



उ०प्र० डिजाइन एवं शोध संस्थान, लखनऊ

U.P. Institute of Design & Research, Lucknow

(सूक्ष्म लघु एवं मध्यम उद्यम विभाग, उ०प्र० सरकार की स्वायत्तशासी संस्था)
हरिहरपुर, नियर- देलही पब्लिक स्कूल, राबर्टस लाइन,
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अति अल्पकालीन अभिरूचि

सर्व साधारण को सूचित किया जाता है कि संस्थान का नवीन भवन अन्सल गोल्फ सिटी, राबर्टस लाइन नियर-देलही पब्लिक स्कूल, अमर शहीद पथ, लखनऊ पर स्थित है, उक्त नवीन भवन का लोकापर्ण मा० राज्यपाल महोदया, उत्तर प्रदेश द्वारा दिनांक-06.01.2025 को किया जाना प्रस्तावित है। उक्त लोकापर्ण कार्यक्रम में निम्न कार्य कराया जाना प्रस्तावित है, उक्त व्यवस्थायें कराने में धनराशि रू० 18,45,000.00 (रूपया अठारह लाख पैतालीस हजार मात्र) का व्यय अनुमानित है-

क्र०	कार्य का नाम
1	टेन्ट एवं साज सज्जा / लाइटिंग
2	फूल डेकोरेशन (पूर्ण नवीन भवन, हॉस्टल, मुख्य द्वार, पोर्टिको)
3	एल.ई.डी. / साउण्ड सिस्टम
4	फोटोग्राफी / वीडियोग्राफी
5	प्रिंटिंग (बैनर / होर्डिंग स्टैण्ड आदि)
6	मूवी + डिजाइन आदि
6	वी.आई.पी. नाश्ता / लंच
7	लंच पैकेट (400 अदद)
8	अवार्डी आर्टिजनों के ठहरने का व्यय (लगभग 10 रू०)

उपरोक्त के सम्बन्ध में उक्त कार्य को कराये जाने हेतु सम्बन्धित फर्मों से प्रस्ताव तथा दरें (जी०एस०टी० सहित) आमंत्रित किये जाते हैं। फर्म के चयन हेतु नियम व शर्तें निम्नवत हैं-

1. UP INSTITUTE OF DESIGN LKO के नाम पर धनराशि रू० 10,000.00 (रूपया दस हजार मात्र) की आवेदन फीस की डी०डी० तथा धनराशि रू० 92,250.00 (रूपया बानवे हजार दो सौ पचास मात्र) की ईपीबीजी जमा करना अनिवार्य है।
2. अलग सीलबन्द लिफाफे में कार्य की अलग-अलग दरें (जी०एस०टी० सहित) उपलब्ध कराना अनिवार्य है।

Additional Terms And Condition

- 1) The Bidder also attached a minimum of 03 years of experience in opening, closing ceremonies, and catering services in Government programs like inauguration, ODOP, VSSY.etc/any Government Event Management works (like catering, tentage, stage management..etc). The work order should be attached for similar services with the same experience certificate (should be self-attested). The bidder should have a minimum of 80% of the aggregate bid value annually on the average value of similar services work order of any Central/State Govt.Org./PSU.

- a. One single order of similar supply not less than 80%.
 - b. Two orders of similar supply not less than 50%.
 - c. Three orders of similar supply not less than 40%.
- 1) Average Annual turnover should be at least 40% of estimated tender value of last three years, i.e. 2021-22, and 2022-23, 2023-24 as per the audited balance sheet, audited profit and loss statement and income tax return (with UDIN generated and Both signatory signed is necessary).
 - 2) Copy of PAN/CIN No. of the Company.
 - 3) In Buyer's Local Address, self-certification of fully-fledged office infrastructure.
 - 4) Dedicated number for service support with registered email id and phone number of the Company/Firm.
 - 5) Udaym Registration for similar catering service supply should be attached.
 - 6) PERFORMANCE SECURITY WILL BE 5% OF estimated tender value SHALL BE SUBMITTED BY BIDDERS IN THE FORM OF DEMAND DRAFT FROM ANY OF THE NATIONALIZED BANKS IN INDIA, DRAWN IN FAVOR OF "UP INSTITUTE OF DESIGN LKO ". And the validity will be 12 months and performance security will returned after the payment process done.
 - 7) ISO 22000:2018, 14001:2015, 45001:2018, 9001:2015 certificates AND aslo attached Audit Report of all ISO as mentioned above.
 - 8) Also attach Food License and their Audit food safety authority of India License & ACT 2006.
 - 9) List of clients with name, designation, and contact details, self-attestation is required.
 - 10) Also attached Labour Certificate (1970).
 - 11) Copy of EPF Registration (EPF challan Submit of last 6 months).
 - 12) The listed below all the annexures are in favor of Director, Uttar Pradesh Institute of Design & Research, Lucknow. The hard copy of the original documents for the all Annexures are listed below must be delivered to UPIDR, Amar Shaheed Path, opposite Ansal Golf City, near Delhi Public School, Roberts Lines, Lucknow, Uttar Pradesh 226002, on or before the technical bid opening date/time as mentioned in the bid end date. Tenders will be treated as non-responsive and will be rejected at the initial stage if the hard copy of all annexures is not received before the opening of the technical bid. :-
 - I. ANNEXURE-I ACCEPTANCE.
 - II. Annexure-II of Technical Bid.
 - III. Annexure-III of Technical Bid.

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- 13) Copy of GST Registration & GST Challan of last 6 months & GSTR-3B.
- 14) Copy of ESI Registration (ESI challan Submit of last 6 months).
- 15) All Firm/Bidders are advised to check applicable GST on their own before quoting.
- 16) Details of Employee's with phone and designation on letter head, which should be provided at the time of program place to make all managements and other various things to co-ordinate.
- 17) If the food quality or service provider premises are not satisfactory, or if any regulatory authority raises any complaints, your firm's EPBG 5% of estimated tender amount will be forfeited or claimed.
- 18) We have some artisans traveling from out of town to join the program. To facilitate close collaboration and effective communication, successful bidder will arrange for convenient accommodations near the office campus. The number of artisans will be updated at the time of the contract award.

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ACCEPTANCE

(100Rs E-stamp Notary)

I, _____ son of _____ resident of – _____
who is _____ Proprietor/Partner/ _____ Director/ _____ Chairman _____ of

_____ have read and understood the contents of the foregoing sections with sound mind and without any pressure from any quarter. If any document or information furnished with tender/bid is found forged or fabricated at any time, the "Buyer Department" has full right to forfeit my/our EMD and Security Deposit and cancel the agreement.


I am putting my signature and seal of the organization, as a token of acceptance to the above.

Signature.....

Name –

Designation - Partner

Seal.....



Annexure-II of Technical Bid

(500Rs E-Stamp Notary)

To,

Director,
Uttar Pradesh Institute of
Design & Research,
Lucknow.

I, _____ s/o – _____ resident of - _____
Owner/Partner/Proprietor/ Director/ Chairman of M/s
_____ having its registered office at -
_____ do hereby solemnly affirm and declare the
following: That our firm/organization/company/society namely M/S
_____ has never been blacklisted by any
department/organization/Department/Govt. in the preceding five years.

Deponent

Verification Verified at _____ on the _____ that the contents of the above
affidavit are true and correct to the best of my knowledge and belief.

Deponent



Annexure- III of Technical Bid

(.100Rs E-Stamp Notary)

I,-----, S/o -----, Director with
-----, with its office at
(-----), do solemnly affirm and declare as under:- That

The family or any firm related to bidder is not related to Department Staff.

Place:

Date:

Deponent

Verification:

Verified that the contents of the above affidavit of mine are true and correct to the best of my knowledge and no part of it is false and nothing has been concealed therein,


Verified at -----, on this -----

Deponent

उक्त कार्य को करने की इच्छुक फर्में दिनांक-05.05.2025 को सायं-03.00 बजे तक अपना प्रस्ताव सीलबन्द लिफाफे में एडमिन कार्यालय में उपलब्ध कराना सुनिश्चित करें।

प्राप्त प्रस्तावों को सायं-04.00 बजे सम्बन्धित कमेटी के समक्ष खोला जायेगा। एक या सभी प्रस्ताव निरस्त करने का अधिकार कमेटी में निहित होगा।

नोट:- सम्बन्धित कार्य करने हेतु इच्छुक फर्में यदि चाहें तो मौके पर जाकर भी कार्य का मूल्यांकन कर सकती हैं। तदनुसार दरें (जी0एस0टी0 सहित) सम्बन्धित कार्यों के सापेक्ष प्रस्तुत की जा सकती हैं।


(प्राजवल यादव)
निदेशक



