

मौलाना आज़ाद राष्ट्रीय प्रौद्योगिकी संस्थान भोपाल
Maulana Azad National Institute of Technology Bhopal
(भारत सरकार, शिक्षा मंत्रालय के अधीन राष्ट्रीय महत्व का संस्थान)
(An Institution of National Importance under MoE, Govt. of India)



सीमित निविदा पूछताछ

LIMITED TENDER ENQUIRY

सामग्री / वस्तु का नाम Name of Goods/Items	SUPPLY OF RENTAL TENTAGE SERVICES IN INSTITUTE
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Website	www.manit.ac.in	Fax No:	0755-2670562
Email Address:	info@manit.ac.in	Telephone No:	0755-4051000, 0755-4052000

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No. MANIT/RIC/2026:1413

दिनांक / Date: 05/02/2026

निविदा आमंत्रण सूचना
NOTICE INVITING TENDERS

सामग्री / वस्तु का नाम : SUPPLY OF RENTAL TENTAGE IN INSTITUTE.

Name of Goods/Items

उपरोक्त सामग्री / वस्तु के लिए निविदाएँ अमंत्रित की जाती हैं। इच्छुक निर्माता/अधिकृत भागीदार/ एंजेन्सियाँ, अधिक जानकारी के लिए संस्थान के वेबसाईट www.manit.ac.in और [CPPP](http://www.eprocure.gov.in/epublish/app) वेबसाईट www.eprocure.gov.in/epublish/app पर लाग-इन कर सकती हैं। निविदा दस्तावेज डाउनलोड कर विधिवत रूप से अधिष्ठाता, छात्र कलयाण, मौलाना आज़ाद राष्ट्रीय प्रौद्योगिकी संस्थान – भोपाल – 462003 जमा किया जा सकता है। सम्पूर्ण निविदा मय दस्तावेज प्रस्तुत करने की अंतिम तिथि 10/02/2026 अपरान्ह 15:00 बजे तक है। संस्थान निदेशक, बिना कोई कारण बताए किसी या संपूर्ण निविदा को पूर्ण या आंशिक रूप से स्वीकार या अस्वीकार करने का अधिकार सुरक्षित है।

कुलसचिव

Tenders are invited for aforesaid Goods/ Items. Interested Manufacturers/ Authorized Partner/Agencies may log on Institute website www.manit.ac.in and CPPP website www.eprocure.gov.in/epublish/app for further details. Tender Document can be downloaded and the duly completed be submitted to the Office of Dean Student welfare, Maulana Azad National Institute of Technology - Bhopal- 462003.

Last date of submission of complete tender document is 10/02/2026 up to 15.00 hours. The Director of the Institute reserves the right to accept or reject any or the entire tender in full or in part without assigning any reason whatsoever.

Registrar

मौलाना आज़ाद राष्ट्रीय प्रौद्योगिकी संस्थान, भोपाल
Maulana Azad National Institute of Technology Bhopal

एक नजर में महत्वपूर्ण जानकारियाँ		
IMPORTANT INFORMATION AT A GLANCE		
निविदा क्रमांक एवं दिनांक Tender No & Date	No. MANIT/RIC/2026: 1413 Date: 05/02/2026	
निविदा का कार्यक्षेत्र/SCOPE OF TENDER		
सामग्री/वस्तु का संक्षिप्त विवरण Brief Description of Goods/Items	संख्या Quantity	टिप्पणी Remarks
SUPPLY OF RENTAL TENTAGE IN INSTITUTE	---	संलग्नक- । पर विस्तृत विवरण Detailed Specification at Annexure-I
निविदा की अनुमानित लागत Estimated cost of Tender	Rs.8,50,000.00	
आपूर्ति एवं स्थापना का स्थान Location of Supplies & Installation	LRC Ground at Institute	
निविदा दस्तावेज की उपलब्धता Availability of Tender Document	www.manit.ac.in www.eprocure.gov.in/epublish/app	
बोली-पूर्व बैठक की तिथि एवं समय Date & Time of Pre- Bid Meeting	07/02/2026 up to 15:30 hours Rolta Incubation Centre, MANIT Bhopal	
निविदा जमा करने के अंतिम दिनांक एवं समय Last Date & Time of Submission of Tender	10/02/2026 up to 15:00 hours	
निविदा खुलने की दिनांक एवं समय Date & Time of Opening of Bids	10/02/2026 at 16:00 hours	
निविदा वैधता की अवधि Tender Validity period	30 days from the date of opening of the Technical Bid	
वितरण/आपूर्ति की अवधि Delivery/ Supply period	As per the programme/ Function date	
वारंटी अवधि Warranty Period	NIL	
बोली सुरक्षा/बयाना राशि Bid Security/ EMD	Rs. 17000.00 (Seventeen Thousand Only) by way of Demand Draft in favour of Director- MANIT Bhopal.	
निष्पादन सुरक्षा राशि Performance Security Amount	NIL	

INSTRUCTIONS TO BIDDERS	
1	<p>Institute Profile & Overview:</p> <p>Maulana Azad National Institute of Technology (MANIT) is one of the leading institutions of national importance in the area of technical education, established with the objective of developing a “Centre of Excellence” in the central region. Its aim at becoming a multi-disciplinary centre for technical education by strengthening both teaching and research activities besides contributing to the needs of rural community, society and industry at large. Institute is fully funded by Ministry of Human Resource Development, Government of India and is governed through National Institute of Technology, Science Education and Research Act 2007. (NITSER Act 2007)</p> <p>Student Function “E-Summit’26” is expected to be organized from 13-15 February 2026. Students/ Experts/ Innovators/ Investors from different field/ organization may take part in various Cultural/ Expert Lectures and Technical competitions. Around 5000 students are expected to attend this function.</p>
2	<p>Scope of Supplies & Work:</p> <p>a Bidders are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their tenders as to the nature of the ground and sub-soil (So far as is practicable), the form and nature of the site, the means of access to the site, the accommodation they may require and in general shall themselves obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect their tender. A bidder shall be deemed to have full knowledge of the site whether he inspects it or not and no extra charges consequent on any misunderstanding or otherwise shall be allowed.</p> <p>b Rental Tentage service is required only for three days.</p> <p>c Inventories mentioned in Bill of Quantity at ANNEXURE-I is purely tentative. Bidders, those who are participating in the pre-bid process, shall propose bill of quantity unanimously and same BoQ shall be applicable for all. The Services shall be provided as per the proposed Bill of Quantity and Specifications.</p> <p>d Supplied tentage quality should be neat & clean and should not be damaged or mutilated in all respect.</p> <p>e This is total rental service and loading / unloading & Installation/ un-installation charges shall be inclusive in the rent. No extra cost shall be paid for this reason.</p> <p>f Organizing Team members shall inspect the material to be installed during the event as per the BoQ. Any deviation is noticed by team members, appropriate cost shall be deducted from the bill submitted by service provider.</p>
3	<p>Eligibility Criteria:</p> <p>a Bidder should have registered with appropriate Authority.</p> <p>b Bidder should have minimum five Lakhs annual turnover in last three years .CA certification in this regard is to be submitted.</p> <p>c Bidder should have GST Number & Income PAN both.</p>

	d	The Bidder should have at least three work orders minimum 50% of tender value in last five years in reputed institutes such as NIT/IIT/AIIMS/Centrally funded technical institutes (CFTIs)/ Central/State government Organizations, PSU's, Government research Institute or other government organization.
	e	Bidders those who have participated in the pre-bid process and present themselves and prove to be competent before the committee members. They shall only be eligible to participate in the further tender process.
	f	The organizing committee of this event shall brief to prospective bidders the broad requirement/ quality of tentage and other accessories.
	g	Bidders those who have participated in the pre-bid process, shall propose bill of quantity unanimously and same BoQ shall be applicable for all. Accordingly, all bidder shall submit price bid as per Annexure-II
4	Amendment of Tender Document:	
	a	At any time prior to the date submission of bids, the Institute, may, for any reason, whether at its own initiative or in response to a clarification sought by a prospective bidder, amend bid document by issuing corrigendum. The corrigendum will be notified/ published in e-tendering website www.eprocure.gov.in/epublish/app and Institute website only.
	5	Price Bid
	a	The Prices should be quoted in Indian Rupees only.
	b	Bidder shall take into account all costs including unloading at the location of Institute, cartage etc. for giving delivery of material at site(s) before quoting the rates. In this regard no claim what so ever shall be entertained.
	c	The bidders are advised not to indicate any separate discount. Discount, if any, should be merged with the quoted unit prices.
	d	The price quoted in price bid shall be firm but subject to change in rate of applicable taxes if any.
	e	The Bidder should avoid the use of vague term such as "Extra as applicable". Such offers shall be treated as non-responsive.
6	Bid Submission:	
		The tender must be placed in a properly sealed envelope super-scribed "Tender for supply of rental tentage services for E Summit-26 in Institute " with tender inquiry number and its due date addressed to The Director, Maulana Azad National Institute of Technology- Bhopal- 462003 and must reach the office of The Office of Chairman, Rolta Incubation Centre, Maulana Azad National Institute of Technology- Bhopal- 462003 on or before closing date as mentioned at Important information at Glance Sheet. The sealed Envelop should be consisting of followings:
	a	Copy of Certificate of Registration of firm, GST Number and Income Tax PAN.
	b	Copy of Turnover Certificate.

	c	BOQ Annexure-I and Price Bid Annexure-II duly filled and signed.
	d	The Bidder should have at least three work orders minimum 50% of tender value in last three years in reputed institutes such as NIT/IIT/AIIMS/Centrally funded technical institutes (CFTIs)/ Central/State government Organizations, PSU's, Government research Institute or other government organization.
7	Evaluation of Bids:	The Institute shall evaluate all the items together or separately depending upon nature of items of circumstance and compare the quotations determined to be substantially responsive i.e. which
	a	are properly signed;
	b	Confirm to the eligibility criteria of the vendor; and
	c	Confirm to the terms & conditions, and technical specifications.
8	Validity of Tender:	<p>a The tender shall be valid for a period of 30 days from the date of opening of the bid of tender. Terms and financial details submitted in the bid shall be treated as firm during the 30 days period.</p> <p>b In exceptional circumstances, prior to the expiry of the bid validity period, the Institute may request bidders to extend the period of validity of their bids. The request and the responses shall be made in writing.</p>
9	Notification of Award:	<p>a Prior to the expiry of the period of bid validity, the Institute shall notify the successful bidder, in writing, that its bid has been accepted. The notification letter shall specify the sum that the Institute will pay to the bidder in consideration of the Supply of Goods/ Services with the details of selected location.</p>
10	Terms of Payment:	<p>a The Payment shall be made within 30 days by Institute after Completion of event.</p>
11	Jurisdiction:	<p>a In the event of any dispute the legal matter shall be subjected to the jurisdiction of Bhopal court only.</p>
12	Details of Contact Persons for Query if any	
Name		Dr. Vinod Yadav
Designation		Assistant Professor
Tel No		8811909841
Email		vyadav@manit.ac.in
		Dr. Sarvesh Pandey
		Assistant Professor
		6393920557
		sarvesh@manit.ac.in

TENTATIVE BILL OF QUANTITY

BILL OF QUANTITY					
E-Summit 26					
Arena	Description	Size/Area	Qty.	Day	Unit
Front Arena	Pre-fabricated large span Iron Pandal (Pillarless Type),waterproof & fireproof dome shape pandall,with white inner and outer ceiling	80 x 110		3	sq ft
	Flooring & Carpeting	80 x 110		3	sq ft
	Red Carpet	150 ft running		3	sq ft
	Queue managers	300 running ft		3	ft
	Premium VVIP Sitting (Sofa) (One Seater) (for Stage)		6		nos
	Centre Tables (Glass)		20		nos
	Centre Table cover		20		nos
	Glass Name Plate		10		
	Box Gate Entrance (Connected to Green room and main Arena)		3	3	
	VVIP Sitting (sofa) (Two Seater)		30	3	nos
	VVIP Sitting (Cushion Chair)		100	3	nos
	Flower Decoration for stage and floral requirements				
	Flower pots		50		
	Plastic Chairs		300	3	nos
	Plastic Chair Cover		100		nos
	Stage (including stairs outside stage)	56 x 40		3	sq ft
	SFX			3	
	Confetti			3	
	Car Ramp 16x8	16 x 8	2	3	sq ft
	Lights for decorating ramp	50 ft			
	Screen for Stage	45 x 15		3	sq ft
	Stage Light			3	
	Truss (Cuboid 60 x 50)*	20 ft height		3	
	Generator with diesel with compatible capacity		3	3	nos
	General Lights			3	
	Extra Light connection			3	

	Sound (complete PA system with speaker and all accessories having mixer liner,cordlessmic,podium with fixed mic stnd mic and power backup facility)			3	
	Walkie Talkie		20	3	
	Curtains				
	Foldable Tables		10	3	nos
	Table Cover & Frill		10	3	nos
	Dustbins		5	3	nos
	Green Room Booth 15x15		3	3	sq ft
	System Engineer Stage 15x10	15 x 10	1	3	sq ft
Middle Arena	Pagoda Booths 15x15		15	3	sq ft
	Barricades	180 running ft		3	ft
	Paper Lamp Decor Lantern		100		
	Tables		40	3	nos
	Table covers and frills		40	3	nos
	Dustbins		10	3	nos
	Green net	As required		3	sq ft
	Truss covering for car showcase	10 ft Height			
	Green Carpet for Pagoda Booths	15 x 15	15	3	sq ft
	Carpeting	110 running ft			
	Queue Manager	120 running ft		3	nos
Startup Arena	Pre-fabricated large span Aluminium Alloy Pandal (Pillarless Type),waterproof &fireprooof dome shape pandall,with color ceiling	110 x 112		2	
	Flooring & Carpet	110 x 112		2	sq ft
	Entry path carpeting	20 x 40			
	Industrial Cooler		5		
	Stalls 8 x 8(with light connection and socket)		50	2	nos
	LED TV		20	2	nos
	Plastic Chairs		100	2	nos
	Plastic Chair covers		100	2	
	Tables		120	2	nos
	Table Cover & Frill		120	2	nos
	Dustbins		10	2	
	Red Carpet	As required		2	sq ft
Lunch Arena	Round Table		10	2	nos
	Round table covers		10		
	VVIP Sitting (sofa) (Two Seater)		5		
	Centre Tables (Glass)		2		
	Curtains	As required		2	

	Plastic Chairs with covers		50	3	nos
	Tables		10	3	nos
	Dustbins		2		
	Table Cover & Frill		10	3	nos
Rest Ground	Wall 1160 ft running(180 x 400)		1160ft	3	

Other Arena	Light for Sponsors				
	Promotional Balloon (8ft diameter)		5	3	
	3D Gate	10 x 12 ft	4		
	Matresses		100	2	nos
	Blankets		100	2	nos
	Pillows		100	2	nos
	Buckets		50	2	nos
	Mugs		50	2	nos
	Plastic chairs		20	3	nos
	Nylon Ropes				
	Neon Strips (Blue,Purple,Pink)			3	
	Light Tunnel Entrance				
	Halogen Light		60	3	nos
Auditorium	Flower Decoration and floral requirements*		6		nos

Important Note:					
a	Actual bill of Quantity shall be proposed by the prospective bidders those who are participating in Pre-bid Process based on presentation/ requirement described by “ESummit” Team Members.				
Date:			BIDDER'S NAME & SIGNATURE WITH SEAL		

		ANNEXURE- II
FORMAT FOR SUBMITTION OF BID PRICE		
To,		
The Director		
MANIT- Bhopal- 462 003		

Sub:	Price Bid with reference to Tender Document No: MANIT/RIC/2026: 1413 dated 05/02/2026
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SN	Product Description	Discounted Rent (GST Inclusive)	Qty	Total Offer
1	2	3	4	6
1	Three Day Package (as per Bill of Quantity)		--	
Total offered Price				
Total (In Words)				

The followings things are confirmed and undertake by us that:	
a	The price quoted above are inclusive of Rent, statutory levies and taxes, duties, Transportation, Incidental services (including Insurance, Loading/ unloading, Packing & Forwarding charges, Installation/Un-installation etc.) at site.
b	Taxes are subject to change/ revision.
c	We agree with the terms and conditions specified in "Instructions to Bidders" and if selected, the execution of supplies would be made in compliance.

Date:	Signature of Authorized Bidder with proper rubber stamp
	Name:
	Designation:
	Mobile No: