

Surat Municipal Corporation
Old East Zone-A(Varachha)
Quotation Inquiry form

QUOTATION NO. DMC/EZ-A/09/2026-27		DATE:	24/07/2026
NAME OF WORK	Operating of Existing Sound System (1 YEAR) at Sardar Patel Smruti Bhavan in East Zone (Varachha)-A		
ESTIMATED AMOUNT:	----	EMD AMOUNT:	Rs.2,000/-
VALIDITY PERIOD :	120 Days	Agency Category :	Experienced
REQUIRED DOCUMENTS			
	Solvency Certificate (Amount Rs. 40,000.00)		
	Experience certificate		
TENDER AVAILIBILITY			
ISSUING AUTHORITY	Executive Engineer, Old East Zone(Varachha)-A, Surat		
ISSUING OFFICE	Administrative office, Old East Zone(Varachha), Prajapita BrahmaKumari Road, L.H.Road, Opp. Panchavati wadi, Varachha, Surat.		
INVITING AUTHORITY	Executive Engineer, Old East Zone(Varachha)-A,Surat		
SUBMISSION DATE	Last date: 06/08/2026 Time : 18.00 P.M.		
SUBMITTED TO,	EXECUTIVE ENGINEER OLD EAST ZONE(VARACHHA), PRAJAPITA BRAHMAKUMARI ROAD, L.H.ROAD, OPP.PANCHAVATI WADI, VARACHHA, SURAT		
G.S.T. WILL BE APPLICABLE IN ACCORDANCE WITH THE PREVAILING NORMS OF GOVERNMENT.			
GST clause for construction/ erection/ commissioning/ installation/ pairs/maintenance/ renovation/ fabrication of structure including building (means all works contract/ turnkey project/supply of material/goods)			
GST(Goods & Service Tax) has come in existence from 1st July 2017 Contractor / Successful Bidder is bound to pay any amount of GST prescribed by the Govt. of India as per the Terms of Contract agreed upon during the course of execution of this Contract. During the course of execution of Contract if there is any change in Rate of GST (Goods& Service Tax) by the Government the same shall be reimbursed / recovered separately by SMC, subject to the submission of Original Receipt / Proof for the amounts actually remitted by the Successful Tenderer / Contractor to the Competent Authority along with a Certificate firm Chartered Accountant of Contractor / Successful Bidder certifying that the amount of GST paid to the Government and the same shall be intimated / submitted / claimed within 30(Thirty) Days form the date of payment Remittance of GST within stipulated period shall be the sole responsibility of the Successful Bidder / Contractor, failing which , SMC may recover the amount due, from any other payable dues with SMC and decision of Municipal Commissioner shall be final and binding on the Contractor/ Successful Bidder in this regard Further, the nonpayment of GST to the Government may lead to the termination of contract and forfeiture of Security Deposit / Performance Guarantee Amount. If imposition of any other new Taxes/Duties/Levies/Cess or any other incidentals etc. or any increase in the existing Taxes/Duties/Levies/Cess or any other incidentals etc. (Excluding GST) are imposed during the course of the contract. the same shall be borne by the Contractor/ Successful Bidder only, in no case SMC shall be liable for the same.			
	SIGNATURE OF ISSUING AUTHORITY		
	-SD-		
	EXECUTIVE ENGINEER Old East ZONE(Varachha) SURAT MUNICIPAL CORPORATION		



Old East Zone-A (Varachha)

Surat Municipal Corporation

Prajapita Brahmakumari road, Besides Saifi society
Opp.Panchvati wadi, L.H.Road, Varachha, Surat-395 003.
Ph. : 2547750 - 2551363

Executive Engineer

QUOTATION INQUIRY

To,

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SUB:- Operating of Existing Sound System (1 YEAR) at Sardar Patel Smruti Bhavan in East Zone (Varachha)-A.

Dear Sir,

Surat Municipal Corporation East Zone-A is inviting quotation for Operating of Existing Sound System (1 YEAR) at Sardar Patel Smruti Bhavan in East Zone (Varachha)-A.

You are requested to send your offer in a sealed cover with **E.M.D of Rs.2,000/-** in the form of demand draft / banker's cheque in favour of the "Municipal Commissioner, Surat Municipal Corporation" payable at Surat. So as to reach in the office of Executive Engineer [East Zone-A] **on or before Dt. 06/08/2026, 6.00 up to pm**. Please note that the sealed cover shall be super scribed with the name of work. The terms & conditions for this offer are as follow, failing which the quotation shall be rejected out rightly.

SCOPE OF WORK

- Please visit the site and get acquainted with site situations before quoting the price. No dispute at later date shall be entertained.
- Only qualified and experienced person/s must be employed for job. The corporation will not be responsible for any accident or injury to the workman/staff of the contractor. No compensation of any kind shall be paid by the corporation. The contractor shall observe all applicable latest Government rules and regulation regarding this type of work, etc.
- The contractor shall quote the rate in "Price Schedule". No alterations in form of tender and in "Price Schedule" and no additions in the shape of special stipulation will be permitted. Tender/tenders, which do not fulfil all or any of the conditions or are incomplete in any respect are liable to be rejected.
- The contractor should offer the rates in price schedules only. Quoted rate be Without GST.
- Contractor must have relevant experience(s) of operation of professional sound systems
- No payment other than quoted rates shall be made to contractor for execution of this work.
- The contractor should employ minimum one skilled/experienced person for operation of sound system during program.
- Unsatisfactory and inefficient running of the sound system supported by the reasons, which are under control of the contractor, will be highly objected. If any problems/fault occurs in sound system due to misconduct/mal – operation/malfunction, of which reason/s attributed to contractor, repair of equipment/ loss to the SMC shall be recovered from the contractor. In such case decision of Municipal commissioner shall be final and binding to contractor.
- It is contractor's responsibility to collect the program schedule from Sardar Patel Smruti Bhavan and strictly follow it as per instruction of manager.
- Operator should remain present at least two (2) hours before the starting time of the program for necessary preparation of the show and remain present up to the completion of the program.
- It is contractors responsibility to install system's equipment/instruments before and during the program and dismantle the same and submit them back to concern person of SMC after completion of program.

- All efforts will be taken and sufficient arrangement shall be made by contractor to prevent inconvenience to performers/personal arranging the program. Deputed person should remain polite and co – operative with the program organizer and should strictly follow instruction of Manager.
- All central/state government/Local body's rules and regulations pertaining to this contract shall be followed and observed by the contractor without any extra cost to the corporation. The staff should follow the instruction given by the in charge of the Sardar Patel Smruti Bhavan.
- As per general practice by different auditoriums of SMC, following is the schedule during which the programs are booked. So contractor shall arrange his staff accordingly.

09:30 A.M to 01:00 P.M.

03:00 P.M to 06:30 P.M.

09:00 P.M to 12:30 A.M.

09:30 A.M to 04:00 P.M (Two programme continuous)

- Contractor shall comply with all safety rules and regulations and all inter disciplinary measures followed by the corporation. The corporation shall not responsible for any accident/injury to the staff of the contractor. It is contractor's responsibility to take insurance of his employee and to provide medical facilities and workman compensation etc. to the staff.
- Surat Municipal Corporation has reserved all the rights to accept or to reject any or all the quotation without assigning any reasons thereof.
- No correction, overwriting, erasers in filling quotation shall be considered unless countersigned.
- The person below the age of 18 years shall not be permissible.
- During the execution of work, the contractor should properly cover-up and protect the instruments/controllers/machines liable to damage or deterioration by exposure to the weather and should also take every precaution against damage to the machinery from any cause. If any problems happen in equipment during program, contractor should arrange for the same for a time being. Repairing of faulty equipment shall be done by SMC.
- Contractor should have to provide identity card to the deputed person and it should be get endorsed from manager of Sardar Patel Smruti Bhavan Auditorium. Deputed person should be dressed properly with good appearance.
- Rates shall be quoted for a program of 3.5 hours. Extra payment shall be made per 30 minutes if program exceeds its the limit .Moreover, these rates shall be applicable to any type of program e.g. Meeting /Seminar/ Promotional Event / Play /Cultural or Dance programs etc.
- The contractor shall carry out the work satisfactorily for the said period agreed by the corporation.
- In case of any misunderstanding due to the interpretation of any terms ,condition or specification decision of head of department of Sardar Patel Smruti Bhavan Auditorium of Surat Municipal corporation , Surat shall be final and binding to the contractor.
- After bidding process, any deviation in quoted rate, terms and condition shall not be entertained later.
- Rates must be filled in this quotation paper only and returned duly sealed & signed.
- The offer shall be reach in sealed cover to "Executive Engineer, East Zone (Varachha)-A, Surat Municipal Corporation, Prajapita Brahmakumari Road, L.H. Road Oppp Panchavati Wadi Varachha, Surat.
- SMC reserves its right to accept or reject any quotation without giving any reason. SMC reserves its right to reject lowest bidder.
- The rates quoted shall remain in force for full period of contract.
- Corporation will not issue any 'C' or 'D' form.
- All works under the contract shall be executed under the directions and subject to the approval in all respects of the SMC which shall for time direct at what point(s) and in what manner the works to commence, and carried on.

- The name of work i.e. "Operating of Existing Digital Sound System (1 YEAR) at Sardar Patel Smruti Bhavan, in East Zone-A, Surat Municipal Corporation." Must be mentioned on the envelope without which quotation is likely to be rejected, which must be noted.
- All the Acts Rules and Regulation applicable for such type of work shall be followed by contractor.
- It shall contractor responsibility to get acquainted with type of acts rules, regulations, and general rules, applicable to this type of work.
- The Contractor shall quote the rate in "price schedule" only.
- The contractor shall be responsible for safety on site during the works. All the necessary personal protective safety equipments, material for the staff shall be bought by the contractor
- The Corporation will not be responsible for any accident/injury to the staff of the contractor. Further the Corporation will not provide any insurance or medical facility to the staff of contractor. It is contractor's responsibility to take insurance of his employees, medical facility work compensation etc. as per workman compensation act and all other relevant laws.

1. Penalty Criteria:

Contractor is expected to perform in the best engineering practice manner such that user department feel satisfaction of the services obtained. However in case of failure of such thing shall be lead to attraction of penalty. Following cause/incidence shall attract penalty:

1. If in any program operator will not remain present than penalty should be charged Rs.1000/- per program.
2. If the employee of contractor damages any part of the sound system while transferring, handling or operating, the expense behind the repair plus a penalty of Rs.500/- per incidence shall be levied.

Note: The contract will be terminated at any time without any notice/reasons as per convenience of Surat Municipal Corporation.

2. TIME LIMIT / WORK COMPLETION PERIOD

- Work shall be carried out for the period of 2 years or the financial limit of Rs. 5 lacs whichever is earlier.
- However the work may be extended when as the term & conditions mutual agreement with SMC and contractor if smc desire
- Time limit will be considered after 10 days of the work order issued.

3. Documents/Experience Required: -

- The contractor shall have an active experience within least 07 (Seven) years in similar works. ie Sound system Operation.
- Solvency Certificate (Amount Rs. 40,000.00)

4. PRICES AND PAYMENTS: -

- **All rates should be quoted excluding GST in separate sealed cover along with simed this document.**
- The bidder must understand clearly that the prices quoted are for the total works.

5. SECURITY DEPOSIT/AGREEMENT/STAMP DUTY:

- The successful Contractor shall be required to deposit an amount equal to **2% of the total order value as Security Deposit in Municipal Treasury** in Cash/ by Demand Draft within 10 (ten) days of order failing which penalty @ 0.065% of the Security Amount per day of delay shall be charged.
- The successful contractor shall also be required to enter into contract agreement along with undertaking and local surety on Gujarat Stamp Paper purchased from Surat worth Rs.900.00 (i.e. 300.00 + 300.00 + 300.00 for each) (to be brought from Surat by the contractor) on getting the order. However, the stamp duty at prevailing rate shall be applicable if revised by Government.

TERMS OF PAYMENTS: -

- No payment shall be made in advance

- Payment shall be made on quarterly basis.
- 93 % of the quoted amount shall be paid after quarterly as per program completed.
- 7% of the amount from each bill shall be kept as retention and shall be released in final bill after contract is completed.

-SD-

Executive Engineer
East Zone-A (Varachha)
Surat Municipal Corporation

SEAL & SIGNATURE OF THE TENDERER:

Price Bid

Name of Work: Operating of Existing Sound System (1 YEAR) at Sardar Patel Smruti Bhavan in East Zone (Varachha)-A

Sr. No	Description	Unit	Qty.	Rate	Amount
1	Operating of Digital System Per Programme Shift (3:30 Hours Per Programme Shift)	Nos.	1		
2	Overtime for Operating of Digital System Per Programme Shift (00:30 Hours Per Overtime Shift)	Nos.	1		
Total Amount Rs.					
Discount offered if any					
Total Amount after Discount (w/o GST)					
GST on AMC					
Total of items with GST					
Rupees in Word:					

-SD-
Executive Engineer
East Zone-A (Varachha)
Surat Municipal Corporation

(Seal & Signature of Bidder)