

DEPARTMENT OF ART, CULTURE & LANGUAGE
GOVT. OF NCT OF DELHI

Empanelment of Ambience Designers-cum-Vendors

Department of Art, Culture & Language, Govt. of NCT of Delhi invites applications from the Designers-cum-Vendors for creating ambience for various venues where Cultural Programmes will be held under 'Delhi Celebrates' during September-November, 2010. Designers-cum-Vendors who have experience of designing the Ambience for cultural programmes at National/International Events for last 5 years may only apply for the purpose of empanelment. The applicant must submit some of those Designs as a proof of the work undertaken by him/her alongwith application. The Designer Firm/Individual must have valid PAN/TIN/Service Tax Number as may be applicable.

Selection Criteria for Empanelment :

- a) Applications received from the Designers/Vendors will be shortlisted by a Committee.
- b) The Shortlisted Designers-cum-Vendors will be asked to prepare Designs of the different venues and give a Power Point Presentation of Action Plan before the Committee and Estimated Cost in a sealed envelope.
- c) The Committee will select the Designers-cum-Vendors on the basis of Design, Action Plan & Cost, which should be separate for each venue.

Scope of Work :

- 1. Designer-cum-Vendor will be responsible for designing and creation of Ambience.
- 2. The Design and material to be used will have to be approved from the Department of ACL beforehand.
- 3. It shall be the responsibility of the Designer-cum-Vendor to arrange the manpower, material and necessary expertise for designing and executing the work allotted to him/her.
- 4. Designer-cum-Vendor will be responsible for the maintenance of the work done by him/her for the entire period of the Festival allotted to him/her.

Other Terms & Conditions :

- 1) The Department of ACL, reserves the right not to accept the proposals/designs from agency (ies) resorting to unethical practices or on whom investigation/enquiry proceedings have been initiated by Government investing Agencies/Vigilance Cell.
- 2) Department of ACL reserves the right to reduce/increase the design/design elements or alter the design/design elements and decision of Department of ACL in respect of this would be final and binding on the Designer-cum-Vendor.

Interested Designers-cum-Vendors may send their applications on a plain paper alongwith the proof of work executed at the National/International level to Secretary, Punjabi Academy, Govt. of NCT of Delhi, DDA Community Centre, Sadar Thana Road, Motia Khan, Pahar Ganj, New Delhi-110055, latest by 4.00 PM on 2nd September, 2010.

Ph. : 23616243, 23616265

**Department of Art, Culture & Language
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