

No.66(8)IX/MC/25

OFFICE OF THE MUNICIPAL COUNCIL THEOG

Dated Theog the  
TENDER NOTICE

August ,2025

Sealed tender in two bid systems (Technical and Financial bids in separate envelopes) are invited from the interested parties/ agencies for Providing material for sitting arrangements making/installing stage,tent etc. complete in all respects as per site for celebration of Independence Day and Distt level Rehalli Mela at Nehru Ground Theog of District Shimla (H.P.). The Scope of work and the items to be hired are detailed at Annexure-1. Both the bids viz. "Technical and Financial" should reach in the office of Executive Officer Municipal Council Theog on or before 7<sup>th</sup> August, 2025 up to 5 PM in separate envelopes clearly marked on the top of each envelop "Technical/Financial" bids respectively, having Name of the bidder and venue in block letters. The bids will be opened in the presence of parties or their authorized representatives, 3 PM onwards on dated 8<sup>th</sup> August 2025 in the office Municipal Council Theog. Financial bids will be opted only for the bidders, whose Technical Bids have been found to be acceptable. Earnest money of Rs. 20000/- (Rupees Twenty thousand) in the shape of Bank draft in favour of Executive Officer Municipal Council Theog is to be attached along with tender form. The technical bid without earnest money will be rejected straight way. Earnest money in cash shall not be accepted. The SDO (C), Theog cum Chairman Rehalli Mela Committee /undersigned reserves the right to accept or reject the application without assigning any reason. The tender form/ documents can be had from this office against cash payment of Rs.1500/- (Non refundable) till 7<sup>th</sup> August, 2025 upto 5 PM.

The parties willing to participate in the tender should fulfill following conditions:

1. The bidders shall have to follow the directions of officer in-charge during & after erection of tent. In case of any shortcomings, immediate improvement shall have to be made by contractor as per the directions given on the spot.
2. Bidders should be registered under GST Act.
3. Certificate of past experience of last 2 years, be appended with the tender.
4. The successful bidder shall complete all assigned tasks in a time bound manner. As such, chairs, Matting etc. should have to be installed one day before the event failing which penal action may be taken along with forfeiture of earnest money.

Executive Officer  
Municipal Council, Theog  
District, Shimla H.P.

Endst.No. As above 499-501

Dated Theog the 30<sup>th</sup> July August, 25

Copy forwarded to the

1. The Sub Divisional Officer © cum Chairman Rehalli Mela Committee Theog for information
2. The Notice Board MC Theog
3. The Notice board Tehsil office, Theog


Executive Officer  
Municipal Council, Theog  
District, Shimla H.P.



**Terms & conditions for providing the required items: -**

**Earnest Money Deposit (EMD) of Rs. 20000/- (Rupees Twenty thousand )** only shall be submitted by the bidder in shape of Demand Draft in favour of Executive Officer Municipal Council, Theog. EMD if any will be returned after 2 days of opening of bid. However, the L-1 may have the option to get his EMD adjusted in Security deposit.

1. All the installation should be done one day before the event.
2. Material provided should be of a good quality.
3. The cloth material should be neat and clean without a torn/cut etc.
4. Stalls/stage should be installed in a time bound manner, on or before one day of the event.
5. **Performance Security: - Security deposit of Rs.20000/- in shape of Demand Draft**, should be deposited by the L1 immediately after award of the work order, in the shape of DD in favor of undersigned and that may be refundable on the satisfaction of services certified by the Executive Officer, Municipal Council, Theog. In case of any breach/ non-compliance of orders the same can be forfeited.
6. In case of any complaint remains unattended, the penalty shall be imposed by the Sub Divisional Officer (C), Theog, cum Chairman of Rehali Mela committee/ tender Committee.
7. **The number of items is tentative and may be increased or decreased as per requirement.**
8. Alternative bids shall not be considered. Only one tender can be applied by the person / firm individual or in partnership.
9. The technical bid and financial bid shall be sealed by the bidder in separate cover duly super-scribed i.e. Technical Bid in Envelop-I and Financial Bid in Envelop-II. The bid should reach in the office of undersigned on or before 7<sup>th</sup> August, 2025 upto 5PM.
10. Any dispute, arising out of this contract will be under the jurisdiction of Court at Theog
11. The Chairman Rehali Mela Committee cum Sub Divisional Officer (C), Theog, /undersigned reserves the right to accept or reject tender without assigning any reason.
12. **Certificate of past experience of 2 years in any government function shall be attached with the bid.**
13. The bidder who is representative of any company shall have to produce authorization letter/ certificate from the concerned company to the effect that he has authorized to participate on behalf of the said company.
14. Each paper of the tender should be signed by the bidder as a token of acceptance of all terms and condition of the tender failing which tender should be rejected at the level of technical scrutiny.
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15. **Bidder will be responsible for Safety and hygiene of the venue. All installation shall be considered for use only after certification from the Technical Committee constituted for this purpose.**
16. **ANY CHANGES IN THE TERMS AND CONDITIONS SHALL BE INTIMATED ACCORDINGLY.**
17. **Note:- The bidders shall have to clearly mention in the prescribed tender for which site he/she is bidding. If he/she fails in the bid as mentioned in the tender form he/she will leave no claim to participate.**
18. In case of breach of any of the terms & condition mentioned above, the Chairman Rehali Mela committee cum SDO, Theog/undersigned shall be at liberty to deduct the likely amount from the final payment payable to the vendor.
19. **Tender calling authority reserves all the rights to modify scope of work, term & conditions as per the need of event/exigency.**
20. **As per site minor changes if necessary required during the function in that case extra amount will not be paid beyond quotation/tender approved rate of the concerned.**

  
Executive Officer cum  
Member Secretary Rehali Mela  
Municipal Council, Theog