



राष्ट्रीय फैशन टेक्नालॉजी संस्थान
सांविधिक संस्थान निफ्ट अधिनियम 2006, द्वारा शासित और
वस्त्र मंत्रालय, भारत सरकार द्वारा स्थापित

NATIONAL INSTITUTE OF FASHION TECHNOLOGY

A Statutory Institute under the NIFT Act, 2006 and
set up by the Ministry of Textiles, Government of India

No.: I351(15)/NIFT/Pur-HO/CB&CD/01/2017

Dated 22/09/2017

To

Sir,

Sub: Limited Tender Enquiry for organizing "CRAFT BAZAAR & CRAFT DEMONSTRATION"

National Institute of Fashion Technology (NIFT) was set up by the Ministry of Textiles, GOI 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 field of fashion technology.

Now NIFT is organizing "CRAFT BAZAAR & CRAFT DEMONSTRATION" at the NIFT International Conference scheduled on 1st & 2nd February 2018 at India Habitat Centre, New Delhi. In this connection, we are enclosing the Annexure - I(Scope of work- Technical Specifications) and Annexure - II (Quotation) for your information and applying within 15 days,

If interested, kindly send the quotation to be submitted in sealed envelope super scribing "CRAFT BAZAAR & CRAFT DEMONSTRATION" addressed to Purchase Officer, NIFT (Head Office), IInd floor, NIFT Campus, Near Gulmohar Park, Hauz Khas New Delhi - 110016 with in stipulated time as mentioned above.

With Regards,

Yours faithfully,

Asha
22/9/17
(Asha Rani)

AD/Purchase Officer
NIFT - Head Office

ENC. AS ABOVE
विशाल प्रोडिजेक्ट टेक्नालॉजी का संबन्धित संस्थान
An Institute of Design, Management and Technology
(An ISO 9001: 2008 certified Institute)

NIFT Campus, Hauz Khas, New Delhi - 110016
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Scope of Work (Technical Specifications)
National Institute of Fashion Technology
International Conference 2018

'Rediscovering Culture; Transforming Fashion'

Terms of Reference for CRAFT BAZAAR and CRAFT DEMONSTRATION

CRAFT BAZAAR:

In order to provide an Indian experience to our international guests and opportunity to all our delegates to shop for authentic Indian crafts and textiles, we are organizing a Craft Bazaar, a market place on two days of Conference, at the venue. We will have 15 stalls to showcase Indian heritage through apparel, textiles and accessories.

Details of all participants and signage for the event will be provided by NIFT three weeks before the exhibition.

- Setting up of 15 stalls on the morning of 31st January 2018
- Coordination with participants to allocate the stalls
- Stalls to be dressed up by the night of 31st January 2018
- Provisions for two trial rooms
- Provisions for two full size mirrors
- Basic furniture of one large table, standard racks and two chairs in each stall
- Name of the participants on stall signage
- Security arrangements to avoid shoplifting, at the exit and at night.
- Tasteful display in the area
- Light music in the background
- Conference signage in the area

(2) CRAFT DEMONSTRATION AREA

Crafts of India will be promoted by having a distinct 'Craft Demonstration' area at the conference. The event will have 8-10 Shilpgurus or master artisans/ tribal artisans to demonstrate their skills and acumen.

Details of all participating artisans and signage for the event will be provided by NIFT three weeks before the exhibition.

- Setting up of 8-10 settings on the morning of 31st January 2018
- Coordination with artisans to allocate the stalls
- Stalls to be dressed up by the night of 31st January 2018
- Provisions for seating on the ground/ floor level for the artisan
- Provisions for display of craft products
- Names and other signage for introducing the artisan
- Basic furniture of one large low table, standard racks and moodas etc for viewers
- Security arrangements to avoid shoplifting, at the exit and at night
- Light music in the background
- Conference signage in the area

Note:

1. The venue for holding the event is show is India Habitat Centre, New Delhi on 1st & 2nd February 2018.
2. Approval of carrying out setting up of stalls should be done with the NIFT team 10 days prior to the event.
3. The company will depute technically qualified people to coordinate the job with NIFT team.
4. For items mentioned above, the bidders must ensure the required quality, material, dimensions & other parameters and quote accordingly. In case items are not as quoted the same, shall not be accepted. No payment/claims for such items shall be entertained.
5. **Penalty Clause:** If the performance is not satisfactory / up to the mark, 20% or more may be deducted from the total bill amount on the discretion of NIFT-Head Office.

Asht
22/1/17

Signature of authorized signatory with stamp
Mobile Number/ E mail ID
Firm/Agency with Stamp



Annexure - II

Organizing "CRAFT BAZAAR & CRAFT DEMONSTRATION" at the NIFT International Conference scheduled on 1st & 2nd February 2018 at India Habitat Centre, New Delhi.

NIFT Head Office GSTIN, - 07AAATN2067J1Z1

Sl. No.	Particulars	Specifications	Unit Price in Rs.	GST in %	Total Price in Rs. Including all taxes
1	Total Amount for overall coordination of the event "CRAFT BAZAAR & CRAFT DEMONSTRATION" (Setting up Stalls, rooms, provision of other infrastructure and coordination thereof as per scope of work).	As per Annexure - I			
Total Amount in Words					

Signature of authorized signatory with stamp
Mobile Number/ E mail ID
Firm/Agency with Stamp

Place: _____

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9/2/17





Organizing "CRAFT BAZAAR & CRAFT DEMONSTRATION" at the NIFT International Conference scheduled on 1st & 2nd February 2018 at India Habitat Centre, New Delhi.

Terms & conditions:

- The Proof of Annual turnover **Rs. 20 Lakhs** and above per year for the last three years i.e. **2013-14, 2014-2015 & 2015-2016** in the form of the Audited Balance Sheet. (Submit scanned copy online).
- Tender cost of Rs 100/- (Rupees One Hundred Only) in the form of Demand Draft favouring in NIFT payable at New Delhi. Those bidders exempted from to pay tender cost, submit the certificate issued by the cornered department (NSIC)
- Earnest Money Deposit of Rs. 6,000/- in the form of Demand Draft in favour of NIFT payable at New Delhi. Those bidders exempted from to pay tender cost, submit the certificate issued by the cornered department (NSIC)
- Tenderer shall be accompanied by the relevant documents including "list of clients for last 3 similar projects undertaken".
- Tenderer shall ensure that he himself or his authorized representative is available for proper arrangements at the venue.
- The specification of arrangements and items required as per Annexure-I and the evaluation of bid will be on the basis of total bid value. The rates quoted should be inclusive of all taxes .
- The rates quoted should be on **FIRM & FIXED** basis.
- Delivery of work/equipments/items shall be arranged by the vendor at India Habitat Centre, New Delhi
- Tenderer should be registered with GST and should enclose copies of relevant documents.
- NIFT reserves the right to modify the scope of work (as per the requirement at the time of event).
- If the performance is not satisfactory / upto the mark, 20% or more may be deducted from the total bill amount on the discretion of NIFT-Head Office.
- The L1 firm shall deposit 5% of the total cost quoted as Security Deposit to NIFT after received Supply Order immediately. No interest shall be paid on security deposit which will be returned after successful completion of "CRAFT BAZAAR & CRAFT DEMONSTRATION" and after adjusting dues, if any.
- Payment will be release after receipt of report on successful completion of event to submitted by the Coordinator of International Conference-2018 and submission of bill.

Signature of authorized signatory with stamp
Mobile Number/ E mail ID
Firm/Agency with Stamp

Ashu
22/1/17