



No. 25-2(486)/2016-USD

Date: 18/09/17  
 Dated \_\_\_\_\_

Letter of Award

To

**M/s Incredible Design,  
 B-143, 1<sup>st</sup> Floor, Mayapuri Industrial Area, Phase-1,  
 New Delhi-110064**

Sub: Empanelment for CSIR Exhibition work including digital printing and supply of display – reg;

- Ref: 1) This office NIT published on 8<sup>th</sup> June 2017  
 2) Your bid document  
 3) Your acceptance vide email dated 14<sup>th</sup> Sep 2017 to work @ item wise lowest rate and on terms & conditions of NIT

Sir,

I am directed to convey you the approval of Competent Authority, CSIR for empanelment for Exhibition work including digital printing and supply of display for a period of two years w.e.f. 18<sup>th</sup> Sep 2017 to 17<sup>th</sup> Sep 2019 as per terms and conditions of above referred NIT and @ rate given below:

(i) Rates

Category-I Design, Fabrication and Maintenance of CSIR pavilion on turnkey and hire basis		
Sl. No.	Item for Pavilion	Rate (including all taxes)
I.	Design, Fabrication and Maintenance of CSIR Pavilion on turnkey and hire basis containing all elements and provision of services specified at page no. 5&6 of this tender document.	
A.	for (Designer Wooden) stalls (Per sq. m) with area of:	
	In Delhi:	
a.	Up to 100 sq. m	4500
b.	101 to 300 sq. m	4250
c.	301 to 500 sq.m	4000
d.	501 and above sq. m	3850
	In other cities:	
a.	Up to 100 sq. m	5600
b.	101 to 300 sq. m	5450
c.	301 to 500 sq.m	5000
d.	501 and above sq. m	4750
B.	for stalls (Per sq. m) (using modern international modular system of make Skyline, Nimlok, and equivalent with area of:	Rate
	In Delhi:	

a.	Up to 50 sq. m	2000
b.	51 to 100 sq. m	1900
c.	101 and above sq. m	1800
	<b>In other cities:</b>	
a.	Up to 50 sq. m	2400
b.	51 to 100 sq. m	2200
c.	101 and above sq. m	2000
C.	<b>for fabrication of stall(per sq.m) using Octonorm system(Per sq.m) with usual provision of 1-facia, 1-table, 2-chairs, 3-lights and 1-power point for every 9 sq.m. of space and 1-discussion table with 3-chairs for every 18 sq.m of space:</b>	
	<b>In Delhi:</b>	
a.	Up to 100 sq. m	250
b.	101 to 300 sq. m	245
c.	301 to 500 sq. m	240
d.	501 and above sq. m	240
	<b>In other cities:</b>	
a.	Up to 100 sq. m	260
b.	101 to 300 sq. m	255
c.	301 to 500 sq.m	250
d.	501 and above sq. m	250
II.	<b>Fabrication of water-proof superstructure on hire basis, preferably extruded aluminum profiles (Per sq. m)</b>	65
III.	<b>Other Display Equipment (Please quote hire rate per day basis)</b>	
A.	LED wall with DVD player for audio-visual, multimedia presentations (Per sq. ft.)	175
B.	Interactive kiosk (17" flat screen TFT LCD monitor, touch screen) including hardware (Per unit)	1600
C.	Hire charges( per unit)	
	• Projector	1000
	• Computer with printer, scanner and other accessories	1000
D.	LED of 42" with DVD player (Per unit)	1000
IV.	<b>Digital Exhibition Stand Per Unit size : 8'x10' (Quote the rates per unit on hire basis )</b>	
	<b>Specifications:</b>	
	• Frame of Stainless Steel Tube (2"x2" – 304 grade) with spacer fittings & fixed with 12mm frosted Finish Toughened Glass	
	• Digital Display screens : 03 Nos. 42" LED Horizontal / Vertical to display Information Panels synchronised with 22" (02 Nos.) LED Touch Screen Monitors & CSIR Films	
	• Raised designer wooden laminated Podium framed with Steel pipe to display Products concealed in wooden laminated Box and fixed in front of Unit to control the scrolling effect	
	• Rates shall be inclusive of all Designing / Programming of Information Panels to digital form	
		<b>15000/- Per day each unit</b>

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Category-II Digital Printing on various media		
Sl. No.	Item for Pavilion	Rate (including all taxes)
I.	Digital Printing(High quality)	
A.	Cost of designing of posters for final digital printing: (Per sq feet basis)	20
B.	Cost of digital printing on: (Per sq feet basis)	
a.	Vinyl	40
b.	Matte adhesive paper	50
c.	High glossy paper	60
d.	Flex	15
e.	Backlit media	28
f.	Cotton	40
C.	Lamination of Photograph/ digital prints: (Per sq. feet basis)	12
D.	Mounting of digital prints on: (Per sq. feet basis)	
a.	3 mm MDF	20
b.	3 mm polycarbonate sheets	45
c.	3 mm sun board	25
d.	PVDC	22
e.	3 mm sun pack	18
II.	Fixing of Backlit Media and framing in concealed box with lighting arrangement (Per sq feet basis)	18
III.	Designing, printing, mounting of backdrop on a suitable frame and fixing on the site (within NCR) on hire basis: (rate per sq. ft)	
a.	Digital printing on high quality flex backdrop	38
b.	Thermocol letters (Machine-cut) pasted on fine quality opaque matte cloth	30
Category-III Preparation of exhibits including murals, diorama and models		
Sl. No.	Item for Pavilion	Rate (including all taxes)
I.	Preparation and installation of self illuminated glow sign board having branded lighting fixtures concealed in pre-coated heavy guage box in different colour (Rate per sq. ft. basis).	195
II.	Cost of preparation and mounting of Murals (As per advised design) (rate per sq feet basis)	
a.	Flat painting with three-dimensional finish	225
b.	Two-dimensional (relief type) made up of ply board, paper masshey/PoP/fibre glass or any other material	325
III.	Dioramma (As per the advised design) (Cost per sq. ft. base area x per ft. height)	350
	Creating a live scene in 3-D, depicting the relevant theme of the exhibition. The rates will be inclusive of material used, designing, planning, armature, painting and pop fabrication, light, sound or any other fittings	
Category-IV Preparation of exhibits including murals, diorama and models		
Sl. No.	Item for Pavilion	Rate (including all taxes)
I.	Standees: Banner stand of reputed make (Roll-up type) self-standing heavy base of aluminium body (size 78x36 inch) (rate per stand)	1100

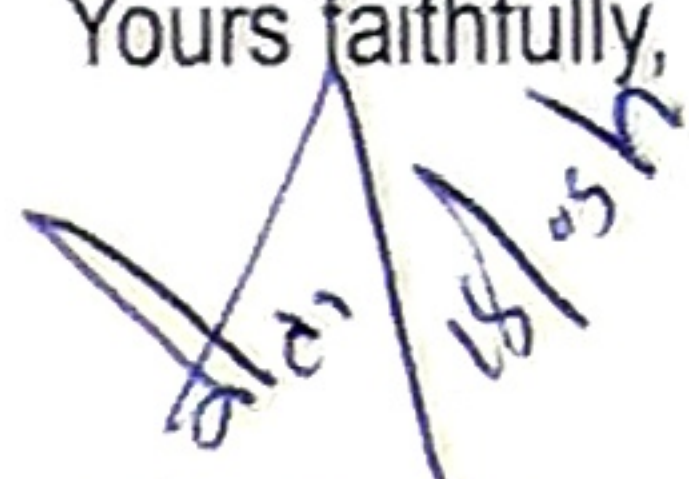
(ii) Elements & Services -to be provided(as per requirement of the design) as a part of Pavilion Mounted by the Agencies

Sl. No.	Item	
1.	Concept & design	: In drawing form depending on the theme of the exhibition, as per the space (in sq. meter) including the three-dimensional prospective design.
2.	Partition Wall	: Wall panelling with wooden frame with one side/both side laminated ply (6 mm thick) panels (Finish as per design) up to standard height of 8' (Formica or equivalent).
3.	Logo	: Providing and fixing of company's name and logo in 600 dpi resolution with back/front lighting in self-adhesive vinyl cut stickers and translites on 3 mm polycarbonate sheet with UV protection layer, wherever required.
4.	Raised Platform	: Flooring of raised platform 4" high with 3" X 1 1/2" section wooden framework of 2' X 2' grid surfaced with 19 mm particle or ply board.
5.	Carpet	: Covering of the platform with non-woven synthetic carpet (Unitex or equivalent) with under laying, complete in all respects (in specified colour) – sample to be approved.
6.	Elements	: Two-four (nos.) elements to highlight the pavilion (i.e. Pillars, back wall – 10' X 12' height and can go up to 16' height), depending on the permission given by the organizer and the space available.
7.	Truss Structure	: Mild steel truss structure duly painted as a highlighting element, which can also be used for fixing mercury lights, halogens, or any other lights if required to illuminate and highlight the pavilion and hanging of silken or satin cloth with written slogans or plan.
8.	Facia	: Suitable facia (tentatively 16' wide x 12' height with entrance space of a minimum of 8' wide) depicting the theme of the exhibition, fabricated on 8 mm water-proof laminated plywood fixed on 2"x2" wooden frame to be finished on both side.
9.	Furniture (Wooden/PVC)	: One reception table and two chairs. One discussion table (round) with four chairs every 50/100 sq. meter (at least one even if area is less than 50 sq. meter)
10.	Counters/Podia	: One laminated wooden lockable podium/counter per 9.0 sq. meter with 2 chairs and one waste paper basket.
11.	Electrification and Lighting	: Focus light on each display panel; general lighting with tube light, mercury lamps, etc., and one emergency light per 10 sq. m. Pedestal fans and desert coolers as per requirement. Plug points to be provided wherever required for both light and power connection, complete in all respect including wiring.
12.	Fixing of Backlit Media	: Fixing of Backlit Media and framing in concealed box with lighting arrangement.
13.	Decoration of Stall	: Artificial/natural potted plants with PVC potter (5 big plants and 10 small/medium plants every 10 sq. m space), to be maintained and watered regularly.
14.	Services:	: <ul style="list-style-type: none"> <li>i) The agency shall be responsible for the up-keeping and maintenance of the CSIR pavilion including cleaning of the exhibits.</li> <li>ii) The Agency shall provide 1(one) smart and presentable usher in specified dress code &amp; one attendant having adequate experience along with two security guards during the entire duration of the exhibition.</li> <li>ii) The Agency shall provide 1(one) smart and presentable usher in specified dress code &amp; one attendant having adequate experience along with two security guards during the entire duration of the exhibition.</li> <li>iii) Fire extinguisher.</li> <li>iv) Maintenance of electrical devices, points, lights, etc.</li> <li>v) Providing flower vase on reception and discussion table with a provision</li> </ul>

for fresh flowers every day and flower bouquet (3 nos.) on the inaugural day.

	vi)	Emergency light, in case of power failure.
	vii)	Transportation of exhibits/promotional materials from CSIR HQrs. to exhibition site and if required back to CSIR, HQrs.
	vii)	Any other service/product related to exhibition, requirement.
15.	<b>Public address system</b>	: With 2 microphones and suitable number of speakers (complete system with the facility of announcement and playing of music).
16.	<b>Provision of one LED</b>	: Provision of one LED of 42" with DVD player for continuous screening of film on CSIR during the event minimum per 100 sq. m. of the stall.
17.	<b>Further, the agency may be required to carry out minor changes in the design/layout without any further financial implication.</b>	
<b>Things to Note</b>		: 1 The above provisions and services are mandatory as per requirement of the design and must be provided as a part of turnkey job of maintaining CSIR Pavilion in all sizes.
		2 The above scope also includes installation and dismantling of exhibits.

- (iii) EMD amounting to Rs. One Lakh deposited by you at the time of submission of bid document will be treated as Performance Security.
- (iv) You are required to submit your bill in triplicate along with reports, orders etc. to CSIR within fifteen days from completion of exhibition/work.
- (v) You are required to submit pendency report for this office on quarterly basis.
- (vi) Signed copy of agreement by designated authority of CSIR will be sent to your email.

Yours faithfully,  
  
(Nita Singh)  
Section Officer

संख्या 25-2(486)/2016-यूएसडी

12.7.2019

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सेवा में,

संलग्न सूची के अनुसार (7 नं.)

विषय: प्रदर्शनियों में मंडप/पोस्टर इत्यादि बनवाने के लिए इम्पेनल्ड एजेंसियों को एक वर्ष के विस्तार(extension) हेतु।

महोदय,

पत्र संख्या 25-2(486)/2016-यूएसडी दिनांक 18.9.2017 एवं अग्रीमेंट दिनांक 18.9.2017 के अनुक्रम में मुझे यह सूचित करने का निदेश हुआ है कि आपको कांट्रैक्ट में एक वर्ष का विस्तार दिनांक 18.9.2019 से 17.9.2020 तक किया गया। पत्र एवं अग्रीमेंट की सभी शर्तें समान रहेंगी।

यदि आपको उपरोक्त प्रस्ताव स्वीकार है, तब आपसे अनुरोध है कि अपनी सहमति 25.7.2019 तक सूचित करने का कष्ट करें।

नामिका  
12/7/19

भवदीया,

*(नीता सिंह)*

अनुभाग अधिकारी

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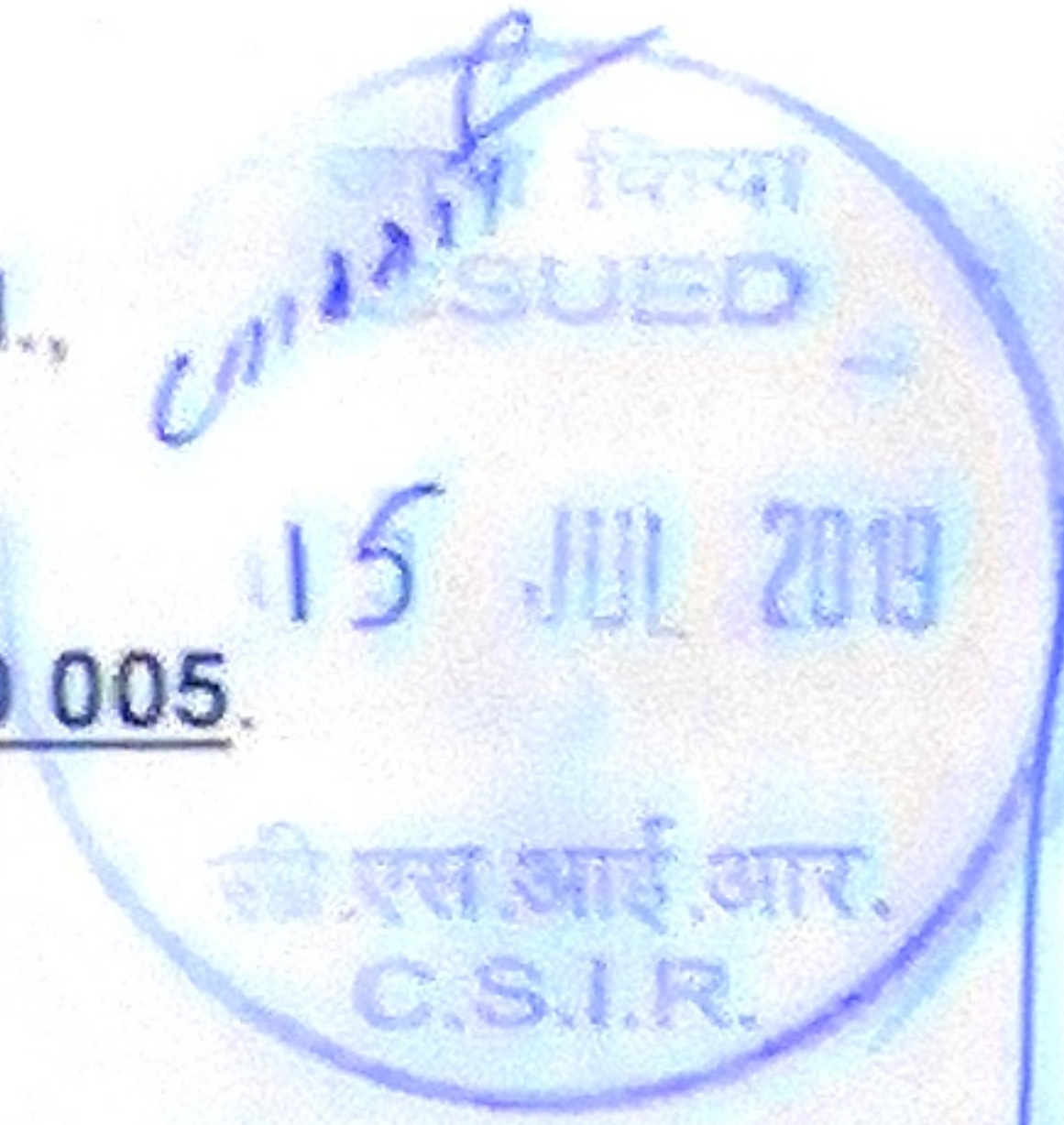


संख्या 25-2(486)/2016-यूएसडी

दिनांक : 12.7.2019

1. M/s. Pavillion Furnishers,  
S-56, IIIrd Floor,  
Janta Market, Rajouri Garde,  
New Delhi – 110 027.
2. M/s. J.S. Chaushan & Associates,  
579, Sangtrasha,  
Pahar Ganj,  
New Delhi – 110 055.
3. M/s. R.S. Bhatnagar & Sons,  
B-264, Village Hastal,  
Near Green Valley Farms House,  
Uttam Nagar,  
New Delhi – 110 059.
4. M/s. Jain Expositions Pvt. Ltd.,  
5C/4, New Rohtak Rod,  
Opp. Liberty Cinema,  
Karol Bagh, New Delhi – 110 005.
5. M/s. Incredible Design,  
B-143, 1<sup>st</sup> Floor,  
Mayapuri Industrial Area,  
Phase-1,  
New Delhi – 110 064.
6. M/s. Focus Trade Fairs Pvt. Ltd.,  
H.O. – A/2,  
Shivalik Business Center,  
Off. S.G. Highway, B/h Rajpath Club,  
Ahmedabad – 380 054. (Gujarat)
7. M/s. MOD Interiors Pvt. Ltd.,  
3/84, Geeta Colony,  
Delhi – 110 031.

Revised  
Order  
22/7/2019.



नामिका  
12/7/19

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