



INDIAN STATISTICAL INSTITUTE
7 S.J.S. SANSANWAL MARG
NEW DELHI – 110016

NOTICE INVITING TENDER

No. ISID/EMU/MIKE/2020/74

Date: - 30/01/2020

Subject : Providing and installation of Audio Recording Service at ISI Campus, Delhi Centre, New Delhi – 110016

Item Rate Tender Quotations are hereby invited for a one-day Council Meeting of ISI Campus, Delhi Centre, on the Date, Time and Venue mentioned below :

Date : 10th February, 2020
Time : 9.00 AM – 6.30 PM
Venue : ISI Conference Hall

Quotations in sealed cover should reach the **Indian Statistical Institute, 7 S.J.S. Sansanwal Marg, New Delhi – 110016** on or before 05/02/2020 up to 3.00 p.m. Tender quotations received shall be opened by the undersigned on the same day at 3.30 p.m. in presence of the bidders or their representatives whosoever shall be present.

Scope of Work : Installation of audio recording system and associate works for the Council Meeting of ISI by well-trained and qualified technicians. The scope of work includes provision and installation of the following items of description.

Sl No.	Description of Items of Work	Unit	Qty.	Rate (in Rs.)	Amount (Rs.)
1.	Hiring of Conference Micro Phones	Nos.	35		
2.	Online audio recording disk on CD	Unit	1		
3.	Audio Mixer	Unit	1		
4.	Sound system complete with amplifier – 1 set Speakers -- 2 nos.	Job	1		
5.	Technician	Nos.	2		
(a)	Total = Rs.				
(b)	GST @ 18% = Rs.				
	Total (a+b) = Rs.				

Terms and Conditions :

- 1) The work shall be carried out under the supervision of the In-Charge (Electrical)
- 2) The materials shall need testing and approval by In-Charge (Electrical) before being used for the work.
- 3) Bidders shall have to furnish copies of GST registration certificate and PAN card without which Quotation will not be considered. Also, quotations received after the last date of Tender submission will not be considered.
- 4) The Institute reserves the right to reject any or all the quotations or to allot parts of the work thereof to different agencies without assigning any reason.
- 5) The audio recording shall be installed and tested to the satisfaction of ISI authority latest by 3.00 PM on the 9th of February, 2020.
- 6) Payment Terms: 100% payment will be released after completion of work within 3 days of the receipt of bill. No advance payment shall be made.
- 7) Person provided will have no claim for permanent absorption in ISI.
- 8) A copy of the audio recording shall be provided to ISI free of cost on the same day after completion of the programme.
- 9) Considering the importance of the meeting, the agency should provide all necessary support/backup in such a manner that there is no fault or interruption during the event on 10th February, 2020.
- 10) Any damage done during execution of the work shall be made good at the cost of the successful bidder.
- 11) The quantity of the items quoted above may increase/decrease at the time of the actual programme, which the successful bidder should be capable of providing. Payment will be made on the basis of actual consumption.

Sd/-
Dy. Chief Executive (Admin)
ISI Delhi Centre

Signature of Bidder with Seal and Date