



CENTRE FOR DEVELOPMENT OF IMAGING TECHNOLOGY (C-DIT)

Chitranjali Hills, Thiruvallam, Thiruvananthapuram-27

Phone: 0471-2380910, 912

No.C-DIT/VCD/DUK-INFRA/2025-26/T781

13.02.2026

TENDER NOTICE

PROVIDING INFRASTRUCTURE AND BRANDING SERVICES

Sealed tenders are invited for providing **Infrastructure and Branding services** in connection with the conduct of Foundaion Day of Digital University Kerala **to be held at Digital University Kerala, Thiruvananthapuram, Kerala from 20th to 22nd February 2026**. The envelopes containing the tender should bear the superscription *“Tender for Providing Infrastructure”* and should be addressed to The Registrar, Centre for Development of Imaging Technology (C-DIT), Chithranjali Hills, Thiruvallam, Thiruvananthapuru- ram 695027. Intending tenderers may submit the tenders on their own papers by post/hand. Last date for receipt of tenders is **17.02.2026, 03.00 PM**. Late tenders will not be accepted. The tenders will be opened at **03.30 PM on the same day (17.02.2026)** 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 gov- erning the supply can be downloaded from our website www.cdit.org

Thiruvananthapuram

13.02.2026

SD/-

REGISTRAR



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TENDER TERMS

PROVIDING INFRASTRUCTURE AND BRANDINSERVICES

GENERAL TERMS AND CONDITIONS

- a) This tender is invited for providing **Infrastructure and Branding Services** in connection with the conduct of Foundation Day of Digital University Kerala **to be held at Digital University Kerala, Thiruvananthapuram, Kerala from 20th to 22nd February 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 submit a self-declaration on not being 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 4 lakhs during last 3 years. **(Documents should be attached)**

REQUIREMENT SPECIFICATION - INFRASTRUCTURE AND BRANDING

SL No	ITEM	QTY	UNIT	DAYS
1	Providing, fabricating, installing, and dismantling Box Pillar at the main entrance including printing, mounting, hire, labour, loading, unloading and conveyance charges 12ft(H) X 4ft(L) X 2ft(W)	3	Nos	LS
2	Providing, fabricating, installing, and dismantling Publicity Board including printing, mounting, hire, labour, loading, unloading and conveyance charges 10ftX8ft	15	Nos	LS
3	Providing, fabricating, installing, and dismantling Branding Board including printing, mounting, hire, labour, loading, unloading and conveyance charges 4ftX3ft	15	Nos	LS
4	Providing, fabricating, installing, and dismantling Entrance arch Pillar at the Second Entrance including printing, mounting, hire, labour, loading, unloading and conveyance charges 12ft (H)X 3ft (L) X 1.5ft(W)-2nos 10ft (H) X 3ft (L) X 1.5ft (W)-2nos 8ft (H) X 3ft (L) X 1.5ft (W)-2nos	1	LS	LS
5	Providing, fabricating, installing, and dismantling Standees including printing, mounting, hire, labour, loading, unloading and conveyance charges 6ft x 4ft	6	Nos	LS
6	Providing, erecting, and dismantling Hangar panthal with top ceiling including hire, labour, loading, unloading and conveyance charges	5700	Sqft	LS
7	Providing, laying and removal of Carpet at the Passage including hire, labour, loading, unloading and conveyance charges	1100	Sqft	LS

8	Providing, fabricating, installing, and dismantling Black cloth masking at the stage back side including hire, labour, loading, unloading and conveyance charges	480	Sqft	LS
9	Providing, fabricating, installing, and dismantling Stage platform with carpet and masking of size 24ftX20ft including hire, labour, loading, unloading and conveyance charges	480	Sqft	LS
10	Providing, fabricating, installing, and dismantling LED Wall raiser for the stage area of size 24X4ft including hire, labour, loading, unloading and conveyance charges	96	Sqft	LS
11	Providing, fabricating, installing, and dismantling Ramp with handrail including hire, labour, loading, unloading and conveyance charges 16X4ft	64	Sqft	LS
12	Providing, fabricating, installing, and dismantling Steps for the main stage including hire, labour, loading, unloading and conveyance charges	1	Nos	LS
13	Providing, laying and removal of Arm Chair with Cushion including hire, labour, loading, unloading and conveyance charges	50	Nos	3
14	Providing, laying and removal of Armless Chair including hire, labour, loading, unloading and conveyance charges	200	Nos	3
15	Providing, laying and removal of Arm Chair including hire, labour, loading, unloading and conveyance charges	50	Nos	3
16	Providing, laying and removal of Wooden VVIP Chair including hire, labour, loading, unloading and conveyance charges	12	Nos	3
17	Providing, laying and removal of Glass Teapoy including hire, labour, loading, unloading and conveyance charges	2	Nos	3
18	Providing, arranging, and removing Flower bed at stage for inaugural and closing ceremony including labour, loading, unloading and conveyance charges	20	Rft	2

19	Providing, arranging, and removing Teapoy Flower for the Inaugural and closing ceremony including labour, loading, unloading and conveyance charges	2	Nos	2
20	Providing, fabricating, installing, and dismantling Podium with 3 side Branding including printing, mounting, hire, labour, loading, unloading and conveyance charges	1	Nos	LS
21	Providing, fabricating, installing, and dismantling Console Masking including hire, labour, loading, unloading and conveyance charges	1	Nos	LS
22	Providing, erecting, and dismantling 20ftX20ft pagoda with top Ceiling and proper side covering including hire, labour, loading, unloading and conveyance charges	2	Nos	LS
23	Providing, laying and removal of Table with frill including hire, labour, loading, unloading and conveyance charges	12	Nos	3
24	Providing, laying and removal of Armless Chair including hire, labour, loading, unloading and conveyance charges	10	Nos	3
25	Providing, erecting, and dismantling 6X4 Mtr Octonorm Stall including the following Table with Frill-2nos Chair with Cover- 4nos Power plug- 2nos Pedestal fan-1nos Sufficient light Including hire, labour, loading, unloading and conveyance charges	7	Nos	LS
26	Providing, fabricating, installing, and dismantling Black Cloth masking on top ceiling including hire, labour, loading, unloading and conveyance charges	2100	Sqft	LS
27	Providing, laying and removal of Carpet for the stall area including hire, labour, loading, unloading and conveyance charges	2100	Sqft	LS

OTHER TERMS AND CONDITIONS

1. The bidders will be responsible for the installation of the entire infrastructure and branding 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 and branding 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.1,500/-. (Rupees One Thousand Five hundred only) as Tender fee as Demand draft (from any Nationalised/scheduled bank) drawn in favour of "The Registrar, C-DIT" payable at Thiruvananthapuram.**
12. **No Exemption for MSME's**
13. C-DIT reserve the right to cancel any or all tenders without assigning any reasons

whatsoever.

14. 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.
15. 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

16. 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

17. **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.
18. **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.
19. **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.**
20. **The last date for submission of tender 17.02.2026, 03.00 PM**

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

Sd/

REGISTRAR

Dated 13.02.2026



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No.C-DIT/02/VCD/DUK-INFRA/2025-26/T780

13.02.2026

FORM – A COMMERCIAL BID

TENDER FOR PROVIDING INFRASTRUCTURE AND BRANDING

Quote No.

Date:

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TOTAL(In Figures)					
TOTAL (In Words)					

Address:

e-mail id:

Signature

Date

Office Seal