

**OFFICE OF THE SUB DIVISIONAL MAGISTRATE -Cum-CHAIRMAN, STATE LEVEL  
NALWAR & DEVTA FAIR COMMITTEE, SUNDERNAGAR, DISTRICT MANDI, H.P.**

Phone No. 01907266001. e-mail-sdmmansnr@gmail.com

No.SDM/SNR/SLNF/2024. <sup>300-301</sup> Dated Sundernagar, the <sup>26</sup> February 2024.

**TENDER NOTICE-CUM-OPEN AUCTION**

Office of the Sub Divisional Magistrate –Cum- Chairman State Level Nalwar & Suket Devta Fair Committee Sundernagar intends to invite sealed tenders in two bid system (Technical bid and Financial bid) from the bidders for "Letting out space for setting up temporary Mela Shop 321 in Jawahar Park at Sundernagar for State Level Nalwar & Suket Devta Fair-2024 " scheduled to be organized w.e.f. 22 to 28.03.2024 and from 13 to 17-4-2024 from experienced & registered vendors/ event managers having experience of construction/installation of such Water Proof Shops & turnover not less than Rs.02.00 Crore (Two Crore) per annum during last three years and having experience of construction/installation of such setting up water proof temporary Mela Shop at least three international fairs or equivalent events Preference will be given to the experienced managers/registered vendors who have their own Hangers/Domes material.

Such vendors who fulfil the aforesaid criteria can obtain detailed tender documents from the office of Sub Divisional Magistrate –Cum- Chairman State Level Nalwar & Suket Devta Fair Committee Sundernagar, District Mandi (H.P.) on cash payment of Rs 5,000/- (Rs. Five Thousand only) on any working day. The Tender documents duly filled in all respect must reach in the office of Superintendent at this office latest by 04<sup>th</sup> March, 2024 up to 11:00 AM. any tender, which is received after due date & time shall not be considered. The tender shall be opened same day at 2:30 PM before appropriate committee.

The tenderer are required to submit the tender applications/ documents in (in two bid system -Technical bid and Financial bid) a sealed cover envelopes marked as "Tenders for setting up water proof temporary Mela Shop during State Level Nalwar & Suket Devta Fair-2024".

The tenderer has to mark each envelope separately in one Envelope as Technical Bid & Financial Bid and copies of documents required must be put in each envelope of technical/financial bid as per the requirement of the tender document.

Technical bid will be opened first thereafter the Financial bid will be opened and the rates quoted highest in Financial bid, will be considered in case of equality of rate quoted open auction among them will be carried out.

The Tender Notice along with Tender Form can also be downloaded from the official website <http://www.sundernagarnalwar.com> of Sub Divisional Magistrate –Cum- Chairman State Level Nalwar & Suket Devta Fair Committee Sundernagar, District Mandi (H.P) office subject to the condition that the tenderer shall have to enclose a DD of 5000/- during the time of submitting the Tender Form.

Sub Divisional Magistrate –Cum- Chairman State Level Nalwar & Suket Devta Fair Committee Sundernagar, District Mandi (H.P) reserves the right to cancel the Tender at any time without assigning any reason for the same.

  
SDM –Cum- Chairman  
State Level Nalwar & Suket Devta Fair Committee  
Sundernagar, District Mandi (H.P.)

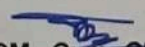
Endst No. As above-----

Dated:-

February, 2024.

Copy to:-

1. The DPRO, Mandi, District Mandi, Himachal Pradesh for information.
2. Notice Board, O/O Sub Divisional Magistrate, Mandi, District Mandi, H.P.

  
SDM –Cum- Chairman  
State Level Nalwar & Suket Devta Fair Committee  
Sundernagar, District Mandi (H.P.)

Cost Rs. 5000-00

**OFFICE OF THE SUB DIVISIONAL MAGISTRATE -Cum-CHAIRMAN, STATE LEVEL NALWAR & DEVTA FAIR COMMITTEE, SUNDERNAGAR, DISTRICT MANDI, H.P.**

No. SDM/SNR/SLNF/2024..... Dated Sundernagar, February 2024

**Tender Form**

**"Letting out space in Jawahar Park at Sundernagar for setting up temporary Mela Shops during State level Nalwar & Suket Devta Fair 2024 " scheduled to be organize w.e.f 22-3-2024 to 17-4-2024.**

1. Tender Form No.
2. Description/scope of work

No. SDM/SNR/SLNF/2024.....

**Description:** Letting out space for setting up temporary Mela Shops 321 No. shops as per the map provided by the mela Committee. in Jawahar Park Sundernagar. (water proof temporary Mela Shops under which Shops Shopping area will be constructed during State level Nalwar & Suket Devta Fair 2024. Mela with minimum shop size of 10x10 sqr.ft. including partition for shops, fire proof material to be used as per site plan/sketch map at **Annexure-A**

**Thus, the successful bidder shall be required to erect Shops 321 No. (290 in Mela ground +31 along NH-21) =321 shops he/she shall be allowed to let out shops erected in these structures shops as per Annexure A and details given in the tender.**

3. Tender Form cost : Rs.5000/- (Five Thousand )

4. Name of Tenderer to whom Tender form sold

M/S.....

5. Earnest Money Deposit

Rs. 15.50 Lakh (Rs. Fifteen Lakh Fifty Thousand Rupees Only)

Vide FDR/Demand Draft No..... dated.....

Name of Bank.....

6. Date of issue of Tender form .....

7. Last Date of Submission of Tender : 04-03-2024 up to 11:00 AM

8. Place of submission of tender

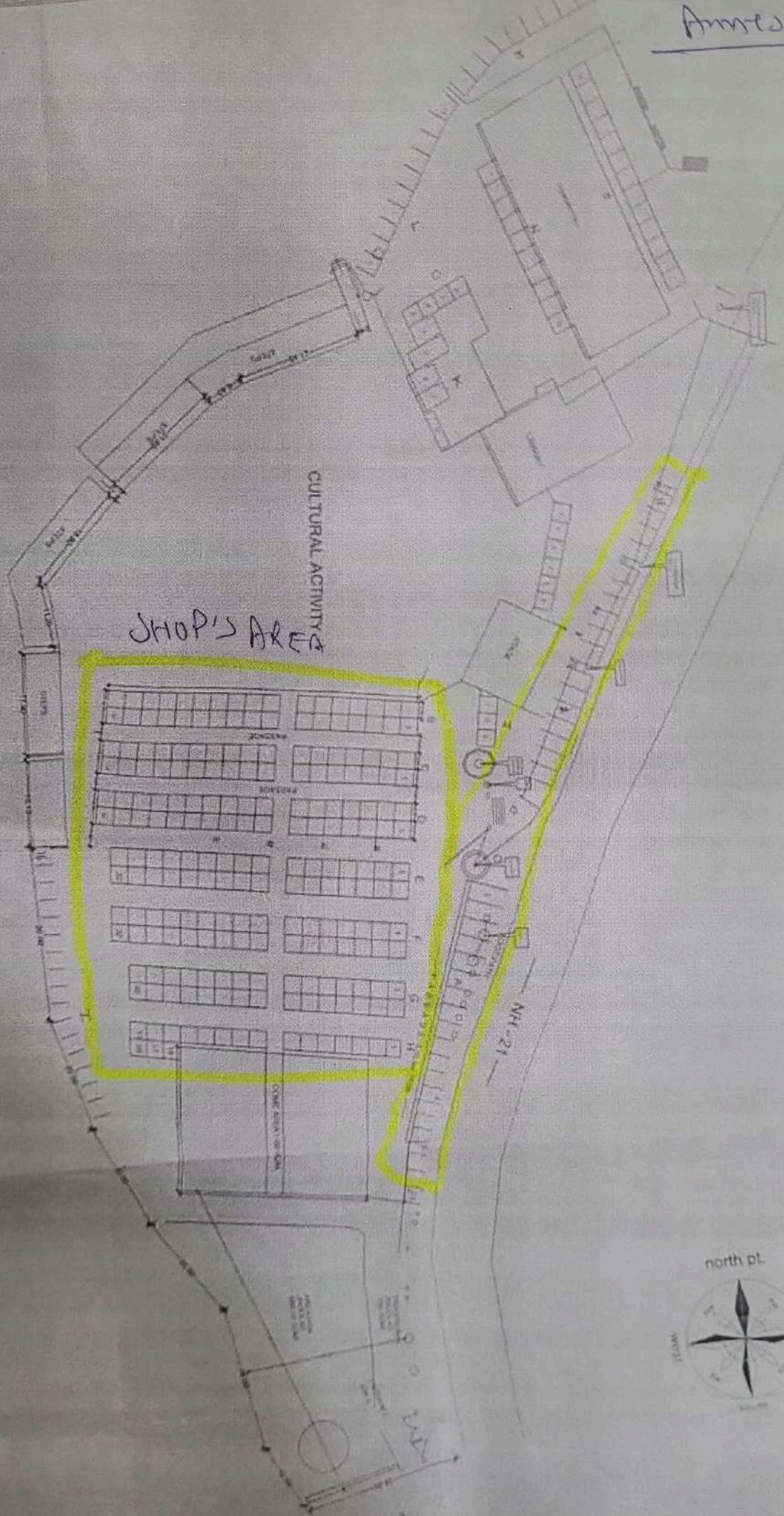
SDM Office Sundernagar

9. Date of Opening of tender

SDM Office 04-03-2024 at 2:30 PM

**Signature of Tenderer**

LAYOUT PLAN NALWAR MELA SHOPS SUNDERNAGAR



### INSTRUCTIONS TO THE TENDERERS

The tenderer are required to submit the tender applications/ documents (in two bid system- **Technical bid** and **Financial bid**) in sealed cover envelopes marked as " **Temporary mela shop's during State Level Nalwar & Suket Devta Fair 2024** " containing two separate envelopes. One envelope shall contain "Technical Bid" and second envelope shall contain "Financial Bid". Both of these envelopes shall be marked as "Technical Bid" and "Financial Bid separately.

1. **Technical Bid Envelope:** This envelope shall contain Tender form, undertaking (Annexure E & F ) and terms and conditions of the tender (Annexure B) and duly signed self-attested copies of following documents

- Valid registration certificate issued by competent authority.
- Experience Certificate/affidavit of self declaration, of three years.
- GST No.
- PAN.
- Proof of Identity and/or Proof of Address i.e. Voter Id Card Aadhar Card, Driving License.
- In case of Partnership firm copy of Partnership Deed.
- Earnest Money Deposit as prescribed in tender notice i.e. Rs. **15,50,000/ (Fifteen Lakh Fifty Thousand Rupees Only)** may be attached in the shape of **Demand Draft in favour of Chairman (SDM) State Level Nalwar Fair Sundernagar.**
- The Technical Bid Envelope shall be opened on the date of opening of tender.

2. **Financial Bid Envelope:** This envelope shall contain Annexure "D" of amount offered. The Financial Bid shall be opened of the technically qualified bidders/tenderer only after the open auction. The financial bids of technically rejected bidders shall not be opened.

### OTHER TERMS AND CONDITIONS

1. The Tender without earnest money will summarily be rejected..
2. **The reserve price for the area shall be 1,05,000,00/- (One Crore Five Lakh ) the bid will start from base price mentioned above.**
3. Only those bidders are eligible who have annual turnover not less than Rs 2 Crore (Two Crore) per annum during last three years and have already executed at least three similar work in State/National/International level fair. The bidder will have to enclose experience certificate/ affidavit/self-declaration in this regard along with the bid.
4. successful bidder shall issue ID cards to the traders which shall be displayed on the person who is sitting in the shop. In case of failure the security (EMD) of bidder shall be forfeited. One copy of ID cards be deposited with the Mela Committee.
5. The bidder shall be required to deposit **Rs.15.50 Lakh (Fifteen Lakh Fifty Thousand)** as earnest money by way of **FDR/Demand Draft** payable in favour of **Chairman (SDM) State Level Nalwar Fair Sundernagar.** This amount shall be released to unsuccessful bidders, other than the second and third highest bidders immediately after the Tender/work is awarded in favour of the successful bidder. Earnest Money deposited by the second and third highest bidders shall be released to them on **20th March, 2024** and of successful bidder on **25<sup>th</sup> April** or before on

showing GST payment proof.

6. The Earnest Money deposited by the successful bidder shall be treated as **Performance Security Deposit** and this amount shall be released after the successful completion of the work to the satisfaction of the Convener, Ground Allotment Committee of **Sub Divisional Magistrate – Cum- Chairman State Level Nalwar & Suket Devta Fair Committee Sundernagar**. The above said amount shall stand forfeited in case the successful bidder fails to execute the work and comply any terms & conditions of the tender.

7. The successful bidder shall be required to **deposit 50% of the bid amount** within 3days of awarding of Tender in his/her favour, next remaining amount 50% by **15th March, 2024**. The above said payments shall be made by way of Demand Draft payable to the **Chairman (SDM) State Level Nalwar Fair Sundernagar**. Non depositing of amount by due date shall result in cancellation of contract and forfeiture of Earnest Money and the entire amount deposited by the defaulter bidder till date and the contract shall be awarded to the next highest bidder if the difference of bid amount is less then 15 Lakh.

8. **GST and other taxes as applicable shall be paid by the bidder only, undertaking against the same shall be submitted by the bidder along with the application on affidavit.**

9. The water proof Shops shall be erected strictly as per "INDIAN STANDARD RECOMMENDATIONS FOR THE FIRE PRECAUTION MEASURES IN CONSTRUCTION OF TEMPORARY SHOPS, STRUCTURES ."

10. There shall be no digging/excavation in Jawahar Park for the erection of any kind of structures. Proper drainage system shall be adopted Successful bidder shall ensure that no damage is caused to the Jawahar Park surface.

11. The layout of temporary shops should be as per map/site plan approved by the of **Sub Divisional Magistrate –Cum- Chairman State Level Nalwar & Suket Devta Fair Committee Sundernagar** and space as well as all the paths/roads shown in the map are necessary and any kind of violation shall be viewed seriously. However, any kind of minor changes in the layout (plan/map) shall be permissible with the prior permission of the Mela Committee.

12. The successful bidder shall ensure that eateries shops, no waste water and left out food articles be allowed to be scattered in and around Jawahar Park Proper Dust Bins be kept in every eateries shop and one Dust Bin for every five shops (50Ltr.) in case of other shops and the successful bidder shall also ensure the regular cleaning of shops by deploying adequate number of Sweepers.

13 **Garbage/Sanitation user charge shall be charged by Municipal Council Sundernagar for entire period of Nalwar Mela 2024 to be paid by successful bidder.**

14. The successful bidder shall ensure that no plastic waste shall be thrown here and there and there shall be safe storage of the same.

15. The successful bidder shall ensure that all safety measures such as **Structural Safety, Fire Safety, proper ventilation, adequate entry and exit, Safe Electric Supply** and such other Safety Measures as will be indicated by Ground Management Committee. Further the bidder shall take Safety Certificate from the Safety Committee and shall comply with all Safety requirements desired by the Safety Committee and Ground Management Committee No any inflammable material will be stored in the Mela premises by the successful bidder or traders.

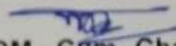
16. The successful bidder/traders shall obtain temporary electricity connections from the H.P. State Electricity Board Ltd. in respect of shops **and the electricity charges shall be paid by them**. Sufficient light arrangements be made in these structures by the bidder.

17. After the successful completion of the Mela the successful bidder shall vacate the space i.e. Jawahar Park let out to him/her by legal action will be initiated and also fine be imposed i.e. 25000 per day.

18. If any time, any question of difference or dispute whatsoever arises between the parties or in relation to a part thereof, either of the party may give to other notice in writing of the existence of such a question or dispute or difference and if required same shall be referred for arbitration to

**Deputy Commissioner Mandi District Mandi H.P.** be binding upon both the parties.

19. The **Sub Divisional Magistrate –Cum- Chairman State Level Nalwar & Suket Devta Fair Committee Sundernagar** reserves the right to reject any or all the quotations without assigning any reason.
20. All the sealed bids should reach in the office of the **Sub Divisional Magistrate –Cum- Chairman State Level Nalwar & Suket Devta Fair Committee Sundernagar** by 4<sup>th</sup> March, 2024 up to 11:00 AM and these bids shall be opened on same day at 2:30 P.M.
21. **Sub Divisional Magistrate –Cum- Chairman State Level Nalwar & Suket Devta Fair Committee Sundernagar** shall not be responsible for any dispute between the successful bidder and the shopkeepers to whom he/she will further give shops on rent.
22. The successful bidder will ensure that no illegal activity like gambling etc. is done in the above structures during the Mela.
23. Apart from this the Mela Committee will allot space for the Shops in the remaining vacant area as per previous practices and charges as applicable for them shall be collected by the Mela Committee. Space for local artisan has to provided by the successful bidder and fee/rent has also be collected by him/her/them
24. The successful bidder/traders shall have to insure all the temporary Shops during the mela.
25. The successful bidder/traders shall be responsible for all liability and all taxes.
26. These may be minor changes/variation in the Term & Condition. Remaining term's & condition's will be announced at the time of opening of the tender.
27. Eateries shop's to be let out in specified area only as per drawing.

  
**SDM –Cum- Chairman**  
**State Level Nalwar & Suket Devta Fair**  
**Committee Sundernagar, District Mandi**  
**(H.P.)**

**TECHNICAL BID FOR LETTING OUT SPACE FOR TEMPORARY MELA SHOP'S IN  
JAWAHAR PARK SUNDERNAGAR DURING STATE LEVAL NALWAR & SUKET  
DEVTA FAIR COMMITTEE- 2024.**

Sr. No.	Particular document s required	Page No.	Remarks if any
1.	Name and address of the firm/company with phone Number and email.		
2.	Registration No. of the firm		
3.	GST No.		
4.	A Copy of Pan No.		
5.	Proof of identity		
6.	A Copy of Partnership deed		
7.	Experience/Affidavit		
8.	Detail of FDR/DD/Banker Cheque		
9.	Undertaking/affidavit		

**Declaration by the bidder**

This is to certify that I/we \_\_\_\_\_ before signing this Tender Form have read and fully understood all the terms and conditions and instruction contained herein and undertake myself/ourselves abide by said terms and conditions.

**Signature and address of the Tenderer.**

## Financial Bid

Annexure- D

Sr. N	Description /Scope of Work	Amount quoted
1.	<b>"Letting out space for setting up temporary water proof Mela Shops in Jawahar Park Sundernagar scheduled to be organize w.e.f 22-3-2024 to 17-4-2024.</b> <b>Description:-</b> Letting out space for setting up of water proof temporary mela shops (290 in Mela ground+31 along NH-21)=321 shops as per the map.	
	<b>GST as and if applicable shall be paid by the bidder</b>	
	<b>Total Amount (amount offered + GST)</b>	

**Signature of Tenderer  
With full Name & Address.**



Undertaking

I,we.....(Name)

Contractor/partner/sole proprietor (Strike out word not applicable) of (Firm)..... do hereby declare and solemnly affirm to the fact that the individual firm/Companies are not black listed by the Union or State Govt. or any other partner or shareholders, It is also certified that the firm has not been black listed by any Authorities.

Deponent

Address.....  
.....  
.....

I/we do hereby solemnly declare that the above declaration is true and correct to the best of my knowledge and beliefs. No part of it is false and nothing has been concealed.

Dated

Deponent

Address.....  
.....

AFFIDAVIT

ANNEXURE-F

I.....hereby undertake that I will be responsible for the payment of all applicable Goods and Services Tax (GST) and other tax liabilities associated with the leasing of space at the state-level fair. I commit to submitting proof of GST payment to the .....office within the specified timeframe outlined in the tender guidelines.

I further agree that i shall not make any claim for the refund of earnest money or any other pending dues from this office unless I provide documented proof of GST payment with the place of supply stated as Himachal Pradesh. This condition is an integral part of my undertaking, and I understand that failure to comply may result in the forfeiture of earnest money and disqualification from future bids.

Deponent

Address.....  
.....  
.....

I/we do hereby solemnly declare that the above declaration is true and correct to the best of my knowledge and beliefs. No part of it is false and nothing has been concealed

Dated

Deponent

Address.....  
.....