



जवाहरलाल नेहरू उन्नत वैज्ञानिक अनुसंधान केंद्र

जक्कूर, बेंगलुरु - 560064 कर्नाटक, भारत

विज्ञान एवं प्रौद्योगिकी विभाग, भारत सरकार के अधीन एक स्वायत्त संस्थान
सम विश्वविद्यालय संस्था

Jawaharlal Nehru Centre For Advanced Scientific Research

Jakkur, Bengaluru - 560064 Karnataka, INDIA

An autonomous institution under Department of Science and Technology, Govt. of India.
An Institution Deemed-to- be-University



No: JNC/PUR/AUDITORIUM/25-26/WO/34

Date: 04.02.2026

Tender Notification

JNCASR invites Tender from reputed Vendors, for the "Outsourcing of Auditorium Space for conducting Programs / Events" at JNCASR, Jakkur Campus as per Technical Specifications and other terms and conditions mentioned in the Annexure-I and Annexure-II.

Tender Schedule

Downloading of tender documents from Portal	From 04.02.2026 Onwards
Last Date Tender Enquiry	20.02.2026 upto 3:00pm
Site Visit Date and Timing	Between 05.02.2026 – 19.02.2026 During office hours 10:00am – 5:00pm
Last Date and Time for Tender Submission	23.02.2026 upto 3:00pm

1. Your sealed quotation should reach us on or before due date and time as mentioned above.
2. The proposal should be submitted in a sealed two bid system. One containing sealed technical bid and the other one a sealed price bid. The bidder name, the nature of the envelope (either technical bid or price bid) must be clearly mentioned on top of each of the envelope. The sealed proposals must be addressed to Senior Stores & Purchase Officer, JNCASR. The proposals should be submitted at the Stores & Purchase Department, JNCASR.
3. The bidding documents can be downloaded directly either from website: www.jncasr.ac.in.
4. Bidders should submit the EMD for Rs. 50,000/- only in the form of DD / Bank Guarantee respectively. EMD exemption will be allowed to vendors having valid MSME Certificate as per rules.
5. Performance Bank Guarantee: Successful bidder must submit the PBG for Rs. 50,000/- valid for Contract Period.
6. The tender documents and all correspondence's relating to the bid should be in English Language only.
7. The President, JNCASR, Bengaluru, India reserves the right to accept any or all tenders either in part or in full or to split the order without assigning any reasons there for.
8. All the disputes regarding tendering and execution of this project should be settled by arbitration or in the Courts of Bangalore jurisdiction.





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Annexure -1

Technical Specification

Tender / expression of interest for outsourcing / leasing of Auditorium Space for conducting Programs / Events on contract (for rent on day basis).

ELIGIBILITY CRITERIA: Eligible agencies/ participants for the tender must meet the following criteria:

1. The bidder should have at least 5-10 years of prior experience in such or similar contract in marketing, maintenance and operation of auditoriums having a seating capacity of minimum 300 seats. (attach proof.)
2. Must be financially stable and able to provide a Interest free Security Deposit of Rs. 50,000/-.
3. Must comply with all applicable local laws and regulations and taxes including GST registration
4. The bidder should have at least two similar running contract and proof should be attached
5. The bidder should be based in Bangalore. And should have necessary office, manpower and infrastructure to execute the contract. Proof of address to be attached.
6. The bidder should have sufficient skilled manpower including sound engineer, light engineer to run the Auditorium. List of manpower to be attached.

Site visit before bidding (mandatory)

1. To understand the requirement, the bidder must visit the JNCASR auditorium before bidding, get a certificate towards the visit from Purchase department and upload the same with the bid document

Marketing

1. The Centre shall allow the bidder to rent the Auditorium for events restricted to socio-cultural and academic purposes.
2. The responsibility of marketing lies with the bidder.





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3. The Bidder shall market the use of Auditorium space to any Artist Community for socio-Cultural Events such as Dance, Music, Theatre, educational Institutions annual events/ days, for Event Management companies hosting corporate events such as Book releases, Product Launches, Academic, & Scientific Seminars.
4. The Centre reserves the right to cancel any booked event within 48 hrs of such booking by the organizer/bidder If it is detrimental to the interest of the Centre. The Bidder shall confirm the booking only after 48 hours of any such booking accepted by them.
5. If the Bidder/organizers of the event desires to utilize the available designated Dining space near the auditorium, subject to any suchability, an additional rent per slot shall be charged/collected.
6. If the Bidder/organizer of an event desires to utilize the LED wall available in the Auditorium, an additional amount/ rent shall be charged extra per slot by the Centre. The Bidder shall agree to collect such additional rent for using the LED wall and pay to Centre.

Operation:

1. The operation of the auditorium includes AV, lighting, Air conditioner, LED screen, maintaining discipline, housekeeping, cleanliness and safety of man and materials.
2. The Bidder shall operate all the booked events by providing the required manpower, including:
 - a. Technical Team to manage the event.
 - b. Housekeeping staff to ensure Cleanliness before and after events.
 - c. Security guards to organize parking, regulate the entry/exit in accordance with Centre's guided protocol .
3. The Bidder shall agree to operate and maintain in-house events of JNCASR without any additional cost/ charges. The number of such events shall be limited to maximum 120 hours in a year, During the contract period for the events organized by JNCASR in the auditorium.
4. The Bidder shall agree to support any additional equipment and/or technical staff required on the request and confirmation from the Centre at the agreed extra cost/rates and may be charged to Centre.





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Maintenance

1. The overall maintenance of the auditorium lies with the bidder which includes AV, lighting, Air conditioner, LED screen, maintaining discipline, housekeeping, cleanliness, Restrooms on all the booked days.
2. The Bidder shall be responsible for operation/ maintenance of the listed equipment at the Auditorium, limiting to minor issues.
3. The bidder is responsible for any damage caused to the Auditorium during the event day/s during contract period.
4. All arrangements for catering, decoration, and other event-related services must be managed by the bidder.
5. The JNCASR reserves the right to inspect the quality and safety standards of the services provided by bidder during the event days.
6. The Bidder/or his authorized representative shall agree for Regular monitoring of the condition of Equipment and subsequent follow up action in case of any repair/replacement. A quarterly audit and stock of the equipment shall be jointly conducted and a report signed (by both parties) shall be submitted to JNCASR administration.
7. The JNCASR shall be responsible for paying any or all bills related to Electricity and Water usage, including Annual Maintenance Contract (AMC) charges for maintaining Air Conditioning and Backup Power equipment such as UPS and DG.
8. The Centre shall be responsible for any major repairs & maintenance of the Auditorium, if any, during the period of contract.
9. Bidder/ Organizer is responsible for clearing all the garbage generated due to program / event immediately after the completion of the program / event.

Accounts / Financials:

1. The Bidder shall be responsible to collect the rent and other charges from the organizers.
2. The bidder should have GST registration and any other statutory registration/ certificate
3. The bidder shall be responsible for booking/cancellation/confirmation of the auditorium.
4. The bidder shall raise the invoice for all bookings and collect the rent and other charges.





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5. The bidder shall quote the price bid based on the revenue share ratio of the booking amount. (For example: If the Auditorium booking amount is 10,00,000/- and the bidder offering ratio is 40:60 which means 40% (4,00,000/-) to the bidder and 60% (6,00,000/-) to JNCASR and the price bid value is 4,00,000/-. The bidder should consider the booking value as 10,00,000/- and quote the price bid accordingly.
6. The Bidder shall be responsible for settlement of all/any payment to his Technical, Security, and housekeeping staff deployed at the auditorium on all events days.
7. In case the Bidder seeks help/support of Centre's AV Technical /operator deployment for any technical help during the program organized by other than JNCASR, such AV tech staff of the Centre shall be suitably compensated by Bidder.
8. The Bidder shall collect the Auditorium charges/rent from event holders according to the price list agreed mutually by both parties.
9. The bidder shall be responsible to charge and pay GST and any other statutory taxes as applicable.
10. The Bidder shall submit a list of bookings for the previous month to the Centre on or before the 5th of every successive month.
11. The Centre shall raise a monthly Proforma Invoice to the Bidder, and accordingly payment shall be released on or before 7th of every month.

Termination clause & agreement

1. This Contract/Agreement shall be valid for a period of One year which may be extended for additional 2 year based on the performance of the bidder.
2. The contract may be terminated by either party in any of the following contingencies:
 - a. On the expiry of the contract period, without any notice
 - b. Either party may terminate the contract by giving a THREE months' notice
 - c. Upon termination, the security deposit will be refunded after deducting any damages or dues
 - d. Force Majeure: Neither party shall be held responsible for any delays or failure to perform due to unforeseen events such as natural disasters, war, or government restrictions, provided that notice is promptly given to the other party.





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Legal

1. The bidder must comply with all applicable local, state, and national laws,
2. The Bidder shall ensure and strictly comply that Smoking, consumption of alcohol, all form of Narcotic/ drugs and bringing banned weapons which are strictly prohibited in auditorium & within the campus of JNCASR
3. Arbitration Clause: Any disputes or differences arising out of this agreement shall be resolved through arbitration, conducted in Bengaluru in accordance with the Arbitration and Conciliation Act, 1996.
4. In the event of any dispute or breach of terms and conditions of the Contract the same shall be referred to the sole arbitration of the President, JNCASR or his nominee
5. The Courts at Bengaluru only shall have jurisdiction for the purpose of this agreement. / This Agreement shall be governed by and construed in accordance with the laws of Bengaluru jurisdiction.

Miscellaneous

1. No parking of vehicles is allowed inside the Centre
2. All arrangements for catering, decoration, and other event-related services must be managed by the bidder
3. The facility must be maintained in a condition that is suitable for future events.
4. The new agency will honour and continue any existing auditorium bookings that have already been taken at the rates already agreed by the existing agency prior to this tender.
5. JNCASR reserves the right to amend the conditions specified in the tender and define detail Terms and Conditions at the time of issuance of work order/tender.

TENDER SUBMISSION GUIDELINES

1. Interested participants/agencies are required to submit the following documents as part of their tender.
 - a. Agency profile, detailing prior experience in managing similar Auditoriums, submitting the work order of similar existing contract/lease.





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- b. The participating agencies should attach self-attested copies of GST Registration Number, PAN/TAN Card, Certificate of Incorporation (if applicable), Shops & Establishment Registration, as may be applicable, Board resolution/Authority Letter/Power of Attorney (POA) with the tender /EOI document, failing which the tender EOI may be summarily rejected.
- c. Any supporting documents that showcase financial stability, such as audited financial statements for two financial years 2022-23 & 2023-2024
- d. JNCASR may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumption contained in this tender.
- e. JNCASR reserves the right to accept or reject any or all the offers/tenders without assigning any reasons thereof. No contractual obligation whatsoever shall arise from the tender process unless and until a formal contract is executed between JNCASR and the successful bidder.
- f. All corrigenda or extension of scheduled dates or change in specifications or any other information will be uploaded for the information of the prospective bidders on JNCASR official website.
- g. The interested agencies should make their own independent inquiries and satisfy themselves before submission of tender.
- h. JNCASR reserves the right to call for any clarification/ Additional papers/documents required for scrutiny from any agency including Bidder.
- i. JNCASR reserves the right to allow the auditorium on Rent to the agency based on expected rent and specific purpose for use as proposed.
- j. The tender received beyond the stipulated time will not be accepted.
- k. Tenders that are incomplete in any respect including submission of certified copies of documents as asked for or those that are not consistent with the requirements as specified in this document or those that do not adhere to formats, wherever specified may be considered non-responsive and may be liable for rejection and no further correspondences will be entertained with such bidders.





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Agencies should submit

Only the agencies which will fulfill the minimum eligibility criteria mentioned in the tender will be shortlisted for opening of the commercial bid.

The details of the auditorium Area / capacity / equipment/ facilities

The Centre has an auditorium equipped with:

Seating capacity: 450

Fully Airconditioned

AV systems

Audio Mixer

Lighting Mixer

16 ft X 9 Ft. fixed LED screen

Two small Green rooms

Ups back up for Audio and LED Screen

DG for back up of Stage lights

Reception area & Foyer

Dining Area

4 Dias Tables

8 Dias Chairs

One Podium

Stage front and back Movable screens

Stage lights: on stage, side bars, front of stage

The Centre shall agree to provide fully equipped Auditorium to the bidder on mutually agreed terms & conditions including.

- AV systems
- Electrical power connection
- Air conditioning
- Backup power.





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Annexure - II

Sr. No.	Criteria	Max. Marks	Evaluation Method	Minimum Cut-Off
1	Experience in outsourcing and leasing Auditorium.	20	<5 years: 0 Marks 5-9 years: 10 Marks >10 years: 20 Marks	10 Marks
2	Similar Contracts Executed (at least 1 reference in a government establishment or Academic and Research Institution)	20	<2 Project: 0 Marks 3-5 Projects: 10 Marks >5 Projects: 20 Marks	10 Marks
3	Client References issued by any of the central Govt Institutions or Academic & Research Institutions.	20	Client reference: 10 Marks Else: 0 Marks	20 Marks (Mandatory)
4	Office should be located in Bangalore or Karnataka	20	Registered office in Bangalore: 20 Marks Registered office in Karnataka: 10 Marks Other: 0 Marks	10 Marks
5	Audited Financial Statement	10	<1 years: 0 Marks 2-4 years: 5 Marks >5 years: 10 Marks	5 Marks
6	Skilled technical Manpower for AV and lighting.	10	Details of the man	10 Marks (Mandatory)
	Total	100		65





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IMPORTANT DATES	
Last date for submission of bids (Two-bid system)	<u>Feb 23rd, 2026 up to 3.00 PM</u>
(a) <u>Technical Cover</u> : Technical Specs. Commercial Terms and Conditions, Brochures, Compliance statement EMD & Bill of quantities without Price Information.	
(b) <u>Price bid cover</u> : With complete specs & item wise rates to be indicated.	
Opening of technical bids :	<u>Feb 23rd, 2026 up to 4.00 PM</u>
Opening of commercial bids :	Will be informed later
EMD	Rs. 50,000/- (Rupees Forty Four Thousand Only) drawn in favour of, The President, Jawaharlal Nehru Centre for Advanced Scientific Research, inform of DD or Bank Guarantee.

(K. Bhaskara Rao)

Sr. Stores & Purchase Officer

के. भास्कर राव / K.BHASKARA RAO
सरीष्ठ भंडार एवं क्रय अधिकारी / SR. STORES & PURCHASE OFFICER
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