



**E-Tender**  
**for obtaining various services required to**  
**SNDT Women's University**  
**For Programme of**  
**Unveiling of Maharshi Karve Statue and**  
**Innovation Mahakumbh 2.0**

**E-Tender Document form Registered Event Organizers for obtaining various services required for the organization Programme of unveiling of Maharshi Karve Statue and Innovation Mahakumbh 2.0 scheduled on the 5<sup>th</sup> July, 2026 and 6<sup>th</sup> July, 2026 (2 days) at the Pune Campus of SNTD Women's University.**

SNTD Women's University invites e-tender form Registered Event Organizers for obtaining various services required for the successful Organization programme of unveiling of Maharshi Karve Statue and Innovation Mahakumbh 2.0 scheduled on the 5<sup>th</sup> July, 2026 and 6<sup>th</sup> July, 2026 (2 days) at the Pune Campus of SNTD 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 Any extension of tender, corrigendum or change in schedule will not be published in the newspaper.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**  
**SNTD Women's University**

## **TENDER SCHEDULE**

**Obtaining various services for the successful organization  
Programme of Unveiling of Maharshi Karve Statue and Innovation Mahakumbh 2.0**

<b>Sr. No.</b>	<b>Critical Activities</b>	<b>Start Date &amp; Time</b>
1.	Publish Date	13 <sup>th</sup> June, 2026 09.00 am.
2.	Document download/Sale Date	13 <sup>th</sup> June, 2026 09.00 am.
3.	Bid Submission Last Date	20 <sup>th</sup> June, 2026 06.00 pm.
4.	Bid Opening	23 <sup>rd</sup> 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, SNTD Women's University, Mumbai invites the e-tender for obtaining various services for the successful organization for Programme of unveiling of Maharshi Karve Statue and Innovation Mahakumbh 2.0 scheduled on 5<sup>th</sup> July, 2026 and 6<sup>th</sup> 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 web-portal-

<https://mahatenders.gov.in> be 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 <b>Annexure–A</b>	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. <b>Annexure–B</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/ any other agency. <b>Annexure-C</b>	M
2.10	Bidder's declaration on letterhead of his firm <b>Annexure–D</b>	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 (average of earlier 3 financial years): **Rs. 30 Lakhs and above (per year)**
- b. Experience of event management for providing various services for duration of three years.

**3. Financial Bid:**

A technical bid shall 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 unveiling of Maharshi Karve Statue and Innovation 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 unveiling of Maharshi Karve Statue and Innovation 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 a 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 what so ever 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 any or all 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 unveiling of Maharshi Karve Statue and Innovation  
Mahakumbh 2.0**

Sr. No.	Item Description	Item Code / Make	Quantity	Units
1	2	3	4	5
<b>1</b>	<b>Auditorium setup –</b>			
1.1	Main Stage Setup * D-shaped stage of approximately 30 ft x 40 ft * Arrangement for 12 dignitaries on stage * Stage carpeting * 2 podiums * VIP chairs (10 + 2 VVIP seating) * 4 Center tables/teapoy for front seating	1.1	1200	Sq. Ft.
1.2	Seating Arrangement Front-row sofa seating arrangement for approximately 100 persons	1.2	50	
1.3	Center tables/teapoy for front seating	1.3	6	
1.4	Seating capacity for approximately 500 participants Covered chairs with proper layout arrangement	1.4	500	
1.5	Additional Venue Arrangements * Press/media section * Barricading arrangements * 6-Cooling Units for 6000 sq ft. area of stage and Seating area with AC.	1.5		
<b>2</b>	<b>A. EXHIBITION AREA</b>			
2.1	Construction of approx. 120 nos. well-designed exhibition octonorm stalls (3m x 2m ) outdoor stalls to be provided with wooden platform (construction of stalls with aluminum R8 system with powder coated finish with laminated panels & fascia having name for State and stall number with cut out letters). Accessories for each stall: A. Metal racks 0.6 m x 2 m x 2ms, etc. B. Power socket with mobile charging point 15 amp. C. Waste paper basket with bio-degradable garbage bags/per stall. D. Facia 8" x 2m, Banner in front of Stall Table with air conditioners.	2.1	900.00	Sq. Meter
2.2	Octonorm 2 Tables in each stall (construction of table with aluminum R8 system with powder coated finish with board on top) Table Size 1.5 m x 0.6 m	2.2	260.00	Nos
2.3	Good quality banquet 2 chairs in each stall	2.3	260.00	Nos
2.4	2 LED spot lights in each stall with proper hooks and wiring	2.4	240.00	Nos
<b>3</b>	<b>C. SOUND ITEMS (Reputed brand 3 way sound system (JBL Vertec / RCF TTL series or equivalent)</b>			

3.1	PA Top Line Array	3.1	5.00	Nos
3.2	Delay speakers/top with stands	3.2	5.00	Nos
3.3	PA Side Fills	3.3	3.00	Nos
3.4	PA Front Fills	3.4	3.00	Nos
3.5	PA Bass	3.5	3.00	Nos
3.6	Digital Mixer 64 channel B	3.6	1.00	Nos
3.7	Amp/ Cabling / Racks	3.7	1.00	Job
3.8	Artist tech rider as per Requirement.	3.8	2.00	Job
3.9	Power Amplifiers & Crossover (as per requirement)	3.9	1.00	Job
3.10	DI box (as per requirement)	3.10	1.00	Job
3.11	Cordless Microphone with similar configuration as that of Shure/Sennheiser	3.11	6.00	Nos
3.12	Central PA Sound system for entire venue and parking with suitable sound outreach at all places	3.12	1.00	Job
3.13	Sound technician	3.13	1.00	Nos
<b>4</b>	<b>D. LIGHTS ITEMS</b>			
4.1	Box truss for lights of 20 ft. height with proper base and support	4.1	1.00	Job
4.2	Beams Sharpy Beam 200	4.2	10.00	Nos
4.3	Profile Lights	4.3	4.00	Nos
4.4	LED par 32	4.4	10.00	Nos
4.5	LED par 64	4.5	10.00	Nos
4.6	LED Beam par	4.6	4.00	Nos
4.7	4 way Molefay	4.7	4.00	Nos
4.8	Dimmer Pack (as per requirement)	4.8	1.00	Job
4.9	Avolite Pearl for controlling the light set up (as per requirement)	4.9	1.00	Nos
<b>5</b>	<b>F. MANPOWER</b>			
5.1	Attendant / facilitators (Male &Female) well experienced duly uniformed	5.1	20.00	Nos
5.2	Charges for sanitation/cleaning Supervisor for Cleaning materials wearing Caps and T-shirts with printed logo of Swachh Bharat Abhiyan.	5.2	8.00	Nos
<b>6</b>	<b>G. VIP LOUNGE</b>	<b>6</b>		
6.1	Construction of well-designed one air conditioned (with Tower AC) VVIP room with proper wooden platform, flooring, carpeting and false ceiling, lights etc. Rates including flower decoration (every day), fridge, crockery for minimum 20 persons / fancy cushion chairs/ two and three seater sofas, center tables, coffee tables and other required items for beautification of the room.	6.1	75.00	Sq. Meter
6.2	Construction of well-designed Green Room - one air conditioned (with Tower AC) VIP room with proper wooden platform, flooring, carpeting and false ceiling, lights etc. rates including flower decoration (every day), fridge, crockery for minimum 5 persons / fancy cushion chairs/two and three seater sofas, center tables, coffee	6.2	40.00	Sq. Meter

	tables and other required items for beautification of the room. [01 rooms]			
7	<b>I. THEME AREA</b>			
7.1	Designing and conceptualization of well-designed Theme area with proper display, lighting, logos, graphics and artwork complete with raised platform, designer wooden flooring, reception and required furniture. LED screen - 2 nos (Size 42 inch), wooden digital poster and other par can/fancy lights with colorful decoration. Photo gallery of SHG Products. Design must be submitted before & prior approval of the appropriate authority must be taken.	7.1	50.00	Sq. Meter
8	<b>L- Electrical and Electronic Arrangements</b>			
8.1	15A power sockets (with 3 pins) giving connection with safe wiring and insulation as per IS standards and specifications as required in Food Stalls and Kitchen area	8.1	10.00	Nos
8.2	Event Large A.C. Cobble Fans	8.2	10.00	Nos.
9	<b>N. Waste Management</b>			
9.1	Providing waste bin for food waste(green) - 40 waste bins with 100 ltrs capacity Waste bins for plastic waste(Blue) – 25 waste bins with 50 ltrs capacity Waste bin for paper waste (yellow)- 5 waste bins with 50 ltrs capacity	9.1	10.00	Nos
9.2	Providing bio-degradable garbage bags (One packets having 50 pieces)	9.2	150.00	Packets
9.3	Garbage cleaning & collection van (2 times a day) with manpower for the entire period of the show. Waste disposal should be done as per the municipality norms by the contractor	9.3	1.00	Job
10	<b>O. Human Resource/ Manpower Requirement</b>			
10.1	Charges for sanitation / cleaning workers for 12 days with cleaning materials	10.1	1.00	Job
11	<b>P. TOILETS</b>			

11.1	Providing ,Constructing temporary Toilet Blocks with necessary Glazed Tiles finishing, laminated hardnersheet, PVC/Octonorm system side finishing wall partition 6 feet height and door with proper fixtures and fastening i.e. tower bolt, holdfast, hinges ,handles all drops etc. .OR Portable chemical toilets including necessary proper sanitary, drainage line, outlets, Inspection Chamber and day to day cleaning arrangements with material like DDT powder & all such necessary things to maintain hygienic conditions etc. (DDT powder, Phynile etc.) properly during Exhibition period incl. necessary arrangements, loading, unloading incl. all etc. complete for the period of Exhibition (each separate for Ladies and Gents) with proper staff. Facility should be provided one day before the event.	11.1	10.00	Nos
11.2	Vehicle mounted AC Toilet Van: for VIP lounge, placed at back side (one male and one female) with attendant. Facility should be provided one day before the event for entire duration of the fair, if required on per day basis.	11.2	1.00	Per Day
11.3	Adequate Cleaning and Sanitizer Material for toilets, hand wash, paper napkin, cented phenyls, odonils and Air-Freshener, etc. for the entire exhibition area and period of 12 days.	11.3	1.00	Job
<b>12</b>	<b>Q. ELECTRICALS &amp; GENSETS</b>			
12.1	Power distribution with armored cables from main panel board & generator up to Exhibition hall/stage/all hangers/food area and all over the ground & sub distribution with main panel switch board & sub main panel board. Back-up Gernator for food court of cultural area and main stage of required capacity	12.1	1.00	Job
12.2	Metal/flood lights for all over the venue including installation	12.2	50.00	Nos
12.3	Halogen Lights of 500 Watts in Food Courts, Parking, at entrance and if required in main stalls. Minimum 10 numbers	12.3	10.00	Nos.
<b>13</b>	<b>S. SECURITY, CCTV &amp; FIRE SERVICES</b>			
13.1	Security guards Male-10, Female-5 (9.00 a.m. to 9.00 p.m.)	13.1	15.00	Nos
13.2	Security Supervisor Male-2, Female-1 ((9.00 a.m. to 9.00 p.m.)	13.2	3.00	Nos
13.3	Security guards Male-10 (9.00 p.m. to 9.00 a.m.)	13.3	10.00	Nos
13.4	Security Supervisor Male-2 (9.00 p.m. to 9.00 a.m.)	13.4	2.00	Nos
13.5	Firemen well Trained (Day & night)	13.5	4.00	Nos
13.6	DFMD machines with staff with auto entry counting facility	13.6	8.00	Nos
13.7	Providing of Fire extinguishers in exhibition area ABC type cylinders with sand buckets (CO2 Water and Powder mix with Refilling Dates). Sufficient equipment to be placed at various locations as per directions of Fire Department.	13.7	10.00	Nos

13.8	CCTV Cameras set up all over the venue, cameras shall have night vision with operator & technician	13.8	50.00	Nos
13.9	LCD Monitors for CCCTV camera	13.9	10.00	Nos
13.10	Recording Pen-drive	13.10	4.00	Nos
13.11	Construction of room with octonorm (2 M x 2 M) in each hangar for monitoring of CCTV cameras etc. with chair, table, operator & technician near police control room	13.11	2.00	Nos
13.12	Box type Flex Gate	13.12	2.00	Nos
13.13	Construction of Registration Desk of (5 x 1) meter well designed structure with adequate lighting, platform, carpet, counter, brochure stand & banquet chair & one steel Amirah with lock facility.	13.13	10.00	Nos
<b>14</b>	<b>T. FIRST AID FACILITIES (MEDICAL FACILITIES)</b>			
20.01	Construction of a First Aid Room 6 M X 3M with all required facilities curtains/divider in German Pagoda	20.01	1.00	Nos
<b>15</b>	<b>U. Others</b>			
15.1	Construction of Store Room (5 M X 5 M) aluminium R8 system with powder coated finish with laminated panels, carpet, lighting & basic furniture	15.1	4.00	Nos
15.2	Construction of Housekeeping room (3 M X 3 M) aluminium R8 system with powder coated finish with laminated panels, carpet, lighting & basic furniture	15.2	1.00	Nos
15.3	Construction of Fire service room (3 M X 3 M) aluminium R8 system with powder coated finish with laminated panels, carpet, lighting & basic furniture	15.3	1.00	Nos
15.4	Construction of Security room (3 M X 3 M) aluminium R8 system with powder coated finish with laminated panels, carpet, lighting & basic furniture	15.4	1.00	Nos
15.5	Providing facility of 3-PCs, 1-Printer, 5G-High-Speed-Internet, 1-Dust-Bin, Water System with Attendant, In Administrative office.	15.5	1.00	Job
15.6	Carpeting - Non woven needle punch laying & fixing of brand new carpet subject to actual requirement and as per the direction of Core Committee.	15.6	4000.00	Sq. Meter
15.7	Coir type carpet for outdoor & other required area	15.7	2000.00	Sq. Meter
15.8	Landscaping with good quality natural potted plants in entire exhibition area	15.8	200.00	Nos
15.9	Landscaping with good quality natural potted plants, water Fountain, and Picket Fencing in entire exhibition area	15.9	1.00	Nos
15.10	Providing Parking Arrangement for VIPs, Official and all Visitors with CCTV and security, PA System and sufficient lighting arrangement.	15.10	1.00	Jobs
<b>Total in Figures</b>				

## **General Terms and Conditions of the Tender**

### **1. Earnest money deposit and the cost of tender:**

Bidders are required to pay Rs.1,00,000/- (Rupees One Lakh only) towards the earnest money deposit (Refundable) and Rs.6,000/- (Rupees Six Thousand only) towards the tender fee (Non-Refundable) through the net banking on the e-tendering website.

### **2. Security Deposit:**

Short listed bidder is designated as the service provider will have to the Security Deposit of Rs.1,00,000/-

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

### **4. Payment:**

After the completion of Programme of unveiling of Maharshi Karve Statue and Innovation Mahakumbh 2.0 the payment shall be released on the recommendation of the Registrar, SNDT 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. 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**

<b>Sr. No.</b>	<b>Financial year</b>	<b>Annual turnover (In Lacs)</b>

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

# Annexure-C

## DECLARATION REGARDING

### BLACK LISTING / DEBARRING FOR PARTICIPATION 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

<b>Sr. No.</b>	<b>Name and Address of Clients intending to provide various services for the successful organization for programme of unveiling of Maharshi Karve Statue and Innovation Mahakumbh 2.0</b>	<b>Contact Number</b>	<b>Work order / Purchase order Reference Number and Date from University / Institution/Board Government Department</b>

Note: The above information should be submitted on the letter head 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 unveiling of Maharshi Karve Statue and Innovation 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**