gmail.com | |