



MOTILAL NEHRU COLLEGE

University of Delhi

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Date: 10th April, 2023

SHORT TENDER NOICE FOR PHOENIX'23

Sealed tenders are hereby invited by the Principal, Motilal Nehru College, University of Delhi, South Campus, Benito Juarez Road, New Delhi 110021 from entities/agencies fulfilling the eligibility criteria given below for Event Management services for PHOENIX'23. The sealed tender super-scribed as "Sealed Tender for PHOENIX'23" along with EMD must be dropped in drop box situated in Administrative office in the name of The Principal, Motilal Nehru College, University of Delhi, South Campus, Benito Juarez Road, New Delhi 110021 on or before 3.30 pm on 17th April 2023.

S. No	ITEM	DETAILS
1	Name of Event	PHOENIX'23 Annual Cultural Festival of Motilal Nehru College, University of Delhi, New Delhi-21
2	Duration/Dates of the Event	2 Days, Dated 19-20 April 2023 from 9.30 AM to 7 PM
	Tender For	Event Management Services for PHOENIX'23 for organizing various events including, but not limited to, hiring of Star artist(s) and arranging Sponsorships from Commercial organizations
	Tender Fee and Earnest Money Deposit (EMD)	Tender fee of Rs.1000/- (Non-Refundable) and Earnest money of Rs. 30000/- (Refundable without interest) is to be deposited by DD/Pay Order in favor of the Principal, Motilal Nehru College. Bid should be submitted for separate stars as part-1, part-2 part-3. Bidding with all three parts will be treated as one tender and need to pay fee and EMD at once. EMD will be refunded to unsuccessful bidders and will be adjusted with the payment of the successful bidder. If EMD and fee is not received on or before last date of submission the tender will be rejected.
	Last Date for Submission of Tender	3.30 PM on 17.04.2023 Vender needs to drop Sealed tender in the college drop box, inside the administrative office
	Opening of Tender/ Bidders	4.00 PM onwards on 17.04.2023

TERMS AND CONDITIONS:

Name of work: Annual Cultural Festival PHOENIX'23 of Motilal Nehru College, University of Delhi.

Last Date for Submission of Tender: 17. 04.2023 till 3.30 PM

DOCUMENTS TO BE SUBMITTED WITH TENDER:

1. Self-Attested copy of PAN Card and GST Registration Certificate.
2. Self-Attested Copy of the Contract/Work order (at least 3 to be attached) issued by the concerned organization where the bidder had carried out similar service contract/Event Management activity.
3. Self-Attested Copy of the confirmed availability conveyed by the star-artist whom the bidder proposes to arrange for performance at PHOENIX'23 on 20th April 2023.
4. Bid should be submitted for separate stars as part-1 will be all production with star-1, part-2 will be all production with star-2 and part-3 will be all production with star-3. Bidding with all three parts will be treated as one tender and need to pay EMD at once. No additional star is allowed. Earnest money deposit (EMD) for an amount of Rs 30,000 in the form of Demand Draft / Pay Order issued by a Scheduled Bank in favor of the Principal, Motilal Nehru College.
5. An undertaking (self-certificate) that the agency hasn't been blacklisted by a Central/State/UT Government Institutions and there has been no litigation with any Government department.
6. At least 3 MOUs with Government institutions(preferably Delhi University and it's affiliated colleges)for event management/ production / artist , worth 5 lakhs each in past 5 years

OTHER TERMS AND CONDITIONS:

1. The quoted rates shall remain same throughout the tenure of the contract and no revision is permissible for any reason.
2. No branding of any third party shall be done on head ramp or fascia except college. College reserves the right to reschedule or cancel the event and no compensation shall be entertained in such circumstances.
3. Any tender with incomplete information or quotes will not be accepted under any circumstances.
4. The bidder has to arrange one Star artist after due consultation with and confirmation from the Organizing Committee of PHOENIX'23.
5. The rates will be inclusive of all taxes. fee, levies, etc. and without any change /revision.
6. Applications without earnest money shall be rejected out rightly.
7. If the agency fails to provide the services to the satisfaction of the Organizing Committee, such as inferior quality of service, failing in providing the mentioned services in part or in full, College can impose appropriate penalty and in such case decision of the Principal, Motilal Nehru College shall be final and binding on the Bidder/contractor.
8. Electricity for the scope of work shall be provided by the Motilal Nehru College free of cost. However, sufficient Power Back-up shall be arranged by the Event Manager. The Event Manager will be solely responsible for the connecting cables and other connecting devices from the main supply to the respective event venues. All the necessary safety precautions shall be taken while providing services by the service provider.
9. All installations/equipment/tent/stage/sound and light equipment shall be made functional starting from 9 am on the 19th & 20th April 2023 and should be available for use up to 7.00 PM.
10. The organizing committee and the institute administration shall not be responsible for any damage to goods of the event organizer.
11. The payment will be made to the Firm only on the Bank Account registered in their name maintained in India by way or NEFT/ RTGS/ DD after deduction of all kind of the TDS as applicable.
12. The quoted price shall be inclusive of GST and all other taxes (if applicable).

SPECIAL TERMS AND CONDITIONS:

1. The whole event is meant for Motilal Nehru College students, faculty, officers, staff of Motilal Nehru College and other guests invited by Motilal Nehru College authorities only.
2. The event manager can neither sell tickets nor issue passes to anyone and nor can extend any sort of invitation to anyone whosoever for any of the events being organized at Motilal Nehru College campus during the contract period.
3. The erection of hoardings, banners, flexes etc. inside the College campus will be carried out in consultation with the PHOENIX'23 Organizing Committee.
4. The event manager is advised to visit the campus before quoting the rates to assess the scope of work and site conditions.
5. During Two days of the festival expected foot fall is of around 5,000 people. The arrangement for adequate manpower and other resources, besides crowd management and orderly conduct of the events shall be the responsibility of the Event Manager (contractor).
6. Neither direct advertisements nor proxy advertisements for any liquor or tobacco product or any other banned item shall be allowed inside the College Campus. Besides this, hoardings, banners or flexes containing obscene/vulgar/defamatory content shall also not be allowed for display.
7. Stage setup, music and sound equipment and backdrop as per requirements of the artist and decoration will be the complete responsibility of the Event Manager.
8. Boarding, lodging & Transportation, food/refreshments of ARTISTS to be provided by the event manager.
9. No songs will be played in any case emphasizing or criticizing on any particular religion, region or cast.

Special Note: The Principal and the PHOENIX'23 Organizing Committee holds absolute right to amend/add/modify/drop/delete/cancel the bid or any of the clauses of this tender and terms and conditions, as they deem fit without assigning any reasons.

**Acting Principal
Motilal Nehru College**

MOTILAL NEHRU COLLEGE, UNIVERSITY OF DELHI, BENITO JUAREZ ROAD, NEW DELHI-110021**SHORT TENDER NOTICE**

REQUIREMENTS PHOENIX'23 ARE AS UNDER:

S. No.	ITEM/SPECIFICATION
A.	STAGE FABRICATION
1	Stage fabrication and masking 38x36 feet with tent ceiling
2	Extended ramp-12 x 8 Ft
3	Carpet on stage under the celing and street play area
4	Stage covering with theme colour drapes
5	Backdrop 30*10 ft
6	Mounting of Side wings framing, , masking, designing, printing (10*4) – 4pC
7	Mojo barricading covering the stage area
B.	TENTING, SITTING & DECOR
8	10 sofas (3 Seater)
9	Green rooms-4 (15x8 feets)
10	VIP Tables 10
11	Chairs with cover 250
12	Carpeting under seating
13	Ceiling 54*54ft +18*36 ft
14	8 Mist Fans
15	4 Cooler
16	Stalls - 15
17	Carpet on stage and street play area
18	10 walkie talkie
C.	MAIN SOUND
19	Line Array-12 (Vertac 4889 or RCF HDL)
20	Sub-Base-4 (Rcf/Jbl)
21	Monitor-6(L-ACOUSTICS or similar)
22	Side fill- 4 (JBL/Rcf or Similar)
23	DI Units (6)
24	Podium Mic 2
25	Corded mic kit – 12
26	Artist mic only 6000 series-2
27	Mic stands 3
28	Cordless mic kit (Shure) – 8
29	Drum mic kit Shure
30	Drum Kit (Tama)-1 DAY
31	Pioneer (Nexus 2)-1day
32	DJM 900 NEXUS-1day
33	Sharpie (10 R) light-12
34	Pointies 2
35	Spots – 12
36	RGBW Wash 10
37	4 eyed Molefays 1kw each- 2
38	Kit box levitates (8)
39	Totem truss with spider legs for safety 34'- 2
40	Lateral aluminium beams 12” - 2
41	Smog machine

D.	BACKEND
42	Digital mixer 48 channel –Sound craft / Venue SC48 / Digico
43	Gate compressor
44	Effect rack
45	All leads
46	Crossovers (3)
47	Digital light controller (Avalite Tiger Touch 2/ Pearl AVL Pro)
48	Dimmer Packs
49	Sound engineer
50	Light engineer
51	2 turntables – Tech5nics 1210
E.	OTHERS
52	BOUNCERS - 15
F.	ARTISTS (any one)
53	PRABH GILL
54	VARINDER BRAR
55	DILPREET DHILLON

*Bid should be submitted for separate stars as part-1 will be for all production with star-1, part-2 will be for all production with star-2 and part-3 will be for all production with star-3. Tender with all three parts will be treated as one tender and need to pay tender money and EMD at once.

* Artists should perform Live for atleast 90 minutes on stage.

* No additional artist allowed.