



राष्ट्रीय फैशन प्रौद्योगिकी संस्थान, बंगलुरु
NATIONAL INSTITUTE OF FASHION TECHNOLOGY, BENGALURU.

सीमित निविदा दस्तावेज LIMITED TENDER DOCUMENT
डिजाइन संग्रह शो - 2023 निफ्ट बंगलुरु के लिए कोरियोग्राफी
CHOREOGRAPHY FOR DESIGN COLLECTION SHOW – 2024 TO
NIFT BENGALURU

Limited Tender Form No: 1/2023-24/5882(3) NIFT-B/KD/DESIGN COLLECTION/2019

Receipt No & Date of Issue: _____

The tender form issued to _____

Time schedule for the tender process:

निविदा अधिसूचना की तिथि Date of tender notification	22-04-2024
निविदा दस्तावेजों की बिक्री से शुरु होती है The sale of tender documents commences from	22-04-2024
विधिवत भरी हुई निविदाएं प्राप्त करने की अंतिम तिथि Last date for receipt of duly filled-in tenders	Extended to 21.05.2024 03:00 pm
खुलने वाली निविदाओं की अस्थायी तिथि और समय Tentative date and time of the opening tenders	21.05.2024 03:45 hrs

Note: This tender document contains **10** pages and bidders are requested to sign on all the pages. The tender shall be submitted in two separate sealed envelopes, one for the **Technical bid** (as per annexures 'A' & A-1) and another for the **Price bid** (as per annexure 'B') which should be super scribed on the envelopes. Both these sealed covers are to be put in a bigger / outer cover which should also be sealed & duly super scribed as **"Choreography for Design Collection Show – 2024"**.

NIFT Campus, C.A. Site No.21, 16th Cross, 27th Main Road, Sector – 1,
HSR Layout, Bengaluru – 560 102 Phone: 91 -80-2255 2550 to 55
E-mail: nift.bengaluru@nift.ac.in, admin.bengaluru@nift.ac.in
Web: <http://www.nift.ac.in/bengaluru/businessopportunities.html>

PREAMBLE / INTRODUCTION

National Institute of Fashion Technology (NIFT) was set up by the Ministry of Textiles, Government of India in 1986 which has been accorded statutory status under the Act of Parliament in 2006 (NIFT Act 2006) for the promotion and development of education and research in the field of Fashion Technology. NIFT provides fashion business education across the country through its network of 18 centers. It provides four years under graduate (UG) program in design and technology, two years post graduate (PG) program in design, fashion management & fashion technology and short duration education program to address the specialized needs of professional and students in the field of fashion. NIFT has its head office at New Delhi with its campuses located at Bengaluru, Bhopal, Bhubaneswar, Chennai, Daman, Delhi, Gandhinagar, Hyderabad, Jodhpur, Kangra, Kannur, Kolkata, Mumbai, Panchkula, Patna, Raebareli, Shillong and Srinagar.

The Bengaluru center has been set up since August 1997 with undergraduate and postgraduate programs.

Tender Notice:

NIFT Bengaluru invites sealed Tenders under two Bid systems for Design Collection Show / Choreography, as per the requirement/ specification mentioned in the Price Bid. The tender bids duly filled in all respects enclosing necessary documents may be addressed to The Director, National Institute of Fashion Technology (NIFT), CA Site 21, 16th Cross, 27th Main, HSR Layout, Sector 1, Bengaluru – 560 102 **so as to reach on or before 11:00 am, 07.05.2024 3.00 pm. 21.05.2024** or the tender may be dropped in the Tender Box placed at 'A' Block of NIFT, Bengaluru Centre.

Technical Qualifying Criteria:

1. NIFT invites sealed Tenders under two Bid systems for Choreography for their Design collection Graduating **Fashion Show on 31st May 2024 (Tentative)**. The tender shall be submitted in two separate sealed envelopes, as per the quantity and specification mentioned in the Technical Bid (as per **annexure 'A & A-I'**) and the Price Bid (as per annexure 'B') which should be super scribed in the envelopes. Both these sealed covers are to be put in a bigger / outer cover which should also be sealed & duly super scribed as "Choreography for **Design Collection – 2024**". The duly-filled tender in all respects, enclosing necessary documents should be addressed to "The Director, National Institute of Fashion Technology, CA Site 21, 16th Cross, 27th Main, HSR Layout, Sector-1, Bengaluru - 560 102" or the tender may be dropped in Tender Box placed at 'A' Block of NIFT, Bengaluru Centre, to reach on or before the scheduled time and date.
2. The tender shall be submitted in the official tender form only. If submitted in any other form the same shall be summarily rejected. No tenderer shall be issued more than one tender form.
3. Tender form is free if downloaded from the website <https://www.nift.ac.in/bengaluru/tenders>.
4. No paper shall be detached from the tender document.
5. Tenderer shall enclose a demand draft / pay order on any Nationalized Bank/ Scheduled Bank of **Rs.50,000/- in favor of NIFT** payable at Bengaluru as the non-interest-bearing Earnest Money Deposit [EMD]. Offers received without EMD will be rejected.
6. For exemption of EMD, supporting documents should be attached (a copy of the MSME/ NSIC registration certificate along with Enclosure - I).

7. The Earnest Money to those other than the lowest bidders will be returned within two weeks of the opening of the tenders.

8. The name and address of the tenderer shall be written in the space provided and no overwriting, correction, or insertion shall be permitted in any part of the tender unless duly countersigned/ Corrigendum passed by the tenderer. The tender should be filled in and submitted in strict accordance with the instructions laid down herein: otherwise, the tender is liable to be ignored.

9. The tender is liable to be ignored if complete information is not given therein, or if the particulars and data (if any) asked for in the Schedule to the tender are not filled in.

10. NIFT shall in no way be responsible for any default about any statutory obligation and the service provider/ vendor/ contractor will indemnify NIFT in case of any damage or liability, which may arise on account of the action of the firm.

11. The tenderer must sign along with the company seal on every page of the tender document as a token of the acceptance of the tender conditions.

12. The tender shall be accompanied by the relevant documents including Annexure "A" – a list of organizations where the choreographer has recently provided needs to be enclosed.

13. The service provider shall deposit 10% (including the amount of EMD) of the quoted price as Security Deposit by Demand Draft/ Bank Guarantee in favor of NIFT, payable at Bengaluru, which will be returned after the successful completion of the show/ event and after adjusting dues, if any.

14. These rates will be valid for **60 days** from the tender document's opening date.

15. No tenderer will be allowed to withdraw the tender rates after the opening of the tender (price bid). If any tenderer withdraws the rates the EMD amount deposited by him/ her will be forfeited and he/ she will be disqualified from participating in any future tender of this Institute.

16. Rates should be offered unconditionally and if rates are submitted with any condition the tender is liable to be rejected.

17. The choreographer must have at least 3 years of experience in conducting fashion shows for reputed fashion events/ organizations like FDCI, NIFT, Bengaluru Fashion Week, LIFW, etc. The proof for the same may be submitted along with the documents.

18. The service agreement has to be signed on the legal bond paper of Rs.200/- purchased by the service provider and it will be valid till the event's successful completion.

19. The full & final payment shall be made on the successful completion of the show, on the production of a satisfaction certificate from the Co-Ordinator's of the FD & KD departments. No advance payment will be made.

20. The bill will be settled within 21 days from the date of submission of the bills.

21. The service provider shall ensure that himself/ herself or his authorized representative is available for proper handing over the event at any place NIFT is holding the show. The service provider should depute skilled operators to operate the equipment and should support models (preferable students from NIFT) for their design.

22. NIFT reserves the right to accept or reject any or all the offers either fully or partially without assigning any reasons and is not bound to accept the lowest bid since due weightage shall be given to several factors besides the commercial bid.

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23. The specification of items required as per the Annexure/ Schedule and the evaluation of the bid will be based on the total bid value. The rate quoted should be inclusive of all taxes and duties including GST. The rates quoted should be based on free delivery to the consignee.

24. The rates quoted should be on a FIRM & FIXED basis.

25. Price may be quoted on a unit basis for the items and other requirements as per the annexure. Delivery is required in Bengaluru (venue and date will be shared with the identified service provider).

26. All the required items and equipment required on **31st May 2024 at the venue**. The stage setup will be done on the same day of the event.

27. The Work Order shall be issued by NIFT, Bengaluru, and delivery of the items and other requirements/ equipment shall be arranged by the service provider at any place where NIFT is holding the show, in Bengaluru.

28. The Service provider should be registered for GST and Income Tax and should enclose copies of relevant certificates.

29. Firms must indicate in their offers the different taxes and duties which they propose to charge mentioning the present rate(s) thereof. Vague offers like "**duties as applicable**" shall not be considered.

30. In case of any dispute raised by the service provider, a representation will be made only by the authorized representative of the service provider, and the decision of the Director, NIFT – Bengaluru will be binding on the service provider. The jurisdiction of the Court will be Bengaluru.

31. For items mentioned in the schedule and annexure, the bidders must ensure the required quality, material, dimensions & other parameters and quote accordingly.

32. The service provider must visit the NIFT, Campus personally and discuss with CC-FD and CC-KD for all information/requirements and acquire adequate knowledge of the venue and show before submitting the tender document. No additional payment will be entertained apart from the quote.

ENCLOSURE – I

**FORMAT OF BID SECURITY DECLARATION FROM BIDDERS
IN LIEU OF EMD
(On Bidders Letterhead)**

I / We, the authorized signatory of M/s. participating in the subject tender No. for the item / job of , do hereby declare :

1. That I/we have availed the benefit of waiver of EMD while submitting our offer against the subject Tender and no EMD being deposited for the said tender.
2. That in the event we withdraw/modify our bid during the period of validity Or I/we fail to execute a formal contract agreement within the given timeline OR I/we fail to submit a Performance Security within the given timeline Or I/we commit any breach of Tender Conditions / Contract which attracts penal action of forfeiture of EMD and I/ we will be suspended from being eligible for bidding/award of all future contract(s) of National Institute of Fashion Technology (All Centers) for a period of one to three year from the date of committing such breach.

Signature and Seal of Authorized Signatory of the bidder

Name of Authorized Signatory

Contact No.

Company Name (with seal)

SCHEDULE OF ITEMS

The following facility is to be provided for the Design Collection **Show - 2024**

Sl. No.	Particulars		
1	<p>Choreography Show Production - 31st May 2024 (Tentative) • Hiring of Models: for 2 days (one day for rehearsal & fitting and one day for the final show)</p> <table border="1" style="margin-left: 40px;"> <tr> <td style="text-align: center;">Models</td> </tr> <tr> <td> <ul style="list-style-type: none"> • Models (Female) -5 no's </td> </tr> </table> <p>• Artist fee for hair and makeup of models • Music compilation for 22 students including operating equipment • Stage and ramp construction: As per stage design as specified in Sl. No. 4 • Fittings: as per stage design as specified in Sl. No. 4</p>	Models	<ul style="list-style-type: none"> • Models (Female) -5 no's
Models			
<ul style="list-style-type: none"> • Models (Female) -5 no's 			
2	<p>Lights and Sound</p> <ul style="list-style-type: none"> • Stage Lighting Equipment - Complete Stage Lightening equipment with, Par cans, Halogen Lights, Color Labs, Clear Com, Victory Scanner, Mixer/Dimmer Pack, Programming Board, Dimmer Pack etc. and other connected equipment • Sound Equipment- Complete Sound equipment with Hi power speakers, amplifier, Cordless Mikes (2), Corded Mikes (2), Audio Mixer, C Player, etc. and other connected equipment. 		
3	<p>Wardrobe in-charge, Backstage helpers, Ironing</p> <ul style="list-style-type: none"> • Models Co-ordinations & Backstage Management. • Makeup Artist & Hair Stylist • Food for Models and Crew for 2 days (on the day of rehearsal, and show) • Air ticket, travel, and stay of models if any. 		
4	<p>Stage Design</p> <p>Complete set up of the stage along with building and setting of the ramp. Ramp to cover the central aisle of the auditorium for models to walk down Flooring carpeting has to be done based on the ramp and stage design finalized, and the colour and material of carpeting to be synchronous with the storyline for choreography</p> <ul style="list-style-type: none"> • Minimum (16ftX10ft) stage of 2 ½ ft in height • Minimum (9ftX10ft) extended ramp with height 2 .9 Ft (Ramp to be created). • Minimum (25'X18') LED backdrop • Console set-up. 		
5	<p>Others</p> <ul style="list-style-type: none"> • Printing and set up of backdrop along with the required logos. • Arrangement of a good Master of Ceremony • Photography and Videography of the complete event • Dressed chairs - 100 nos. • AV equipment complete with minimum 2 projectors 		

For any doubts feel free to contact Mr. Sonjib Bora- 9535687857
 and Ms Paramita Sarkar - 8894235893

TECHNICAL BID
(No price should be quoted in the technical bid)

TECHNICAL BID should contain the following:

- (1) Tender documents along with technical bid -Annexure 'A' duly completed and signed but without indicating the rates.
- (2) Company profile
- (3) List of Clients and shows conducted in the last 03 years
- (4) Details of models viz name, category, etc.
- (5) Name & relevant details of show compering.
- (6) Name & relevant details of hair and makeup Artists.
- (7) Required tender EMD of Rs.50,000/-.
- (8) A certificate regarding confirmation of having gone through and understood all the terms and conditions laid down in the instant Notice Inviting Tender, (As per annexure A-I).
- (9) A confirmation regarding providing the services as per our technical specification as enlisted in the schedule of items with the Notice Inviting Tender (As per annexure-'A'-1).
- (10) **The service provider shall arrange the items and other requirements/ equipment at any place where NIFT is holding the show on 31st May 2024 (Tentative), 5.00 PM, in Bengaluru.**
- (11) The company will depute a technically qualified executive to coordinate the job with the NIFT team.
- (12) For items mentioned above, the bidders must ensure the required quality, quantity, material, dimensions & other parameters and quote accordingly. If items are not quoted the same, they shall not be accepted. No payment/claims for such items shall be entertained.

PRICE BID
SCHEDULE OF ITEMS

S.N. Particulars

Value in Rs.

(1) Choreography

Rs. _____

- Show Production. All the items and other requirements/equipment shall be arranged by the service provider at any place where NIFT is holding the show **on 31st May 2024 (Tentative)**, in Bengaluru.
- **The hiring of Models: for 2 days (one day for rehearsal & fitting and one day for the final show)**

Female Models	Male Models	Remarks (Please fill up the required models for the 31st May 2024 show (for FD & KD)
05	-NIL-	<ul style="list-style-type: none">• Models (female) - 05 nos.

- Choreography **Stage and ramp construction**
- **Artist fee for hair and makeup of models**
- **Music compilation for 22 students including operating equipment**
- **Stage and ramp construction: as per stage design as specified in SI. No. 4**
- **Fittings: as per stage design as specified in SI. No. 4**

(2) Lights and sound

Rs. _____

- **Stage Lighting Equipment** - Complete Stage Lightening equipment with Par cans, Halogen Lights, Color Labs, Clear Com, Victory Scanner, Mixer/ Dimmer Pack, Programming Board, Dimmer Pack, etc., and other connected equipment.
- **Sound Equipment-** Complete Sound equipment with Hi power speakers, amplifier, Cordless Mikes (2), Corded Mikes (2), Audio Mixer, C Player, etc., and other connected equipment

(3) Wardrobe in charge. Backstage helpers

Rs. _____

- Models Co-ordinations & Backstage Management.
- Makeup Artist & Hair Stylist
- Food for Models and Crew for 2 days (on the day of rehearsal, and show)
- Air ticket, travel, and stay of models if any.

(4) Stage Design

Rs. _____

- Complete set up of the stage along with building and setting of the ramp. Ramp to cover the central aisle of the auditorium for models to walk down
- Flooring carpeting has to be done based on the ramp and stage design finalized, and the colour and material of carpeting to be synchronous with the storyline for choreography
- Minimum (16ftX10ft) stage of 2.9 ft in height
- Minimum (9ftX10ft) extended ramp with height 2 .9 Ft (Ramp to be created).
- Minimum (25'X18') LED backdrop
- Console set-up.

(5) Others

Rs. _____

- Printing and set up of backdrop along with the required logos. Arrangement of a good Master of Ceremony
- Photography and Videography of the complete event

- Dressed chairs - 100 nos.
- AV equipment complete with minimum 2 projectors

(6) **Total Value in (1+2+3+4+5)** Rs. _____

(7) **GST at the rate of on above total** Rs. _____

Grand Total inclusive of GST (6+7) Rs. _____

(Grand Total Rs. in words.....
)

Note:

1. The venue for conducting the show is any place NIFT is holding the show on **31st May 2024**.
2. The company will depute technically qualified executives to coordinate the job with the NIFT team.
3. We have understood all the concepts of NIFT, Bengaluru by visiting the campus personally and the quote was submitted accordingly.
4. For items mentioned above, the bidders must ensure the required quality, material, dimensions & other parameters and quote accordingly. If items are not quoted the same, they shall not be accepted. No payment/ claims for such items shall be entertained.

Date:

Signature with Name & Seal

Place:

Annexure-' A 1'

To
National Institute of Fashion Technology,
CA Site 21, 27th Main Road, Sector-1,
HSR Layout,
Bengaluru – 560 102.

Sir/Madam,

Sub: Technical bid relating to NIFT **Graduation Show-2024**

Ref.: Your Notice Inviting Tender (NIT) dated: **22-04-2024**
extended up to 21.05.2024

- (1) I have gone through all the Terms and conditions and also the schedule of items as enlisted by you in your Notice Inviting Tender for the subject under reference.
- (2) We have understood all the concepts of NIFT, Bengaluru by visiting the campus personally and the quote submitted accordingly.
- (3) I/ We, hereby confirm that we have understood all the Terms and Conditions and confirm my/ our commitment to abide by them.
- (4) I/ We also confirm my/ our commitment to provide the material as enlisted in the schedule of the item with your Notice Inviting Tender under reference.

(Signature with Name & stamp)

Place:

Date: