CENTRE FOR DEVELOPMENT OF IMAGING TECHNOLOGY (C-DIT)
Chitranjali Hills, Thiruvallam, Thiruvananthapuram-27
Phone : 0471-2380910, 912

No. C-DIT/10/VCD/PRD -PODCAST/2026-27/T855A 15.10.2026

TENDER NOTICE

PROVIDING PRODUCTION PODCAST SET AS PER DESIGN

Sealed tenders are invited for providing "**Production Podcast Set As per Design" at the Studio Floor of CDIT, Gorkhi Bhavan, Bakery Junction, Thiruvananthapuram, Kerala**. The envelopes containing the tender should bear the superscription "***Tender for Providing Production Podcast set As per Design***" 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 **28.10.2026, 03.00 PM**. Late tenders will not be accepted. The tenders will be opened at **03.10 PM on the same day (28.10.2026)** 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 SD/-
15.10.2026 REGISTRAR

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TENDER TERMS

PROVIDING PRODUCTION PODCAST SET AS PER DESIGN

GENERAL TERMS AND CONDITIONS

a) This tender is invited for providing **"Production Podcast Set As per Design" at the Studio Floor of CDIT, Gorkhi Bhavan, Bakery Junction, Thiruvananthapuram, Kerala**, 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 having its own capacity to cater the requirements at Thiruvananthapuram, Kerala.

b) Bidders should be an Indian company/firm based and established in India. **(Proof should be attached)**

c) Bidders should have valid GST registration. **(Documents should be attached)**

d) Bidders should have PAN allotted to him by IT Department. **Documents should be attached)**

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 similar nature of work during last 3 years. **(Documents should be attached)**

REQUIREMENT SPECIFIATION

Podcast Set Production as per design

Sl. No.	Item Description	Size	Qty
1	Centre LED Wall outer Frame. Two options to be done. (1) LED panel to be inserted in this outer frame. This need not be budgeted.(2) Inside 12 x 11 material to be done. Cost to be included.	20′ x 10 ft′	1 Nos.
2	Side Panels (Wooden Texture)	18′ x 10′	2 Nos.
3	Raised Platform	12′ x 10′ x 1′	1 Nos.
4	Set Properties	--	15 Nos.
5	Artificial Plants	--	3 Nos.
6	Wall decorative items	--	4 Nos.
7	LED Strips (for set panels and platform)	--	1 Nos.
8	Standard Podcast Chairs	--	2 Nos.
9	Tea Poy	--	1 Nos.
10	Photo Frames	--	4 Nos.
11	Carpet flooring	20′ x 10 ft′	1 nos

The detailed design is attached as Annexure-1, which shall form an integral part of the tender document. Bidders are requested to refer to and comply with the design specifications provided therein while preparing and submitting their bids.

OTHER TERMS AND CONDITIONS

1. The bidders will be responsible for effecting the entire Production set up 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 Production Set up 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 an 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 supplies.

6. **The rate quoted by the Tenderer 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. 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.
8. **The bidder shall submit an amount of ₹1000/- as Tender fee** in the form of a Demand draft (from any Nationalized/scheduled bank) drawn in favor of **The Registrar, C-DIT payable at Thiruvananthapuram.**
9. **Tender fee is compulsory. No exemption for MSME registered firms.**
10. 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
11. **The Bidder with GST registration should quote rate for the unit shown in the list including GST and tenders which do not indicate this essential information will not be considered.**
12. The bidder shall **quotes the rates** for
13. providing the Production Podcast Set As per Design in "FORM A". The tenders which do not indicate price information for all the listed items in the tender will not be considered.
14. **The bidders shall submit the rate in "FORM A" in a sealed envelope.**
15. The rate quoted for the materials/Services shall be firm and no enhancement will be allowed under any circumstances.
16. C-DIT reserve the right to cancel any or all tenders without assigning any reasons whatsoever.
17. **PAYMENT TERMS**

The following terms of payment shall be applicable for the contract

100% payment up on completion of work and submission of actual invoice.

18. **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.

19. **Authority:** The authority for the acceptance of the tenders 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.
20. **In Case of doubt:**

    If the bidder has a doubt on technical specifications or on terms & conditions stipulated above, please contact **Shri. Manoj Krishnan in Mobile No: 9447886486.**
21. **The last date for submission of tender 28.10.2026, 03.00 PM**

    The tender will be opened on the same date at 03.10 PM

Sd/
REGISTRAR
Dated 15.10.2026

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FORM – A
COMMERCIAL BID

TENDER FOR PROVIDING PRODUCTION PODCAST SET AS PER DESIGN

Quote No. Date:

Sl. No.	Item Description	Size	Qty	Unit Price (With GST) (₹)	AMOUNT(With GST) (₹)
1	Centre LED Wall outer Frame. Two options to be done . (1) LED panel to be inserted in this outer frame. This need not be budgeted.(2) Inside 12 x 11 material to be done. Cost to be included.	20′ x 10 ft′	1 Nos.		
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9	Tea Poy	--	1 Nos.		
10	Photo Frames	--	4 Nos.		
11	Carpet flooring	20′ x 10 ft′	1 nos		
	Total amount in Figures				
Total amount in Word					

Bidder Name:

Address:

Mobile No.

e-mail id: **Signature**

Date **Office Seal**