



**TAMILNADU CO-OPERATIVE UNION
170, PERIYAR E.V.R. HIGH ROAD,
KILPAUK, CHENNAI –600 010.
Tender Notice No.4762/2024/F1, Dt.20.12.2024**

Description of Work:

Preparation of tableaux on Cooperation, Food and Consumer Protection Department at Chennai for the Republic Day Pageantry Procession 2025, to be held on 26.01.2025.

Note:

1. This tender document is not transferable.
2. The tender should be signed in all the pages by the bidder with seal.
3. Attach separate sheets wherever necessary.

TENDER NOTICE

Tender Notice No: 1

Tamilnadu Co-operative Union invites sealed tenders in Two Part System (a) Technical Bid with Commercial terms (without Price Bid) (annexure II) and (b) Price Bid (annexure III) quoting the design and rate for preparation of tableaux on Cooperation, Food and Consumer Protection Department participation in the Republic Day Pageantry Procession 2025 to be held on 26.01.2025.

Eligibility Criteria

1. Only the Decorators / Designers approved by the Information and Public Relation Department, Chennai are eligible to participate in the tender.
2. The bidder should have an annual turnover of Rs.10.00 lakhs in last three years.
3. The bidder should have sufficient experience and qualified technical man power to design and erect the pavilion within the scheduled time.
4. The bidder should provide exclusively sufficient experienced and qualified technical man power and other amenities to complete the erection.
5. The bidder should have bulk quantity of materials to ensure timely completion of the tableau.
6. The period of agreement will be only for this specified work and for the period of the tableau pageantry procession announced by the Information and Public Relations Department.

TENDER RELATED INFORMATION

Tender Notice No. & Date	: 4762/2024/F1 – 20.12.2024
Cost of Tender Documents	: Nil
Earnest Money Deposit	: Rs.10,000/- by Demand Draft to be drawn in favour of “Managing Director, Tamilnadu Cooperative Union”, payable at “Chennai”.
Date and Time of issue of Tender	: From 24.12.2024
Last Date & Time of issue of Tender	: 29.12.2024
Submission of Tender	: 30.12.2024
Date and time for opening tender	: 31.12.2024
Venue of opening tender	: Conference Hall, Tamilnadu Co-operative Union, 170, Periyar E.V.R High Road, Kilpauk, Chennai - 10.
Address for all correspondence	: The Administrator, Tamilnadu Cooperative Union, 170, Periyar EVR High Road, Kilpauk, Chennai - 10.

The tender shall be of two cover system / two bid system.

Part 1: Technical specifications, qualifications, general conditions of contract etc. alongwith EMD (Envelope-A)

Part 2: Price Bid (Envelope-B) [Copy of the Design and Rates]

Both the parts each in separate sealed cover 1 & 2 (Part 1 – in cover 1 and Part 2 in cover 2) shall be submitted together in a common sealed cover.

The Tamilnadu Co-operative Union will not be bound to accept the lowest tender and reserves the right to accept or reject any or all the tenders without assigning any reason whatsoever.

PREPARATION OF TENDER COVER

1. The bid as prescribed should be filled in original and should be in sealed cover. The bid should be superscripted as ‘Bid for preparation tableaux for the pageantry procession for the Republic Day Celebration to be held on 26th January 2025.
2. The bidder should clearly write the ‘from address’ on the tender covers otherwise the tender is liable for rejection.
3. Technical Proposals and Commercial Proposals should be in a Separate sealed covers. (Envelope-A and Envelope-B)

BID DOCUMENTS :

1. The bid should be filled and signed with seal.
2. The latest Income Tax clearance certificate should be enclosed.
3. The bidder should enclose proof of existence in the field of design/ decoration for 5 years.
4. The bidder should enclose proof of last three years turnover by way of Audited Balance Sheet with Chartered Accountant's Certificate.
5. The affidavit should be enclosed as in Annexure – I.
6. The bidder should produce the design and quote the rate for preparing tableaux for the pageantry procession for Cooperation, Food and Consumer Protection Department.

GENERAL TERMS AND CONDITIONS:

1. Tender documents are not transferable.
2. Details to be furnished.
 - 2.1 All particulars must be furnished as asked for in the tender.
 - 2.2 The rate should be clearly indicated both in words and figures. Wherever a discrepancy between words and figures, lower of the two shall apply.
3. Tamilnadu Cooperative Union reserves the right
 - 3.1 To reject any or all the tenders without assigning any reason thereof
 - 3.2 To revise or amend specifications.
 - 3.3 To relax, waive or modify any of the conditions stipulated in the specifications wherever deemed necessary.
 - 3.4 Tamilnadu Coop.Union reserves the right to negotiate for further reduction of rates.
 - 3.5 The Managing Director, Tamilnadu Co-operative Union reserves the right to accept in full/part/reject the bid for any reason thereof and the Managing Director's decision on the subject will be final and binding on all parties.

4. Opening of Tender:

- 4.1 The tender committee will open the tenders in the presence of these bidders (or) their representatives with a letter of authority who prefer to attend the tender opening.
 - 4.2 The bid will be evaluated and qualified bidders will be prepared by tender committee.
 - 4.3 The decision of Tamilnadu Co-operative Union will be final in this regard.
5. The contractor should not assign or make over the contract, the benefits or burden there off to any other person or persons or body corporate. No under letting or any other part thereof is permitted.
6. If the bidder fails to fulfill the contract obligation in full within the stipulated period as prescribed, the contract will be terminated at the risk of and cost of the contractors.

7. Acceptance / withdrawal:

- 7.1 The final acceptance of the tender would be entirely vested with Tamilnadu Cooperative Union who reserves the right to accept or reject any tender without assigning any reasons whatsoever. (There is no obligation on the part of Tamilnadu Cooperative Union to communicate in any way with rejected bidders).
- 7.2 After acceptance of the tender by Tamilnadu Co-operative Union, the bidder shall have no right to withdraw his tender or claim higher price.
- 7.3 Tenders with incomplete information (or) not in accordance with the instruction are liable to be rejected.
- 7.4 For each pre-condition, documentary evidence is to be produced duly attested by the contractor. If the documentary proof is not enclosed the tender is liable for rejection.

8. **Force majeure:**

Neither the customer nor the contractor shall be liable to other for any delay or failure in the performance of their respective obligations due to causes, contingencies beyond their reasonable control such as:

- a) Natural phenomena including but not limited to earthquakes, floods and epidemics
- b) Acts of any Government authority, domestic or foreign including but not limited to war declared or undeclared.
- c) Accidents or disruptions including but not limited to fire and explosions.

9. Jurisdiction for legal proceedings

It should be agreed between parties that any suits or proceedings if any arising out of the contract to be executed by the selected contractor and Tamilnadu Co-operative Union shall be instituted in a court within Tamilnadu and no other court outside Tamilnadu shall have jurisdiction even though any part of the cause of action might arise within the jurisdiction of such courts. Any proceedings in regard to any matter arising in any respect under this contract shall be instituted in the City Civil Court of Chennai.

10. The affidavit should be enclosed (Annexure-I)

Payment Conditions:

- a. No advance will be paid for the preparation of the tableaux.
- b. The payment will be made only on receipt of Proforma Invoice in duplicate for the work completed.
- c. The final payment claim should be submitted along with the certificate for completion of the preparation of tableau.

ANNEXURE - I
FORMAT FOR AFFIDAVIT

(To be executed on a non-judicial stamp paper of Value Rs. 10/-
)

I.....(Name) S/o.....
.....(Name).....
(Designation) of (Name of the Vendor)

do solemnly affirm and state as follows:

- i. I am duly authorised by the to make this affidavit on its behalf.
- ii. I am duly authorised by the company to sign the tender forms, agreements, etc., on behalf of the cooperatives.
- iii. The contents of this affidavit and information provided in the Bid application for Preparation of tableau on Cooperation, Food and Consumer Protection Department at Govt. Model School Ground, Near Seemati Wellington College, Marina Beach opposite, Chennai, during the pageantry procession to be held on 26.1.2025 for the Republic day celebration.
- iv. We have sufficient experienced and qualified technical manpower and sufficient materials to prepare the tableaux as specified in the schedule A.
- v. Our annual turnover during last three years was more than Rs. 10.00 lakhs.
- vi. We have certificate of approval by the Information and Public Relations Department.
- vii. We have sufficient working capital / liquid assets to undertake the work.

Dated :

Deponent

Place :

Sworn Before me
(Notary Public)

ANNEXURE - II

Technical bid with Commercial terms (Envelope -A should contain the following)

1. Name of the Institution. :
2. Address with Telephone No, E-mail etc. :
3. Name of the contact person. :
4. Documentary evidence for the pre-qualification :
 - a) Proof of existence in the field of decoration / design. :
 - b) Proof of Turnover of more than Rs.10 lakhs in the field of decoration / designing as per Chartered Accountant's Certificate. :
 - c) A letter of confirmation about the availability of sufficient experienced and qualified technical man power and other materials for preparation the tableaux
 - d) Income tax clearance certificate. :
 - e) E.M.D by way of demand draft to be enclosed. :
 - f) The affidavit (Annexure-I) to be enclosed. :
 - g) Certificate of approval by Information and Public Relations Department, chennai-9. :

Signature with seal

bõoũš –A
FoauR Âd éHh 2025-š
TŁLwÎ, czÎ k%oW« Ef®nth® ghJfhÏòxJiw rh®ghf
FoauR Âd myšfhu C®Â totikÏò gâ

FoauR Âd myšfhu C®Â K« KfÏĂš kh©òäF jäœehL Kjikçr® mt®fë« òifÏgl« Ì« bgw nt©L«. jäœehL muR Á<d« Ì« bgw nt©L«.

myšfhu C®Â TŁLwÎç ršfšfë« brašghLfis ÁxçjF« tifæY«, bghJkifÏ midtU« ghuhŁL« tifæY« totikjÏgl nt©L«.

- ❖ tiuglĂš Ì« bgW« òifÏglšfëš ÂŁÏgâfÏ bjhšFjš k%oW« eyĂÂŁ cjęÏ tHšFjš ngh<wit (Action oriented photos) Ì« bgw nt©L«.
- ❖ khÂç tiuglšfÏ 24 br.Û x 30 br.Û. (A3 size) mséš x<W«, 29.7 br.Û x 21 br.Û. (A4 size) mséš x<W« jah® brĈEJ _o KĂÂiuæŁŁ éiyÏòÏĚłk rk®ÏĂjÏgl nt©L«.
- ❖ myšfhuÏ gâfis nk%obfhÏs totikjif cÏs moçrŁšfÏ (Chassis) 17.01.2025 m<W totikÏò jhuUjF tHšfÏgl«.
- ❖ myšfhuÏ gâfÏ nk%obfhÏs moçrŁL« tHšfÏgl Ā<ò, myšfhuÏ gâfÏ nk%obfhÏStjhš māj moçrŁL« k%oW« cÂç ghšfšjF VnjD« ghÂÏò V%ogŁhš, Īāj myšfhuÏ gâ nk%obfhÏs« xÏgājjuçL« Āoçj« brĈEaÏgl«. vdnt jšfĚł« tHšfÏgl« moçrŁLĂš vājéj gGJ« V%ogŁh t©z« gh®xjbfhÏs nfŁLjbfhÏsÏgl»wJ.

- ❖ br<id, bkçdh fl%ofiujF vÂçYÿs Ókh£o btè§l< fšÿçjF mU»Yÿs muR khÂçÿ gÿëæ< Âlèš myšfhu C®Âfë< totikÿòÿ gâfÿ eilbgW« 23.01.2025 m<W 6.00 kâjF myšfhu C®Âfÿ jah® äiyæš brCEÂð Jiwæel« xÿgiljF nt©L«.
- ❖ myšfhu C®Âfÿ totikjF tHšfÿgL« moçr£lšfë< (Chassis) Ús« 34 mo, cau« jiuæèU²J 4 mo, mfy« 8 mo MF«. myšfhuÿ gâfis jiuæèU²J 16 mocau«, mfy« 11 mo k£Lnk nk%obfhÿs nt©L«.
- ❖ FoauR ehÿ éHh myšfhu C®Âfÿ mâtfÿÃš gšnf%oF« thfdðÃš jäæehL muÁ< Á<d« jäêš îl«bgw nt©L«. fiyP® ü%owh©L Á<dK« mÂš îl«bgw nt©L«.
- ❖ myšfhu C®Â totikÿòÿ gâfÿ Koî%ow Ã< mâtfÿÃš bršÿ jah® äiyæš 26.01.2025 m<W ïUjF«nghJ Jiw C®Âæ< totikÿghs® f£Lÿgh£oš cÿs xU fh®bg<l® C®ty« Koí« tiu ïUjF nt©L«. nkY«, myšfhu C®ÂæDÿ Mâfÿ, njita%ow bghU£fÿ M»at%oiw K<djhfmt mf%oçl nt©L«.
- ❖ 26.01.2025 m<W myšfhu C®Â mâtfÿò äiwî%owJ«, br<id ÔîðÂlèš eilbgwÿÿs R%oWyh bghU£fh£Áæš bghJkifÿ gh®itjF ãWðÂitjF nt©L«.
- ❖ brCEÂ k%oW« kifÿ bjhl®òðJiw mçéjF« ehÿ m<W myšfhu C®Âia fiyðJ C®Âia jäæehL T£Lwî xçá bjhl®ò mYty® K<äiyæš brCEÂ k%oW« kifÿ bjhl®òðJiwæel« xÿgilðJ çça xÿòjš foj« bg%oW tHšf nt©L«.