



“APPAREL EXPORT PROMOTION COUNCIL”

TECHNICAL BID DOCUMENT FOR RENOVATION OF AUDITORIUM AT APPAREL HOUSE, SECTOR-44, GURUGRAM, HARYANA 122003

Date of Advertising of Bid Document (Technical Only)	03.04.2025
For Query/Clarification, please contact to Sh. Srikant, (9868207280).	Any working day during 10am to 5pm
Last Date for submission of Bid Document (Technical Only) at tender@aepecindia.com	24.04.2025
Date of opening of Bids (Technical Only)	25.04.2025
Last Date of submission of Financial Bid	To be informed later
Date of opening of Financial Bid	To be informed later



Bid Document (Technical Bid Only)

Work: RENOVATION OF AUDITORIUM AT APPAREL HOUSE, SECTOR-44, GURUGRAM, HARYANA 122003

1. Apparel Export Promotion Council invites Technical Bids for Renovation of Auditorium from reputed firms at Apparel House, Sector-44, Institutional Area, Gurugram, Haryana 122003

The Technical Bids should be submitted in the prescribed format of Bid Document along with company/firm profile at tender@aepcindia.com latest by 24.04.2025

The Technical Bids will be opened on 25.04. 2025 at 11.30 AM at Apparel House, Sector-44, Gurgaon - 122003 in the presence of such agencies who may wish to be present.

Technical Bid received to any other mail id shall be liable to be rejected by the Tender Opening Committee.

2. Scope of Work:

1. Detailed Inspection of The Apparel House Auditorium and its existing arrangements and installation.
2. Providing and Replacement of carpet of around 8000 sqft. in accordance to existing aesthetics and provisions and technical specifications as mentioned in Annexure-II.
3. Supply and Installation of theatre/auditorium chairs 315 No.s (312 No.s to be installed and 03 No.s to be kept as spare) as per specifications mentioned in Annexure-II
4. Supply of Lighting Console/Controller -2048 DMX channels
5. Supply of Lighting Dimmer Controller having 45 motorised faders
6. Supply of audio signal processor for controlling upto 16 digital/analog inputs and have 16 digital/analog output
7. Supply of Audio equipments as detailed in Annexure-II

3. Eligibility Criteria

- a. The bidder should be Registered Company/Firm/Corporation in India with supporting documents. Cumulative Experience of the Bidders should be of executing contracts of auditorium/theatres renovation, maintenance for a minimum of 05 years. The Bidders should have executed contracts for auditorium/theatre renovation for a minimum of 25 lakhs (individual contract) Govt. aided/Govt. Institution/ Private Institution etc.
- b. **The Bidder should have valid GST Registration certificate.** A copy of which should be enclosed.
- c. Average Turnover of the Company/Firm/ Corporation in the last three financial years (2021-22, 2022-23 & 2023-24) should be at least Rs. **70 lakhs.**
(A summarized sheet of turnover certified by registered CA should be compulsorily enclosed)
- d. Experience certificate/Work Order of 03 similar work executed/Work order (Only 25 lakhs or above individual contracts to be considered).
- e. Declaration on company letter head that the firm has not been blacklisted by anyone.



All above eligibility criteria shall be supported by relevant documentary proof.

4. Evaluation Criteria

Only agencies satisfying all the eligibility criteria will be considered and agency will be contacted to quote in the Financial Bid. The financial bids shall be sought later and the lowest bidder shall be awarded the purchase/work order. AEPC reserves the right to call for a detailed presentation from the bidders at any stage before finalization. The decision of the AEPC shall be final and binding on all.

The Technical Bid will be opened on 25.04.2025 at Apparel House, Sector-44, Gurgaon.

5. Validity

The Bid Document shall remain valid for a period of 6 months from the date of submission of bid.

6. Earnest Money Deposit

- (i) The Earnest Money of Rs.70,000/- (Rupees Seventy Thousand only) to be transferred electronically through RTGS/NEFT as per Bank details given below:

Bank & Branch	Indian Overseas Bank, Sec-44, Gurgaon, Haryana
IFSC	IOBA0001804
SB Account No.	180401000020000
Account holder Name	Apparel Export Promotion Council

- (ii) Startups and Micro and Small Enterprises (MSEs) as defined in MSE Procurement Policy issued by Department of Micro, Small and Medium Enterprises (MSME) are exempted from EMD upon submission of valid Registration Certificate from MSME/NSIC Department.
- (iii) It may be noted that any Quotation without Earnest Money except MSME Firms is liable to be rejected at the discretion of AEPC.
- (iv) The EMDs of the unsuccessful bidders will be refunded by way of RTGS/NEFT without any interest within 30 days of finalization of work award.
- (v) The EMD of the successful agency shall be returned upon receipt of requisite **Performance Security Deposit**.

7. Performance Security Guarantee

- (i) The amount of Performance Security Deposit would be 5% of the total contract value (except maintenance contract) and the Earnest Money deposited by the successful Tenderer shall be retained as part of Performance Guarantee. In case, the amount of EMD happens to be less than 5% of the total contract value, the adequate security deposit amount shall be deposited by the selected agency before the commencement of the work.
- (ii) Non submission of performance security Deposit within 7 days of issue of work award letter would be liable for cancellation of work award at the discretion of Council
- (iii) The said amount of Performance Security Deposit shall be interest free and no interest will be paid by AEPC.



- (iv) Performance security deposit shall be retained during the Defect Liability Period. Defect Liability period shall be 12 (Twelve) months from the date of issuance of actual work completion certificate by Engineer-in-charge, AEPC. The Performance security shall be returned after successful completion of the defect liability period.

8. Safety, Security and protection for the environment:

The contractor throughout the execution and completion of the works and remedying of any defects therein have full regard for the safety of the persons entitled to be on the site and keep the site in an orderly state appropriate to the avoidance of danger to such person's provide and maintain at his own cost all necessary requirements and watching them where necessary required, take all reasonable steps to protect the environment on and off the site and to avoid damage to persons or to the property of the council or other resulting from noise or other cause arising as a consequence of this methods or repairs

9. Other terms and conditions:

- i. The bid should be submitted on firm's letter head as per the prescribed format along with address, telephone number, GST no. etc.
- ii. Bids should be submitted in the prescribed formats only. The bids submitted in any other format will not be accepted.
- iii. The contract can be terminated by this office at any time without assigning any reason, if the work/product of the supplier is not found satisfactorily. In this connection, the decision of Secretary General AEPC shall be final and binding on the agency.
- iv. The agency has to carry out the repairs/replacement informed by the office (AEPC) at the cost of agency during the defect liability period of 12 months. If the agency do not carry out the rectification/replacement during the Defects Liability Period, the AEPC shall have the right to get such defective equipment rectified/replaced after giving due notice in writing to the agency and recover the cost of repairs/replacement from agency.
- v. After expiry of last date, no Quotes/bids will be entertained.**
- vi. The contractor should consider the rates of genuine items and shall be deemed to be inclusive of manpower, material, machinery, tools and tackles, all taxes, duties, freight, insurance etc.
- vii. No escalation of amount of whatsoever nature shall be payable due to any reason.
- viii. Contractor's job will also include removing of all malba and debris arising in the process of the said work including cleaning of floor/tiles/carpet to remove stains, at no extra cost.
- ix. Contractor will arrange proper ladders, scaffolding at his own cost and will take all safety measures like safety belts, extra labor to hold ladders/jhoolas etc. If it is observed that work is proceeding without adequate safety precautions, work may be stopped by AEPC Sr. Engineer and in such cases, contractor will be solely responsible for delay and its consequences thereof.
- x. The Contractor will be fully responsible for any casualty during the work or any other accident which occurs due to any reason. The Council will not be responsible and liable for the same.
- xi. Any damage done to the existing walls, floors, equipment or to the building particularly due to negligence on the part of the Contractor or its worker shall be entirely responsibility of the firm to repair, rectify or replace the same free of cost immediately without any delay.
- xii. The contractor will ensure and responsible to complete the work within a specified time and will



not delay or leave the work mid-way for which no payment will be made to the contractor.

- xiii. The contract as a whole or part thereof is **non transferable**.
- xiv. The contractor is advised to visit and examine the site of works between 10 am to 4 pm at his/their cost and obtain for himself on his own responsibility all information that may be necessary for preparing the bid.
- xv. The contractor shall be deemed to have inspected the site before hand and taken into account all relevant factors pertaining to the work in the preparation and submission of the bid. The quantities mentioned are tentative and the bidder is encouraged to bid after taking into account all factors and ascertain the work in its entirety. Any major deviation in the quantum of work shall be brought to the notice before accepting of the work award. Acceptance of work award shall be indicative of confirmation of the quantum of work and no additional payment in this regard shall be made. Bidders are also encouraged to quote as lumpsum amount instead of unit rates.
- xvi. The material shall be got approved prior to its use from the Engineer in charge of the Council. The material shall be in the original packing from the manufacturer clearly indicating manufacturing date, expiry date and price etc. Any items found defective will be replaced free of cost to the satisfaction of the Council's authorities.

10. Time for Completion

The work shall be completed within a period of 30 (thirty) days and shall start from the date of issue of the letter of commencement and shall stand terminated after the expiry of the period.

11. Liquidity for damage for delay

If the contractor fails to attend any complaint or defect in due course of time and if in the opinion of the engineer delay is on the part of the contractor, the council can impose liquidated damages on the contractor. The awarded work should be completed within the period of 30 days, if it is not completed within the time as specify in the work order then the liquidity damage @1% of the value of works per week to maximum of 10% of contract value will be imposed on the contractor.

12. Default of Contractor

If the performance of the contractor is not found satisfactory or if the contractor fails to meet/fulfill any terms/conditions/obligations laid down in the bid document, the contractor shall be served a notice to take a corrective action within 7 days. If the contractor fails to rectify or conform, the employer shall be at liberty to terminate the contract without any further notice. In the event of termination due to default of the contractor, the employer shall be at liberty to be the balance work done through other means at the cost, risk and responsibilities of the contractor. In the event of loss/damage of building, equipment etc of the employer due to negligence/carelessness of the contractor's staff then the contractor shall compensate loss to the employer.

13. Labour Safety:

Contractor shall undertake all safety precaution during the execution of the work. In case of injury to any person contractor shall always have arrangement to take him to hospital for treatment at his own cost. Contractor will be fully responsible for any repercussions which may arise as a result of violation of any safety norms on his parts.



14. Terms of payment

The terms of payment shall be as follows:

- a) 70% of Material Cost shall be released after receipt of materials in full.
- b) 25% of Material Cost and 95% of Installation Cost shall be released after successful completion of work as certified by AEPC and duly verification TDS will be deducted as per the provisions of Income Tax act, as amended from time to time.
- c) 5% of material cost and installation cost each shall be released upon confirmation of Performance Guarantee. In case of no receipt of Performance Guarantee, the 5% amount shall be withheld for the duration of Defect Liability Period

15. Arbitration:

AEPC has the right to accept or reject any tender in whole or part or reject it entirely without assigning / specifying any reason thereof. In the event of any dispute or difference arising between the AEPC and contractor out of or relating to or in respect of the contract, the same shall be referred to the arbitration of the sole arbitrator to be appointed by the AEPC in accordance with the Arbitration and Conciliation Act, 2015, as amended. The arbitrator shall give reason for the award which shall be final and binding between the AEPC and Contractor. The venue of such arbitration shall be at Apparel House, Gurgaon, Haryana.

Further, the Courts at Gurugram, shall have jurisdiction to try and or entertain any matter of disputes arising out of and or relating to and or in connection with the contract and shall be governed by Indian Law.

Manoj Kumar
Jt. Director
Apparel Export Promotion Council



Annexure-I

TECHNICAL BID

S. No	Particulars	Self-attested copy
1	Earnest Money deposit (EMD) (Startups and MSME registered vendors exempt subject to furnishing of MSME /NSIC Registration document)	Rs. 70,000/- transfer through RTGS/NEFT vide UTR No.: Dated:
2	Name of the Company / firm with complete address and number of years in business of auditorium/theatre renovation/repair works	
3	Name & Designation of Contact Person Mobile No (s) of the Contact Person e-mail address	
4	MSME Registration Status (Registered or not Registered)	
5	Self-attested copy of GST registration	Yes/ No
6	Average Turnover of the Company/Firm/ Corporation in the last three financial years (2021-22, 2022-23 & 2023-24) should be at least Rs. 70 lakhs	
7	03 No.s Experience Certificate/work order of similar work (25 lakhs and above individual contracts)	Yes / No
8	Self-Certification on company letter head that the firm has not been blacklisted by anyone	Yes / No
9	Bank details for refund of Earnest Money Deposit (EMD), in case of unsuccessful bidder	Name of Bank: Branch: Accountholder Name: _____ Account No.: _____ IFS Code: _____

**Signature of Authorized Signatory
NAME OF THE AGENCY WITH SEAL**



Annexure-II

SPECIFICATIONS AND QUANTITIES OF THE REQUIRED EQUIPMENTS FOR AUDITORIUM

1. **CARPET**
 - a) Loop pile carpet having thickness of 8mm thickness and gauge of 1/10. The Pile weight should be minimum of 600gm/sqm.
 - b) Carpet tiles are not allowed
 - c) Standard width of the Carpet roll shall not be less than 2 mtrs.
 - d) The yarn material shall be able to withstand rugged usage and shall be abrasion and flame resistant and should pass the methenamine pill test
2. **AUDITORIUM/THEATRE/CINEMA CHAIRS**
 - a) Push back with auto slider and tip up mechanism
 - b) MS Frame with powder coated finish
 - c) Ergonomically designed back with molded foam cushioning and fabric covering upholstery.
 - d) PU top armrest with cup holder and slot for numbering
3. **LIGHTING DMX CONSOLE (Make Avolite/Yamaha only)**

2048 Output Channels

 - Shape Generator for instant creation of patterns & effects
 - 120 intelligent lights – full control of any mixture of fixtures
 - 240 separate Dimmer Control Channels
 - Dimmer with soft patch, with multiple response curves and HTP control
 - 80 sub master controllers per page
 - 60 Add & Swop Buttons
 - 600 memories or sequences
 - Unique Split Roller
 - Two Speed silver slim encoder knobs
 - Built In Stage Visualiser
 - Internal Hard Disk
 - USB Memory pen/card port
 - Theatrical style keypad
 - MIDI, and MIDI timecode inputs
4. **DIMMER CONTROL UNIT**
 - a) Lighting Control for both LED based and halogen based lightings including sharpies
 - b) 220/240V, 50/60Hz, 3 phase
 - c) Connection compatibility for analog and DMX512
 - d) Control unit for upto 45 Dimmers
5. **AUDIO SIGNAL PROCESSOR (Make BSSAudio/DBX/Yamaha)**
 - For Control of upto 16 digital/analog input and have 4 input slot card
 - Configurable gain upto +48db per channel
 - Compatible with (AES/EBU and S/PDIF) input and output
 - 31-Band Graphic EQ
 - 12-Band Parametric EQ (with narrow notch capabilities)
 - Subharmonic Synthesis for both input and output
 - Automatic Gain Delay
 - Backline Delay
 - Noise Gate
6. **Audio Equipments**



- i. 1000W POWER AMPLIFIER (02 No.s Qty) with frequency response of 50-10kZ and bridge mode operations
4 Ω Stereo Power (RMS): 1,000W X 4CH
8 Ω Stereo Power (RMS): 800W X 4CH
Make: Bosch/Shure
 - ii. **2 WAY SPEAKER** (02 No.s Qty)
15" 350W speaker for stage monitor
Nominal impedance 8ohm
Make JBL/Bosch
 - iii. **LAVALIER MIKES-(02 No.s Qty)**
Frequency Response - 50 to 17,000 Hz
Output Impedance -180 Ω actual
Make: Shure/Sony/Senheisser
 - iv. **FOOT MIKES -(04 No.s Qty)**
Omnidirectional
Boundary Consder Microphone
Frequency Response - 50 to 17,000 Hz
Output Impedance -180 Ω actual
Make: Shure/Sony/Senheisser
 - v. **2 WAY VENTED SPEAKER** (01 No.s Qty)
3.5" 110W speaker for Green Room announcement
Nominal impedance 8ohm
Make JBL/Bosch
7. **LED PAR Light 125W-(16 No.s)**
RGB Color LEDs with optimized lens
DMX Mode, Master/Slave, Auto Run