

NOTICE INVITING ONLINE REQUEST FOR THE RATE CONTRACT AND EMPANELMENT OF AGENCIES FOR SERVICES RELATED TO EVENT MANAGEMENT WORK ON RENTAL BASIS

RFP No-2863 NAVA RAIPUR, DATED – 07/01/2025

Tender Fees: Rs. 5,900/-

EMD : Rs. 5,00,000/- for TIER-1

EMD : Rs. 3,00,000/- for TIER-2

EMD : Rs. 2,00,000/- for TIER-3

(1) Date of Pre-bid Meeting:	14/01/2025 from 12:00 am
(2) Last date of online submission of tender documents:	10/02/2025 before 03:00 pm
(3) Date of Opening of Technicals Bids :	10/02/2025 from 04:00 pm
(4) Date of Technical Presentations :	Shall be Communicated to the Pre-qualified bidders
(5) Date of Opening of Financial Bids :	Shall be Communicated to the Technically qualified bidders



CHHATTISGARH SAMVAD

(An Associate organization of Department of Public Relation, Govt. of Chhattisgarh)

North Block, Sector-19, Nava Raipur-Atal Nagar,

District- Raipur (C.G.)

Web :- <https://samvad.cg.nic.in/> , Email :- cgsamvadadv@gmail.com

Ph: 0771-2512536, 2512539



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NOTICE INVITING ONLINE REQUEST FOR THE RATE CONTRACT AND EMPANELMENT OF AGENCIES FOR SERVICES RELATED TO EVENT MANAGEMENT WORK ON RENTAL BASIS

NIT no. :2863 /C.G. Samvad/2025

Nava Raipur, Dated -07/01/2025

Chhattisgarh Samvad invites online tenders from reputed event management agencies for empanelment on rate contract basis for complete event management work on turnkey basis for a period of 2 years. Which can be extended as for need and mutual agreement. The registered firm having proven track record of expertise in above field may submit their online proposal.

Tender document can be downloaded from website <https://samvad.cg.nic.in/> cost of tender document of Rs. 5,900/- (non refundable). Modifications/Amendments/Corrigendum, if any shall not be advertised in the news papers but shall be published in the above website only. The CEO, Chhattisgarh Samvad reserves the right to relax, change the terms and conditions, select/reject any application without assigning any reason thereof.

(1) Date of Pre-Bid meeting:	14 /01/2025 from 12:00 pm
(2) Last date of online submission of tender documents:	10/02/2025 before 03:00 pm
(3) Date of Opening of Technical Bids :	10/02/2025 from 04:00 pm
(4) Date of Technical Presentations :	Shall be Communicated to the Pre-qualified bidders
(5) Date of Opening of Financial Bids :	Shall be Communicated to the Technically qualified bidders

**Chief Executive Officer
Chhattisgarh Samvad
Nava Raipur Atal Nagar**

1. INTRODUCTION:

Chhattisgarh Samvad is established by Government of Chhattisgarh under Society Registration Act 1973 , with the objective of supporting department of Public Relations. Chhattisgarh Samvad is a Autonomous Body. The Primary function of Chhattisgarh Samvad is to promote, undertake, Publicity work and rise awareness about State Government and Central Government's schemes and programmes in public interest via print media, electronic media , social media and other outdoor media.

Chhattisgarh Samvad invites Tenders for Empanelment of Event Management Agencies in 3 Tiers on Rate Contract basis for a period of 2 years +1 year + 1 year from the date of opening of tender. Chhattisgarh Samvad Through the Executive panel aims to identify and collaborate with agencies that possess a significant track records in managing Event Management work on turn key basis. These Agencies will be selected based on their Financial Stability, Proven Industry Experience and Capacity to handle high – Profile Assignment Effectively.

SCOPE OF WORK & SERVICES:

Providing End To end Services for all Events Conducted by Chhattisgarh Samvad for various State Government Departments/Bodies. The Scope of work for each Event is to be performed into following two stages.

A. Event Conceptualization and Planning

- a) Planning and conceptualizing of ideas of event
- b) Establish regular ongoing communication and provide blueprints with the Authority and work closely with the Authority and other stakeholders to determine overall look and theme of the Events, including the layout and flow of events, and to ensure effective internal communications and a collaborative and cooperative process.
- c) Develop and update a Detailed Events' Project Plan/Blueprint.
- d) Draft and finalize the Events' project plans, timelines, deployment schedule and oversee execution of all related tasks.
- e) Drafting the roles and responsibilities of various departments in planning of the events.
- f) Identify potential challenges and recommend solutions.
- g) Draft and distribute a complete production schedule for the entire Events, including load in, setup, rehearsals, and strike, to all parties, including but not limited to the client, vendors, and venue.
- h) Develop a deployment schedule for execution of day of Events and days leading up to the Events.
- i) Participate in meetings (or conference calls through any electronic means) or any additional meetings and/or calls as needed, or reasonably requested by the Authority, including scheduling and walk-throughs.

- j) Develop and provide blueprints for the following particulars:
 - i. Main event plan.
 - ii. Exhibition plan.
 - iii. Plans for other areas of event ground.
 - iv. Designing for Branding of Event in Consultations with CG Samvad keeping in mind the theme of event.
 - v. List of attendees (State & national dignitaries, delegates, performers etc.
 - vi. Hosting arrangement (boarding, catering) of all the attendees if required.
 - vii. Media involvement plan if required.
 - viii. Digital marketing and promotion plan if required.
 - ix. Plan for event and venue branding.
- k) The above-mentioned list is not exhaustive. The Authority may choose to involve the Agency in planning of other event related activities.

B. Event Execution and Management throughout the event.

1) Deliverables

- a) Ensure the Events comply with all applicable laws and regulations.
- b) Ensure all authorized agents and/or staff of EMA are qualified to perform services in accordance with best industry standards.
- c) Oversee and manage all approved deliverables are delivered on-time.
- d) Provide the Authority with regular updates of the Events' progress on timeline
- e) Manage a complete production schedule for the entire Events, including load in, setup, rehearsals, and strike, to all parties, including but not limited to the client, vendors and venue.
- f) Develop a deployment schedule for execution of day of Events and days leading up to the Events.
- g) Participate in meetings (or conference calls through any electronic means) or any additional meetings and/or calls as needed, or reasonably requested by the Authority, including scheduling and walk-throughs.
- h) Other works as assigned by the Authority.

2) General Management

- a) Provide general administration, management, day-of execution and manage on-site Events' registration
- b) Arrange and manage seating arrangements.
- c) Ensure all VIP guests, dignitaries, and sponsors are seated appropriately at Events.
- d) Ensure all required insurance certificates are obtained.
- e) Ensure all required permit applications, if any, are submitted
- f) Recruit, trained, and supervise all staff and volunteers at the Events.
- g) Execute and manage sound, lighting and construction of a set that is appropriate for the venue and the needs of the Events.
- h) Execute and manage sound and selection of stage set, including video screens, podium, and furniture etc.

- i) Execute and manage lighting, sound and technical layout including video screens, cameras, and teleprompters
- j) Ensure a full walk-through/rehearsal prior to the Events

3) On-Site Management

- a) Provide a Front of House Manager to oversee On-Site Management, as detailed herein.
- b) Execute and manage the registration and ticket distribution process if required.
- c) Execute and manage the setup and strike of equipment, furniture rentals, AV, staging, room setups, signage, sponsors space, registration, gift bags, and any other related line items, as per requirement.
- d) Manage volunteers and staff for the Events.
- e) If necessary and approved by the Authority, recruit, trained and supervise paid staff for positions not filled by volunteers.
- f) Execute the overall direction on Events' logistics.
- g) Manage the badge process/gift/kit bags production.

4) Common Scope to all Events/Activities

- i. Venue: The Agency shall be responsible for finalizing the venues as per the requirement of the event in consultation with Chhattisgarh Samvad/Directorate of Public Relations/Other Government Departments of Chhattisgarh.
- ii. Tent arrangements including MS Hangers, German Hangers (Aluminum), Pipe pandal, Waterproof pandal and other tent related work as required.
- iii. Designing & Providing Branding related work such as Cutouts, Signages, Standees, display boards, flags, colorful branding posts, stage backdrops, entrance gate banners and venue road side banners etc.
- iv. Flooring and carpeting in the event area as required.
- v. Complete stage decoration arrangements.
- vi. Light and sound arrangements as required.
- vii. Decoration of premises including, decorative structures made up of ply, iron frames, acrylic, fiber, thermocol etc. and flower decoration as required.
- viii. Providing the furniture, ceiling, curtain, barricading, Swagat Dwar, VIP gate, temporary toilets, LED screens etc. as required.
- ix. Power backup arrangements as required.
- x. CCTV Camera Surveillance.
- xi. Hospitality such as providing refreshments and packed snacks, Packaged drinking water and temporary VVIP Green room/toilets.
- xii. Manpower for housekeeping, security services etc as required.
- xiii. Anchor and other professional manpower services.
- xiv. All electrical arrangements & fire safety equipment.
- xv. MS/Mozo, Baas Balli, Tin Barricading Works as required.

xvi. Air Cooling/Conditioning Systems as required.

5. Transportation

- a) The agency will provide all transportation to/from airport and hotels/venue on defined dates to Delegates and Guests. Dates to include official arrival and departure dates as well as additional arrival and departure dates, as per the requirement of the event.
- b) The agency will provide all transportation as needed between venues, as per the requirement of the event.
- c) The agency will provide shuttle transportation as needed throughout the Festival days between hotels and venues, as per the requirement of the event.
- d) The expenses of local transportation/ air, train and bus tickets/ Hotel/ Venue charges will paid as per actuals .

6. Event Insurance

After the issuance of Work Order, the Agency shall take all necessary insurances for the event, in the name of the Authority and all the expenses related to the insurances shall be borne by the Agency.

2. PERIOD OF VALIDITY OF TENDER

The tender will be valid for 2 years + 1 year + 1 year from the date of opening of tender. If any tenderer withdraws his tender before the said period or makes any modification in the terms and conditions of the tender, which are not acceptable to the CEO , Chhattisgarh Samvad, the CEO shall without prejudice to any other right be at liberty to forfeit the tender deposit absolutely.

3. MINIMUM ELIGIBILITY CRITERIA FOR TECHNICAL BID:

A pre-qualification criterion will be applied to short-list the bidders for technical evaluation. The criteria along with the supporting documents required are listed below;

TIER-1

S. No.	Pre-Qualification Criteria	Supporting Documents
1.	The bidder should be one of the following registered entities: vi. A partnership firm registered under the Indian partnership Act, of 1932 (or) vii. A Limited Liability Partnership registered under the Indian limited Liability Partnership Act, 2008 (or) Viii. A company registered under the Indian Companies Act, 1956/2013 iv. Proprietorship Firms registered under relevant law v. Societies Registered under relevant law	<ul style="list-style-type: none">- Certificates of Incorporation (Registration certificates.)- Copy of MOA, AOA, Partnership deed etc.- Registration Certificate of Proprietorship firm- Certificate of Society Registration

	The Agency Must have been in operation for a minimum of 5 years as on 30 th Novembers 2024.	
2.	A minimum average turnover of 20 crores in the past 3 financial years (F.Y. 2021-22, 2022-23 & 2023-24).	CA certified turnover certificate with valid UDIN
3.	IT Returns for Assessment year 2022-23, 2023-24 & 2024-25	Copy of Acknowledgement of Income Tax Returns
4.	GSTR – 3B for the month of November 2024	Copy of GST Returns – 3B
5.	State GST Registration	Copy of State GST Registration Certificate or The bidder must be submitted state GST Registration Certificate during the time of agreement for empanelment
6.	The Agency must have successfully completed atleast 5 events of Central Government/ State Government/ PSUs in the last 3 years each having a minimum value of Rs. 2 Crores (FY: 21-22, 22-23, 23-24)	(Completion Certificate/ Work Order/ Purchase Order or CA certified certificate with UDIN.
7.	Tender Fee Rs. 5900/- (Non refundable) and EMD Rs. 5,00,000 (Refundable without interest)	Must have deposited tender Fee and EMD through online/RTGS in Bank Account: - Account Name: <u>Chhattisgarh Samvad</u> Bank Name: <u>Indian Bank</u> Branch Name: <u>Nava Raipur (C.G.)</u> Saving Account No.: <u>20246301259</u> IFSC Code No.: <u>IDIB000N571</u> (original instrument should be submitted physically)
8.	The agency must have to established local office/branch and Godown of tent inventory in Chhattisgarh	Gumasta / GST registration certificate and GPS photo of godown must be during the time of agreement for empanelment

TIER-2

S. No.	Pre-Qualification Criteria	Supporting Documents
1.	<p>The bidder should be one of the following registered entities:</p> <p>vi. A partnership firm registered under the Indian partnership Act, of 1932 (or)</p> <p>vii. A Limited Liability Partnership registered under the Indian limited Liability Partnership Act, 2008 (or)</p> <p>Viii. A company registered under the Indian Companies Act, 1956/2013</p> <p>iv. Proprietorship Firms registered under relevant law</p> <p>v. Societies Registered under relevant law</p> <p>The Agency Must have been in operation for a minimum of 5 years as on 30th Novembers 2024.</p>	<ul style="list-style-type: none"> - Certificates of Incorporation (Registration certificates.) - Copy of MOA, AOA, Partnership deed etc. - Registration Certificate of Proprietorship firm - Certificate of Society Registration
2.	A minimum average turnover of 10 crores in the past 3 financial years (F.Y. 2021-22, 2022-23 & 2023-24).	CA certified turnover certificate with valid UDIN
3.	IT Returns for Assessment year 2022-23, 2023-24 & 2024-25	Copy of Acknowledgement of Income Tax Returns
4.	GSTR – 3B for the month of November 2024	Copy of GST Returns – 3B
5.	State GST Registration	Copy of State GST Registration Certificate or The bidder must be submitted state GST Registration Certificate during the time of agreement for empanelment
6.	The Agency must have successfully completed atleast 5 events of Central Government/ State Government/ PSUs in the last 3 years each having a minimum value of Rs. 1 Crores (FY: 21-22, 22-23, 23-24)	<p>(Completion Certificate/ Work Order/ Purchase Order or CA certified certificate with UDIN.</p>
7.	Tender Fee Rs. 5900/- (Non refundable) and EMD Rs. 3,00,000 (Refundable without interest)	<p>Must have deposited tender Fee and EMD through online/RTGS in Bank Account: -</p> <p>Account Name: <u>Chhatisgarh Samvad</u></p> <p>Bank Name: <u>Indian Bank</u></p> <p>Branch Name: <u>Nava Raipur (C.G.)</u></p> <p>Saving Account No.: <u>20246301259</u></p> <p>IFSC Code No.: <u>IDIB000N571</u></p> <p>(original instrument should be submitted physically)</p>

8.	The agency must have to established local office/branch and Godown of tent inventory in Chhattisgarh	Gumasta / GST registration certificate and GPS photo of godown must be during the time of agreement for empanelment
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TIER-3

S. No.	Pre-Qualification Criteria	Supporting Documents
1.	<p>The bidder should be one of the following registered entities:</p> <p>vi. A partnership firm registered under the Indian partnership Act, of 1932 (or)</p> <p>vii. A Limited Liability Partnership registered under the Indian limited Liability Partnership Act, 2008 (or)</p> <p>Viii. A company registered under the Indian Companies Act, 1956/2013</p> <p>iv. Proprietorship Firms registered under relevant law</p> <p>v. Societies Registered under relevant law</p> <p>The Agency Must have been in operation for a minimum of 5 years as on 30th Novembers 2024.</p>	<ul style="list-style-type: none"> - Certificates of Incorporation (Registration certificates.) - Copy of MOA, AOA, Partnership deed etc. - Registration Certificate of Proprietorship firm - Certificate of Society Registration
2.	A minimum average turnover of 5 crores in the past 3 financial years (F.Y. 2021-22, 2022-23 & 2023-24).	CA certified turnover certificate with valid UDIN
3.	IT Returns for Assessment year 2022-23, 2023-24 & 2024-25	Copy of Acknowledgement of Income Tax Returns
4.	GSTR – 3B for the month of November 2024	Copy of GST Returns – 3B
5.	State GST Registration	Copy of State GST Registration Certificate or The bidder must be submitted state GST Registration Certificate during the time of agreement for empanelment
6.	The Agency must have successfully completed atleast 5 events of Central Government/ State Government/ PSUs in the last 3 years each having a minimum value of Rs. 50 Lacs (FY: 21-22, 22-23, 23-24)	(Completion Certificate/ Work Order/ Purchase Order or CA certified certificate with UDIN.
7.	Tender Fee Rs. 5900/- (Non refundable) and EMD Rs. 2,00,000 (Refundable without interest)	<p>Must have deposited tender Fee and EMD through online/RTGS in Bank Account: -</p> <p>Account Name: <u>Chhatisgarh Samvad</u></p> <p>Bank Name: <u>Indian Bank</u></p> <p>Branch Name: <u>Nava Raipur (C.G.)</u></p> <p>Saving Account No.: <u>20246301259</u></p>

		IFSC Code No.: <u>IDIB000N571</u> (original instrument should be submitted physically)
8.	The agency must have to established local office/branch and Godown of tent inventory in Chhattisgarh	Gumasta / GST registration certificate and GPS photo of godown must be during the time of agreement for empanelment

4. GENERAL TERMS AND CONDITIONS:

- i. Tenderer shall submit the offer duly signed in every page by the Authorized Signatory.
- ii. Chhattisgarh Samvad shall in no circumstance what so ever, be held responsible or liable in any manner whatsoever, for any costs or expenses incurred or any loss suffered by Bidder, in connection with or in consequence of the preparation or delivery of any bids, or compliance with any of the requirement so the Invitation for bids or in any other manner.
- iii. Any concealment of a material fact or a misrepresentation shall lead to disqualification of the Bidder.
- iv. Canvassing in any form shall render the bids liable to be rejected.
- v. The tenderer shall be deemed to have duly considered all terms of this Invitation for bids document and acknowledge that it intends to submit bids offer in accordance with the provisions of this document having accepted the terms and conditions as have been incorporated herein and/or that may be incorporated by Chhattisgarh Samvad through any Addendum(s).
- vi. The decision of CEO, Chhattisgarh Samvad shall be final while short listing the bids entities.
- vii. The tenderer has not been declared blacklisted/debarred/ defaulter in making payments by any government body at any stage. (As per prescribed format)
- viii. The tenderer would be fully responsible to follow all labour welfare legislations in India and Chhattisgarh Samvad will not be responsible for any default/ violation of labour welfare legislations by the party.
- ix. Tenderer shall be directly responsible for any/all disputes arising between him and his personnel/workers and shall keep Chhattisgarh Samvad indemnified against all losses, damages and claims arising thereof.
- x. Tenderer shall be solely responsible for payment of wages/ salaries/all applicable tax and allow ancestor their personnel that are applicable under the laws in force including any new act or order of Government that may be come applicable. Chhattisgarh Samvad shall have no liability whatsoever in this regard.

- xi. Tenderer shall be fully responsible for theft, burglary, fire or any mischievous deeds by his staff.
- xii. Chhattisgarh Samvad reserves the right to award the work in full or in part through one or many tenderer and to reject any one or all the bids without assigning any reason.
- xiii. No change in the composition of tenderer will be permitted by the Chhattisgarh Samvad after the Bid or subsequently during execution.
- xiv. Notwithstanding anything contained in the Bid Document, the Chhattisgarh Samvad reserves the right to accept or reject any application and to cancel or withdraw or amend the bid, scope of work, bid process and reject all applications in full or in part, at any time without any liability or any obligation for such acceptance, rejection or annulment, without assigning any reason.
- xv. The Chhattisgarh Samvad reserves the right to reject any application, if at any time a material misrepresentation is made or uncovered. This would lead to the disqualification of the application and further legal recourse for future.
- xvi. The rates quoted in the financial bid should be inclusive of all other Expenses/ Taxes . only GST will be paid extra.

5. PAYMENT TERMS

The bill will be raised after successful completion of the given work. The payment shall be made upon verification by the authorized officer and after receiving payments from the respective department to Chhattisgarh Samvad. No advance payment will be made to the Agency. TDS deduction shall be as per law.

6. TENDER PROCESS:

All the required documents (self-attested) in support of eligibility criteria are to be online submitted along with the tender documents. All tender documents should be numbered serially.

Financial bid will be submitted online at <http://samvad.cg.nic.in/>. in the prescribed format.

7. EARNEST MONEY DEPOSIT & TENDER FEE:

- i. The Bidder has to deposit an initial Earnest money of Rs. 5,00,000/- (Rupees Five Lacs only) for TEIR-1, Rs. 3,00,000/- (Rupees three Lacs only) for TEIR-2 and Rs. 2,00,000 (Rupees Two Lacs only) and Tender fee of Rs. 5,900/- (Rupees Five Thousand nine hundred only) in the given Chhattisgarh Samvad bank account.
- ii. The EMD will be refunded to the all unsuccessful Bidders after the selection process is over. Conditional bids shall not be considered and will be rejected out-right.
- iii. The Bids not accompanied by EMD and tender fee shall be declared as non-responsive and shall be summarily rejected.
- iv. EMD in respect of the successful EMA (Event Management Agency) shall be retained. No interest shall be payable by the Ministry for the sum deposited as EMD.

8. OPENING OF BIDS:

The technical bids will be opened on the date and time indicated in tender notice in the presence of the representatives of the bidders who wish to attend. Financial bids of the shortlisted

applicants will be opened thereafter on the date, time and place as indicated.

9. BID EVALUATION:

- i. In the first stage, the Technical Bid will be evaluated for minimum eligibility criteria. Applicants fulfilling the minimum eligibility criteria will then further proceed for marking as per the technical marking sheet mentioned hereunder.
- ii. Final technical score will be calculated based on the table given.
- iii. Only those applicants obtaining a total score of 70 marks (out of 100 marks) or more in the Technical Bid on the basis of criteria for evaluation given below would be declared technically qualified.
- iv. Financial bids of only those bidders which are declared technically qualified shall be opened publicly, on the date and time to be specified by the CG Samvad, in the presence of the bidders 'representatives who choose to attend.
- v. **One bidder can apply under only one of the three TIER category's. If any bidder participates in more than one TIER and qualify the technical bid in that case bid of lower TIER will be considered and EMD of higher TIER will be forfeited.**

vi. TECHNICAL EVALUATION SHEET

TIER-1

Technical Evaluation Criteria	Points
<p>The Agency must have been in operation for a minimum of 05 years as on 30th November 2024.</p> <p>Scoring Criteria</p> <p>05-07 years - 10 Marks</p> <p>07-10 years - 15 Marks</p> <p>10 and Above - 20 Marks</p>	20
<p>The Agency must have minimum average Turnover of ₹20 crores in the financial year 2021-22, 2022-23 and 2023-24</p> <p>Scoring Criteria</p> <p>From ₹20 Cr. to ₹25 Cr. - 15 Marks</p> <p>Above ₹25 Cr. to ₹30 Cr. – 20 Marks</p> <p>Above ₹30 Cr. - 25 Marks</p>	25
<p>The Agency must have successfully completed atleast 5 events of Central Government/ State Government/ PSUs in last 3 years each having a minimum value of ₹2 crores.</p> <p>Scoring Criteria</p> <p>Value above ₹ 02 Cr to ₹3 Cr - 10 Marks</p> <p>Value above ₹ 03 Cr to ₹ 5 Cr – 15 Marks</p> <p>Above ₹5Cr - - 25Marks</p> <p>(for each work order 5 marks)</p>	25

<p>The presentation should be start with the Company profile and past experiences followed by planning, designing and organizing a programm in presence of honorable Chief Minister in 100,000 Sq. Ft area. (Which will involve Trade & Exhibition Stalls, Open Area, Food court, Recreation area, Green Room, Cultural Stage, Main Stage, Gates, etc...)</p> <ul style="list-style-type: none"> - Understanding of Concept & conceptual clarity - Understanding of TOR - Software and hardware usage - Detailed planning with contingency plans - Ideation and novelty factor 	30
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TIER-2

Technical Evaluation Criteria	Points
<p>The Agency must have been in operation for a minimum of 05 years as on 30th November 2024.</p> <p>05-07 years - 15 Marks</p> <p>07-10 years - 20 Marks</p> <p>10 and Above - 25 Marks</p>	20
<p>The Agency must have minimum average Turnover of ₹10 crores in the financial year 2021-22, 2022-23 and 2023-24</p> <p>Scoring Criteria</p> <p>From ₹10 Cr. to ₹15 Cr. - 15 Marks</p> <p>Above ₹15 Cr. to ₹20 Cr. – 20 Marks</p> <p>Above ₹20 Cr. - 25 Marks</p>	25
<p>The Agency must have successfully completed atleast 5 events of Central Government/ State Government/ PSUs in last 3 years each having a minimum value of ₹1 crores.</p> <p>Scoring Criteria</p> <p>Value above ₹ 01 Cr to ₹2 Cr - 10 Marks</p> <p>Value above ₹ 02 Cr to ₹ 3 Cr – 15 Marks</p> <p>Above ₹ 3Cr - - 25Marks</p> <p>(for each work order 5 marks)</p>	25

<p>The presentation should be start with the Company profile and past experiences followed by planning and organizing a program in presence of honorable Chief Minister in 75,000 Sq. Ft area. (Which will involve Trade & Exhibition Stalls, Open Area, Food court, Recreation area, Green Room, Cultural Stage, Main Stage, Gates, etc...)</p> <ul style="list-style-type: none"> - Understanding of Concept & conceptual clarity - Understanding of TOR - Software and hardware usage - Detailed planning with contingency plans - Ideation and novelty factor 	30
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TIER-3

Technical Evaluation Criteria	Points
<p>The Agency must have been in operation for a minimum of 05 years as on 30th November 2024.</p> <p>05-07 years - 10 Marks</p> <p>07-10 years - 15 Marks</p> <p>10 and Above - 20 Marks</p>	20
<p>The Agency must have minimum average Turnover of ₹5 crores in the financial year 2021-22, 2022-23 and 2023-24</p> <p>Scoring Criteria</p> <p>From ₹5 Cr. to ₹10 Cr. - 15 Marks</p> <p>Above ₹10 Cr. to ₹15 Cr. – 20 Marks</p> <p>Above ₹15 Cr. - 25 Marks</p>	25
<p>The Agency must have successfully completed atleast 5 of events Central Government/ State Government/ PSUs in last 3 years each having a minimum value of ₹50 Lacs.</p> <p>Scoring Criteria</p> <p>Value above ₹ 50 Lacs to ₹1 Cr - 10 Marks</p> <p>Value above ₹ 01 Cr to ₹ 2 Cr – 15 Marks</p> <p>Above ₹ 2Cr - - 25Marks</p> <p>(for each work order 5 marks)</p>	25
<p>The presentation should be start with the Company profile and past experiences followed by planning and organizing a program in presence of honorable Chief Minister in 50,000 Sq. Ft area. (Which will involve Trade & Exhibition Stalls, Open Area, Food court, Recreation area, Green Room, Cultural Stage, Main Stage, Gates, etc...)</p> <ul style="list-style-type: none"> - Understanding of Concept & conceptual clarity - Understanding of TOR - Software and hardware usage - Detailed planning with contingency plans - Ideation and novelty factor 	30

All the technically qualified bidders will be given points out of total 100 points by the committee for technical & the presentation on the basis of the topics mentioned above. The bidders securing minimum 70 out of total 100 marks shall be eligible for opening of financial bids. Based on lowest price bids, item wise L1 rates shall be decided after comparison of shortlisted bidder after technical evaluation. All shortlisted bidders shall then be offered to work on the L1 item wise rates, Bidders agreeing to work at L1 rates shall then be empaneled for a period of 2 years which can be extended for further 1year+1 year. The Tender Committee has reserve the rights to Negotiate the L1 rates with qualified bidders.

10 Project duration

The contract will be assigned for a period of 2 years + 1year + 1 year, subject to satisfactory performance of the agency, and on the same terms & condition, without any cost escalation. The government of Chhattisgarh will evaluate and assess the performance of the agency periodically through its own mechanism and Chhattisgarh Samvad has Reserve the right to terminate the agreement at any time. The decision of the government of the CEO, Chhattisgarh Samvad regarding extension/ termination will be final and binding.

11 Penalty Clause:

For non execution of work as per work order within time, which hampers the image of the Government of Chhattisgarh/ Department will attract a penalty of 10% of the award value for the particular Event . In repetition of such case the Agency may be black listed for 2 years. The decision of The CEO, Chhattisgarh Samvad shall be binding in this regards.

12 CONFIDENTIALITY:

Information relating to evaluation of bids and recommendation concerning awards shall not be disclosed to the Bidders who submitted the bids or to other persons not officially concerned with the process, until the publication of the award of contract. The Bidders qualifying for opening of the financial bids based on the evaluation of the technical bid may, if desired, attend the financial bid opening meeting of the evaluation committee. The undue use by any bidder of any information related to the process may result in the rejection of its bid and may be subjected to the provisions of the Ministry's antifraud and corruption policy.

13 DISPUTE RESOLUTION:

If a dispute of any kind whatsoever arises between the Chhattisgarh Samvad and the EMA in connection with or arising out of the bids or the execution of the logistics, whether during the execution of the event or after its completion and whether before or after repudiation or termination of the Agreement, including any dispute as to any decision, opinion, consent, expression of satisfaction, approval, determination of value, action or instruction of the Chhattisgarh Samvad, the matter in dispute shall be referred in writing to the Chhattisgarh Samvad. Chhattisgarh Samvad shall give notice of its decision of the same to the Bidder/successful Bidder/EMA at the earliest. All rights are reserved with Chhattisgarh Samvad.

- 14 Applicable law:** applicable law means the laws and any other instruments having the force of law in india as they may be issued and in force from time to time. The contracts shall be interpreted in accordance with the laws of the union of India and The State of Chhattisgarh.

15 Intellectual property rights: the agency shall insure itself against all third-party claims of infringement of copyright, patent, trademark or industrial design rights arising from use of the press clippings, photographs, av material or any part thereof in India or abroad. In the event of any claim asserted by a third party of infringement of copyright, patent, trademark or industrial design rights arising from the use of any material or any part thereof in India, the agency shall act expeditiously to extinguish such claim. If the agency fails to comply and the Chhattisgarh Samvad is required to compensate a third party resulting from such infringement, the agency shall be responsible for the compensation including all expenses, court costs, lawyer fees and will be liable for penalty/termination by the Chhattisgarh Samvad. The agency shall provide the Chhattisgarh Samvad with a notice of such a claim, if made, without delay.

16 Suspension: the Chhattisgarh Samvad may, in written notice to the agency, suspend all payments to it hereunder if the agency fails to perform any of its obligations under the contract including the carrying out of the services, provided that such notice of suspension,

- shall specify the nature of failure.

- shall request the agency for a remedy of such failure within a period not exceeding thirty (30) days after the receipt of such notice of failure by the agency.

17 Termination: under the contract, the Chhattisgarh Samvad may, by written prior notice of 1 month can terminate the services of the agency in the following ways:

- termination by default for failing to perform obligations under the contract or if the quality is not up to the specification or in the event of non-adherence to any time schedule that may be mentioned by the Chhattisgarh Samvad.

- the Chhattisgarh samvad by written notice sent to the agency, may terminate the contract, in whole or in part, at any time for its convenience. The notice of termination shall specify that termination is for the Chhattisgarh Samvad's convenience, the extent to which performance of the agency under the contract is terminated, and the date upon which such termination becomes effective.

The Chhattisgarh Samvad may at any time terminate the contract by giving a written notice to the agency, if the agency becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the agency, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the Chhattisgarh Samvad.

- if Chhattisgarh Samvad finds unsatisfactory performance of the agency or breach of any term and condition laid down in this tender, the performance security and Emd will be forfeited.

18 resolution of disputes: if any dispute arises between parties, then there would be two ways for resolution of the dispute under the contract.

- **amicable settlement:** the performance of the contract is governed by the

terms & conditions of the contract. However, at times dispute may arise over the interpretation of any term or condition of contract including the scope of work, etc in such a situation either party of the contract may send a written notice of dispute to the other party. The party receiving the notice of dispute will consider the notice and respond to it in writing

within 30 days after receipt. If the dispute cannot be amicably settled within 45 days following the response of that party, then clause 'resolution of dispute below, for resolution of disputes shall become applicable.

► **resolution of disputes:** in the case of dispute arising between the Chhattisgarh Samvad and the agency, which has not been settled amicably, any party can refer the dispute for arbitration under the arbitration and conciliation act, 1996, as amended from time to time, and any statutory modification or re-enactment thereof, shall apply to these arbitration proceedings.

the decision of the arbitrator shall be final and binding upon both the parties. All arbitration awards shall be in writing and shall state the reasons for the award. The expenses of the arbitration as determined by the arbitrators shall be shared equally by the Chhattisgarh Samvad and the agency. However, the expenses incurred by each party in connection with the preparation, presentation shall be borne by the party itself. Arbitrator shall be appointed by the government of Chhattisgarh on recommendation of Chhattisgarh samvad.

- 19 conflict of interest:** the agency is required to provide professional objective and impartial advice and at all times holds the Chhattisgarh Samvad's interests paramount, strictly avoid conflicts with other assignment/jobs or their own corporate interest and act without any consideration for future work, without limitation on the generality of the foregoing, agency and any of its affiliates shall be considered to have a conflict of interest under any of the circumstances set forth below:

► **conflicting activities:** an agency or any of its affiliates, selected to provide

Consulting assignment/job for this project shall be disqualified from subsequent downstream supply of goods of works or services resulting from or directly related to this project.

► **conflicting assignment/job:** an agency (including its affiliates) shall not be hired for any assignment/job that, by nature, may be in conflict with another assignment/job of the agency to be executed for the same or for another employer.

► **conflicting relationships:** an agency that has a business or family relationship with a member of the Chhattisgarh Samvad staff who is directly or indirectly

Involved in any part of the project shall not be awarded the contract, unless the conflict stemming from this relationship has been resolved in a manner acceptable to the Chhattisgarh Samvad throughout the selection process and the execution of the contract.

The agency has an obligation to disclose any situation of actual or potential conflict that impacts its capacity to serve the best interest of Chhattisgarh Samvad, or that may reasonably be perceived as having this effect. Any such disclosure shall be made to Chhattisgarh Samvad, immediately. If the agency fails to disclose such situations and if the Chhattisgarh Samvad comes to know about any such situation at any time, it may lead to the disqualification of the agency during bidding process or the termination of its contract during execution of the assignment.

- 20 Legal jurisdiction:** all legal disputes between the parties shall be subject to the jurisdiction of the courts situated in Raipur Chhattisgarh only.

- 21 Penalty clause:** the Chhattisgarh Samvad will evaluate the performance of the agency based on the quality & quantity of the services rendered, validation by the Chhattisgarh Samvad verification committee and feedback received by the officials concerned at the department. Any work done for offices apart from the Chhattisgarh Samvad will first be validated by officers concerned from such offices. The decision of the Chhattisgarh Samvad shall be binding in this regard.

All the documents/media assets/application etc. Prepared and developed by the bidder will be the property of the Chhattisgarh samvad. All designs, reports, other documents etc submitted by the bidder pursuant to this work order shall become and remain the property of the Chhattisgarh Samvad, and the bidder shall, not later than upon termination or expiration of this work order, deliver all such documents and software to the Chhattisgarh Samvad, together with a detailed inventory thereof. If at any given point of time it is found that the bidder has made a statement which is factually incorrect or if the bidder doesn't fulfil any of the contractual obligations, the Chhattisgarh Samvad may take a decision to cancel the contract with immediate effect. Further, performance security of the agency may also be forfeited if the performance of the agency is not satisfactory.

In case of late/unsatisfactory/no services on a specific activity, in which the agency fails to deliver the services thereof within the period fixed for such delivery in the schedule or at any time repudiates the contract, the agency shall be liable to penalty. The timeline/schedule of deliverables will be decided as and when the requirement/tasks activities arise. The Chhattisgarh samvad will have the right to cancel the contract at any time without assigning any reason thereof.

For non execution of work as per work order within time, which hampers the image of the Government of Chhattisgarh/ Department will attract a penalty of 10% of the award value for the particular Event . In repetition of such case the Agency may be black listed for 2 years. The decision of The CEO, Chhattisgarh Samvad shall be binding in this regards.

- 22 Force majeure:** Not with standing anything contained in the scope of work, the agency shall not be liable for liquidated damages or termination for default, if and to the extent that, it's delay in performance or other failures to perform its obligations under the agreement is the result of an event of force majeure.

For purposes of this clause "force majeure" means an event beyond the control of the agency and not involving the agency's fault or negligence and which was not foreseeable. Such events may include wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargos. The decision of the Chhattisgarh Samvad regarding force majeure shall be final and binding on the agency. If a force majeure situation arises, the agency shall promptly notify the Chhattisgarh samvad in writing, of such conditions and the cause there of. Unless otherwise directed by the Chhattisgarh Samvad in writing, the agency shall continue to perform its obligations under the agreement as far as reasonably practical and shall seek all reasonable alternative means for performance not prevented by the force majeure event.

- 23 Process confidentiality:** information relating to the examination, clarification and comparison of the proposals shall not be disclosed to any bidders or any other persons not officially concerned with such process until the selection process is over. The undue use by any bidder of confidential

information related to the process may result in rejection of its proposal. Except with the prior written consent of the Chhattisgarh Samvad, no party, shall, at any time communicate to any person or entity any confidential information acquired in the course of the contract.

24 Data confidentiality: the agency shall maintain full confidentiality of the data provided to it or data generated while providing services. Under no circumstances will the agency divulge/reveal/share such data for the purpose other than for meeting the Chhattisgarh Samvad's requirements. Any violation of this confidentiality clause may result in instant termination of the contract and blacklisting of the agency's services from the government of Chhattisgarh , the decision of the client shall be final in this regard and binding on the agency.

25 Channels of communications

- the Chhattisgarh samvad, at all stages, will be the first point of contact for all communication from the creative agency.
- all communication that may require references or proof of occurrence of communication shall be made to the Chhattisgarh Samvad via electronic mail. Communication from the Chhattisgarh Samvad to the creative agency could be made telephonically, in writing, verbally or email.
- the point of contact on behalf of the Chhattisgarh samvad for the creative agency or anyone representing the agency shall be a nominated officer of the Chhattisgarh Samvad/Directored of public relations, Government of Chhattisgarh .

26 Fraud and corrupt practices

The bidders and their respective officers, employees, agents and advisers shall observe the highest standard of ethics during the bidding process and subsequent to the issue of the loa and during the entire project duration. Notwithstanding anything to the contrary contained herein, or in the loa, the Chhattisgarh Samvad may reject a bid, withdraw the LOA, or terminate the association with the selected bidder, as the case may be, without being liable in any manner whatsoever to the bidder, if it determines that the bidder, has, directly or indirectly or through an agent, engaged in corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice in the bidding process. In such an event, the authority shall be entitled to forfeit and appropriate performance security, as damages, without prejudice to any other right or remedy that may be available to the Chhattisgarh Samvad under the bidding documents and/or the LOA, or otherwise.

Without prejudice to the rights of the Chhattisgarh Samvad under the clause 'fraud and corrupt practices' herein above and the rights and remedies which the Chhattisgarh Samvad may have under the loa, or otherwise if a bidder, is found by the Chhattisgarh Samvad to have directly or indirectly or through an agent, engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice during the bidding process, or after the issue of the LOA or the project duration, such bidder shall not be eligible to participate in any tender or RFP issued by the Chhattisgarh Samvad for a period of 2 (two) years from the date such bidder, is found by the authority to have directly or indirectly or through an agent, engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practices, as the case may be.

For the purposes of this clause fraud and corrupt practices, the following terms shall have the

meaning hereinafter respectively assigned to them:

- A. 'Corrupt practice' means (1) the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence the actions of any person connected with the bidding process (for avoidance of doubt, offering of employment to or employing or engaging in any manner whatsoever, directly or indirectly, any official of the Chhattisgarh Samvad who is or has been associated in any manner, directly or indirectly, with the bidding process or the loa or has dealt with matters concerning or arising there from, before or after the execution thereof, at any time prior to the expiry of one year from the date such official resigns or retires from or otherwise ceases to be in the service of the Chhattisgarh Samvad, shall be deemed to constitute influencing the actions of a person connected with the bidding process); or (ii) save and except as permitted under the clause 'performance security' (b) of this tender, engaging in any manner whatsoever, whether during the bidding process or after the issue of the loa or during the project duration, as the case may be, any person in respect of any matter relating to the project or the loa, who at any time has been or is a legal, financial or technical adviser of the Chhattisgarh Samvad in relation to any matter concerning the project;
- B. 'Fraudulent practice' means a misrepresentation or omission of facts or suppression of facts or disclosure of incomplete facts, in order to influence the bidding process
- C. 'Coercive practice' means impairing or haring, or threatening to impair or harm, directly or indirectly, any person of property to influence any person's participation or action in the bidding process.
- D. 'Undesirable practice' means (1) establishing contact with any person connected with or employed or engaged by the Chhattisgarh Samvad with the objective of canvassing, lobbying or in any manner influencing or attempting to influence the bidding process; or (ii) having a conflict of interest; and;
- E. 'Restrictive practice' means forming a cartel or arriving at any understanding or arrangement among bidders with the objective of restricting or manipulating a full and fair competition in the bidding process.

FORM-1**TENDERER'S INFORMATION SHEET**

S No.	Particulars	Description
01	Name & Address of the Tenderer with Phone No., email id and Fax no.	
02	Nature of constitution of Tenderer Firm (Whether individual, proprietorship, partnership firm, company registered under Companies Act, LLP, Society) (Enclose registration certificate, Partnership Deeds, Copy of Society Registration etc.)	
03	Date and Place of Incorporation:	
04	Name and address of the proprietor/partner/Directors	
05	Details of authorized signatory/ nominated representative for this TENDER response:	Name
		Position
		Telephone Direct
		Mobile
		Email Address
		Postal Address
06	Branch office details (full address, contact Number & Email ID)	
07	Details of Registration	
	a) Shops & Office Establishment License	
	b) GST Registration Number	
	c) Income Tax PAN number	
08	Date of Commencement of Business	
09	Last three year's Turnover as per Audit Statement	
	Financial Year	Turnover (Rs. In Lacs)
	2021-22	
	2022-23	
	2023-24	

10	Previous Experience of Central or State Government departments/bodies. (Form – 5)	
11	Total Number of Employees on direct payroll	
12	Whether blacklisted by Central or State Government departments/bodies (as per Form -4)	
13	Any other relevant Information	

Name of the Agency :

Signature of Authorized Signatory :

Name of Authorized Signatory :

Address :

Phone Number :

Fax Number :

E-mail :

Date :

FORM-2

Technical & Professional Employee Details:

Serial No.	Name of Employee	Qualification	Area of Expertise	Work experience (in years)	EPF/ESIC No.

Authorized Signatory

E PAYMENT

S. No.	Particulars	Details
1.	Beneficiary name	
2.	Account Type	
3.	Bank Account No.	
4.	Name & Address of Bank	
5.	Bank Telephone/ fax No. with STD Code	
6.	Bank Branch MICR Code	
7.	Bank Branch IFSC Code	
8.	Firm e-mail address	

I/ We confirm that I/We will bear the charge, if any, levied by my/our bank for the credit of NEFT Accounts in my/our account.

Thanking you,

For _____

Authorised Signatory

We confirm that we are enabled for receiving NEFT/ RTGS credits and further confirm that the A/c No. of (Firm's Name). The signature of authorised signatory and the MICR and IFSC Code of our branch mentioned above are correct.

Bank's Verification

(Manager's/ Officer's Signature)

With Bank's Stamp

AFFIDAVIT

(On Rs.100/- (Rupees hundred only) Non-Judicial Stamp Paper duly Notarized

I.....S/o.....Aged.....years.....resident.....of.....
...(address.....)

(For and on behalf of.....), do here by and herewith solemnly
affirm/state on oath that :-

1. **All documents and Information's furnished are correct in all respects to the best of my knowledge and belief.**
2. **I have not suppressed or omitted any information as is required.**
3. **I am/we are/ none of our partner or director neither blacklisted nor debarred by Govt. of India/Other State Govt. Departments/ Semi Govt. Departments.**
4. **I or any of the partner of the firm or any of the director of the company are neither partner of any such firm or director of any such company which has been debarred/black listed by Government of India/other state Govt. Department/Semi Govt. Departments.**

Deponent (.....)

Authorized signatory/

for and on behalf of.....

(Affix seal)

Work Experience Details

Sr. No.	Name of Client	Event Name	Date of Event	Event Description:	Value of Event

Authorized Signatory

PERFORMANCE BANK GUARANTEE

OUR LETTER OF GUARANTEE No. : _____

In consideration of Chhattisgarh Samvad having its office At Sector-19 Nava Raipur, Atal Nagar _____
(hereinafter referred to as _____ which expression shall unless repugnant to the content or meaning thereof include all its successors, administrators and executors) and having entered into an agreement/Letter of Acceptance No.

dated _____ with/on _____ M/s

_____ (hereinafter referred to as "The Event Management Agency" which expression unless repugnant to the content or meaning thereof, shall include all the successors, administrators, and executors).

WHEREAS the The Event Management Agency having unequivocally accepted to execute the work as per terms and conditions given in the Agreement/Letter of

Acceptance No. _____ dated _____ and Chhattisgarh Samvad having agreed that the Event

Management Agency shall furnish to Chhattisgarh Samvad a Performance Guarantee for the faithful performance of the entire contract, to the extent of 10% (ten per cent) of the value of the Letter of Acceptance i.e. for _____.

We, _____ ("The Bank") which shall include OUR successors, administrators and executors herewith establish an irrevocable Letter of Guarantee No. _____ in your favour for account of _____ (The Event Management Agency) in cover of performance guarantee in accordance with the terms and conditions of the Letter of Acceptance.

Hereby, we undertake to pay up to but not exceeding _____ (say _____ only) upon receipt by us of your first written demand accompanied by your declaration stating that the amount claimed is due by reason of the Event Management Agency having failed to perform the Agreement and despite any contestation on the part of above named Event Management Agency.

This guarantee will remain in force up to date of validity and any demand in respect thereof should reach the Bank not later than the specified date/dates. However, notwithstanding anything else contained to the contrary in this Guarantee, if the Event Management Agency does

not submit the fresh performance bank guarantee till 15 days before expiry of this performance bank guarantee, the Ministry may either forfeit the guarantee or ask the Bank to extend validity of the Bank Guarantee. In the latter situation, the Bank shall comply with such a request of extension.

Authorized Signatory
Manager

Seal of Bank

FORM - 7**FINANCIAL BID**

Name of Organisation

Address

SN	PARTICULARS	Unit	1 Days Rate (excluding GST)	3 Days Rate (excluding GST)	7 Days Rate (excluding GST)
1	Gate with structure of Ply , Iron and Wood, Thermocol work, painting, flex & other branding material.	Sq. Ft.			
2	MS Hanger (Dome) span upto 90 feet, waterproof with cloth ceiling and Tirpal	Sq. Ft.			
3	Alluminium Hanger (Dome) water proof & Fire repellent span 30 Mtr and SRF	Sq. Ft.			
4	Alluminium Hanger (Dome) water proof & Fire repellent span 40 Mtr and SRF	Sq. Ft.			
5	Plywood platform upto 6 inch height with 18 mm plywood	Sq. Ft.			
6	Plywood wall structure with putty/painting/wall paper/Flex/Cloth finished	Sq. Ft.			
7	Backdrop structure made of Ply, Wooden frame,Cloth, thermocol, paint etc..	Sq. Ft.			
8	Tin Barricading of GI Sheet and Balli (height upto 10 ft.).	Run Ft			
9	Cloth masking on MS Pipe /View cutter upto 12 ft. height	Run Ft			
10	Mozo/MS Barricading - 4 ft height	Run Ft			
11	Bamboo Balli Barricading upto 5ft height	Run Ft			
12	Octonum stall	Sq. Mtr			
13	Stage with Takhat, Tables, Wooden stands with stairs on 2 sides (height upto 5 ft.)	sq. Ft.			
14	Stage with Takhat, Tables, Wooden stands with stairs on 2 sides (height above 5 ft.)	Sq. Ft.			

15	Stage of 18 mm ply with iron frame on MS skyfold with stairs on 2 sides (height upto 5 ft.)	Sq. Ft.			
16	Stage of 18 mm ply with iron frame on MS skyfold with stairs on 2 sides (height above 5 ft.)	Sq. Ft.			
17	Floor Carpet (new)		Sq. Ft.		
18	Floor Carpet (old)		Sq. Ft.		
19	PVC Matt Chatai carpet		Sq. Ft.		
20	Synthetic net		Sq. Ft.		
21	Pipe pandal with ceiling		Sq. Ft.		
22	Waterproof Pipe pandal with ceiling		Sq. Ft.		
23	Side curtains of Pandal- 10/12 ft height		Run. Mtr		
24	Fire resistant Chemical treatment with certification		Sq. Ft.		
25	MS Truss Pandal with ceiling		Sq. Ft.		
26	Water proof MS truss pandal with ceiling		Sq. Ft.		
27	Stainless Steel Barricading for stage		Run Ft.		
28	Round Table Glass top		Nos.		
29	Truss Aluminum		Sq.Ft.		
30	Box type gate of MS Square pipe with four sided star flex		Sq. ft.		
31	Box type gate of Bans Balli Structure with cloth		Sq. ft.		
32	Customized designer gate of MS pipe with star flex / cloth		Sq. ft.		
33	Metal halide fitting (2 x 400 Watt) 800 Watts		nos		
34	Metal halide fitting (1 x 400 Watt) 400 Watts		nos		
35	Halogen fitting 1000 Watts		nos		
36	Halogen fitting 500 Watts, 150 Watts		nos		
37	Mercury Vapor Lamp 250 Watt		nos		
38	CFL Lamp 85 Watt		nos		
39	Force Light / Spot Light 75 Watt		nos		

40	LED Par Light (3W RGB)	nos	
41	Sharpy (200 Watt)	nos	
42	Sheild Beam Park (1000 Watt)	nos	
43	Follow Light (1000 Watt)	nos	
44	Jhalar Light (Series) 500	nos	
45	Jhalar Light (Patta) 500	nos	
46	Jhalar Light (Series) 1000	nos	
47	Jhalar Light (Patta) 1000	nos	
48	Tube Light 40 Watt with choke	nos	
49	Smoke Machine (1000 Watt)	nos	
50	Complete System Power Pack + Mixer	Sq. Ft.	
51	Power Plug Board 15 Amp.	nos	
52	Ceiling Fans with all fittings	nos	
53	Pedestral Fans with all fittings	nos	
54	Jumbo Coolers with all fittings	nos	
55	Desert Cooler	nos	
56	Wall Mounted Fan	nos	
57	Mist Fans	nos	
58	Generator (65 KVA) 8 Hours running with Diesel	nos	
59	Generator (125 KVA) 8 Hours running with Diesel	nos	
60	Generator (250 KVA) 8 Hours running with Diesel	nos	
61	Generator (500 KVA) 8 Hours running with Diesel	nos	
62	Window AC (2 ton) with all fittings	nos	
63	Split AC (2 ton) with all fittings	nos	
64	Tower AC (upto 6 ton)	nos	
65	Airconditioning for dome	Sq. Ft.	
66	LED Video Wall Outdoor including wiring, electrification & Connections	Sq. Ft.	
67	LED Video Wall Indoor including wiring, electrification & Connections	Sq. Ft.	

68	LCD TV Up to 42"	pcs.	
69	LCD TV More than 42"	pcs.	
70	Desktop computer along with 3G Data Card and printer	nos	
71	Providing and laying 35 Sq. mm x 3.5 core one number PVC insulated, PVC sheathed, Steel armored aluminium conductor power cable of 1.1 KV grade direct in the ground including excavation, sand cushioning, protective covering and refilling the trench etc. as required from Electric Pole to Main and Sub Main L.T. Panels.	Run. Mtr	
72	Providing and laying 10 Sq. mm x 2 core one number PVC insulated, PVC sheathed, Steel armored aluminium conductor power cable of 1.1 KV grade direct in the ground including excavation, sand cushioning, protective covering and refilling the trench etc. as required for circuit wiring.	Run. Mtr	
73	Providing Installation of L.T. panel Board Having 400 Amps TPN panel	nos	
74	Providing Installation of L.T. panel Board Having 200 Amps TPN panel	nos	
75	Providing and fixing double armed flood light poles min 15 ft height and underground wiring and arrangement for connection of generator.	nos	
76	CCTV Camera (HD Cameras with night vision) with all fittings	nos	
77	Columns Speaker 400 Watt.	nos	
78	BWC Speaker 600 Watt.	nos	
79	Mid Speaker 8 Way 400 Watt.	nos	
80	Tweeter Boxes Sound - 200 Watt.	nos	
81	Monitor Speaker 200 Watt. Per speaker.	nos	
82	High Power Amplifier 2000 Watt.	nos	
83	Shure Microphone – Handheld	nos	
84	Shure Microphone – Collar	nos	
85	Audio Mixer (Mixing Enclose)	nos	
86	Pitch Control	nos	
87	DJ Mixture	nos	

88	Cordless Microphones SH-58	nos	
89	Trumped Horns including all necessary equipment for P.A. System	nos	
90	Line Array (set of 6 units)	nos	
91	Projector with Laptop	nos	
92	Table with cover and frill (2' x 5')	nos	
93	Tea Table Glass	nos	
94	VIP Table for stage	nos	
95	Fibre Chairs	nos	
96	Fibre Chairs with Cover	nos	
97	VIP steel Chairs with cover	nos	
98	VIP Stage Chair (Wooden)	nos	
99	Steel Sofa 1 seater	nos	
100	Steel Sofa 2 seater	nos	
101	Steel Sofa 3 seater	nos	
102	VIP Leather Sofa 1 seater	nos	
103	VIP Leather Sofa 2 seater	nos	
104	VIP Leather Sofa 3 seater	nos	
105	Mattress 6 feet x 3 feet of high density with bed sheet	nos	
106	Pillow with Cover	nos	
107	Blanket	nos	
108	Housekeeping staff (8 Hrs.)	nos	
109	Security Guard (8 Hrs.)	nos	
110	Anchor for normal event (4 hours)	nos.	
111	Anchor for state level event (4 hours)	nos.	
112	Anchor for National level event (4 hours)	nos.	
113	Anchor for International level event (4 hours)	nos.	
114	Promoters-Male (8 hours)	nos.	
115	Promoters- Female (8 hours)	nos.	

116	Professional Staff- Male (8 hours)	nos.	
117	Professional Staff- Female (8 hours)	nos.	
118	Branding on 16 guage MS square pipe 1" with normal flex	Sq.ft.	
119	Branding on 16 guage MS square pipe 1" with Star flex	Sq.ft.	
120	Branding on 16 guage MS square pipe 1" with Black Back flex	Sq.ft.	
121	Branding on 16 guage MS square pipe 1" with Back Lit flex	Sq.ft.	
122	Branding on 16 guage MS square pipe 1" with Normal fabric	Sq.ft.	
123	Branding on 16 guage MS square pipe 1" with Back Lit fabric	Sq.ft.	
124	Branding on 16 guage MS square pipe 1" with Biodegradable Flex	Sq.ft.	
125	Branding on 16 guage MS square pipe 1" with Biodegradable Back Lit flex	Sq.ft	
126	Vinyl on Sunboard with edge to edge cutting	Sq.ft.	
127	Edge to edge vinyl & sunboard cutout on ply with Iron/wooden frame & stand	Sq.ft.	
128	Flex Print - Normal	Sq.ft.	
129	Flex Print- Star	Sq.ft.	
130	Flex Print- Blackback	Sq. Ft.	
131	Flex Print- Back Lit	Sq. Ft.	
132	Flex Print- Biodegradable	Sq. Ft.	
133	Flex Print- Biodegradable Back Lit	Sq. Ft.	
134	Print - Normal fabric	Sq. Ft.	
135	Print - Back Lit fabric	Sq. Ft.	
136	Framing on 16 guage MS square pipe 1"	Sq.ft.	
137	LD Foam Banners	Sq. Ft.	
138	Customised moulded frame structures	Sq. Ft.	
139	PC with Internet access + printer+ scanner	nos	
140	Deepdan Brass minimum 3 ft height	nos	
141	Dust Bin –Small	nos	
142	Dust Bin –BIG	nos	
143	Fire Extinguisher	nos	

144	Flag with pole	nos	
145	Customized Flag with Pole	nos	
146	Indoor Outdoor Decorative Plants with flower pot	nos	
147	videographer (with latest high-definition camera) with CD/DVD	per hour	
148	Photographer (with latest high-definition camera) with CD/DVD	per hour	
149	Podium with logo of event	nos	
150	Queue manager Brass finish	nos	
151	Queue manager Steel finish	nos	
152	Sand Bucket on Iron Stand for fire fighting	nos	
153	Water Dispenser	nos	
154	Packaged drinking Water Bottle 1000 ml of ISI make	nos	
155	Packaged drinking Water Bottle 500 ml of ISI make	nos	
156	Packaged drinking Water Bottle 250 ml of ISI make	nos	
157	Water Pouch 200 ml of ISI make	nos	
158	Normal Flower bouquet	nos	
159	VVIP Flower bouquet	nos	
160	Natural Flower Decoration (1 ft. ht.)	Rng Ft.	
161	Flower Ladi	Rng Ft.	
162	Exhibition Panel of Aluminium with Translite printing and acrylic sheet cover 8 feet x 4 feet	Nos.	
163	Exhibition Panel of Aluminium with Translite printing and acrylic sheet cover 6 feet x 4 feet	Nos.	
164	VVIP Refreshments on stage (Tea/Coffee/Cookies/Cold drink/Juices/Dry fruits)	Nos.	
165	VVIP Buffet Lunch/Dinner	Nos.	
166	Lunch/Dinner Packets	Nos.	
167	Breakfast Packet	Nos.	
168	Toilet Unit	Nos.	
169	VVIP Toilet unit	Nos.	

170	Branded Balloon size 12 feet x 12 feet (cubical/Round) with gas and print	Nos.	
171	Cloth draping	Run. Ft	
172	Designer cloth ladi for decoration	Run. Ft	
173	Pagoda Structure (Gazibo) 5 mtr x 5 mtr	Nos.	
174	Levelling & cleaning of Event location if required	Sq. Ft.	
175	Drone Camera shoot	per hour	
176	Transportation of material to event location (per ton)	per KM	
177	Cultural artists regional level	Programme	
178	Cultural artists state level	Programme	
179	Cultural artists National level	Programme	
180	Mementos - Small	nos.	
181	Mementos - Big	nos.	
182	T-shirt printed Normal quality	nos.	
183	Cap Printed Normal Quality	nos.	
184	Printed I card with Straps	nos.	
185	Seminar kits (Writing Pad, Pen, Folder)	nos.	
186	Invitation Cards	nos.	
187	Structures made up of Plywood and MDF letter cuttings	Square inch	
188	Structures made up of POP	Cubic feet	
189	Thermocol cuttings	Sq. inch	
190	Fiber structures	Cubic feet	
191	LFD Panels	Sq. Ft.	
192	Swiss Cottage with all required accessories & furniture's & Toilet with water supply & sewage	Nos	
193	Using 3 colour Digital ISI Mark oil paint with base writing work including graphics	Sq. Ft.	
194	Using 3 colour Digital ISI Mark oil paint with base writing work	Sq. Ft.	
195	Digital Wall painting	Sq. Ft.	

196	Note or slogan writing without base using water colour/ normal colour	Sq. Ft.	
197	AR Photo Booth Setup	Nos	
198	VC Setup	Nos	
199	Live streaming setup	Nos	
200	Goalpost Truss	Run Ft.	
201	Digital Standee	Nos	
202	Internet leased line	Nos	

(The above rats is deemed to include other all expense excluding GST)

Signature of the Tenderer with Seal