



PRASAR BHARATI
(INDIA'S PUBLIC SERVICE BROADCASTER)
DOORDARSHAN KENDRA, BHUBANESWAR

NO. DDK/BBSR/Scenic (CF)/2016

Dated: 08.06.2016

ENQUIRY FORM

To

Sub: Quotation for temporary shed erection for Car Festival 2016.

Dear Sir,

This office is interested to hire following units/carrying out work as per the specifications given below and invites your sealed quotation preferable in package as per the term and condition on the reverse. The firms will provide the PAN, TIN and service Tax numbers, along with their quotations.

FOR CAR FESTIVAL ON 06.07.2016 PCR – (OB VAN)			
Sl. No.	Items	Size with description	Qty
A	Shed for OB Van Power panel & Diesel Generator	Size Length 80 ft x height 20 ft x width 20 ft water proof, FIRE PROOF with tube light fitting 15 nos.	
B	Raiser near OB Van	50 ft x 10 ft x 1 ft	1 no.
	a) For keeping equipment b) For power supply	10 ft x 10 ft x 3 ft	1 no.
C	Commentators Booth	Each size 15 ft x 15 ft x 10 ft width with ply roof and table of 10 ft length, 2½ ft height & 2 ft width with one A/C in each Booth. With 4 nos. of 40 watt CFL in each Booth.	2 nos.
D	Camera raisers	Size - 10 ft x 6 ft x 1 ft , with water proof top cover to protect camera from rain	8 nos.
E	DSNG Shed	Size - 20 ft x 10 ft x 10 ft length with ply side wall/Doors for fixing A/C.	1 no.
F	Chairs at OB Van / 40 watt CFL	Including all the Camera position. (50 nos. normal chair + 20 nos. chairs with cushion and arm rest for commentator) / 40 watt CFL/ 5 nos. of Pedestal Fan	70 nos. 20 nos. 4 nos.

Date of Completion-item A & B on 03.07.2016, C,D & E on 05.07.2016 FOR RETURN CAR FESTIVAL ON (14-07-2016)			
A	Shed for OB Van-Power panel & Diesel Generator	Size Length 60 ft x height 20 ft x width 20 ft water proof & fire proof	1 no.
B	Raiser near OB Van	a) 50 ft x 10 ft x 1 ft b) 10 ft x 10 ft x 3 ft	1 no. 1 no.
C	Commentators Booth	Size 15 ft x 15 ft x 10 ft height On 1 ft raiser with tarpaulin cover & strong side walls with 2 Ton A/C and 4 nos. of 40 watt CFL	1 no.
D	Camera tower	Size - 6 ft x 6 ft x 10 ft height	1 no.
E	Camera raisers	Size - 8 ft x 6 ft x 3 ft	3 nos.
F	DSNG raiser	Size - 10 ft x 8 ft x 1 ft	1 no.
G	Chairs	40 + 10(40 nos. normal chair + 10 nos. chairs with cushion and arm rest for commentator)	50 nos.
H	Pedestal fan		4 nos.
I	Tube light fitting		10 nos.
DATE OF COMPLETION – ALL ON 12-07-2016 FOR SUNA BESHA ON 15-07-2016, ADHARA PANA ON 16-07-2016 & NILADRI BIJE ON 17-07-2016			
A	Camera raisers	Size - 8 ft x 6 ft x 5 ft (for camera 4 at Bagadia Matha)	01 no.
B	Table	Size - 10 ft x 2 ft x 3 ft height	05 nos.
C	A/C in PCR and commentator Booth to be mounted in the window		03 nos.
D	Chairs	25 + 5(25 nos. normal chair + 5 nos. chairs with cushion and arm rest for commentator)	30 nos.
E	Tube light fitting & Pedestal Fan		10 nos. 04 nos.
DATE OF COMPLETION – ALL ON 13-07-2016			

Total package rate for car festival, return car festival, suna besha , Adhara Pana & Niladribije Rs..... as per our above specification separately including Service Tax .

PAYMENT will be made within 30 days after carrying out works. Quotation for advance payment/payment against delivery or civic discount for early payment in or 15 days will not be considered and similarly rejected.

The quotations should be sent in a sealed cover addressed to the under signed by name so as to reach on or before 23.06.2016. The cover should be superscribed with the following details.

“QUOTATION FOR ERRACTION OF TEMPORARY SHED AND ALLIED FACILITIES FOR CARFESTIVAL-2016”.

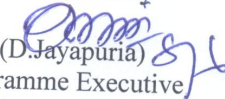
Quotations which are not sealed will be rejected.

(A) ENQUIRY REFERENCE

(B) DATE OF OPENING

The quotation will be opened in this office at 3.00 pm on 23.06.2016 or on the next working day, if the same day happens to be a holiday, in presence of such tenders who may choose to attend.

Yours faithfully


(D. Jayapuria)
Programme Executive
DDK, Bhubaneswar

TERMS AND CONDITIONS:

1. The quotation should specifically mention the delivery date; terms and conditions of supply.
 - a. The unit price should be for unit as indicated in the tender enquiry.
 - b. Price should be F.O.R. station of dispatch/destination at Puri and inclusive of charges of packing, forwarding, transportation, Octroi etc. where applicable. Octroi exemption certificates will be issued by this office.
2. The office will not pay separately for transit insurance and the agency will be responsible for safe arrival of materials at destination.
3. The printed terms and conditions on the letter heads of tendering firms will not be applicable/considered as forming part of tender, conditions applicable should be specifically stated.
4. TAX: Sales Tax as applicable.
5. INCOME TAX: An amount equivalent to 2% of the bill amount plus surcharge shall be deducted while affecting payment as and when required (only for works) and T.D.S. certificate to this effect shall be given PAN No., TIN No., Service Tax No. should clearly be mentioned in the quotation and copy of the PAN card and TIN Certificate, Service Tax certificate should be enclosed with the quotation.
6. Quotations not properly superscribed and sealed with red lac or red wax will not be considered.
7. I.T. clearance certificate/Service Tax certificate should be submitted along with bill.
8. Complete work details as required as per our specifications shall be furnished along with the quotations. Relevant drawing, pamphlets, illustrated literature, photographs may also be sent.
9. The agency should have sufficient experience and expertise in erecting sets and allied requirement for television production (Supportive documents to be attached).
10. PAYMENT will be made within 30 days after carrying out works in good condition or from the date of receipt of bill whichever is later. Quotations for advance payment/payment against delivery or civic discount for early payment will not be considered and summarily rejected. The agency should submit the bill after the completion of works.
11. The quotations should be sent in a sealed cover addressed to the undersigned by name so as to reach on or before 23.06.2016, the cover should be superscribed with **"QUOTATION FOR ERRACTION OF TEMPORARY SHED AND ALLIED FACILITIES FOR CARFESTIVAL-2016"**.
12. RIGHT OF ACCEPTANCE: This office reserves the right to reject the lowest tender or any or all the tenders without assigning any reason whatsoever. Further this office reserves the right to increase or decrease the quantity of materials tendered depending upon the actual requirement. The unit rate quoted in the tender should be applicable to the quantity for which the order is placed.


For Dy. Director General (P)
DDK, Bhubaneswar