

**Expression of Interest
Information Sheet (Technical Bid)**

**For Organizing Event for “Inauguration ceremony of New Boys Hostel Building” of CIPET:CSTS Madurai
(Tentative Date of Programme's: 18.01.2025, 2.00 pm onwards)**

S. No.	Information Required	Details Submitted
1	Name of the Firm	
2	Address of the Firm	
3	Name of Contact Person(s) with a. Mobile No's. b. Landline Phone No. c. Fax No. c. E-mail ID	
4	PAN No. (Enclose photocopy)	
5	Registration of Establishment (if any): (Provide details with photocopy)	
6	GST Registration No.	
7	Eligibility Criteria:	
	Age of Firm: Minimum 03 Year as on 15.01.2025	<input type="checkbox"/> Yes
	Average Annual Turnover: 05.00 Lakhs in last three financial year (21-22, 22-23 & 23-24)	F.Y. 2021-22: F.Y. 2022-23: F.Y. 2023-24:
	Minimum two work orders of Rs. 5.00 Lakhs & above of similar nature of work from reputed/ Govt. Department in last three financial year (21-22, 22-23 & 23-24) (Enclosed Photocopy & Photos of event organized)	
8	Validity of Offer rate (Period in 30 days) (Tentative Date is 3rd /4th week of Feb-2025)	<input type="checkbox"/> Yes <input type="checkbox"/> No

Certified that all the details given above are correct and nothing has been concealed or hidden. If any details are found false in future, I will be solely responsible

Note: Acceptance and Rejection:

- CIPET:CSTS, Madurai reserves the right to shortlist/ reject any or all offers and accept the whole or any part of work without assigning any reason.
- Criteria for awarding work contract is based on the performance evaluation by committee and not merely being the L1 party.

Date:

Seal & Signature of the Firm

CIPET: Centre for Skilling and Technical Support (CSTS)					
(Deptt. of Chemical & Petrochemicals, Ministry of Chemicals & Fertilizers, Govt. of India)					
No.: 489/1, Near Periyar samathuvapuram, Thiruvathavur, Madurai -625110.					
E-mail: atpdc.madurai@cipet.gov.in ,					
Price Bid					
Name of Firm :					
Expression of Interest For Organizing Event on the “Inauguration ceremony of New Boys Hostel Building” of CIPET: CSTS –Madurai					
(Tentative Date of Programme's: 18.01.2025, 2.00 pm onwards)					
S.No	Particulars	Appx. Qty	Unit	Rate	Total Amount
A) Stage & Podium					
1.	Color Paper & balloon Decoration of Hall	7000	RFT		
B) PA System					
2.	Podium Mic	1	Nos.		
3.	Complete Sound System with Audio Console and 02 Nos. of Speakers	1	Nos.		
C) LED, Signage & Decoration					
4.	Vertical Welcome Backdrop Multicolored at the Main Entrance gate (Size 10 ft x 08 ft)	3	Nos.		
5.	LED Wall for Backdrop (24' x 10')	1	Nos.		
6.	Remote Curtain with opening Mechanism for Granite stone of 8(W) x 5 (H) feet	1	Nos.		
D) Anchor & Invocation Arrangement					
7.	Anchor Female English / Hindi	1	Nos.		
E) Floral Decoration					
8.	Stage and its backdrops, Dias, Granite Stone				

F) Photography, Videography & Live streaming					
9.	Still Photographs & soft copies of the photos	50	Nos.		
10.	Video Recording of the Event	1	Nos.		
11.	Facility for Live Streaming of the function on Facebook/YouTube etc along with necessary switcher cable etc.				
G) Miscellaneous					
12.	Making a Documentary film on inauguration of Boys Hostel Building at CIPET:CSTS, Madurai. Language : English or Hindi Service Breake down : Post – Production supervisor, Editing Studio, Editor, voice over Studio, Voice over artist/ Graphics / Animation. Master Output: HD MOV file, All kind of Social Media and digital versions like whastapp/Facebook/Instagram & Twitter are included	1	Nos.		
H) Catering Arrangement					
13.	1. High – Tea/Coffee 2. Medhu Vada – 1 Parupu Vada – 1 Onion Bhaji – 1 (Per Person) } One Set	300	Nos.		
Add: Taxes GST @					
Total Amount					
Total Amount in Words					
Note: Submit the Photographs / Video on Dias, Submit the Video Clip of Anchor , Tentative Requirement will be increase / Decrease or Dropout and payment will be paid as per actual uses.					
Date:		Seal & Signature of the Firm			