

Date: 08 March 2021


No. WAS/PIC / 322/19/2021
Embassy of India
Washington DC

Notice for Inviting Tenders for providing LED Screen and Audio-Visual services for an event to be organized by Embassy of India, Washington DC

Embassy of India, Washington DC, invites quotations on lump-sum basis from reputed companies for providing LED Screen and Audio-Visual Services for 7th International Day of Yoga celebrations to be organized by Embassy of India, Washington DC on Sunday, June 20, 2021 from 09:00am to 10:30am at the Washington Monument, Sylvan Theater, 1420 Independence Ave, SW Washington DC 20024. The quotations may be sent in **sealed envelope** clearly mentioning on the envelop "**QUOTATION FOR AUDIO-VISUAL SERVICES**" addressed to:

Mr. Shambhu Hakki
Head of Chancery
Embassy of India
2107, Massachusetts Ave, NW,
Washington DC - 20008

2. Companies should provide details of management, owners, nationality, origin, and experience in the field of work.
3. Companies may please note that the equipment have to be installed on 20th June 2021 by 06:00AM.
4. The Embassy of India is exempted from paying any taxes. Quotes submitted should not include any tax. A copy of Embassy's tax exemption card shall be provided.
5. Quotations may be submitted latest by **12:00pm on March 31st 2021.**
6. Scope of work is attached at Annexure-**A**


(Shambhu Hakki)
Head of Chancery
Embassy of India

2107, Massachusetts Ave, NW,
Washington DC - 20008
Email: hoc.washington@mea.gov.in
Tel: 202.939.7041

Date: 08-March-2021

File. No. WAS/PIC/322/19/2021
Embassy of India
Washington DC

Invitation of Bid

Scope of Works: Sound Equipment & LED Screen rental services required at Sylvan Theater, Washington Monument 1420 Independence Ave SW, Washington DC 20024.

The Tender shall be submitted in a Sealed Cover before **10:00AM on 31st March 2021** in the office of HOC, Embassy of India, Washington DC, (2107, Massachusetts Avenue NW, Washington DC 20008). Any Tender received after this date and time will not be considered. **Tender shall be opened on 31st March 2021 at 3:00PM**

- The Tender shall remain valid for a period of Sixty (60) days from the date of opening or any extended period.
- Bidder shall quote his/her price based on the enclosed **Scope of work in Annexure-A**.
- The Embassy will not be bound to accept the lowest or any tender nor to give a reason for the rejection of any Tender.
- The successful Bidder shall be responsible for coordinating his work with various Sub- Bidders on the Works coordinating his work between various trades.
- The Embassy of India will not be responsible to compensate for any expense or losses which may be incurred by the Bidder in the preparation and submission of his Tender.
- The Embassy of India will satisfy itself about the Scope of Work in Tender Document. They are free to add/delete items which are needed for completion of the job.
- No alteration shall be made by Bidder to the Tender Document unless otherwise permitted.
- The amount and rates for variations must be quoted both in figures and words in US Dollars only. In case of any discrepancy between figures or words, the amount or rates quoted in words shall be taken to be correct for this tender.
- The bidder shall strictly comply with all the conditions stated in the Tender. Decision on bid will be taken based on the final price quoted on the Form of Tender. Any mismatch in the final quoted price on Form of Tender and Total amount worked

out on rates in the final price quoted on Form of Tender shall be considered for comparison of bids and decision on bid. The rates on schedule of quantity or elsewhere shall be adjusted in the ratio to match with quoted Final price on the form of tender.

- The acceptance of the tender shall be conditional and not finally binding upon the Embassy until the actual contract signed between the Bidder and the Embassy of India. Should the Bidder fail to sign the contract within the stipulated time or for any other reason withdraw his participation in the Tender, the Embassy may withdraw his acceptance of the Tender without any notice or other formality and may enter into a new Agreement for the execution of the Works. No payment shall be released to the Bidder unless the agreement is signed.
- The date and time for submission may be deferred by an official communication in writing issued by the Embassy of India to all bidder. Tenders received after this date will not be considered.
- Bidder may be disqualified for any reason including, but not limited to the following:
 - If Bidder sets forth any conditions which are unacceptable to the Employer.
 - If any tender is submitted under a name other than the name of the individual firm partnership or corporation that was issued the Tender Document.
 - If there is evidence of collusion between Bidder.
 - If Bidder sets forth any offer to conditionally discount, reduce or modify its tender.
- Bidder shall have deemed to have read carefully the Scope of Work and acquainted himself with the work by visiting the site.

Special Terms and Conditions

- The Bidder need to deploy the professional workers/technicians trained in the field. The quality of work should not be compromised.
- If, at any time during the period of contract, it is observed by the Embassy or its authorized representative, that the services rendered by the company are not to the satisfaction of the corporation or any terms of the contract are violated, Embassy reserves the right to terminate the contract without any notice.
- Work will be authorized by means of a works order issued under the authority of Embassy of India, Washington DC.
- The Bidder is to maintain during the period of the contract the level and quality of service offered in the contract documents.
- At no time during the continuance of the contract shall the principal or its representative, servant or agent act or be deemed to act in any manner

whatsoever for or on behalf of the Bidder or so as to relieve or release the Bidder in any way from his contract responsibilities.

- The bidder attention is drawn to his statutory obligations pursuant to the Health and Safety law in the country. No cost additional to the contract price shall accrue on account of the Bidders obligations under the Act and the Bidder shall indemnify the principal against costs arising from any failure of the Bidder to meet his obligations.
- All work is to be carried out as per best trade and accepted working practices, using current market of standards.
- **Eligibility of Bidder** - Bidder should have good experience in relevant field of work and submit recent list of jobs done with specified names of clients.

SCOPE OF WORK

Setup/Rental of Sound Equipment and LED Screen services at Sylvan Theater, Washington Monument 1420 Independence Ave SW, Washington DC 20024.

Works to be carried out by the Bidder:

- a) Setup of audio Visual to cover 1 acre of area and sound sufficient for at least 5000 Yoga practitioners.
- b) 4 Wireless Microphone & Large Speakers
- c) Setup of 1 LED screen to cover visibility of 1 acre of area and sufficient for at least 5000 Yoga practitioners.
- d) Video Camera setup for Live feed into LED Screen & Video Coverage of the Event. Multiple Short video highlights of the event.
- e) Setup of frame for banners to be placed on the state in size of 8 X 5 (Left), 8 X 5 (right) and 40 X 4 (Top).
- f) Pickup of all items to be carried out same day after the event is over.
- g) Setting up of the equipment to the satisfaction of the Event officer of the Embassy.
- h) Rental of 1 Silent Generator up to 20KW.