



E-Tender
for obtaining various services required to
SNDT Women's University
For Programme of
Innovation of Mahakumbh 2.0

Mahakumbh 2.0/2026-27/2

Date:-16-6-2026.

E-Tender Document from Registered Event Organizers for obtaining various services required for the organization Programme of Innovation of Mahakumbh 2.0 scheduled on the 5th July, 2026 and 6th July, 2026 (2 days) at the Pune Campus of SNDT Women's University.

SNDT Women's University invites e-tender from Registered Event Organizers for obtaining various services required for the successful Organization programme of Innovation of Mahakumbh 2.0 scheduled on the 5th July, 2026 and 6th July, 2026 (2 days) at the Pune Campus of SNDT Women's University.

For the detailed tender document interested bidder must visit-<https://mahatenders.gov.in>.

The filled in tender must be submitted online as per the schedule of activities declared separately.

Any extension of tender, corrigendum or change in schedule will not be published in the newspaper.

It will be published only at <https://mahatenders.gov.in>



(Dr. Vilas Nandavadekar)
Registrar
SNDT Women's University

TENDERSCHEDULE

**Obtaining various services for the successful organization
Programme of Innovation of Mahakumbh 2.0**

Sr. No.	Critical Activities	Start Date & Time
1.	Publish Date	16 th June, 2026 02.00 pm.
2.	Document download / Sale Date	16 th June, 2026 02.00 pm.
3.	Bid Submission Last Date	23 rd June, 2026 06.00 pm.
4.	Bid Opening	25 th June, 2026 11.00 am

DISCLAIMER

1. A detailed schedule of different activities of e-tendering process is given in this e-tender document under “**Tender Schedule**”.
2. SNDT Women’s University does not take responsibility for any loss and will not be responsible for the web-site being temporarily unavailable due to any technical issue at any point of time.
3. Bidders must follow the schedule of e-tendering process and get their activities of e-tendering process well in advance to avoid any inconvenience due to unforeseen technical problems, if any.
4. SNDT Women’s University shall not be held responsible for any incomplete activity of e-tendering process of the bidder due to technical error/ failure of website and it cannot be challenged by way of appeal, arbitration and in the court of law.

Instructions for filling the E-Tender

Registrar, SNDT Women's University, Mumbai invites the e-tender for obtaining various services for the successful organization for Programme of Innovation of Mahakumbh 2.0 scheduled on 5th July, 2026 and 6th July, 2026 at the Pune Campus of the University.

Procedure to submit the tender:

All eligible and interested bidders are required to get enrolled on the Mahatender Portal <https://mahatenders.gov.in> for downloading e-tender documents and participate in e-tendering process. The bidders should submit their online tender in two bid system. i.e. Technical Bid and the Financial Bid.

Bill of Quantity (BOQ) documents in excel format shall be inclusive of all taxes.

Various services required from the service providers are given separately in this document.

Technical Bid:

The bidder is expected to scan the documents and upload all these documents online with the first page in technical bid compulsorily. All the documents must be valid and self-attested by the bidder. Non-submission of the mandatory documents may lead to the rejection of the technical bid.

If a bidder forgets to submit the essential documents in the stipulated time on the web-portal, the bidder's bid will be rejected. Each document shall be self-attested by the bidder. The following documents shall be verified at the time of opening of the technical bid.

Sr. No.	Description of documents	Mandatory (M)/ Optional(O)
2.1	Information of the bidder as per the Annexure-A	M
2.2	Certificate of incorporation / registration of the bidder	M
2.3	Copy of the GST registration certificate of the bidder	M
2.4	Copy of the PAN card of the bidder	M
2.5	Copies of income tax returns filed for last three financial years	M
2.6	Copies of SSI/NSIC/MSME registration certificate (if applicable)	O
2.7	Relevant documents which shall be considered as proof of the average annual turnover of the bidder during the last three financial years. Annexure-B	M
2.8	An affidavit of the bidder mentioning that, the bidder has never been black listed by the government department/ government undertaking/ public sector unit/ University/ Education Board/ anyother agency. Annexure-C	M
2.10	Bidder's declaration on letterhead of his firm Annexure-D	M
2.11	Relevant documents as a proof for the payment towards the cost of tender and earnest money deposit paid through the internet banking by the bidder.	M
2.12	Audited balance sheets and/ or profit and loss account Statements of the Account, if any/ firm duly certified by the statutory Chartered Accountant for last three financial years.	M
2.13	Full set of tender documents with seal and signature of the bidder or his authorized representative on each page of the tender. It is mandatory to upload complete set of scanned documents.	M

Pre-requisites:

- a. Minimum turnover (earlier 3 financial years): **Rs. 7.50 Lakhs and above (Per Year)**
- b. Experience of Stage Setup in event management for duration of three years.

3. Financial Bid:

A technical bid will be opened first in presence of the committee members. The financial bid of the bidders, who had qualified all the pre-requisites of the technical bid requirement, will only be considered for the participation in the financial bid. Financial bid should be submitted online by the Bidder in the form of BOQ excel sheet made available at the web portal – <https://mahatenders.gov.in>.

Bidders are requested to fill up the column for providing various services for Programme of Innovation of Mahakumbh 2.0 as per the specification mentioned in e-tender.

Bidder should have the valid digital signature certificate (DSC) obtained from any Certifying Authority. Bidders are requested to go through the documents, terms and conditions mentioned in e-tender before the submission of tender documents on the e-portal.

It is mandatory to follow the timeline in respect of tender schedule published by the University. All the online activities are time tracked and the electronic tendering system enforces time-locks that ensure that no activity or transaction should take place outside the start and end dates and time as declared in the tender schedule.

The rates (including all taxes) should be quoted for various services required for the successful organization for Programme of Innovation of Mahakumbh 2.0 mentioned in e-tender.

The University reserves the right to decide whether to open or not open the technical bid and/or the financial bid if such situation arises due to unavoidable circumstances.

Appropriate communication with all eligible bidders shall be done by the University. The objection of any bidder shall not be entertained on any ground whatsoever it may be regarding this issue.

1. The rate quoted in BOQ form must be inclusive of GST and all eligible taxes applicable as per prevailing rules and regulations.
2. The University reserved the right to accept / cancel tenders without assigning any reason thereof at any stage of tendering process.
3. The accepted tender rates will stand good till the end of the agreement period and no hike in the said accepted rates will be entertained during the period of the agreement.

Please note-

The technical bid will be opened first, and the evaluation will be done as per the technical requirements mentioned in the e tender. It is mandatory that the pre-requisites conditions should be fulfilled by the Bidder for the participation in the financial bid opening process. The shortlisted bidders (who will qualify for the technical bid) shall only be considered for the financial bidding process.

University shall reserve the right to accept or reject the services, which do not confirm to the specifications laid down in terms and conditions. Payments towards such defective services will be deducted from the bills of the service provider.

Tender submitted in part or in full, unsigned, incomplete, unclear, unreadable will not be considered and rejected outright.

**Specifications of various requirements for the successful organization for
Programme of Innovation of Mahakumbh 2.0**

Sr. No.	Item Description	Item Code / Make	Quantity	Units
1	2	3	4	5
1	B. STAGE SETUP	1		
1.01	Stage setup : 24 sq. ft. x 40 sq. ft. MS structure with scaffolding / truss blocks with ply board on top & following items : A. Steps on both side 8 ft. wide with railing and masking B. Arrangement of floral belt in front of stage with decoration with flowers.	2	960.00	Sq. Feet
1.02	LED riser 24 ft. x 40 ft. with masking & carpet from all sides	3	96.00	Sq. Feet
1.03	Green rooms with wooden platform with proper lighting and other required items like adequate mirror/cloth stand/spot lights/power points/tables/chairs and all other furniture required of approx. 250 sq. ft. each	4	1.00	Nos
1.04	Platform for media setup with carpet, masking from all sides and required furniture with necessary fixtures & lighting of size 8 ft. x 6 ft. x 4 ft.	5	1.00	Nos
1.05	Platform for light & sound console with carpet, masking from all sides including required furniture, etc. with necessary fixtures & lighting of size 24 ft. x 6 ft. x 4 ft.	6	1.00	Nos
1.06	Additional Venue Arrangements * Barricading arrangements	7	10	Nos
Total in Figures				

General Terms and Conditions of the Tender

1. Earnest money deposit and the cost of tender:

Bidders are required to pay Rs. **10,000/-** (Rs. Ten Thousand only) towards the earnest money deposit (Refundable) and **Rs. 2,000/-** (Rs. Two Thousand only) towards the tender fee (Non-Refundable) through the net banking on the e-tendering website.

2. Security Deposit:

Shortlisted bidder is designated as the service provider. After the decision in respect of the service provider, the decision will be communicated to the concerned vendor by the University Authorities.

3. Conditional E-tender shall be out rightly rejected.

4. Payment:

After the completion of Programme Innovation Mahakumbh 2.0 the payment shall be released on the recommendation of the Registrar, SNTD Women's University.

5. Validity of Tender:

Tender offer must be valid for a period of a minimum of 120 days from the date of opening of the commercial / financial bid.

6. Jurisdiction:

The court at Mumbai alone will have the jurisdiction to try any matter, dispute or reference between parties arising out of this tender/contract. The University reserves the right to accept or reject any or all the tenders from any or all the parties without assigning reason thereof.

7. Preference :

Preference will be given to Pune vendors, considering the event venue at Pune.

8. Safety Purpose :

Stability Certificate of Stage and Pandal should be obtained from PWD or any other Government agencies for safety purpose by the selected vendor without any extra cost.

Technical Bid:

The following documents are required to be submitted online under technical bid.

The Company/Firm/Holding Company should have experience in respect of the supply of computer tables to educational institutions or universities.

There should be a valid copy of Company/Firm/ Holding Company Registration Certificate.

The bidder should provide audited balance sheets for the last three financial years.

Declaration Certificate regarding Clean Track Record on Company /Firm's letter head.

Valid copy of the GST Registration

Copy of the Permanent Account Number (PAN).

Information of the Bidder

Annexure-A

Sr. No.	Particular
1	Name of the Bidder
2	Registered Office Address, Telephone number and the E-mail ID
3	Correspondence/Contact Address. Details of contact person-name, designation, address, mobile no and e-mail ID.
4	Type of the Organization: (Proprietary/Partnership/Pvt. Ltd./PSU/Govt./Public Ltd)
5	Year of establishment and Experience in business (In number of years)
6	Annual Turnover details
7	Audited balance sheets (Attached)
8	GST Registration No.
9	PAN Card No.
10	Details of the Bank Title of the bank Account: Name of Bank :Type of Account Account Number :IFSC Code : MICR Code :
11	Capacity in which bids signed by the bidder on each page of the tender.(Proprietor/Partner/Director)

Signature and Seal of the Bidder

Annexure-B

Certificate of the Annual Turn Over

Sr. No.	Financial year	Annual turnover (In Lacs)

**Seal & Signature of the Bidder's
Chartered Accountant**

Annexure–C

DECLARATION REGARDING

BLACKLISTING/DEBARRINGFORPARTICIPATION IN TENDER

(To be executed & attested by Public Notary/ Executive Magistrate on Rs.500/- non-judicial Stamp paper by the bidder)

I/We _____ Service provider M/S. _____ hereby declare that the firm/company namely M/s. ----- has not been blacklisted or debarred or any criminal cases or enquires pending against our company by Union / State Government / Public Sector Unit/University or Education Board or by any other organization.

In case the above information is found false, I / we are fully aware that the tender/ contract will be rejected / cancelled by the University and EMD shall be forfeited. In addition to the above, the University will not be responsible for paying the bills for any completed / partially completed work.

DEPONENT

Name _____

Address _____

Attested:

(Public Notary/Executive Magistrate)

Annexure-D

List of Clients

Sr. No.	Name and Address of Clients intending to provide various services for the successful organization for programme of Innovation of Mahakumbh 2.0	Contact Number	Workorder/Purchase order Reference Number and Date from University /Institution/Board Government Department

Note: The above information should be submitted on the letterhead of the bidder.

Date: / /2026

Name, Signature and
Seal of the bidder

Annexure-E

E-tender for the selection of service provider for the successful organization for programme of Innovation of Mahakumbh 2.0

Bidder's Declaration

I hereby certify that I have gone through all the information, terms and conditions stipulated in the tender document and hereby confirm to abide by the same. I also certify that the rates quoted in financial/ commercial bid(BOQ) are comparable with the rate charged to any other Institution/ Department /Organization.

Signature:.....

Name of signatory:.....

**Name, Signature and
Seal of the bidder**