

INSTITUTE FOR DEFENCE STUDIES AND ANALYSES
NO 1 DEVELOPMENT ENCLAVE, RAO TULA RAM MARG, NEW DELHI –110010

File No. : IDSA/01/Tent/2019

SCOPE OF WORK

1. The Contractor undertakes to provide specialized services for **Tent, Kanat, Balli, Truss, Chairs, Takhat, Water Coolers, Light, Mike & other Misc Tent related items** at the events held at IDSA for one year from the date of award of contract.

2. The work involves providing & fitment of following items:-

<u>SL</u>	<u>Description</u>
1.	Tent Non Waterproof (HUT) with extra Ceiling
2.	Tent Waterproof (HUT)
3.	Truss with cover
4.	Chairs with Cover & Bow (White & Colored)
5.	Round Table along with cover (White & Colored) with Table Top Cover
6.	Buffet Table with cover & frill
7.	Food Stall Canopy (5x9 ft)
8.	Takhat
9.	Big Size Coolers (1100 Watts with 5 Blades)
10.	Mist Fans Pedestal
11.	Bouquets for Food Stalls
12.	Flower pots on table (Min 08 Flowers Zurbera and/or Orchid)
13.	PA System with CD player 06 loud speakers & 4 Mikes
14.	Gas Heater with Gas
15.	Carpet
16.	Kanat
17.	Balli (12 Ft)
18.	Chairs without cover
19.	Sealing (White)
20.	Curtain (White)
21.	Curtain (Coloured)
22.	Side Wall (White & Coloured)
23.	Water Coolers (Window Size)
24.	Generator 62 KVA with Diesel for 8 Hrs
25.	Mist AC Cooler
26.	Light Halogen
27.	Laddhi (30 Ft)

27.	Laddhi (30 Ft)
28.	Tube light point
29.	Bulb Point
30.	Flower decoration (Gate, Stage)
31.	Sofa (2 Seater)
32.	Sofa (3 Seater)
33.	VIP Sofa Set (5 Seater) with Centre Table
34.	Forestage / Flooring (12x6 ft)
35.	Mat for Runner (Red) (5 x 30 Ft)
36.	Waste Bins

3. The contractor will also provide suitable staff that should be always made available during the period of event to rectify the faults, if any.

4. The tent house in all respect should be made available for inspection on date decided by the IDSA.

5. **Penalty:** In case work is not up to the mark/satisfaction and inspite of repeated instructions agency fails to maintain the required standard, **penalty @ 10%** of the value of the order shall be imposed on the agency The Director General, IDSA reserves the right to get the work done by any other supplier / firm and claim the difference in the costs actually incurred and the rates quoted by the firm to whom the original order was placed.

6. **Arbitration:** In case of any dispute, the same shall be resolved through sole arbitration of the Director General, IDSA or his nominee or appropriate court of law in Delhi alone will have jurisdiction. The Director General, IDSA has the right to cancel the tender without assigning any reason.



Aparna Krishna
Manager, C & O
IDSA