



Rajgir, District Nalanda, Bihar

Notice Inviting Tender (Short)

NIT No: NU/ENGG/141/2026-27/02

The Registrar, Nalanda University on behalf of the Vice Chancellor, Nalanda University invites online bids from firms/contractors of repute in two bid system for the following work:

NAME OF WORK: PROVIDING EVENT MANAGEMENT SERVICES FOR NALANDA UNIVERSITY'S 3RD CONVOCATION (**SCHEDULED ON 19.05.2026**) AT NALANDA UNIVERSITY MAIN CAMPUS, RAJGIR, BIHAR – 803116.

Estimated Cost: Rs. 57,84,487/- Lakh

Earnest Money: Rs. 1,15,690/-

Tender Form Fee: Rs. 1000/- plus GST @ 18%

Period of Completion: **up to 18 May 2026**

Last time and date of submission of bid: 12.05.2026 up to 3:00 pm

Date of Opening of Technical Bids: 12.05.2026 3:30 pm

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Rajgir, District Nalanda, Bihar – 803116

Website: www.nalandauniv.edu.in

Notice Inviting Tender (Short)

NIT NO: NU/ENGG/141/2026-27/02

1. Sealed Percentage Rate tenders (in e-tendering mode) are invited by the Nalanda University for the following work from eligible contractors in two-bid system in Permanent campus NU Rajgir, Bihar by the undersigned. Earnest money is required through NEFT/ RTGS/e-payment gateway of the online e-procurement (<https://nalandauniv.ewizard.in>) portal of Nalanda University.
2. Tender document can be downloaded from the University's official website www.nalandauniv.edu.in or from <https://nalandauniv.ewizard.in> or <https://eprocure.gov.in/epublish/app>. Bidders are required to submit tender form fee of Rs. 1000/- (Rupees one thousand only) plus GST @ 18% along with their tenders in favour of Nalanda University payable at Rajgir Bihar.
3. The Tender shall be on two bid system, where techno-commercial details along with the proof of EMD and e-Tender processing fee along with all technical eligibility documents shall uploaded online in <https://nalandauniv.ewizard.in> portal under the packet named as "Technical Bid" and price bid shall be uploaded in to the packet named as "Price Bid".
4. The Competent Authority at Nalanda University shall have the right to reject any or all the tenders received and annul the entire tendering process without assigning any reason thereof or incurring any liability to the bidders.

Sl. No.	Description	Particulars
1.	Name of Work	PROVIDING EVENT MANAGEMENT SERVICES FOR NALANDA UNIVERSITY'S 3RD CONVOCATION (SCHEDULED ON 19.05.2026) AT NALANDA UNIVERSITY MAIN CAMPUS, RAJGIR, BIHAR – 803116
2.	Estimated Cost	Rs. . 57,84,487/- Lakh
3.	Earnest Money	Rs. 1,15,690/- (Rupees One Lakh Fifteen Thousand Six Hundred Ninety Only)
4.	Tender Form Fee	Rs. 1000/- plus GST @ 18%
5.	Period of work completion	Up to 18 May
6.	Last date & time for submission of bid	12.05.2026 at 03:00 PM
7.	Opening of Technical Tender	12.05.2026 at 03:30 PM
8.	Place of bid opening	Through online mode in https://nalandauniv.ewizard.in
9.	Bid validity period	120 days from last date of submission of bids
10.	Officer inviting bids	The Registrar, Nalanda University

PART – I
TECHNICAL BID
Notice Inviting Tender

Tender Ref. No. NU/ENGG/141/2026-27/02

Sealed tenders are invited on behalf of the Vice Chancellor, Nalanda University for the work as detailed below.

1. NAME OF WORK - Providing Event Management Services for Nalanda University's 3rd Convocation (**SCHEDULED ON 19.05.2026**) at Nalanda University Main Campus Rajgir, Bihar – 803116. EARNEST MONEY DEPOSIT Rs. 1,15,690/- (Rupees One Lakh Fifteen Thousand Six Hundred Ninety Only) to be paid through NEFT/RTGS or through e-payment gateway of NU e-wizard portal.
2. E-TENDER FORM FEE: Rs. 1000/- (Rupees One Hundred) plus GST @ 18% to be paid through NEFT/RTGS or through e-payment gateway of NU e-wizard portal.
3. TIME SCHEDULE: 30 (Thirty) days reckoned from the date of issue of Work Order.
4. LAST DATE & TIME FOR RECEIPT OF TENDERS: 12.05.2026 up to 3:00 pm.
5. OPENING OF TENDERS: Technical tenders shall be opened on 12.05.2026 at 3:30 pm in the online e-procurement website as mentioned above. Those who meet the requirements as per the Technical Bid only their Price Bid will be opened separately on date chosen by the TEC (Tender Evaluation Committee) & the successful bidder will be informed of the same.
6. PLACE OF SUBMISSION: Through online e-tendering platform of Nalanda University <https://nalandauniv.ewizard.in>.
7. Nalanda University reserves the right to reject any or all the tenders received and annul the entire tendering process without assigning any reason thereof or incurring any liability to the bidders.

Sd/-
REGISTRAR
NALANDA UNIVERSITY

SUBMISSION OF OFFER

(In Bidders' Letter Head)

To
The Registrar
Nalanda University
Rajgir, Bihar

Ref. NIT No: NU/Engg/141/2026-27/02

Dear Sir,

We hereby submit our offer in full compliance with the terms and conditions of the attached Document.

We are hereby submitting earnest money deposit and tender form fee in the form as specified in the tender document for an amount of Rs. 1,15,690/- through _____(provide details of transaction through RTGS / NEFT /e-Payment UTR No).

Our offer shall remain valid for acceptance for a period of 120 days from the date of opening of technical tender.

Sincerely yours,

(Seal and Signature of the Tenderer)

Full Name _____ Title &

Capacity_____

(SEAL AND SIGNATURE OF THE BIDDER)

INSTRUCTIONS TO THE BIDDERS

1.0 SITE INFORMATION

The work involves Providing Event Management Services for Nalanda University's 3rd Convocation (**SCHEDULED ON 19.05.2026**) at Nalanda University Main Campus Rajgir, Bihar – 803116.

2.0 The tender shall be accompanied with the following documents:

2.1 Proof of submission of EMD, and Tender Form Fee and copies of certificates of prequalifying documents as specified in the NIT shall be uploaded in the e-procurement portal as mentioned above.

2.2 Price bid duly filled in and compiled with rates quoted as percentage below/above/at par with the rates entered in the Schedule of quantities and total amount tendered as per the prescribed format digitally signed by the authorized signatory shall be uploaded separately under packet 2 (Price Bid).

2.4 Technical tender documents submitted by intending bidders shall be opened only of those bidders, whose Earnest Money Deposit and Tender Processing Fee and other documents placed in the Packet 1 are found in order.

2.5 Copy of Certificates of PAN card, GST Registration should be submitted along with the bid.

2.6 The tender submitted shall become invalid if:

2.6.1 The bidder is found ineligible; or

2.6.2 The bidder fail to upload all the documents as stipulated in this tender document.

2.6.3 The bidder does not deposit EMD and tender processing fee as prescribed above.

2.6.5 If a tenderer does not quote any percentage above/below on the total amount of the tender in the percentage rate tender, the tender shall be treated as invalid and will not be considered as lowest tenderer.

3.0 The contractor whose bid is accepted will be required to furnish performance security of 5% (Five Percent) of the tendered amount within three working days. This performance security shall be paid in the form of NEFT/RTGS. In case the contractor fails to deposit the said performance security within the period as indicated above, including the extended period if any, the Earnest Money deposited by the contractor shall be forfeited automatically without any notice to the contractor. The earnest money deposited along with tender shall be returned after receiving the aforesaid performance security.

- 4.0 Intending bidders must inspect and examine the Site and its surroundings and satisfy themselves before submitting their tenders to clearly understand the nature of the work for which they are tendering for. A bidder shall be deemed to have full knowledge of the Site whether an inspection has been undertaken by the bidder or not and no extra charge consequent on any misunderstanding or otherwise shall be allowed in the amount quoted in the tender. The bidder shall be responsible for arranging and maintaining cost of all materials, tools & plants, water, electricity, access, facilities for workers and all other services required for executing the Work unless otherwise specifically provided for in this document and/or the agreement and/or any other letter, circular, notification issued or document released by NU. Submission of a tender by a bidder implies that he has read this notice and all other contract documents and has made himself aware of the scope and specifications of the Work to be executed and of conditions and local conditions and other factors having a bearing on the execution of the Work.
- 5.0 Owner is not bound to accept the lowest or any other tender and reserves to itself the right to reject any or all the tenders received without assigning any reason thereof. Owner also reserves the right to restrict the list of qualified contractors to any number deemed suitable by it, if too many tenders are received satisfying the laid down criteria. All tenders in which any of the prescribed conditions are not fulfilled or any condition including that of conditional rebate is put forth by the bidder shall be rejected summarily. Tenders subject to any conditions proposed by the bidder shall not be accepted and shall be liable to be rejected.
- 6.0 Canvassing either directly or indirectly, in connection with tender is strictly prohibited and the tenders submitted by the bidders who resort to canvassing shall be liable to be rejected.
- 7.0 Nalanda University reserves the right of accepting the whole or any part of the tender and the bidders shall be bound to perform the same at the quoted rate.
- 8.0 The bidder shall intimate the names of persons who are or were working in any capacity with the bidder or are subsequently employed by the bidder and who are or have been an officer in NU.
- 9.0 The contractor shall not be permitted to render for this work if his near relative is employed by Nalanda University in any capacity. He shall also intimate the names of persons who are working with him in any capacity or are subsequently employed by him and who are near relatives to any officer in Nalanda University or in the Ministry

of External Affairs. Any breach of this condition by the contractor would render liable to be debarred from participating in tender process.

10.0 No engineer of Gazetted rank or other Gazetted officer employed in Engineering or Administrative duties in an Engineering department of Government of India is allowed to work as a contractor for a period of one year after his retirement from Government service, without the previous permission of the Government of India in writing. This contract is liable to be cancelled if either the contractor or any of his employees is found to be such a person who had not obtained permission of the Government of India as aforesaid before submission of the tender or engagement in the contractor's service.

11.0 The tender for the Work shall remain open for acceptance for a period of 120 days from the date of opening of Technical tender. In case any bidder withdraws its tender before the end of sixty days or issue of letter of acceptance, whichever is earlier, or makes such modifications in the terms and conditions of the tender which are not acceptable to the University, then the Competent Authority at Nalanda University shall, without prejudice to any other right or remedy available under the contract or law, be at liberty to forfeit 50% of the EMD. Further, such bidder shall be debarred from participating in the re-tendering process of the Work.

12.0 TIME SCHEDULE:

12.1 The time allowed for carrying out the Work shall be 15 days from the date of issuance of work order or execution of the Contract Agreement whichever is earlier.

13.0 PERCENTAGE RATES:

14.1 The percentage rates quoted by the Contractor are deemed to be inclusive of site clearance, setting out work, profile, setting lay out on ground, establishment of reference bench mark(s), installing various signage, taking spot levels, survey with total station, construction of all safety and protection devices, compulsory use of helmet and safety shoes, and other appropriate safety gadgets by workers, imparting continuous training for all the workers, barriers, preparatory works, construction of clean, hygienic and well-ventilated workers housings in sufficient numbers as per drawing supplied by Engineer in charge, working during monsoon or odd season, working beyond normal hours, working at all depths, height, lead, lift, levels and location etc. and any other unforeseen but essential incidental works required to complete this work. Nothing extra shall be payable on this account and no extension of time for completion of work shall be granted on these accounts.

- 14.2 The rates quoted by the bidder, shall be firm and inclusive of all taxes and levies as applicable (including GST and all other taxes and levies, Royalty & seignourage charges whichever is applicable on the last date of receipt of tender). Labour cess applicable as per relevant Central/State laws will be deducted from every bill of the contractor and deposited to respective Government department. The ESI and EPF contributions on the part of employer in respect of this contract shall be paid by the contractor. These contributions on the part of the employer paid by the contractor shall be reimbursed by the University to the contractor on actual basis. Effect of any tax due to new legislation shall be adjusted accordingly as per actual on production of documentary proofs of payment of such tax to concerned Government departments.
- 14.3 No foreign exchange shall be made available by the Owner for importing (purchase) of equipment, plants, machinery, materials of any kind or any other items required to be carried out during execution of the work. No delay and no claim of any kind shall be entertained from the Contractor, on account of variation in the foreign exchange rate.
- 14.4 All ancillary and incidental facilities required for execution of work like labour camp, stores, fabrication yard, offices for Contractor, watch and ward, temporary ramp required to be made for working at the basement level, temporary structure for plants and machineries, water storage tanks, installation and consumption charges of temporary electricity, telephone, water etc. required for execution of the work, liaison and pursuing for obtaining various No Objection Certificates, completion certificates from local bodies etc., protection works, testing facilities / laboratory at site of work, facilities for all field tests and for taking samples etc. during execution or any other activity which is necessary (for execution of work and as directed by Engineer-in-Charge), shall be deemed to be included in rates quoted by the Contractor, for various items in the schedule of quantities. Nothing extra shall be payable on these accounts. Before start of the work, the Contractor shall submit to the Engineer-in-Charge, a site / construction yard layout, specifying areas for construction, site office, positioning of machinery, material yard, cement and other storage, steel fabrication yard, site laboratory, water tank, etc.
- 14.5 For completing the work in time, the Contractor might be required to work in two or more shifts (including night shifts). No claim whatsoever shall be entertained on this account, not with-standing the fact that the Contractor may have to pay extra amounts for any reason, to the labourers and other staff engaged directly or indirectly on the work according to the provisions of the

labour and other statutory bodies regulations and the agreement entered upon by the Contractor with them.

- 14.6 All material shall only be brought at site as per program finalized with the Engineer-in-Charge. Any pre-delivery of the material not required for immediate consumption shall not be accepted and thus not paid for.
- 14.7 Rate shall include Liaison work required, if any, in this regard with the local bodies. Nothing extra shall be payable on this account. Statutory charges, fees etc. required to be paid to the local bodies in this connection shall only be payable by the Owner or shall be reimbursable to the contractor on production of proof of actual payment made by him.
- 15.0 The Site shall be handed over to the successful bidder at the time of award of contract on “as is where is” basis.
- 16.0 The tender documents consisting of drawings, specifications, schedule of quantities of the various classes of work to be done and the set of terms & conditions of contract to be complied with and other necessary documents can be seen on the website of NU at www.nalandauniv.edu.in, <https://nalandauniv.ewizard.in> and at <https://eprocure.gov.in/epublish/app>.
- 17.0 Intending bidders are advised to obtain valid class-II (or appropriate class) digital signature to participate in tendering.
- 18.0 While submitting the revised tender, contractor can revise the percentage rate offered one or more item(s) any number of times but before last time and date of submission of tender as notified.
- 19.0 **CRITERIA FOR ELIGIBILITY (TECHNICAL TENDER)**
- 19.1 The eligibility criteria applicable for the bidders for the present tender in terms of the scope of Work shall be:
- 19.1.1 The bidder should have satisfactorily completed three similar works each costing not less than **Rs. 23 Lakhs** (Rupees Twenty-Three Lakh Only) or completed two similar works each costing not less than **Rs 34.7** (Rupees Thirty-Four Lakh Seventy Thousand only) or completed one similar work costing not less than **Rs. 46 Lakh** (Rupees Forty-Six Lakh only) during the last seven (7) years ending previous day of the last day of submission of Tender.
- 19.1.2 For this purpose cost of work shall mean gross value of the completed work. This should be certified by an officer not below the rank of Executive Engineer/Project Manager or equivalent.
- 19.1.3 For the purpose of this clause 19.1.1, “similar work” shall mean “Carrying out event management for large events presided by Prime Minister/President of

India/Heads of State for Government/ public sector undertakings/ autonomous bodies/ private organisations etc. under one agreement, in India within last seven years”.

- 19.2 The value of executed works shall be brought to current costing level by enhancing the actual value of work at simple rate of 7% per annum, calculated from the date of completion to the previous day of the last day of submission of the Tender.
- 19.3 The bidder should have minimum average annual financial turnover (gross) of **Rs. 28.92 lakhs** during the immediate last three consecutive financial years, ending 31st March 2025. Chartered Accountant certificate as per Form ‘A’ as enclosed for last five financial years shall be submitted as a proof.
- 19.5 The bidder must visit the site of work, at his own cost, and examine it and its surroundings to familiarise himself and collect all information that he considers necessary for proper assessment of the prospective assignment. Duly Filled Form ‘B’ is a mandatory requirement of this tender.

20.0 EVALUATION CRITERIA FOR ELIGIBILITY (TECHNICAL TENDER)

20.1 The details submitted by the bidders will be evaluated in the following manner:

20.1.1 The criteria for eligibility prescribed in para 19.1, 19.2 and 19.3 above in respect of experience of eligible similar class of works completed and financial turn over shall be first scrutinized and the bidder’s eligibility for the work shall be determined.

20.1.2 The bidders qualifying the initial criteria as set out in Para 19.0 above will be evaluated for following criteria by scoring method on the basis of details furnished by such bidders:

Sl. No.	Evaluation Criteria	Maximum Marks	Marks Obtained	Proofs to be submitted
1.	Financial Strength: Average Annual Turnover	30 Marks (60% marks will be given for minimum eligibility criteria and 100% marks will be given for double the eligibility criteria)		Copy of CA certificate as per Form ‘A’ for last five years to be submitted

2.	Work Experience: 'Similar Works' executed in past 7 years	30 Marks (60% marks will be given for minimum eligibility criteria and 100% marks will be given for double the eligibility criteria)	Copy of certified bills/completion certificate mentioning value of similar works to be submitted
3.	Performance in Quality of Works executed	40 Marks 1 For Outstanding/ Excellent: 40 2 For Very Good: 30 3 For Good: 20 4 For Poor: 0	Certificate from respective client to be submitted

20.1.3 To become eligible, the bidder shall secure at least 60% marks in aggregate and 50% marks in each category as detailed under SI No 1, 2 3 in above table.

20.1.4 In case of eligible similar works being more than one, average value of performance of works for time overrun and quality shall be taken on the basis of performance report of these works.

21.0 GENERAL CONDITIONS OF CONTRACT:

21.1 Unless otherwise specified the relevant provisions made under CPWD General Conditions of Contract 2023 read along with the correction slips issued time to time till last date of submission of tender shall be binding for the Contractor during the pendency of the contract.

FORM - A

FINANCIAL INFORMATION

1. Financial Analysis – Details to be furnished duly supported by figures in balance sheet/ profit & loss account for the last five financial years duly certified by the Chartered Accountant, as submitted by the applicant to the Income Tax Department (Copies to be attached).

Figure in lakhs Rs.

Particulars	Financial years		
	2022-23	2023-24	2024-25
(a) Gross Annual Turn on Civil Works (last 03 Financial years as on 31.03.2025)			
(b) Profit / Loss (last 03 Financial years as on 31.3.3025)			

Signature of Chartered Accountant with Seal

Signature of Bidder(s) with seal

FORM - B

AFFIDAVIT FOR SITE VISIT

I, _____, aged ____ years, son/daughter of _____, presently residing at _____ and authorized by _____ (name of bidder) (“Bidder”) to solemn this affidavit on behalf of the Bidder, solemnly affirm on oath as hereunder:

1. The Bidder confirms that the Bidder has duly undertaken the visit of the proposed project site of Nalanda University, located at Rajgir, Bihar.
2. The Bidder has inspected and examined its surroundings and has satisfied itself about the site conditions and site logistics. The Bidder confirms that it is aware of the ground conditions and nature of the site, means of access to the site and the accommodation area required for establishing the labour camp. The Bidder agrees and confirms it shall be solely responsible for arranging and maintaining the aforementioned at its own cost including all materials, tools & plants, water, electricity, access, facilities for workers and all other services required for executing the Work unless otherwise specifically provided for in the contract documents.
3. The Bidder confirms and agrees that the submission of the tender implies that the requisite site visit has already been undertaken and that the Bidder has acquainted itself with the local conditions and other factors having a bearing on the execution of the Work.

DEPONENT VERIFICATION

I, _____, aged ____ years, son/daughter of _____, presently residing at _____ and authorized by Bidder verify that the information mentioned above is true and correct to the best of my knowledge and belief.

DEPONENT

FORM C

LIST OF SIMILAR WORKS COMPLETED DURING THE LAST SEVEN YEARS ENDING PREVIOUS DAY OF LAST DATE OF SUBMISSION OF TENDER

A	B	C	D	E	F	G	H	I	J
Sr. No	Name of work/ project and location	Owner or sponsoring organization	Cost of work	Date of commencement as per contract	Stipulated date of completion	Actual date of Completion	Litigation / arbitration cases pending / in progress with details*	Name and address / telephone number of officer to whom reference may be made	Whether the work was done on back to back basis Yes/No
1									
2									
3									

*Indicate gross amount claimed and amount awarded by the Arbitrator.

* Certified that the above information is complete and that the information furnished above is true, correct and not misleading to my/our knowledge and belief.

SIGNATURE OF BIDDER (S)

FORM D

(On letterhead of respective owners of the Work)

PERFORMANCE REPORT OF WORKS REFERRED TO IN 'FORM C'

1	Name of work/ Project & Location	
2	Agreement No.	
3	Estimated Cost	
4	Tendered Cost	
5	Date of Start	
6	Date of completion	
	(i) Stipulated Date of Completion	
	(i) Actual Date of Completion	
7	(i) Whether case of levy of compensation for delay has been decided or not. (ii) If decide, amount of compensation levied for delayed completion, if any	Yes/No
8	Performance Report	
	1) Quality of Work	Outstanding/Very Good/Good/Satisfactory/Poor

	2) Financial Soundness	Outstanding/Very Good/Good/Satisfactory/Poor
	3) Technical Proficiency	Outstanding/Very Good/Good/Satisfactory/Poor
	4) Resourcefulness	Outstanding/Very Good/Good/Satisfactory/Poor
	5) General Behaviour	Outstanding/Very Good/Good/Satisfactory/Poor
Dated:		Signature of the certificate issuing authority along with designation (Not below the rank of Executive Engineer or equivalent)
Stamp:		

Certified that the above information is complete and that the information furnished above is true, correct and not misleading to my/our knowledge and belief.

(To be certified by an officer not below the rank of Executive Engineer or equivalent of the client department / institution)

FORM E**STRUCTURE & ORGANIZATION**

1	Name & Address of the bidder		
2	Telephone No./Telex No./Fax No./e-mail address		
3	Legal status of the bidder (attach copies of original document defining the legal status).		
	a)	An Individual	
	b)	A Proprietary Firm	
	b)	A firm in partnership	
	c)	A limited company or Corporation	
4	Particulars of registration with various Government bodies (attach attested photo-copy). (Company Registration, PAN no., CST and VAT Registration, Service Tax Registration, PF Registration, ESI Registration, Registration as a Contractor with CPWD/MES/State PWD etc. ant information about others)		
	ORGANIZATION/PLACE OF REGISTRATION		REGISTRATION No.
	1		
	2		
5	Names and Titles of Directors& Officers with designation to be deputed for the Works		

6	Designation of individuals authorized to act for the organization.	
7	Has the bidder or any constituent partner in case of partnership firm/Limited Company/Joint Venture, ever been convicted by a court of law? If so, give details.	
8	In which field of Electrical Engineering the bidder has specialization and interest?	
9	Any other information considered necessary but not included above.	

Certified that the information mentioned above is complete and no information has been left undisclosed and that the information furnished above is true, correct and not misleading to my/our knowledge and belief.

SIGNATURE OF
BIDDER (S)

PART – II

FINANCIAL BID

NIT FORM CPWD-7

NALANDA UNIVERSITY, RAJGIR, BIHAR.

Name of Work: Providing Event Management Services for Nalanda University's 3rd Convocation (**SCHEDULED ON 19.05.2026**) at Nalanda University Main Campus, Rajgir, Bihar – 803116

- i) The tender documents can be viewed and downloaded from Nalanda University website <https://nalandauniv.edu.in/tenders/>. The tender downloading will start from 02.05.2026.
- ii) Opening of Eligibility Bids Offline: 12.05.2026 at 15:30 Hrs the bid forms and other details can be obtained from the website <https://nalandauniv.edu.in/tenders/> and <https://nalandauniv.euniwizarde.com>.

THE BID

I/We have read and examined the Notice inviting bid, Forms-A, B, C, D, E, & F, Schedules A to F, Particular Specification of work, Special conditions, Schedule of Items, other terms & conditions, CPWD GCC for Construction Works 2023, CPWD works manual 2023 and Schedule of Rates, Analysis of rates & Specifications with amendments up to the last date of submission of bids & other documents and Rules referred to in the conditions of contract and all other contents in the bid document for the work. I understand that all these documents are to be read in conjunction with each other with no precedence and in case of any difference in any clause as appearing in any of these documents, the strictest clause will apply.

I/We hereby bid for the execution of the work specified for the University within the time specified in schedule F, and in accordance in all respect and with such materials as are provided for, by, and in respect of accordance with such conditions so far as mentioned in the Bid document.

I/We agree to keep the bid open for 120 days from the date of opening of technical bid and not to make any modification in its terms and conditions.

A copy of payment of the e-Tender Form Fee and Earnest Money Deposit (EMD) is scanned and uploaded. If I/We, fail to furnish the prescribed performance security within prescribed period, I/We agree that the University or their successors, in office shall without prejudice to any other right or remedy, be at liberty to take action as per declaration given by us. Further, if I/We fail to commence work as specified, I/We agree that University or their successors in office shall without prejudice to any other right or remedy available in law, be at liberty to forfeit the said performance guarantee absolutely, the said performance security shall be a guarantee to execute all the works referred to in the bid documents upon the terms and conditions contained or referred to those in excess of that limit at the rates to be determined in accordance with the provision contained in clause 12.2 and 12.3 (as modified) of the bid form.

Further, I/We agree that in case of action taken by University against us as per declaration given, I/We shall be debarred for participation in the re-bidding process of the work.

I/we undertake and confirm that eligible similar work(s) has/have not been got executed through another agency on back-to-back basis. Further that, if such a violation comes to the notice of university, then I/we shall be debarred for bidding in University in future tenders for 01 year. Also, if such a violation comes to the notice of university before date of start of work, the university shall be free to forfeit the entire amount of Performance Guarantee.

I/We hereby declare that I/We shall treat the bid documents drawings and other records connected with the work as secret/confidential documents and shall not communicate information/derived there from to any person other than a person to whom I/We am/are authorized to communicate the same or use the information in any manner prejudicial to the safety of the State.

Dated: **

Signature of Bidder**

Witness: **

Address: **

Postal Address **

Occupation: **

[** to be filled by Bidder]

(To be Signed by Authorised signatory of Nalanda University)

The above bid (as modified by you as provided in the letters mentioned hereunder) is accepted by me for on behalf of the Nalanda University for a sum of Rs.....*

(Rupees.....*
.....
.....).

The letters referred to below shall form part of this contract agreement: -

(a)

(b)

(c)

For & on behalf of University

Signature

Dated:.....

Designation

Authorised Signatory

Nalanda University

PROFORMA OF SCHEDULES: A TO F

SCHEDULE A

SCHEDULE OF REQUIREMENTS

NALANDA UNIVERSITY

Name of Work - Providing Event Management Services for Nalanda University's 3rd Convocation at Nalanda University Main Campus Rajgir, Bihar

Sl. No.	Description Of Items	Unit	Nos	Quantity	Rate	Amount
A	German Hanger for Students' Dining					
1	Waterproof Hanger Structure for Students Dining Area Size: 25mx70m (82ft x 230ft)	Sqft	1	18860	₹ 58.00	₹ 10,93,880.00
2	Cloth Draping for hanger side walls	Sqft	2	9360	₹ 28.00	₹ 2,62,080.00
3	Cloth Draping for hanger Ceiling	Sqft	1	18860	₹ 28.00	₹ 5,28,080.00
4	Carpet Inside the Hanger	Sqft	1	18860	₹ 12.00	₹ 2,26,320.00
5	AC for Entire Hanger Size: 82ft x 230ft	Tonne	1	320	₹ 3,500.00	₹ 11,20,000.00
6	Tent Tables for bufet	Each	50	50	₹ 900.00	₹ 45,000.00
7	Pagoda type Tent for Kitchen Size: 50ft x 30ft = 1500 sq.ft.	Sqft	1	1500	₹ 35.00	₹ 52,500.00
					Subtotal A =	₹ 33,27,860.00
B	German Hanger for VVIP Area					
8	Waterproof Hanger Structure for Students Dining Area Size; - 30mx15m (98ft x 49ft)	Sqft	1	4802	₹ 58.00	₹ 2,78,516.00
9	Installation of cloth draping on side walls	Sqft	2	4410	₹ 28.00	₹ 1,23,480.00
10	Cloth Draping for hanger Ceiling	Sqft	1	4802	₹ 28.00	₹ 1,34,456.00
11	Wooden Platform for the Hanger Structure Size: - 50ft x 99ft	Sqft	1	4802	₹ 36.00	₹ 1,72,872.00
12	Carpet Inside the Hanger Size; - 50ft x 99ft	Sqft	1	4802	₹ 12.00	₹ 57,624.00
13	AC for Entire Hanger Size; - 50ft x 99ft	Tonne	1	100	₹ 3,500.00	₹ 3,50,000.00

14	Round Table with cover 18 nos.	Each	18	18	₹ 1,500.00	₹ 27,000.00
15	Hi-back chairs with cover	Each	108	108	₹ 350.00	₹ 37,800.00
Subtotal B =						₹ 11,81,748.00
C	Red Carpet For Passage					
16	Red Carpet for Passage	Sqft		25000	₹ 12.00	₹ 3,00,000.00
Subtotal C =						₹ 3,00,000.00
D	Entry Gate					
17	Flex Box Entry Gate for Auditorium (Students Entry) Size: 24ft x 16ft x 1 Nos.	Ls		1	₹ 30,000.00	₹ 30,000.00
18	Flex Hanger Gate for Student Lunch Area Size:30ft x 16ft x 4 Gate	Ls		1	₹ 32,500.00	₹ 32,500.00
19	Flex Hangar Gate for VVIP Entry Area Size: 24ft x 16ft x 1 No	Ls		1	₹ 30,000.00	₹ 30,000.00
Subtotal D =						₹ 92,500.00
Total =						₹ 49,02,108.00
Add 18% GST @ 18%=						₹ 8,82,379.44
Grand Total =						₹ 57,84,487.44

SCHEDULE B

Schedule of materials to be issued to the Contractor

Sr. No.	Description of item	Quantity	Rates in figures & words at which the material will be charged to the contractor	Place of issue
1	2	3	4	5
	NIL	NIL	NIL	NIL

SCHEDULE C

Tools and plants to be made available to the Contractor:

Sr. No.	Description of item	Quantity
1	2	3
	NIL	NIL

SCHEDULE D

Extra schedule for specific requirements / documents for the work if any.

The bidder may give additional information other than sought for in the preceding paragraph.

SCHEDULE E

References to General Conditions of Contract:

Name of Work	PROVIDING EVENT MANAGEMENT SERVICES FOR NALANDA UNIVERSITY'S 3RD CONVOCATION (SCHEDULED ON 19.05.2026) AT NALANDA UNIVERSITY MAIN CAMPUS, RAJGIR, BIHAR – 803116
Estimated cost of work	Rs. 57,84,487/- Lakh
Earnest Money Deposit	Rs. 1,15,690/- only

Performance Guarantee	5% (Five percent) of tendered value shall be returned after 60 days of successful completion of work
Security Deposit	2.5% (Two Point Five Percent) of tendered value

SCHEDULE F (GENERAL RULES & DIRECTIONS)

- 1 Authority Inviting Tender. - Registrar, Nalanda University, Rajgir, Bihar.
- 2 Maximum percentage for quantity of items of work to be executed beyond which rates are to be determined in accordance with Clauses “Deviation, Extra items and pricing & Deviation submitted items and pricing”. Please refer below.
- 3 Definitions:

Sr. No	DESCRIPTION	DETAILS
1	Owner	Nalanda University, Rajgir, Bihar
2	Tender Accepting Authority	Registrar, Nalanda University, Rajgir, Bihar.
3	Engineer In charge	Authorized Engineer Officer appointed by Nalanda University Rajgir, Bihar
4	Rates considered for Estimate	Road Construction Department, Bihar Govt. SOR 2025

CLAUSE 1 (CPWD GCC): Performance Guarantee

1	Time allowed for submission of Performance Security (Time and Progress)	3 (three) working days after issuance of Work Order
2	Maximum allowable extension beyond the period provided in 1 above	7 (seven) Days with late fee @ 0.25% per day of the Performance Guarantee amount.

CLAUSE 2 and CLAUSE 2 A (CPWD GCC): Compensation for Delay and Incentive for early completion

1	Authority for fixing compensation under its clause	Vice Chancellor, Nalanda University, Rajgir, Bihar
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2	Incentive for early completion	Applicable as per detailed Clause.
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CLAUSE 5 (CPWD GCC): Time & Extension for delay

1	Total Time allowed for execution of work	30 days
2	Authority to decide Extension of Time	The Vice-Chancellor, Nalanda University, Rajgir, Bihar
3	Rescheduling of Milestones	Engineer In Charge, and the Rescheduling is to be approved by Vice Chancellor, Nalanda University (NU)

Milestone(s) as per table given below:-

Though the overall time of completion is 30 days the contractor shall complete all works strictly conforming to the time limit specified. Any delay in achieving specified timeline given in the Milestones (as mentioned below) of these building shall invite withholding of payments as indicated against each and every Milestone:

Milestone Schedule:			
Sr. No	Description of Milestone (Physical)	Time allowed in days (from date of start)	Amount to be with-held in case of non-achievement of milestone
Milestone of Works (Time duration 30 days)			
1	Rough dressing of entire land piece	10 days	0.75 % of the tendered amount
2	Supply, mixing & spreading of dhoos / sand / good earth along with manure after fine dressing of the land.	20 days	0.75 % of the tendered amount
2	Providing & laying of Selection No. 1doob grass in grass mats 50 to 60 mm thick all complete	30 days	1.00 % of the tendered amount

CLAUSE 17 (CPWD GCC): Contractor Liable for Damages/ Defects during defects liability period

1	Defects Liability Period	12 months from completion of the work as a whole. Security Deposit amount will be released after successful completion of Defect Liability Period.
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CLAUSE 25 (CPWD GCC): Settlement of Disputes

1	Settlement of Disputes	Committee appointed by NU
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(To be executed by and between the Owner and the successful bidder)

FORMAT OF AGREEMENT

This agreement is executed at _____ (place of execution) on the _____ day of _____, 20__

BETWEEN

_____, which expression shall mean and include its successors and assigns (name and address of the Owner) (“Owner”) of the FIRST PART

AND

(Name and address of the successful bidder) (“Contractor”) of the SECOND PART

The Owner and the Contractor shall be individually referred to as the “Party” and collectively referred to as the “Parties” PROVIDING EVENT MANAGEMENT SERVICES FOR NALANDA UNIVERSITY'S 3RD CONVOCATION AT NALANDA UNIVERSITY MAIN CAMPUS, RAJGIR, BIHAR – 803116.

And had invited tenders by issuing Notice Inviting Tender (“Tender”) for selection of a contractor for constructing the said campus. The Contractor has submitted its tender pursuant to the issuing of the Tender by the Owner. WHEREAS the details of the work proposed to be executed by the Contractor is more particularly specified in the Tender for PROVIDING EVENT MANAGEMENT SERVICES FOR NALANDA UNIVERSITY'S 3RD CONVOCATION AT NALANDA UNIVERSITY MAIN CAMPUS, RAJGIR, BIHAR – 803116, (name and identification number of Contract) (“Works”) and the Owner has accepted the Tender submitted by the Contractor for the execution and completion of the Works and the remedying of any defects therein, at a contract price of Rs.....
.....

(Rupees _____(in words))

GENERAL CONDITIONS OF CONTRACT

(As per relevant clauses of CPWD GCC 2023 read along with correction slips issued time to time as on date. The CPWD GCC 2023 shall be an integral part of the Agreement)

TECHNICAL SPECIFICATIONS

**As per CPWD manual for Schedule of Rates, Analysis of Rates and Specifications
(Horticulture & Landscaping) - 2025**