

TENDER

Dt. 27-02-2015

Shilparamam proposes to maintain a panel of Tent House Agencies for supply of Tent House material for the programmes, events and functions taking place in its premises from time to time.

Interested parties may obtain the details downloading from the Shilparamam Website "www.shilparamam.net" and apply on or before 7th March, 2015, 5.00pm in the prescribed proforma with a DD of Rs 1000/- drawn in the name of Special Officer which is not refundable.

Special officer

Signature of the Tenderer

APPLICATION FORM

**(Inviting applications for supply of Tent house materials for Venues in Shilparamam,
Madhapur, Hyderabad)**

- 1) Name of the Applicant :
- 2) Name of the Agency/Firm/Supplier :
- 3) Registration No. & Date :
- 4) PAN/TAN No. :
- 5) Service Tax No. & Date :
- 6) Trade License No. :
- 7) Regd. Address for correspondence :
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- 8) Contact No. & E-mail ID :
- 9) EMD particulars :
- 10) Annual Turnover for last 3 years
(year wise) :
- 11) Business Experience in years :

I read the terms and conditions for supply of Tent House materials and shall abide by them.

Date:

Signature

Signature of the Tenderer

SHILPARAMAM, Madhapur, Hyderabad
ELIGIBILITY CRITERIA FOR SUPPLY OF TENT HOUSE MATERIALS:

1. The applicant must inform whether he is a Registered/Licensed Organization/ Partnership firm/Sole Proprietorship/Individual as a tent house supplier.
2. The applicant must have been in the tent house business at least for 10 years with clean record.
3. The applicant must have the capacity of supplying the material of high standard to the required demand.
4. The applicant is required to deposit Rs. 30 lakhs to Shilparamam as refundable interest free security deposit.
5. The applicant shall comply with all the statutory requirements in vogue whatever necessary to carry on the business.
6. The applicant should have their own Godown facility within GHMC limits.
7. Those who are defaulters to Shilparamam are not eligible for participating in the tender.

Documents to be enclosed along with Technical Bid (Copies to be self-attested):

1. Certificate of Registration with Labour Department, Govt. of T.S./A.P.
2. Certificate of Registration for Service Tax.
3. Audited Financial Statements (Profit and Loss and Balance sheet) for the last three financial years.
4. Income Tax assessment copies for the last three financial years.
5. Certificate of Income Tax, PAN/TAN Numbers.
6. DD for Rs. 1.00 Lakh towards EMD.
7. Certificate of incorporation of firm-Organization/Partnership firm/Sole Proprietorship/Individual.

Signature of the Tenderer

Taxes & Other Statutory Obligations

- 1.1 The Contractor shall obtain at his own cost all licenses, permissions etc. as may be required by law and shall pay Service Tax and other taxes imposed by any Government/Municipal Authority/ Agency, if any from time to time. He shall produce proof of such payment to the Special Officer, Shilparamam, on demand.
- 1.2 He should remit the Service Tax and other statutory taxes on the billed amount received from the party within 5 days on completion of the Event and submit the copy of challan to Shilparamam.
- 1.3 The Contractor shall not lease or sublease his contractual obligation to third parties. The premises and its facilities will have to be utilized by the Contractor alone for the purposes as described in the agreement.
- 1.4 On expiry/termination of his contract, he shall remove all his belongings from the premises.
- 1.5 No accommodation either for his office or for his godowns or for residential purposes of his staff will be provided in the premises of Shilparamam.
- 1.6 The Contractor should not keep their materials / Goods / Transport Vehicles etc. in the premises of Shilparamam. After completion of the function, he will have to get the area cleaned and remove litter debris and waste material from the venue at his own cost within 3 hours after completion of the function.
- 1.7 He shall indicate the rates of each item which he proposes to charge from the parties which will be approved by the Special officer and that, he shall collect only such approved rates.
- 1.8 Contractor shall behave courteously with the parties and shall not indulge in arguments and enter into quarrels.
- 1.9 The selected empanelled Contractor shall have to pay Rs 30,000/- plus Service Tax @ 12.36% to Shilparamam as Royalty for each event organised either at Mountain heights/Rock heights/Sampradaya Vedika and Rs 15,000/- plus Service Tax @ 12.36% for Shilpaseema venue.

Signature of the Tenderer

**Terms and Conditions for Supply of Tent House materials for
Shilparamam functions**

1. The Contractor shall provide High class Tent House material such as all kinds of Chairs, Sofas, Diwans, Chowki's, Round Tables, Carpet, Stage etc. for the selection of the function hirer.
2. The Contractor shall provide High class crockery and cutlery for the Dinners. They should be supplied after cleaning and wiping, as there is no facility for cleaning in the Shilparamam.
3. The Contractor shall charge the rates not more than the rates approved by the Special officer, Shilparamam for the said items.
4. The Contractor shall arrange the material on the function day and remove all the above material immediately after completion of the function (within 3 hours).
5. Tents, Carpets, Tablecloth etc. should be clean and hygienically maintained.
6. Sofas, Chairs and other seating arrangements should be properly cleaned.
7. Shilparamam is a prestigious place. It requires to be used aesthetically without meddling with its ambience, trees and lawns and shall not be damaged or destroyed.

Signature of the Tenderer