

**DIRECTORATE OF FILM FESTIVALS**

Ministry of I & B  
Sri Fort Auditorium Complex,  
August Kranti Marg, New Delhi-110049

15/03/2019-FFD  
Dated: 21.10. 2019

Subject: Inviting bids for hiring of furniture for 50<sup>th</sup> IFFI 2019 at Goa.

Directorate of Film Festivals (DFF), Ministry of I & B, New Delhi require to hire furniture (Executive Chairs, Executive Tables, Staff Chairs, Staff Tables, Sofa, Lockers, Carpet etc.) for the 50<sup>th</sup> International Film Festival of India 2019 to be held in the month of November 2019 at Panaji, Goa (during 20-28 Nov. 2019). Tender Value is Rs. 7.00 Lacs. All the items will be required to installed at Directorate's Camp office, Old GMC Building, Campal, Panaji, Goa. The list of items to be hired are mentioned in the Annexure-I for which the bids may be sent **only in online mode** through CPP Portal. No physical bid will be accepted. The terms & Conditions of the tender and proforma of Financial bid (Annexure-I) is uploaded on CPP Portal and on our website [dff.gov.in](http://dff.gov.in) which can be downloaded and can also be collected from this office on all working days before the last date. All the documents viz. Terms & Conditions, Financial bid (Annexure-I) duly filled, signed & stamped scanned copies must be uploaded on CPP Portal by the bidders. The document uploaded by the bidders without proper signature & stamped will not be considered. The bids will be opened in the presence of desirous bidders or their representatives in DFF's Office at New Delhi. All the documents must be signed and stamped and to be submitted only in online mode by uploading the same on CPP Portal.

The last date of submitting the bids:-- 28.10.2019 up to 1 P.M.

The bids opening date & time : -- 29.10. 2019 at 2.30 P.M.

**(Tanu Rai)**  
Dy. Director (Admn) & HOO  
011-26499386

## TERMS & CONDITIONS FOR SUPPLY OF FURNITURE ON HIRE BASIS

1. The bidders must have the experience of the similar supply work.
2. All the furniture items must be in good condition, reliable brand and should be preferably new.
3. All the items will require to installed at Camp office of this Directorate in Old GMC Building, Campal, Panaji, Goa. No transportation/cartage/Installation/Labour charges/maintenance cost etc. will be paid against the supply.
4. The Rates for furniture (per day per item) and rate for carpet per feet should be quoted for every items. If any item is left out then the bid will be rejected. As the rates will be compared on Grand Total basis (not item wise). The Rates should be mentioned on per day basis/per feet for each & every item.
5. The payment will be made on actual basis from the date of installation of furniture in DFF Camp Office, Panaji, Goa.
6. One Supervisor and One labour should be deployed at DFF Camp Office, Old GMC Building, Panaji, Goa for support & maintenance of the items during the hiring period from 10.00 A.M. to 800 P.M. even on Saturday, Sunday and Holidays.
7. The requirement of Furniture will be during the month of November-December 2019. The period of hire may vary from 15 to 25 days as per need of DFF Office on day to day basis. The quantity of items mentioned is tentative which may be less or more. The payment will be made on actual hire basis.
8. No advance money shall be paid to the supplier. The payment will be made as per actual days of hiring of the items and after submission of proper invoice. The payment will be made through online mode.
9. The Competent Authority of Directorate of Film Festivals has right to accept, cancel or reject any of the bid/s without assigning any reason.
  1. All the documents to be uploaded online must be signed and stamped.

*Signature of bidder with stamp*

**FINANCIAL BID FOR HIRING OF FURNITURE**

Name of the Firm/Company:

Address of the Firm/Company:

Mobile No.:

Email ID:

PAN No:

GST No:

S. no.	Items	Rate per day per piece for furniture and rate per feet per day for carpet (in Rs.)
1.	Executive Chair	
2.	Executive Table	
3.	Staff/Visitors Chair	
4.	Staff Table	
5.	Sofa 1 Seater	
6.	Sofa 3 Seaters	
7.	Locker/Chest	
8.	Carpet (Rate Per Feet Per Day)	
	Total	
	G.S.T. (If any)	
	GRAND TOTAL	
Grand Total (in words) Rs.		

Items	Tentative Quantity
Executive Chairs	18
Executive Tables	18
Staff/Visitors Chairs	120
Staff Tables	40
Sofa 1 Seater	10
Sofa 3 Seaters	10
Locker/Chest	03
Carpet	500 Feet

*Signature of bidder with stamp.*