



CENTRE FOR DEVELOPMENT OF IMAGING TECHNOLOGY (C-DIT)

Chitranjali Hills, Thiruvallam, Thiruvananthapuram-27

Phone: 0471-2380910, 912

No. C-DIT/01/VCD/KSIDC-INFRA/2025-26/T740A

01.01.2026

TENDER NOTICE

PROVIDING INFRASTRUTURE, ELECTRICAL, PUBLICITY & MEDIA SERVICES

Sealed tenders are invited for providing **Infrastructure, Electrical, Publicity & Media related Services** in connection with the conduct of **Sector Meeting on Petrochemical & Other Allied Industries to be held at Marriot, Kochi, Ernakulam on 5th January 2026**. The envelopes containing the tender should bear the superscription "*Tender for Providing Infrastructure, Electrical, and Publicity & Media related Services*" and should be addressed to The Registrar, Centre for Development of Imaging Technology (C-DIT), Chitranjali Hills, Thiruvallam, Thiruvananthapuram 695027. Intending tenderers may submit the tenders on their own papers by post/hand. Last date for receipt of tenders is **03.01.2026, 03.00 PM**. Late tenders will not be accepted. The tenders will be opened at **03.30 PM on the same day (03.01.2026)** in C-DIT office in the presence of the tenderers or their authorized representatives who may be present at that time. Details of the requirements and the conditions governing the supply can be downloaded from our website www.cdit.org

Thiruvananthapuram
01.01.2026

SD/-
REGISTRAR



CENTRE FOR DEVELOPMENT OF IMAGING TECHNOLOGY (C-DIT)

Chitranjali Hills, Thiruvallam, Thiruvananthapuram-27

Phone: 0471-2380910, 912

No. C-DIT/01/VCD/KSIDC-INFRA/2025-26/T740A

01.01.2026

TENDER TERMS

PROVIDING INFRASTRUTURE, ELECTRICAL, PUBLICITY & MEDIA SERVICES

GENERAL TERMS AND CONDITIONS

- a) This tender is invited for providing **Infrastructure, Electrical, Publicity & Media related Services” Sector Meeting on Petrochemical & Other Allied Industries to be held at Marriot, Kochi, Ernakulam on 5th January 2026.** one of the projects undertaken by C-DIT.
- b) C-DIT reserves the right to cancel any or all tenders without assigning any reason whatsoever.

ELIGIBILITY CRITERIA OF BIDDER

- a) Bidders should be an Indian company/firm engaged in providing similar services for events/ exhibitions having its own capacity to cater the requirements at Thiruvananthapuram, Kerala.
- b) Bidders should be an Indian company/firm based and established in India.
- c) Bidders should have valid GST registration.
- d) Bidders should have PAN allotted to him by IT Department.
- e) Bidder shall not be blacklisted by any of the department/organizations of the Govt.of India/State Govt/PSUs.
- f) To qualify for award of the work, the intending tenderer must have an experience in successful completion of at least two orders of similar nature having contract value not less than 2 lakhs during last 3 years. **(Documents should be attached)**

REQUIREMENT SPECIFICATION

(A) INFRASTRUCTURE, ELECTRICAL, PUBLICITY & MEDIA SERVICES REQUIREMENT AT MARIOT, KOCHI

Sl. No	ITEM	SIZE	QUANTITY	DAYS
1.	Hire &labour charges for providing Standees using Metal frame(according to green protocol) with proper fixing& weight	6X3ft	6	LS
2.	Hire &Labour charges for Providing &Fixing of Stage platform with neat & clean carpet with 2ft height and providing proper black masking with side and center step	28X12ft	1	1
3.	Hire &Labour charges for Providing &Fixing of LED wall Riser with carpet with 3ft height and providing proper black masking	28x4ft	1	1
4.	Hire and Labour charges for providing Stage skirting with black cloth branding	28x2ft	1	LS
5.	Hire and labour charges for providing clean & Neat VVIP chair with protocol towel		8	1
6.	Hire &Labour charges for Providing clean & neat Glass teapoy		2	1
7.	Hire and labour charges for providing fresh flower Bed with green Protocol for the stage	24ft	1	1
8.	Hire and labour charges for providing Teapoy Flower (fresh flower with green protocol)		2	1
9.	Hire &Labour charges for Providing clean & neat Podium with Podium branding(4x2ft)		1	1

10.	Hire and Labour charges for providing In-door LED Wall P3.9 280 sqft mounted properly as per the design (It must be installed with a metallic stand and installed securely.) Digital Switcher and splitter-1 Processor HD primary-1 Av Engineer-1 Laptop for the console and podium -3 Slide Changer-1	28X10ft	1	1
11.	Hire and Labour charges for providing 50inch TV with flatbed stand, splitter and proper black cloth masking		2	1
12.	Hire and Labour charges for providing Stage Face Light with winch stand with proper cabling -COB -10 nos -Winch stand -2 nos		1	1
13.	Hire and Labour charges for providing 8000W PA systems for the Main Stage also including hire charges, labour charges for placing, conveyance charges, and removing Charges. <ul style="list-style-type: none"> • Cordless Mic- 7nos • Podium mic 2nos • Adequate number of stage monitor 		1	1
14.	Console masking with metal frame with proper fixing <ul style="list-style-type: none"> ➤ Front -length 16ft,4ft height(1nos) ➤ Side -length 2ft ,4ft height (2 nos) 		1	LS
15.	Hire and Labour charges for providing Black and White Printer with 1 bundle A4 paper and laptop		1	1
16.	Hire &Labour charges for providing Tent Cards for the stage		8	1
17.	62KVA genset with fuel for the LED wall, sound and light for 10 hours including inspection and Trial run hours		1	1

	<i>Including panel boards, fixing cabling and DB settings Transportation cost of Diesel and operator charges</i>			
18.	Electrical Inspectorate Charges <i>Actual bill want to be submitted</i>		1	1
19.	2cam Video documentation with live streaming and technician		1	1
20.	Providing 100mbps Internet connectivity (Lease line connection)		1	1

OTHER TERMS AND CONDITIONS

1. The bidders will be responsible for the installation of the entire infrastructure to the entire satisfaction of the undersigned or his authorized representatives.
2. C-DIT reserves the right to split the quantity of items to be supplied among one or more bidders, at the sole discretion.
3. **The successful bidder shall complete the setting up of entire infrastructure service and shall execute the work as per the directions of C-DIT Officials.**
4. The undersigned does not bind him/herself to accept the lowest tender and reserve himself the rights of accepting the whole or a part of the tender and the bidder shall be bound to supply the accepted item at the rates quoted.
5. No advance payment will be made against the work.
6. **The rate quoted by the bidder shall be inclusive of Loading, unloading, delivery, installation, and erection charges at site. Rates quoted by the tenderer shall be valid for a period of Three months from the date of opening of the tender.**
7. **The Bidder with GST registration shall quote the rates for the units shown in the list including GST and tenders which do not indicate this essential information will not be considered.**
8. The bidder shall quote the rates for providing the infrastructure support service in "FORM A". The tenders which do not indicate price information for all the listed items in the tender will not be considered.
9. **The bidders shall submit the rate in "FORM A" in a sealed envelope.**
10. The rate quoted for the Materials/Services shall be firm and no enhancement will be allowed under any circumstances.

11. **The bidder has to submit Rs.1,000/- (Rupees One Thousand only) as Tender fee as Demand draft (from any Nationalised/scheduled bank) drawn in favour of “The Registrar, C-DIT” payable at Thiruvananthapuram.**
12. C-DIT reserve the right to cancel any or all tenders without assigning any reasons whatsoever.
13. CDIT reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to award of contract without assigning any reason whatsoever and without thereby incurring any liability to the affected bidder or bidders on the ground of purchaser action.
14. CDIT is not bound to assign any reason for rejecting any or all the tenders. It also reserves the right to accept/reject (part/whole) or any other tender(s) at their sole discretion without assigning any reason thereof. Its decision in the matter shall be final and binding

15. PAYMENT TERMS

The following terms of payment shall be applicable for the contract

- 30% up on completion of work.
- 30% up on completion of project.
- 40% up on submission of bills with supporting documents

16. **Agreement:** The successful bidder has to enter an agreement with C-DIT in Rs. 200 worth non judicial stamp paper immediately on getting confirmed work order.
17. **Authority:** The authority for the acceptance of the tender rests exclusively with C-DIT. C-DIT does not undertake to accept the lowest or a particular tender or to assign any reason whatsoever for the rejection of any tender.

18. In Case of doubt:

If the bidder has a doubt on technical specifications or on terms & conditions stipulated above, please contact **Shri. Manoj Krishnan @ 9447886486** or **Shri AR Thampi in Mobile No. 9895006798.**

19. **The last date for submission of tender 03.01.2026, 03.00 PM**

The tender will be opened on the same date at 03.30 PM

Sd/

REGISTRAR

Dated 01.01.2026



CENTRE FOR DEVELOPMENT OF IMAGING TECHNOLOGY (C-DIT)

Chitranjali Hills, Thiruvallam, Thiruvananthapuram-27

Phone: 0471-2380910, 912

No. C-DIT/01/VCD/KSIDC-INFRA/2025-26/T740A

01.01.2026

FORM - A

COMMERCIAL BID

TENDER FOR PROVIDING INFRASTRUCTURE, ELECTRICAL, PUBLICITY & MEDIA SERVICES REQUIREMENT AT MARIOT, KOCHI

Quote No.

Date:

Sl. No	ITEM	SIZE	QTY	DAYS	AMOUNT WITH GST
1	Hire &labour charges for providing Standees using Metal frame(according to green protocol) with proper fixing& weight	6X3ft	6	LS	
2	Hire &Labour charges for Providing &Fixing of Stage platform with neat & clean carpet with 2ft height and providing proper black masking with side and center step	28X12ft	1	1	
3	Hire &Labour charges for Providing &Fixing of LED wall Riser with carpet with 3ft height and providing proper black masking	28x4ft	1	1	
4	Hire and Labour charges for providing Stage skirting with black cloth branding	28x2ft	1	LS	
5	Hire and labour charges for providing clean & Neat VVIP chair with protocol towel		8	1	
6	Hire &Labour charges for Providing clean & neat Glass teapoy		2	1	

7	Hire and labour charges for providing fresh flower Bed with green Protocol for the stage	24ft	1	1	
8	Hire and labour charges for providing Teapoy Flower (fresh flower with green protocol)		2	1	
9	Hire & Labour charges for Providing clean & neat Podium with Podium branding(4x2ft)		1	1	
10	Hire and Labour charges for providing Indoor LED Wall P3.9 280 sqft mounted properly as per the design (It must be installed with a metallic stand and installed securely.) Digital Switcher and splitter-1 Processor HD primary-1 Av Engineer-1 Laptop for the console and podium -3 Slide Changer-1	28X10ft	1	1	
11	Hire and Labour charges for providing 50inch TV with flatbed stand, splitter and proper black cloth masking		2	1	
12	Hire and Labour charges for providing Stage Face Light with winch stand with proper cabling -COB -10 nos -Winch stand -2 nos		1	1	
13	Hire and Labour charges for providing 8000W PA systems for the Main Stage also including hire charges, labour charges for placing, conveyance charges, and removing Charges. <ul style="list-style-type: none"> • Cordless Mic- 7nos • Podium mic 2nos • Adequate number of stage monitor 		1	1	
14	Console masking with metal frame with proper fixing <ul style="list-style-type: none"> ➤ Front -length 16ft,4ft height(1nos) ➤ Side -length 2ft ,4ft height (2 nos) 		1	LS	
15	Hire and Labour charges for providing Black and White Printer with 1 bundle A4 paper and laptop		1	1	

16	Hire & Labour charges for providing Tent Cards for the stage		8	1	
17	62KVA genset with fuel for the LED wall, sound and light for 10 hours including inspection and Trial run hours <i>Including panel boards, fixing cabling and DB settings Transportation cost of Diesel and operator charges</i>		1	1	
18	Electrical Inspectorate Charges <i>Actual bill want to be submitted</i>		1	1	
19	2cam Video documentation with live streaming and technician		1	1	
20	Providing 100mbps Internet connectivity (Lease line connection)		1	1	
	TOTAL (In Figures)				
	TOTAL (In Words)				

Bidder Name:

Address:

e-mail id:

Date

Signature

Office Seal