

OFFICE OF THE DEAN AND PRINCIPAL, S.C.B MEDICAL COLLEGE, CUTTACK

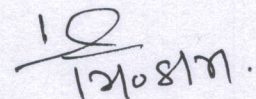
SHORT TENDER NOTICE

Short Tender No. 7427

Dt. 12/08/2021

Sealed tenders are invited from the bidders for engagement of Audio Visual Agency for Platinum Jubilee celebration at SCB Medical College, Cuttack in the financial year 2021-22. The bidders should furnish their Technical and financial proposal in two separate envelop. The Tender will be opened on scheduled date and time in office of the undersigned in presence of the bidders or their authorized representatives. In the event of the date being declared as a holiday for Government of Odisha, the due date of submission of bids and opening of bids will be the next working day. The Bidders may download the Tender documents directly from this college's website available at <http://scbmch.in> and also can be obtained from the Budget Section of office of the Dean & Principal, S.C.B. Medical College, Cuttack. The cost of tender paper is Rs.1000/- (Non refundable) by a bank draft/demand draft in favour of "**Dean & Principal, S.C.B. Medical College, Cuttack**" payable at Cuttack from any Nationalized Bank. Any tender received after the due date & time will be rejected and returned to the sender unopened. The Tender will be received through **Regd. Post/ Speed Post** only.

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|---|---|---------------------------|
| 1. Cost of Tender Paper | : | 1000.00 |
| 2. Date of sale of tender Paper | : | 12.08.2021 |
| 3. Last date of receipt of Tender Paper | : | 23.08.2021 |
| 4. Detail of opening of the Technical Bid | : | 24.08.2021 |
| 5. Place of opening of Tender Paper | : | Dean & Principal's Office |

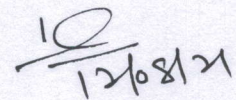


Dean and Principal
SCB Medical College, Cuttack

OFFICE OF THE DEAN AND PRINCIPAL, S.C.B MEDICAL COLLEGE, CUTTACK

SHORT TENDER PAPER No.

6. Cost of Tender Paper : 1000.00
7. Date of sale of tender Paper : 10.08.2021
8. Last date of receipt of Tender Paper : 23.08.2021 (1.30 PM)
9. Detail of opening of the Technical Bid : 24.08.2021 (3.30 PM)
10. Place of opening of Tender Paper : Dean & Principal's Office



Dean and Principal
SCB Medical College, Cuttack

EXPRESSION OF INTEREST FOR SELECTION OF AUDIO VISUAL AGENCY FOR ORGANISING AND CONDUCTING “PLATINUM JUBILEE CONFERENCE 2021 TO BE HELD FROM 26TH – 28TH NOVEMBER 2021”

Scope of Work from 26th - 28th NOVEMBER:-

(The Audio Visual Agency must have the following items to provide seamless , Physical and Digital Audio visual presentation)

AV SYSTEM FOR MAIN AUDITORIUM (1700 PAX)

- | | |
|---|-------------|
| 1. 2.9 PITCH LED WALL SIZED 32' x 12' | - 1 UNIT |
| 2. FULL HD WATCHOUT SYSTTEM | - 1 UNIT |
| 3. 50" LED FOR CHAIRPERSONS | - 1 No |
| 4. MAC PRO LAPTOPS (MAIN DATA) | - 2 Nos |
| 5. FULL HD DATA SWITCHER | - 1 No |
| 6. AUDIO SYSTEM | - 1 UNIT |
| (WITH PODIUM,CORDLESS HAND 3 Nos , COLLAR , 6 AISLE MICS) | |
| 7. DIGITAL REVERSE TIMER(DUAL SIDED) | - 1 No |
| 8. HD DIGITAL CAMERA | - 2 Nos |
| (FOR LIVE PRESENTER'S IMAGE+RECORDING OF DATA WITH PIP) | |
| 9. FULL HD VIDEO MIXERS | - 2 Nos |
| 10. FULL HD RECORDING | - 1 No |
| 11.OPERATORS | - 6 PERSONS |

AV SYSTEM FOR PARALLEL TWO HALLS

- | | |
|--------------------------------------|----------|
| 1. 2.9 PITCH LED WALL SIZED 16' x 9' | - 1 UNIT |
| 2. AUDIO SYSTEM | - 1 UNIT |

**FIBRE OPTIC COECTIVITY BETWEEN THE MAIN HALL AND THE TWO PARALLEL
HALLS ON FULL HIGH DEFINITION**

VIRTUAL CONNECTIVITY WITH FACULTY

I MACPRO LAPTOPS

- 4 Nos

1. FULL HD VIDEO CONFERENCING EQUIPMENT

- 1 No

2. FULL HD DATA SWITCHER

- 1 No

3. MULTI CHANNEL AUDIO MIXER

- 1 No

4. RECORDING OF ALL SESSIONS ON FULL HD

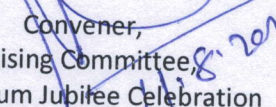
5. COORDINATION AND TESTING WITH ALL FACULTY

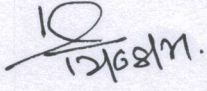
**VIRTUAL CONNECTIVITY WITH AUDIENCE ON A ZOOM PLATFORM + LIVE
ON FACE BOOK + LIVE ON YOU TUBE**

ELIGIBILITY CRITERIA

Only those Bidders who fulfill the following eligibility criteria should submit the RFP with documentary proof as detailed below. Tenders which are not meeting the eligibility criteria shall be rejected.

- A brief introduction of the Company required
- Certificate of incorporation
- Company should be valid ISO, ICCA & IAPCO & ICPB certified. (Any one Certificate)
- Bidder should be a Company / firm Registered under the company act with valid PAN / ST Registrations.
- The bidders will deposit Rs.5000/- towards EMD.
- Should have done at least two events in which Prime Minister of India/ President was invited as a Guest of Honor (Documentary proof required either in photographs/ work order / appreciation Letters)
- The Agency should not have been 'blacklisted' by any of his existing / past clients. Any company having a dispute with any society / association in the past will be rejected. Necessary undertaking letter should be furnished.
- Proposers are required to submit the copy of the company balance sheet for the financial years (2016 – 17, 2017 -18 and 2018 -19) .
- Company should give at least seven references of the clients with their contact details to whom the satisfactorily services have been provided by the PCO.
- The company should also have experience in organising meeting in Odisha.
- PCO must have done 4 conferences in last 5 years for 2500 people and above where in PCO should have handled the whole scope as listed below.
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Convener,
Organising Committee,
Platinum Jubilee Celebration
SCB Medical College , Cuttack


Dean and Principal & Chairman ,
Platinum Jubilee Celebration
SCB Medical College , Cuttack