



IIM NAGPUR

भारतीय प्रबंध संस्थान नागपुर
Indian Institute of Management Nagpur

INDIAN INSTITUTE OF MANAGEMENT, NAGPUR

ICT Department, IIM Nagpur, Plot No. 1, Sector 20, Mihaan
(Non-Sez) Nagpur - 441108

Phone No. – 9970305991

Email: itoffice@iimnagpur.ac.in

www.iimnagpur.ac.in

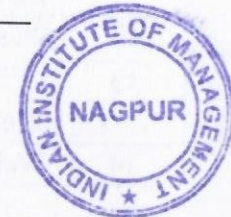
Invitation to Offer

Suppliers Address: Ph.No.: Email id :	Enquiry Ref. No. IIMN/ICT/2022-23/012	Date of Issue: 03/03/2023
	To reach us before: 17/03/2023 Up to 03.00 P.M at MIHAN campus	Offer Valid up to: 6 Months
	Date & time of opening of bid: 17/03/2023 Up to 03.30 P.M at MIHAN campus	Issued by: ICT Department IIM Nagpur

We invite your Quotation for the item/s mentioned below. Please return this form, duly filled in all respects in a sealed envelope so as to reach us on the above address and before the date specified above. Submitting this quotation implies agreement to the terms and conditions mentioned in Appx. 'B'.

Sr. no	Description of Item	Cost	GST	Total Cost (Rs.)
1	Requirement of PA Setup, Videography, LED Walls and Display for Pre-convocation & Convocation and webcast for Convocation as a service at IIM Nagpur Mihaan Campus. Technical details and product description as per Appx. 'A' The tentative dates for preconvocation and convocation are 7th April and 8th April 2023			
	Add Transport/Installation charges etc. if any			
	Grand Total			

Total Price (in words) Rupees _____





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Appx 'A'

Technical Details & Description of Items:

Name of Work: Requirement of PA Setup, Videography, LED Walls & Display for pre convocation & Convocation and webcast for Convocation as a service at IIM Nagpur, Mihan Campus.

Venue: IIM Nagpur, Mihan Campus

Sr. No	Particulars	Unit	Approx. Qty
	Preconvocation and Convocation 2023		
	PA Setup		
1	Top JBL	Nos.	04
2	Sub Single 18	Nos.	02
3	Amplifier LabGruppen FPnbn+10000Q or equivalent/better	Nos.	02
4	Stage Monitor JBL Prx 512	Nos.	02
5	Speaker Management System XTA DP 448	Nos.	01
6	Multi Channel Sound Console Allen n health or equivalent/better	Nos.	01
7	CD-DVD and Pendrive Player Denon/Pioneer or equivalent/better	Nos.	01
8	Cordless Handheld Microphones Sennheiser ew 300or equivalent/better	Nos.	04
9	Cordless Guseneck Microphones Sennheiser or equivalent/better	Nos.	02
	Videography		
10	HD Camera	Nos.	03
11	Online edit setup	Nos.	01
	LED Wall & Display		
12	Plasma TV 60''	Nos.	04
13	LED Wall 8 x 12	Nos	02
	Webcast for Convocation		
14	Webcast of convocation	Job	01





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Appx 'B'

General Conditions and Instruction for Bidders

1. The service to be provided at IIM Nagpur, Mihan campus
2. The bidder must quote the price inclusive of pre-convocation, convocation, and taxes/GST if any.
3. The bidder must be aware that if the specification of their offered model does not meet with minimum specifications required mentioned in Appx. A shall outrightly be rejected.
4. The video should be made available within 2 working days.
5. Trial and testing should be done before pre-convocation and convocation.
6. Link for Webcast should be provided one day prior to the convocation.
7. Site visit should be done before quoting the bid.
8. IIMN at its discretion, can cancel this 'Invitation to Offer' either in full or part without assigning any reason whatsoever.
9. Bill should be submitted in duplicate on the complete execution of order duly certified by Institute's authorized representative in respect of the complete installation and making all the units fully functional.
10. Submit the Bank account details along with the bill for payments be NEFT / RTGS or mention the same in the bill [Pl. enclose a cancelled cheque in the bidder's name].
11. The bidder must quote PAN/ VAT No./ GST No. etc. on their quotation, without which the quotation will not be entertained. [Pl. enclose a current valid copy of the documents].
12. The bid must submit at IIM Nagpur, Mihan Campus Nagpur along with all the pages of this 'Invitation to Offer' duly signed and stamped as a token of acceptance of the terms and conditions of this offer without which the offer shall be rejected.
13. Security deposit/performance guarantee is waved off.





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ANNEXURE – C
PARTICULARS OF BIDDER

**Tender for PA Setup, Videography, LED Wall and Display for Preconvocation and convocation and webcast for
Convocation as a service at IIM Nagpur, Mihaan Campus**

IIMN/ICT/2022-23/012

dated 03/03/2023

1. Name of the bidder

(a) Trade Name (in Block letters)

(b) Status of the bidder

(Proprietorship/Partnership/LLP/Limited Co.)

(in Block letters)

(c) Name of Proprietor/Partners/CEO/Directors
(in Block letters)

2. Postal Address

3. Telephone No.

4. E-mail / Website address (if available)

5. Bank Draft No, date, Bank name and amount (if applicable)/MSME or NSIC Regn. No.

(a) Tender Fees

(b) EMD

(c) MSME/NSIC Regn. No. (if applicable)

(Enclose self-attested photocopy)

6. Name of the Banker, Branch Name & address (in Block letters) (for e-payment purpose)





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7. PAN (Enclose self-attested photocopy) _____

8. VAT No. (if applicable) (Enclose self-attested photocopy) _____

9. GST No. (if applicable) (Enclose self-attested photocopy) _____

10. Trade License/Business License/CIN (if applicable)
(Enclose self-attested photocopy) _____

11. Lab. Licence/EPF/ESIC Reg. No. (if applicable)
(Enclose self-attested photocopy) _____

12. Any other Relevant Information _____

(e.g. Number of Years of Experience in a similar line of business / Turnover for last Financial year)

I/We hereby declare and affirm that I/we have read and understood the terms and conditions of this tender/quotation/NIT as stipulated in the tender notice No: IIMN/ICT/2022-23/012 dated 03/03/2023 Accordingly, I/ we accept the terms and conditions and hereby offer the rates for Tender for PA Setup, Videography, LED Wall & Display for preconvocation & convocation and webcast for Convocation at IIM Nagpur, Mihan Campus.

Date _____

Name of the BIDDER _____

Official seal of BIDDER _____

