



**DIVISION OF AGRICULTURAL ENGINEERING
ICAR- INDIAN AGRICULTURAL RESEARCH INSTITUTE
NEW DELHI - 110 012**

F.No. No.174/2019-20/AE/

Dated: 21.01.2020

To,

Sub: Quotation for following item(s) as mentioned at Sl No.1, 2 & 3

Item No. 1 Pandal and Seating Arrangement

Item No. 2 Public Address (P.A.) System

Item No. 3 Photography

Note: Separate quotations for each Item (No. 1 to 3) must be furnished

Sir,

The quotation should reach this office by not later than 1300-00 hrs on 5th February, 2020. The cover containing quotation should be super scribed as “**Quotation for Convocation, 2020; Item no.....**” to be held near the Dr. B.P. Pal Auditorium, IARI, New Delhi due for submission on **5th February, 2020**, failing which the quotations will have the risk of not being considered.

The quotations will be opened at **1500hrs** on the same day i.e. **5thFebruary, 2020**.The quotations shall satisfy the following conditions:-

1. The rates quoted shall be valid for a minimum period of 180 days from the last date fixed for the receipt of quotations.
2. The rates quoted shall be final and inclusive of delivery and installation at the site i.e. near Dr. B.P. Pal Auditorium, IARI, New Delhi-110012.
3. Full specifications of the article quoted for shall be given in the quotation along with literature/pamphlet/drawing etc. User list of the quoted document may also be additionally provided for reference.
4. If GST Taxes, duties or any other charges over and above the rates quoted leviable, actual percentage of such taxes/duties/other charges should be clearly indicated.

5. Supply is to be made by any convenient mode of transport at supplier's risk unless otherwise specified.
6. **The bid should be accompanied with earnest money in the form of D.D./Pay Order/Fixed Deposit Receipt/Bank Guarantee from commercial bank drawn in favour of Director, IARI as mentioned against each of the equipment/item.**
7. Payment will be made by mode of e-payment to the supplier/firm after satisfactory completion of work on actual basis and receipt of pre-receipt bills triplicate.
8. The Director IARI, New Delhi reserves the right to accept or reject any or all the quotations either in full or in parts without assigning any reason.
9. The firm should have sufficient experience in supplying respective items (Attach proof)
10. Quotations not complying with the above conditions are liable to be rejected.
11. Pre-bid conference for any clarification will be held on **27th Jan, 2020 at 11:00AM in Division of Agricultural Engineering IARI, New Delhi.**
12. **Sealed quotations should be put in the "quotation Box" of the Division of Agricultural Engineering IARI, New Delhi.**
13. **GST/PAN Nos must be given with the Quotation.**
14. The mentioned dates of our requirement are only Tentative in nature and may change depending upon the situation and decisions of the competent authority. Change of dates for any events will be informed to the successful bidder in due course of time.

Summary of Quotation

Sl. No	Name of Document	Page No.
01.	GST	
02	PAN	
03	EMD	
04	Annexure - 1	
05	Experience Certificate(year wise)	
	i.	
	ii.	
	iii.	
06	Quotation Document with Signed and Seal	

Item. No.	Description of the Item	Qty. Req. (Approx.)	Unit rates	Total Amount
1	Pandal and Seating Arrangement	annexure	-	-
2	P.A. System	annexure	-	-
3	Photography	annexure	-	-

(AAO, Agricultural Engineering)

Pandal and Seating Arrangement

The firm should have at least 3 years experience of similar work from the current date. **EMD of Rs. 5000/- (Rupees Five Thousand Only) in the form of DD/Pay Order payable to the Director, IARI** should be enclosed with quotation.

S.N.		Item Description	Quantity	Rate Per (Rs.) Sq.Ft/No	Total (including GST Rate)
1.		Pandal for high Tea during convocation (10th-14thFebruary- 2020) at B. P. Pal Auditorium			
	i.	Pipe Pandal	5000 Sq.ft		
	ii.	Carpet (clean and spotless)	5500 Sq. ft		
	iii.	Dunlop Chair	150 No.		
	iv.	Facia	1000 Sq.ft		
	v.	Round Table	5 No.		
	vi.	Gate (Decorated)	2 No. (optional)		
2.		Pandal for Dinner on 14thFebruary - 2020 at Genetic Division Lawn, IARI, New Delhi			
	i.	Pipe Pandal with ceiling and jhalar in front	24000 sq.ft		
	ii.	Round Table with satin covers	30 No.		
	iii.	Curtain	1000 Sq.ft.		
	iv.	Chair + cover	200 No.		
	v.	Light (ladi)	150 No.		
	vi.	Rise light	2000 No.		
	vii.	Stage 2' height with 20'*15' platform	300 Sq.ft. (optional)		
	viii.	Stage carpet	325 Sq.ft. (optional)		
	ix.	Stage ceiling	324 Sq.ft (optional)		
	x.	Fire Brigade at NASC for one day	1 No.		

Photography

Required for 10th – 14th, February - 2020

The firm should have at least 3 years experience of similar work from the current date. **EMD of Rs. 4,000/-(Rupees Four Thousand Only) in the form of DD/Pay Order payable to Director, IARI, New Delhi** should be enclosed with the quotation.

S.N.	Item Description	Quantity	Rate Per (Rs.)Unit/Day/No	Total (including GST Rate)
	Convocation Photography			
1.1	2 Still photography assignment (full frame camera with min. 30.4 Megapixel) (February 10-14, 2020) as per requirement	5 days		
1.2	Photographs Size: 5' x 7'	350 No.		
1.3	Album for photographs (as per requirements)	3 No.		
1.4	Video Coverage Digital XDCAM 3CCD quality (February 10th-14th, 2020)	5 days		
1.5	4 Camera setup details: 3 XDCAM cameras (3CCD), 1 HDMI Input for PPT & 1 PTZ Camera with online Video Switcher (like that Data video HS-3200 or equitant and matching SDi/HD patching) set up also input PPT input complete.	5 days		
1.6	Complete Programme Live streaming of convocation 2020 programme on You Tube & Facebook from 10 th -14 th , Feb. 2020	5 day		
1.7	Live Streaming through Web Portal: One way Audio-Video adaptive bit rate optimize streaming for unlimited viewers, access through PC, Mobile, Tablet using vendor own DN/RTMP redundant streaming servers. All photos (High Quality of convocation will be on Web portal for one month. Download link of the event will be provided on completion of event.	1 No.		
1.8	Soft copy of all proceedings should be provided in 1TB Compact USB 3.0 external hard disk drive	1 No.		
1.9	SDi/HD distributor 1 to 16 for one day	2 No		
2.0	Web Encoder, one in each for 5 Days	5 No.		

Public Address (P.A.) System

Required for 14th Feb-2020

Firm should be minimum 3 year experience in related field other experience will not countable.

EMD of Rs. 2,000/- (Rupees Two Thousand Only) in the form of DD/Pay Order payable to the Director, IARI should be enclosed with quotation.

Sl. No.	Item Description	Quantity (No.)	Rate Per (Rs.) No	Total (including GST Rate)
1	PA System for IARI, PG School Convocation -2020			
	a) Three way speaker (D&B/JBL/equivalent) with power amplifier	5		
	b) Microphones with stands (shure/sen.)	5		
	c) Digital audio mixer 48 channel	1		
	d) CD/DVD player USP comp.	1		
	e) Extra speaker 1500 watt	4		
	f) Change over system	1		
	g) Amplifier 3000 watts	3		
	h) Cordless Mike (professional quality)	4		
	i) Mike wired with stand	4		
	j) LED par RGBW	4		
	k) Worm Led par	4		
	l) Avolite panel	1		
	m) Audio system with 2 speaker with amplifier, audio mix., speaker stand, microphone etc. (Optional)	1		
	n) Speaker system (2 no.) with microphone with amplifier (1no.) cables, wire etc. (Optional)	2		
	o) Audio distribution system	1		
	p) Smoke machine	1		

