

TENDER DOCUMENT

For

APPOINTING AN EVENT MANAGEMENT AGENCY (EMA)

For

RAJYOTSAV - 2017

On Turn-key basis

At

**Dr. Shyama Prasad Mukherjee Udyog Avam Vyapar Parisar
(Chhattisgarh Trade Centre)
VillageTuta, Naya Raipur**

Issued to _____

Received (Rs 5000/- plus 18% for GST) vide receipt no. _____

Dated _____



CHHATTISGARH STATE INDUSTRIAL DEVELOPMENT CORPORATION LTD.

(A GOVT. OF CHHATTISGARH UNDERTAKING)

AN ISO 9001:2015 CERTIFIED COMPANY

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DISCLAIMER

The information contained in this Tender document or subsequently provided to Bidders, whether verbally or in documentary or any other form by or on behalf of the Authority or any of its employees or advisers, is provided to Bidders on the terms and conditions set out in this Tender Document and such other terms and conditions subject to which such information is provided.

This Tender Document is not an agreement or an offer by the Authority to the prospective Bidders or any other person. The purpose of this Tender Document is to provide interested parties with information that may be useful to them in the formulation of their Bids pursuant to this Tender Document. This Tender Document includes statements, which reflect various assumptions and assessments arrived at by the CSIDC in relation to the Work. Such assumptions, assessments and statements do not purport to contain all the information that each Bidder may require. This Tender Document may not be appropriate for all persons, and it is not possible for CSIDC, its employees or advisers to consider the objectives, technical expertise and particular needs of each party who reads or uses this Tender Document. The assumptions, assessments, statements and information contained in this Tender Document may not be complete, accurate, adequate or correct. Each Bidder should, therefore, conduct its own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments and information contained in this Tender Document and obtain independent advice from appropriate sources.

The CSIDC, its employees and advisers make no representation or warranty and shall have no liability to any person including any Bidder under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this Tender Document or otherwise, including the accuracy, adequacy, correctness, reliability or completeness of the Tender Document and any assessment, assumption, statement or information contained therein or deemed to form part of this Tender Document or arising in any way in this Selection Process.

The CSIDC also accepts no liability of any nature whether resulting from negligence or otherwise however caused arising from reliance of any Bidder upon the statements contained in this Tender Document. The CSIDC 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 Document. The issue of this Tender Document does not imply that the CSIDC is bound to select a Bidder or to appoint the Selected Bidder, as the case may be, for the Work and the CSIDC reserves the right to reject all or any of the Bids without assigning any reasons whatsoever.

The Bidder shall bear all its costs associated with or relating to the preparation and submission of its Bid including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by the CSIDC or any other costs incurred in connection with or relating to its Bid. All such costs and expenses will remain with the Bidder and the CSIDC shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by an Bidder in preparation for submission of the Bid, regardless of the conduct or outcome of the Selection Process.

RAJYOTSAV - 2017

DR. SHYAMAPRASAD MUKHERJEE, UDYOG AVAM VYAPAR PARISAR
(CHHATTISGARH TRADE CENTRE)
VILLAGE-TUTA, NAYA RAIPUR
(1st November to 5th November, 2017)

1. INTRODUCTION

The Government of Chhattisgarh is organizing, Development Exhibition on the occasion of **The State Foundation Day 'Rajyotsav – 2017'** from **1st to 5th November 2017** at **Dr. Shyama Prasad Mukherjee Udyog Avam Vyapar Parisar (Chhattisgarh Trade Centre), Village Tuta, Naya Raipur.**

RAJYOTSAV – 2017 is an annual event in which various State Government Departments, large companies including Public Sector Corporations participate. Other private companies also have sizeable presence in the fair. The purpose of the fair is to promote various schemes and projects of the State Government. It is a platform where companies present in Chhattisgarh including Public Sector Corporations showcase their product range, technology, expansion plans and its contribution to the society at large. It is a platform where these companies, Government Departments and private players get an opportunity to connect with the general mass at large.

People from various industries, business houses, senior management of exhibiting companies would be present along with high number of general visitors in the event ground. Looking to this aspect, effort should be made so that exhibition Hangers/Pandal and other areas offers substantial opportunities to attract serious visitors, investors etc. and at the same time it should be interesting enough for general public i.e. the group which is interested in show-business and gimmicks or general purchasing.

Chhattisgarh though a new state, has several strengths and advantages over other states in terms of stable and forward looking political leadership, sufficient availability of power, abundant natural resources like minerals and forest including development made in the field of agriculture and allied fields, central location etc. Though a lot of industrial growth has taken place in the field of core industries both in government and private sectors but still the economy of the state is primarily based on agriculture. Its rich and varied age old culture, dense virgin forests, wildlife sanctuaries, surface water, water bodies, falls and open arm welcome attitude of the people provide an opportunity to make it an attractive tourist destination. Chhattisgarh is poised to be the State of 21st Century.

Chhattisgarh is an ideal destination not only for core industries and power generation but also for other diversified avenues such as Agro-industries, IT Sector, Defense Sector, Manufacturing Units, Herbal products, Warehousing hub and Export.

The Government of Chhattisgarh proposes to appoint Professional Event Management Firm to act as an **Event Management Agency (EMA)** to coordinate the various activities like conceptualizing, organizing, marketing, space selling and managing the event **"Rajyotsav – 2017"**.

Chhattisgarh State Industrial Development Corporation Ltd. (CSIDC), nodal agency for **"Rajyotsav – 2017"** on behalf of Government of Chhattisgarh invites bids for organizing **"Rajyotsav – 2017"**.

'The State Foundation Day Rajyotsav – 2017' would be held from **1st to 5th November, 2017** at **Dr. Shyama Prasad Mukherjee Udyog Avam Vyapar Parisar, Village Tuta, Naya Raipur.**

Eminent personalities and VVIPs of national and international repute are also expected to visit the **Rajyotsav – 2017**, so all the arrangements and facilities must be of very high standards and quality. The entire layout is to be designed keeping in mind the protocol requirements for such prestigious event.

It is also expected that a large number of people will visit the **Rajyotsav – 2017**, so all necessary safety, security and emergency measures must be kept in mind while planning and execution of the work by the agency.

Chhattisgarh State Industrial Development Corporation Ltd. (**CSIDC**) through this tender calls for appointing a professional event management agency (**EMA**) looking at the complex nature of the job and professional expertise required to carry out the **Rajyotsav – 2017** in an efficient manner. The scope of work is not only limited to erection, assembling and supply of various items but also involves creativity, marketing and selling ability.

Appointing an **EMA**, particularly one focused on marketing tactics which provides substantial value. Based upon this premises, the EMA would be paid for a minimum compulsory space to be provided to CSIDC which would be 1,00,000 sq. ft. of waterproof aluminum hanger area complete in all respect as detailed in scope of works and services for government stalls including one number 8,000 sq. ft. full furnished air conditioned temporary convention hall.

In addition to the above a premises having an area of 40,000 sq. ft. with construction of minimum 40 no's temporary shops (15'x15' each) for Shilpgram will have to be created by EMA at his own cost, for handloom and handicrafts exhibition. The allotment of these shops will be done by CSIDC.

In case, the mela period is extended beyond the expiry period as mention in the Tender Document i.e. beyond 5th November 2017, then an amount of 15% of the quoted price (Financial Bid) per day for every additional day for which the mela period is extended will be payable to the contractor by CSIDC.

Other than the above, with respect to the commercial and other space such as food zone shops, amusement park, sponsors' hanger, industries/ Corporate stalls, commercial stalls and other commercial/retail hangers etc. of mela ground, which is to be developed, operated and maintained by the EMA at his own cost, the **EMA** will have full rights to decide on Commercial sponsorships, advertisements etc for such space, in consultation with and as per the specification as approved by CSIDC. The pricing of the stalls for participants other than government departments and their allotment shall be done by the **EMA** in consultation with CSIDC. All the revenue generated and expenses incurred on the above account shall be credited / debited to the **EMA**. The EMA would be required to provide audited income and expenditure statement of the event to CSIDC within 06 months from the date of completion of the event.

The **EMA** individually, in consultation with **CSIDC**, may also organize supporting events for which sponsorship shall be arranged by him and all related expenses shall also be borne by **EMA** from its own resources.

2. SALE OF TENDER DOCUMENT

(i) The tender document can be downloaded from the website www.csidc.in or can be purchased from CSIDC, Head Office Udyog Bhawan, Ring Road No.1, Telibandha, Raipur – Chhattisgarh on payment of **Rs. 5000/- + 18% GST** in cash or in form of DD in favour of Managing Director, CSIDC, payable at Raipur during the office hours, on working days till **4th October 2017**.

(ii) If the tender document is downloaded from the website www.csidc.in then a DD of **Rs. 5000/- + 18% GST** in favour of **Managing Director, CSIDC, payable at Raipur** as the cost of tender document must be submitted at the time of submission of tender in **'Envelope –A'** along with the **Earnest Money Deposit (EMD)**.

3. EARNEST MONEY

The earnest money of **Rs. 5,00,000/- (Rupees Five Lakh Only)** to be deposited in the form of demand draft/fixed deposit receipt in favour of Managing Director, CSIDC payable at Raipur at the time of submission of the Tender in **"Envelope – A"**

4. BID SECURITY

The finally selected bidder, at the time of execution of the agreement, will have to submit the Bid security in the prescribed format **(Form-5)** of an irrevocable Bank Guarantee in favour of Managing Director (CSIDC), issued by one of the Nationalized/Scheduled Banks in India and having branch in Raipur (Chhattisgarh), of value of not less than **Rupees 25,00,000/- (Rupees Twenty Five Lakh Only)** which should be valid for a period of 06 (Six) months from the date of execution of agreement.

5. ELIGIBILITY CRITERIA

(i) The tenderer should be a legal entity (Company/Partnership firm/LLP/Proprietorship firm) registered as an event management agency for not less than 5 years (**i.e. not after F.Y.2012-13**).

Any entity other than above, working in same/similar nature of activities viz. tent house, decoration, organizing events or the like, can also participate in the tender, provided that he/it has a joint venture/consortium agreement with any entity registered as event management agency for not less than 05 years. This is subject to a condition that any of such parties to joint venture/consortium should be based at Chhattisgarh.

(ii) The Tenderer must have an average annual turnover (in case of Joint Venture/ Consortium, aggregate average annual turnover of all the members) of Rs.2.5 Crore or above in last 3 financial years (**F.Y. 2014-15, 15-16, 16-17**). Certificate from Chartered Accountant must be attached.

(iii) The Tenderer must ensure that he/they submit a copy of Income Tax Return along with Income Computation Sheet for last 3 years (**F.Y. 2014-15, 15-16, 16-17**) (in case of Joint Venture/ Consortium, returns and certificate, as referred, are to be presented by all the members individually).

Provisional Balance Sheet will be acceptable for the year 2017-17. Copy of audited/C.A. Certified balance sheet and Profit & Loss Account must also be attached.

(iv) Copy of valid Gumasta License (**NOT AFTER F.Y. 2012-13**), PAN Card and GST Registration

in the name of the applicant firm/company must be submitted.

In case of Joint Venture or Consortium, a valid copy of Gumasta License (**NOT AFTER F.Y. 2012-13**), PAN Card and GST Registration in the name of the applicant firm/company must be submitted by all the members forming Joint Venture/ Consortium.

(v) The tenderer must submit the copies of Service Tax Challan of last financial year (2017-17) (in case of Joint Venture/ Consortium, by all the members individually).

(vi) The Tenderer must have successfully completed atleast 02 Projects of similar nature, each with a value of Rs 60.00 lakhs and above OR one project of Rs 100.00 lakhs in last 05 years ;

Provided that in case of JVC, 02 projects of Rs 60.00 lakhs each as referred above and completed by two different members of the JVC and in case of one project of Rs 100.00 lakhs as referred above completed by one of the members of the JVC in its individual capacity, shall be considered.

Provided further that, the completed projects, as referred above, must be for any Central/State/Semi Government/PSUs and atleast one of the above works should have been executed with in the state of Chhattisgarh.

(vii) While submitting the tender the tenderer must submit relevant work orders and work completion certificates duly signed by the competent authority in support of eligibility and qualification, otherwise it will lead to disqualification of the bidder.

(viii) All the documents submitted by the tenderer must be duly notarized.

6. SUBMISSION OF TENDER DOCUMENT

The Bidders are required to submit their bids in three separate sealed envelopes marked as “**A, B & C**”.

Envelope ‘A’ must contain **the EMD of Rs. 5,00,000/- (Rupees Five Lakh Only)** in the form of Demand Draft/Fixed Deposit Receipt in favour of **Managing Director, CSIDC payable at Raipur**. A separate demand draft of **Rs. 5000/- + 18% GST** must be enclosed in case the tender form is downloaded from the website.

Envelope ‘B’ must contain Technical Bid as required.

Envelope ‘C’ must contain only Financial Bid in prescribed format (Form 3 of Technical Bid Document). Financial offer shall be inclusive of all the taxes.

The Technical Bid should contain the following information/document using the attached standard forms as detailed below:

Form 1 : **Format of Covering Letter** – Duly Filled Sealed and Signed on Bidder’s Letterhead

Form 2 : **Bidders Information Sheet** – Duly Filled, Sealed and Signed.

Form 3 : **Scope of works and services** - Duly Filled, Sealed and Signed Copy of Scope of work and services

Form 4 : **Company Profile** - Duly Filled Sealed and Signed Copy of Company Profile

Form 5 : **Draft Format of Bid Security (Bank Guarantee)** - Duly Filled Sealed and Signed Copy of draft of bid security (Bank Guarantee)

Form 6 : **Format of Affidavit to be presented by and on behalf of all the Joint Venture/Consortium Partners** - Duly Filled Sealed & Signed Format for Joint

Venture/Consortium Agreement (On Rs.100/- (Rupees hundred only) Stamp Paper from a Nationalized/Schedule Bank and operatable in Raipur, Chhattisgarh only in the Name of Joint Venture/Consortium)

Form 7 (a) : Power of Attorney for bidders other than JVC - Duly Filled Sealed & Signed Form of Power of Attorney for bidders other than Joint Venture/Consortium. (On Rs.100/- (Rupees hundred only) Stamp Paper from a Nationalized/Schedule Bank and operatable in Raipur, Chhattisgarh only in the Name of Bidder)

Form 7 (b): Power of Attorney for JVC - Duly Filled Sealed & Signed Form of Power of Attorney for Joint Venture/Consortium (On Rs.100/- (Rupees hundred only) Stamp Paper from a Nationalized/Schedule Bank and operatable in Raipur, Chhattisgarh only in the Name of Joint Venture/Consortium)

Form 8 : Financial Bid - Duly Filled Sealed and Signed.

7. SUBMISSION AND OPENING OF TENDER

Sealed bids in three separate sealed envelopes as described in **Para 6** above can be submitted up to **3:00 PM on 5TH OCTOBER 2017** only in the Office of **Executive Engineer (Division – III), 2nd Floor, CSIDC Head Office, Udyog Bhawan, Ring Road No.1, Telibandha, Raipur – Chhattisgarh**. Duly completed and sealed tender documents as described in **Para 6** above shall be submitted in person only in the Tender Box kept in the office of **Executive Engineer (Division – III), 2nd Floor, CSIDC Head Office, Udyog Bhawan, Ring Road No.1, Telibandha, Raipur – Chhattisgarh**, on or before 05.10.2017 up to 3:00 PM.

Tender shall be opened there after on the same day at 3:30 P.M.

Envelope “A” shall be opened first and examined.

Envelope “B” shall be opened of only those bidders who have submitted the required EMD and cost of tender document if downloaded from website.

Envelope “C” shall be opened only of technically qualified bidder, after technical evaluation by the tender committee based on the documents submitted by the bidders.

Date of opening of **“Envelope-C”** shall be intimated separately to shortlisted tenderer through E-mail & telephonically on the given numbers and E-mail address of the bidders, so that they may be present in person if they so desire. The financial offer shall be opened on the decided date at office of **Executive Engineer (Division – III), 2nd Floor, CSIDC Head Office, Udyog Bhawan, Ring Road No.1, Telibandha, Raipur – Chhattisgarh**.

The Financial offers (**Envelope “C”**) of technically unqualified bidders shall be returned unopened.

8. EVALUATION CRITERIA

- (i) Short listing will be done on the basis of eligibility criteria mentioned in the tender.
- (ii) Evaluation/Scrutiny of tender by the designated tender committee shall be based on:
 - a) The submission of required documents and information provided by the Agency.
 - b) Offered Plan as per ‘Scope of Work and Services’ outlined above.
 - c) Complete tender document in all respect including the Earnest money deposit.
- (iii) Price bid of only shortlisted bidders will be opened.
- (iv) Selection will be based on lowest financial bid.

9. BROAD SCOPE OF WORK & SERVICES

EMA with the approval of CSIDC will provide complete solution to the various aspects of the **Rajyotsav 2017** exhibition, conceptualization, designing, layout, assessment of requirement of various logistics, branding, media planning, liaison, detailing of the work/activities, preparation of the drawings, conceptualization of the Rajyotsav theme, technology, SPG compliant security and structures, erection of hangers, stalls and complete infrastructure of the State foundation day celebration. **EMA will not be responsible to make any arrangement of the cultural program and its requirements.**

EMA will also make arrangements for VVIP lounge and food/catering facilities and compliance with all statutory requirements such as adherence to the noise pollution norms meeting the standards of pollution control, solid waste management, complying with all legal requirements in coordination with Raipur Municipal Corporation, NRDA, Police, Fire Department, Taxation and state and Central Government etc. including assisting CSIDC for obtaining required NOCs as applicable to the laws of land, where ever required.

The EMA would undertake the following activities. The brief indicative activities will inter alia include but not be limited to the following:

- (i) Conceptualizing the floor plan of entire event in consultation and approval of CSIDC.
- (ii) Erection of hangers for government department's exhibition and various sectors exhibition.
- (iii) Organizing the Event and Exhibition; and its Management.
- (iv) Marketing / space selling and Promotion planning for participation generation in the event.
- (v) Obtaining clearances from the respective local authorities like fire and safety etc., as per the norms.
- (vi) Provide logistic support for conferences / seminars / workshops etc. on relevant subjects, which CSIDC would be organizing.
- (vii) Event infrastructure setup with allied facilities.
- (viii) Bidder shall not, without prior written consent from the Authority i.e. CSIDC, disclose the Contract, or any provision thereof, or any specification, plan, pattern, sample or information furnished by or on behalf of CSIDC in connection therewith, to any person /agency in the performance of the Contract.

All project related documents issued by CSIDC, other than the Contract Agreement itself, shall be the property of CSIDC and shall be returned (in original) to CSIDC on completion of the work under the Contract:

- a) Copyright of all the plans/documents lies with CSIDC and Bidder cannot exercise any right on the documents. No information should be made public either directly or indirectly nor allowed to be accessed by an unauthorized person
 - b) Bidder should ensure no unauthorized distribution of audio/video recording of the event/ conferences/seminars/workshops should be shared to anyone
- (ix) All tools and tackles required for handling of equipment and materials at site of work as well as for their assembly and erection, maintenance & security and also necessary test

- equipments shall be the responsibility of the EMA.
- (x) Electricity & water shall be arranged by CSIDC at strategic locations of the venue. However further distribution arrangement, inside lighting of the Mela ground, illumination inside the food village, shilpgram, exhibition stall, camp offices, passages, toilets, amusement park, watch tower etc in addition to the event hall shall be done by the EMA. All cabling and distribution from the temporary substation/transformers at Mela ground shall be arranged by the EMA. **CSIDC shall be liable only to pay for electricity and water consumption charges as per bill raised by the concerned department, i.e. CSEB etc.**
- (xi) The EMA shall be responsible for maintenance and upkeep of the provided area/venue and will keep the same clean/tidy during the occurrence of the event. The EMA shall be responsible for security, safety and fittings and fixtures during the occurrence of the event. The EMA would also solely be responsible for all his staff, whether permanent or temporary, and ensure their safety and security. The CSIDC under any circumstances will not be responsible for this.
- (xii) No change in the composition of a Bidder's business entity that is selected as EMA will be permitted by the Authority during the proposal and execution Stage.
- (xiii) (a) Notwithstanding anything contained in this Tender Document, the Managing Director, CSIDC reserves the right to accept or reject any bid and to cancel or withdraw the tender process and reject all bids in full or in part, at any time without any liability or any obligation for such acceptance, rejection or annulment, without assigning any reason.
- (b) The Managing Director, CSIDC reserves the right to reject any bid, if at any time a material misrepresentation is made or discovered. This would lead to the disqualification of the bidders.
- (xiv) If a dispute of any kind whatsoever arises between CSIDC and bidder in connection with or arising out of the BID 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 CSIDC, the matter in dispute shall be referred in writing to the legal department of CSIDC. Not later than 28 days after the day in which it received such reference, CSIDC shall give notice of its decision of the same to the EMA/successful bidder. If such a decision made under this Clause is not acceptable to any party, the matter shall be referred to the Arbitrator.
- (xv) All the electrical fixtures & fittings, cables used should be ISI/BIS standard.
- (xvi) All equipment should be ready two days prior to the State Foundation Day in working condition.
- (xvii) The quality mentioned in the tender is as per the scope of work as on date.
- (xviii) Quantities can be increased or decreased one week prior to the State Foundation Day or as the case may be.
- (xix) The rates quoted in Financial Bid should be inclusive of all charges, transportation, labour, tax and GST rates applicable at the time of award/execution of work. As listed at **A, B & C** in the scope of work and services (**Form 3 of Technical Bid Document**).

10. BRIEF ABOUT THE STRUCTURE & BROAD REQUIREMENT

- (i) Mela ground “**Dr. Shyamaprasad Mukherjee Udyog Avam Vyapar Parisar**” is situated near Gram – Tuta, Naya Raipur and is well connected with the NH-30 and main roads of Naya Raipur. Tenderer are requested to visit the event site (At their Own Cost) and are free propose their own concept apart from the concept layout plan enclosed with the tender document to accommodate the requirements mentioned in the **FORM - 3**.
- (ii) Mela Ground must be complete in all respects including installation of exhibition hanger, theme hanger including interior works, Shilpgram, Food Zone Shops, Fascia of all the hangers, Electrical fittings, P.A. System, CCTV, Branding and other works as mentioned in the introductory part of the tender document and the **FORM - 3** only except the flower decoration work, before 28th October 2017.
- (iii) The construction of the hangers and other components mentioned in the introductory part of the tender document and the **FORM - 3** only except the flower decoration work are to be carried out as per approved layout and design of every component.
- (iv) Other items, like flower pots, air conditioners, exhaust fans, pedestal fans, emergency light, dry cell torches, fire extinguishers etc. are to be placed as per the instruction and guidelines given by CSIDC, for the entire duration of the Mela.
- (v) Sufficient measures against safety, power break down and fire must be ensured for the duration of fair. The cost of such items on hire basis should be included in turn key offer excluding the meter and electricity consumption charges.
- (vi) Provision for LIVE projection on LED video wall (Not below P6) should also be kept at two places in the Mela ground. The audio visuals equipment (like Plasma / LCD Screen, LED Video Wall, DVD Players, Desktop Computer etc. complete) and their arrangements should be included in turn key offer. However the material required for data presentation such as films, slides, CD"s etc. would be provided by CSIDC.
- (vii) Provision of CCTV surveillance must be kept in the Mela ground. The Mela ground should have its own surveillance room.
- (viii) Main Entrance & Exit Gates of the Mela Ground of **RAJYOTSAV - 2017** should focus on “**START UP INDIA – STAND UP INDIA**”. Only Eco Solvent Star Flex prints will be accepted on the gates.
- (ix) Provision of providing branding in Star flex Media (Media should be minimum 320 GSM thick printed through Mutoh Machine using eco-solvent inks) inside the exhibition ground to cover the entire ground, hanger façade, Mela ground boundary walls and other areas within the Mela ground must be part of the design concept.
- (x) The exhibition hangers and Shilpgram floor area should be covered with fresh non-woven carpet. The Walkway outside the exhibition hangers, main hanger and Shilpgram should also have carpet.
- (xi) Fascia of the theme hanger, Shilpgram, Signage work within & outside of Mela Ground should be designed according to the theme and it should be a part of turn-key offer.
- (xii) The provision for electric water dispenser, micro wave, refrigerator, tea/ coffee/lemon tea vending machine should be made available at the VVIP Dinning Area on hire basis along with eatable and consumable, for the entire fair period. The cost of such items

- should be included in turn key offer.
- (xiii) Floral decoration (Natural Fresh Flowers Only) in theme hanger, Mela ground main gate and Shilpgram main gate (Excluding Main Cultural Convention hall stage, VVIP lounge and other areas as specified by CSIDC) on inauguration day or any one other day as directed by CSIDC. The cost of same shall be included in turn key offer.
- (xiv) The financial offer should be inclusive of cost of Male/Female Anchor (For general announcement), waiters in the VVIP lounge and dining, sweepers, cleaners, management charges, transportation, entry taxes, supervisor, plants with pots, security guards, fire extinguishers and First Aid Kits. Entire Staff engaged in services should be in uniform for entire period of fair i.e. 1-5 November 2017. The Management team should have similar uniform so that they can be distinctively identified by anybody. Entire service staff and management team should carry company ID card around their neck during the fair period. The cost shall be included in turn key offer.
- (xv) The visual blow ups, write ups, bromides and digital panels, translite collage including graphic designing etc. the Mela ground as per the approved design will have to be developed and prepared by the tenderer. Tenderer will depute a representative in Raipur (Chhattisgarh) for collection/selection of base material like photographs & latest data of various subjects like Information Technology, Electronics, Defense, Food Processing, Agriculture, Culture, Tribal, Tourism, Forest, Industries, progress & development of the state from various Departments. The cost of same should be part of the Turn Key Offer.
- (xvi) The total event is to be insured in all respect and cost incurred in getting the Exhibition insured would be borne by the tenderer.
- (xvii) Tenderer will be solely responsible to seek approval of the layout plan and proposed works of the event from CSIDC. It will also be the sole responsibility of the EMA to seek approval of Fire Department, Fire Services, Raipur (Chhattisgarh). The Fire Protection measures are of paramount importance and it will be the sole responsibility of the tenderer to make all necessary arrangements to ensure public safety for which fire prevention and security measures are to be adopted as per the National Building Code of India and latest norms fixed by State/Central Government.
- (xviii) Unserviceable materials, not required for the execution of work will have to be removed from the site by the tenderer well in time as per the instructions of CSIDC.
- (xix) The tenderer must ensure that the Mela ground is handed over back to CSIDC in the same condition as given before the event, all the material of the tenderer must be removed within 10 days of the completion of event. Penalty of **Rs. 20000/-** will be imposed on per day basis after the **10th day**.

11. SCHEDULE OF WORK COMPLETION

- (i) Government Exhibition Hangers Skeleton Work and basic structure of food court and Shilpgram – 18th October 2017
- (ii) Electrification work like tower erection, pole installation, underground cabling, & wiring – 22nd. October 2017
- (iii) Theme Hanger & Hangers for PSU's, Corporate, Commercial, work completion – 22nd October 2017

- (iv) Hangers Façade Structure completion – 25th October 2017
- (v) VIP lounge, Media Lounge, Police Control Room, Local Government Administration Room, Camp Site Hospital, Information Centre, Entrance gates, CCTV, Food court, Shilpgram, landscaping, Toilets, Masking and Barricading work completion - 27th October 2017
- (vi) Electrical work final trial and testing on 27th October 2017
- (vii) Hanger Fascia & Venue branding completion – 28th October 2017

12. VALIDITY OF THE TENDER

The Financial offer submitted by the Companies/Agencies/Firms shall remain valid for a period of 90 days (Ninety days) after the date of opening of the Tender. A tender valid for shorter period may be rejected as non-responsive. CSIDC may solicit the Companies/Agencies/firm consent to an extension of Tender proposal validity (but without the modification in the tender document).

13. ARBITRATION

Any dispute arising out of this Tender, which cannot be mutually resolved, shall be referred to the Arbitration of Managing Director, Chhattisgarh State Industrial Development Corporation Limited. The decision of the Arbitrator shall be final and binding upon all the parties.

COVERING LETTER

To
The Managing Director
1st Floor, Udyog Bhawan, Ring Road No.1,
Telibandha, Raipur (C.G.) – 492006
Phone: 0771-6002071, 72, 73 Fax: 0771-2583794
Website: www.csidc.in,
Email : csidc.cg@nic.in, csidc_raipur@yahoo.com

Ref for NIT No: _____

Subject: Name of the Work _____

Dear Sir,

I/We, the undersigned, declare that:

- (a) I/We have examined and have no reservations to the Tender Document, including Addendum if any, minutes of meeting, clarification to the queries etc.
- (b) I/We offer to execute the subjected under in conformity with the Tender Documents and the addendums.
- (c) I/We have satisfied ourselves as to the location of the site and working conditions, examined the requirements of CSIDC and have obtained all the information necessary for the successful and timely completion of the work
- (d) I/We have submitted the Earnest Money Deposit as specified in the tender document which will not bear any interest and shall be subjected to forfeiture on following defaults.
 - (i) If we withdraw our Tender during the period of tender validity as specified in Detailed NIT.
 - (ii) If we fail to:
 - Furnish a Bid Security in accordance with Detailed NIT
 - Sign the Contract in accordance with Detailed NIT
 - Accept the correction of its Tender Price pursuant to Detailed NIT.
 - (iii) If we have given the false documents in support of qualification with the tender.
- (e) My/Our Tender shall be valid for a period of 90 days from the date fixed for the tender submission deadline in accordance with the Tender Document, and it shall remain binding upon us and may be accepted at any time before the expiration of that period;
- (f) If my/our Tender is accepted, we commit to obtain a Bid Security in the amount as specified in the Tender document for the due performance of the Contract and sign the agreement.
- (g) My/our firm, its affiliates or subsidiaries, including any subcontractors or suppliers for any part of the Contract, has not declared ineligible by CSIDC, Raipur;
- (h) I/We have understand that this Tender, together with your written acceptance thereof included in your letter of acceptance, shall constitute a binding contract between us, until a formal Contract is prepared and executed.
- (i) I/we understand that you are not bound to accept the lowest evaluated tender or any other tender that you may receive.
- (j) I/We hereby pay the Earnest Money Deposit of required amount in the form of a demand draft

on a nationalized bank/Schedule (_____ Bank Name and address) and operatable at Raipur in favour of the Managing Director, CSIDC, Raipur for the said amount and is attached.

- (k) I/We hereby declare that, the entire work including Addendum/Corrigendum, if any, shall be completed in all respect within the time limit specified in the NIT.
- (l) I/We here by authorize the Employer to get all bank guarantee verified and got confirmed from concerned Bank.

Signature : _____

Signed by : _____(Name)

Designation : _____

For and on behalf of : _____(Name of Tenderer)

Date : _____

BIDDER'S INFORMATION SHEET

| S No. | Particulars | Description |
|--------------|---|---|
| 01 | Name & Address of the Bidder with Phone No., email id and Fax no. | |
| | a) Registered Office | |
| | b) Administrative Office | |
| 02 | Nature of constitution of Bidder Firm/JV (Whether individual, partnership firm, company registered under Companies Act, Joint Venture, Consortium, LLP) (Enclose registration certificate, MOU, AOA, Partnership Deeds, JV or consortium agreement etc.) | |
| 03 | Date and Place of Incorporation : | |
| 04 | Name and address of the proprietor/partner/Director | |
| 05 | Details of authorized signatory/nominated representative for this tender response : | Name Position Telephone Direct Mobile Email Address Postal Address |
| 06 | Other place of business with full address | |
| 07 | Details of Registration | |
| | a) Shops & Office Establishment License | |
| | b) GST Registration Number | |
| | c) Income Tax PAN number | |
| | Enclose the photo copies of the documents duly sealed and signed by the notary | |
| 08 | Date of Commencement of Business | |
| 09 | Last three year's Turnover and profit/loss as per balance sheet (Enclose a copy of Turnover certificate by Chartered Accountant along with duly notarized provisional balance sheet) | |

| | Financial Year | Turnover (Rs. In Lakhs) |
|----|--|--|
| | 2014-15 | |
| | 2015-16 | |
| | 2016-17 | |
| | AVERAGE TURNOVER | |
| 10 | Previous Experience of successfully completed total number of such events of similar nature either with Central/State Government or PSU sector, in last 5 years. | Give Complete Details in Annexure "A" |
| 11 | Total Number of Employees on direct payroll | Give Complete Details in Annexure "B" |
| 12 | Whether blacklisted by any Central or State Government or PSU's or Government organizations/agencies in past? | |
| 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 :

(ANNEXURE – “A”)

Previous Experience of handling events of similar nature for Central or State Government or PSU's during last 5 years (Enclose Work Order & Completion Certificate)

| S No. | Year | Name of Project | Client Name | Value (Rs. In Lakhs) | Project in brief indicating scale in terms of nature of event, number of participants, activities handled etc. |
|-------|------|-----------------|-------------|----------------------|--|
| | | | | | |
| | | | | | |

(ANNEXURE – “B”)**Manpower Details****A. Present Manpower on Rolls:**

| S No. | Name | Domain (Creative / Designer / Accounts / Marketing / Operation etc.) | Number | Basic Qualifications |
|-------|------|--|--------|----------------------|
| | | | | |

B. Key Personnel's detail :

| S No. | Name | Present Designation | Qualification | Experience |
|-------|------|---------------------|---------------|------------|
| | | | | |

SCOPE OF WORK AND SERVICES

| S. No. | RAJYOTSAV – 2017 |
|--------|---|
| A | Infrastructure and Set Up |
| 1 | Government Exhibition Area of 70000 Sq. ft. – Waterproof Aluminium Hanger with complete setup (Raw space including complete front and back façade, fascia over front of the façade, entrance and exit gate cover space as per approved layout/floor plan, complete general lighting, electrical fixtures and fittings along with complete maintenance during the mela period) |
| 2 | Agriculture Exhibition in Gross Area of 25000 Sq. ft. – a. Krishi Mela Area 20000 Sq. ft. - Aluminium Hanger with complete setup (Raw space Including carpet, complete covered front and back façade, fascia in front of front façade, entrance and exit space as per approved layout, complete general lighting, electrical fixtures and fittings along with complete maintenance during the mela period) b. Horticulture & Other Area 5000 Sq. ft – Open to sky raw space including pipe barricading on outer side of the allotted plot as per approved layout, complete general lighting, electrical fixtures and fittings along with complete maintenance during the mela period) |
| 3 | Main Theme/Main Sponsors Exhibition Area of 20000 Sq. ft. (Space Selling to be done by the EMA) – Aluminium Hanger with complete setup (Raw space including 4” wooden raised platform, new carpet, complete covered front and back façade, fascia in front of front façade, 2 gates, complete general lighting, electrical fixtures and fittings along with complete air conditioning) |
| 4 | Retail Shops Exhibition & Sales Area of 10000 Sq. ft. (Space Selling to be done by the EMA) – Aluminium Hanger with complete setup (Raw space including carpet, complete covered front and back façade, fascia in front of front façade, entrance and exit gates as per approved layout, complete general lighting, electrical fixtures and fittings) along with maxima stalls furnished with one table, 4 chairs, four spot light, plug points for retail and other sale stalls. (Size 3mtr x3mtr each stall – Minimum 40 no’s) |
| 5 | Convention Centre & Conference Area of 8000 Sq. ft. (Event Selling to be done by the EMA Except 1 slot of 90 minutes daily to be reserved for CSIDC/Govt. Department Free of Cost) – Aluminium Hanger with complete setup (Furnished space including 3ft high Stage 50’ x 30’ with LED backdrop complete setup, head table with VVIP stage chairs for 8 persons, sofa for 20 people, banquet chairs with cover 300 no’s, stage flower decoration, interior decoration of hanger, PA system for the conference (should be sufficient for the hanger size specified above), sufficient stage lights, carpet, complete covered front and back façade, fascia in front of front façade, entrance and exit gates as per approved layout, complete general lighting, electrical fixtures and fittings, stage service, 2 female hostess for stage coordination during each event in the conference hall, 1 anchor during each event in the conference hall, housekeeping staff, service boys, green room (protocol lounge) with chemical toilets, and flower bouquet – 10 no’s during each event. |
| 6 | Shilpgram (Handicraft & Handloom Mela) Gross Area of 40000 Sq. ft. (Space Selling/Allocation of the shops to be done by CSIDC/Govt. Free of Cost) - Temporary Shops/Stalls including waterproof pandal/canopy, 3 side cover with tarpaulin sheet and cloth masking on inside and outside the side walls including 4 Fiber Chairs, 4 Wooden Tables, internal lightings CFL 100 watts - 2nos & Plug Point of 5 AMP - 2nos in each shop, with necessary electrical fittings. (As per approved drawing and guidelines) (Approx Size of each shop/stall 15'x15' – Minimum 40 no’s) |
| 7 | Food Court (FOOD VILLAGE) Gross Area of 40000 Sq. ft. (Space Selling to be done by the EMA) - Temporary Shops/Stall for Food Stall including kitchen, waterproof Pandal/canopy, 3 side cover with tarpaulin sheet and cloth masking on inside and outside the side walls including 4 Fiber Chairs, 4 Wooden Tables, internal lightings (CFL 100 watts - 2nos), Plug Point of 5 AMP - 2, Plug Point of 15 AMP - 2 no’s in |

| | each shop, with necessary electrical fittings. (As per approved drawing and guidelines) (Approx Size of each shop/stall 15'x25' – 40 no's) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|---|--|-------------|--------------|------|----------------|-----|------|------------------------------|-----|------|-------------------------------|----|------|---|-----|------|---|-----|------|---|-----|--------|---|------|--------|--------------------------------------|------|--------|---|------|--------|----------------------------------|------|--------|-------------------------------------|------|--------|---|---|------|
| 8 | VVIP lounge & VVIP Dinning Area - Construction of air-conditioned room with ceiling including wooden flooring, PVC carpet, decorative wooden partitions, glass panels, doors, electric cabling, fixtures, fittings, lamps, lounge sofa for 30-40 People, centre and side tables, round glass tables and banquet covered chairs as per the approved floor plan. (Size 40' x 60') | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 9 | Media Centre & Media Lounge - Construction of air-conditioned room made of truss (gazebo pattern) with cloth with side walls for media lounge including wooden raised platform, non-woven carpet, wooden partitions, glass panels, doors, electric cabling, fixtures, 1 desktop computer, colored printer, internet connection, fittings, lamps, fans, lights, centre and side tables, round glass tables and banquet covered chairs as per approved floor plan. (Size 40 ft x 20 ft) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 10 | Main Entrance Gate for exhibition area - Construction with MS Hallow Pipe, base iron and wooden bali structure including digital print flex, 2D/3D art work, Letters for branding and with other construction materials etc. as per approved drawing. (Only Star flex with eco solvent print will be allowed) (Size 90 ft x 30 ft) – Minimum 1 No's | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 11 | VVIP & VIP GATES (SIZE 40' x 20') - Behind the exhibition hangers at the ground entry gate - Construction with MS Hallow Pipe, base iron and wooden bali structure including digital print flex, 2D/3D art work, Letters for branding and with other construction materials etc. as per approved drawing. (Only Star flex with eco solvent print will be allowed) – Minimum 2 No's | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 12 | SHILP GRAM & FOOD ZONE GATE (SIZE 24' x 16') - Construction with MS Hallow Pipe, base iron and wooden bali structure including digital print flex, 2D/3D decorative art work, Letters for branding and with other construction materials etc. as per approved drawing. (Only Star flex with eco solvent print will be allowed) – Minimum 6 No's | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 13 | Toilets Construction - Temporary public toilets comprising 4 no's WC and 10 no's urinals in each set with pakka masonry platform with tin/plain AC sheet walls, doors, proper drainage system, soak pit, 4 no's wash basins with proper water supply system as per the requirement of the approved toilet floor plan. Covered with cloth ceiling and the toilers should have proper approach path way and lighting facility separately for ladies and gents. The rate quoted must be inclusive of all the consumable and regular maintenance staff (i.e. 1 no's sweeper in 1 toilet through the mela period) – Minimum 8 no's | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 14 | Shamiana (White Tent with ceiling and curtain) - Three Side Cloth Covered General Shamiana with white ceiling (Pipe pandal Size 15' x 15') for police guards, security check posts, maintenance staff booth, women frisking booth, other security personnel rest rooms, fire station, PHE staff shed and check post on all entrance and as per the instruction of officer in charge from CSIDC - Minimum 3000 Sq. ft. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 15 | Quantities of miscellaneous items required to be executed by the EMA as directed by CSIDC : <table border="1" data-bbox="156 1451 1501 2040"> <thead> <tr> <th>Particulars</th> <th>Assumed Qty.</th> <th>Unit</th> </tr> </thead> <tbody> <tr> <td>Chairs (Fibre)</td> <td>500</td> <td>Nos.</td> </tr> <tr> <td>VIP banquet Chair with cover</td> <td>100</td> <td>Nos.</td> </tr> <tr> <td>Sofas with cover (Two seated)</td> <td>50</td> <td>Nos.</td> </tr> <tr> <td>Wooden Tables for police guards, security check posts, maintenance staff booth, women frisking booth, Lights Operator, Parking and other (With Cloth Frill and Cover)</td> <td>300</td> <td>Nos.</td> </tr> <tr> <td>Tin Tables (With Cloth Frill and Cover)</td> <td>200</td> <td>Nos.</td> </tr> <tr> <td>Queue manager (Steel barricading at front for security)</td> <td>200</td> <td>R. ft.</td> </tr> <tr> <td>Double view cutter (Cloth masking) 10 ft height</td> <td>2000</td> <td>R. ft.</td> </tr> <tr> <td>Masking on Road stretch 10 ft height</td> <td>5000</td> <td>R. ft.</td> </tr> <tr> <td>Double Pipe Barricading (4 feet height)</td> <td>1000</td> <td>R. ft.</td> </tr> <tr> <td>Tin Barricading (10 feet height)</td> <td>1500</td> <td>R. ft.</td> </tr> <tr> <td>Wire Mesh Barricading (5 ft height)</td> <td>1000</td> <td>R. ft.</td> </tr> <tr> <td>Providing of Chemical Toilets for VVIP & VIP including maintenance for the entire Mela period</td> <td>4</td> <td>Nos.</td> </tr> </tbody> </table> | Particulars | Assumed Qty. | Unit | Chairs (Fibre) | 500 | Nos. | VIP banquet Chair with cover | 100 | Nos. | Sofas with cover (Two seated) | 50 | Nos. | Wooden Tables for police guards, security check posts, maintenance staff booth, women frisking booth, Lights Operator, Parking and other (With Cloth Frill and Cover) | 300 | Nos. | Tin Tables (With Cloth Frill and Cover) | 200 | Nos. | Queue manager (Steel barricading at front for security) | 200 | R. ft. | Double view cutter (Cloth masking) 10 ft height | 2000 | R. ft. | Masking on Road stretch 10 ft height | 5000 | R. ft. | Double Pipe Barricading (4 feet height) | 1000 | R. ft. | Tin Barricading (10 feet height) | 1500 | R. ft. | Wire Mesh Barricading (5 ft height) | 1000 | R. ft. | Providing of Chemical Toilets for VVIP & VIP including maintenance for the entire Mela period | 4 | Nos. |
| Particulars | Assumed Qty. | Unit | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Chairs (Fibre) | 500 | Nos. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| VIP banquet Chair with cover | 100 | Nos. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Sofas with cover (Two seated) | 50 | Nos. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Wooden Tables for police guards, security check posts, maintenance staff booth, women frisking booth, Lights Operator, Parking and other (With Cloth Frill and Cover) | 300 | Nos. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Tin Tables (With Cloth Frill and Cover) | 200 | Nos. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Queue manager (Steel barricading at front for security) | 200 | R. ft. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Double view cutter (Cloth masking) 10 ft height | 2000 | R. ft. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Masking on Road stretch 10 ft height | 5000 | R. ft. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Double Pipe Barricading (4 feet height) | 1000 | R. ft. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Tin Barricading (10 feet height) | 1500 | R. ft. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Wire Mesh Barricading (5 ft height) | 1000 | R. ft. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Providing of Chemical Toilets for VVIP & VIP including maintenance for the entire Mela period | 4 | Nos. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

| | | | |
|----|---|---------------------|-------------|
| 14 | Flood Light Tower – Making of tower for installation of flood lights in square shape with wooden ballies and bamboos including (4 Nos. of Steel Pole Should be used for tower size 6' length x 6' Width x 20' to 25' height with cross arms of same materials which has sufficient strength. Each four pillars laid through digging with pilling (agar) 6' depth in ground and having space for accommodating fittings like Metal halides 400 watts (Minimum – 200 no's in total) and Halogens 1000 watts (Minimum – 300 no's in total) with required material and labour complete (Including Wiring Testing and Operation complete As Required.) – Minimum 30 no's | | |
| 15 | Light Poles - Providing and fitting of the electrical accessories on Poles and Spaces where ever required - Metal halides 400 watts (Minimum – 50 no's in total) and Halogens 1000 watts (Minimum – 50 no's in total) (Including Wiring Testing and Operation complete As Required.) – Minimum Poles – 30 no's | | |
| 16 | Double Armed Poles - Providing and fixing double armed flood light poles including 2 No HP MH lamp 400 watt fitting and underground wiring and arrangement for connection of generator – Minimum Poles – 30 no's | | |
| 17 | Government Hanger Lights - Providing and fitting of the electrical accessories inside & outside the hanger including wiring testing and operation complete as required and instructed by CSIDC. Mercury Vapor Lamp 250 Watt (Minimum – 100 no's in total) and CFL Lamp 85 Watt (Minimum – 100 no's in total) | | |
| 18 | Ceiling Fans - Providing and fixing Ceiling fans inside the theme hanger and pandals as required including wiring, testing, maintenance and operation complete (Minimum – 120 no's in total) | | |
| 18 | Pedestal Fans - Providing and fixing Pedestal fans inside the pagoda and pandals as required including wiring, testing, maintenance and operation complete (Minimum – 30 no's in total) | | |
| 19 | Silent Generator - Providing and fixing of silent diesel generator set as required with accessories including wiring, testing and operation with necessary maintenance complete (Minimum – 125 KVA - 3 no's and 65 KVA – 2 no's) | | |
| 20 | LED Video Wall - LED screen for live telecast at mela ground (Size 10'x8' each) including base structure, wiring, electrification and complete in all respect (Minimum – 2 no's) | | |
| 21 | Flat Plasma TV – 42" Plasma TV with all associated equipments and stands to be placed as per the approved floor plan (Minimum – 4 no's) | | |
| 22 | Computer - Desktop computer along with 3G Data Card and printer – (Minimum – 2 no's) | | |
| 23 | PA System - Providing, installation and commissioning of Audio System with appropriate sound Mixers and sufficient output for exhibition area and other required spaces including food zone, shilp gram, convention hall, VVIP & VIP parking area and other area in the mela ground. Trumped Horns including all necessary equipments for P.A. System – 40 no's and cordless mic – 6 no's | | |
| 24 | Flower, Landscaping and other decoration work | | |
| | Particulars | Assumed Qty. | Unit |
| | (i) Fresh Natural Flower Torran Decoration on the day of inauguration and closing (Size 2.5 ft height) | 3000 | R. ft. |
| | (ii) VIP Bouquet required during the mela period (Rose and other flowers) | 100 | Nos. |
| | (iii) Plants with Pot required during the mela period to be placed near all hanger entrance gates, exhibition doom, walkway corridor and other areas as per the instruction of CSIDC (Size 2.5-4 ft height - 1000 no's and 4-8 ft height - 500 no's) (Plant should be of good quality and fresh green with nice height. All the Plants pots should be Properly painted) | 2200 | Nos. |
| | (iv) Landscape as per design in the exhibition area including grass/plants/pebbles, stones, decorative etc. required during the mela period to be done as per the approved layout and design of CSIDC | 3000 | Sq. ft. |
| | (v) Colour Rangoli at the event ground as per the approved design and location. (Flower + Powder) (Approx 400 Square feet) | 4 | Nos. |
| 25 | Venue Branding/Advertisement & Others Infrastructure | | |
| | Particulars | Assumed Qty. | Unit |

| | | | |
|----------|---|---------------------|-------------|
| | (i) Translite/Backlit Boxes (Duratrans Backlit Using Kodak Professional Duratrans Display Material)(Min. Size 10' Width x 4' Height) | 10 | Nos. |
| | (ii) Cut-out/Signage's - Digital Printing with mounting on 5mm sun board, lamination, fabrication and fixing in position as per the approved floor plant and design. (Using HP roll-fed and flatbed printers with environmentally friendly U-V or Latex inks) Excluding theme hanger fascia and theme area) | 600 | Sq. ft. |
| | (iii) Welcome Hoarding in the Mela Ground - Star Flex (Media should be minimum 320GSM thick printed through Mutoh Machine using eco-solvent inks) with MS hallow square pipe frame 1" x 1", complete fabrication and fixing in position as per the approved floor plant and design. | 8000 | Sq. ft. |
| | (iv) Self Standing Flex Standee - Star Flex (Media should be minimum 320 GSM thick printed through Mutoh Machine using eco-solvent inks) with MS hallow square pipe frame 1" x 1", complete fabrication and fixing in position as per the approved floor plan and design. (Size 4ft x 8ft) | 20 | Nos. |
| | (v) Colourful Flags with 20ft height GI Pipe Poles fixed 2' deep in ground | 400 | Nos. |
| | (vi) Fire extinguisher in required area/places | 120 | Nos. |
| | (vii) Dustbins (200 Litres) with Clean India/Clean Chhattisgarh sticker in required areas/places | 150 | Nos. |
| | (viii) Sand buckets with stand (Set of 04 buckets) painted in red colour at required areas/places | 8 | Nos. |
| B | Other Event Essential Services | | |
| 26 | Registration Counter for exhibitors including printing of badges and lanyards and IT setup (Event Secretariat etc.) – 1 no's | | |
| 27 | Photography & Videography – | | |
| | Particulars | Assumed Qty. | Unit |
| | i. Photography with digital camera with soft copy in CD/ DVD | 2 | Nos. |
| | ii. Videography (Drone Camera) | 1 | Nos. |
| | iii. Live Video Editing & mixing including showing the video recording LIVE for audience present in the ground. And should also include all the accessories required to relay video LIVE. | 1 | Nos. |
| | iv. Photo and video editing & Mixing including all the expertise required post recording to develop a good edited event video. | 1 | Nos. |
| 28 | Security Services - Personnel in smart uniform including travel, food and accommodation (Guard) in 3 different shift per day | | |
| | Particulars | Assumed Qty. | Unit |
| | i. First Shift - Morning 6:00 AM to Afternoon 2:00 PM | 20 | Guard |
| | ii. Second Shift - Afternoon 2:00 PM to Night - 10:00 PM | 40 | Guard |
| | iii. Third Shift - Night 10:00 PM to Morning 6:00 AM | 20 | Guard |
| 29 | Housekeeping Services - Housekeeping Personnel in smart uniform including travel, food and accommodation (Cleaners & Sweepers) in 2 different shift per day | | |
| | Particulars | Assumed Qty. | Unit |
| | i. First Shift - Morning 6:00 AM to Afternoon 2:00 PM | 60 | Person |
| | ii. Second Shift - Afternoon 2:00 PM to Night - 10:00 PM | 60 | Person |
| C | Allied Infrastructure and Set Up Cost (Space Selling to be done by the EMA) | | |
| 30 | Other Sponsors, PSU's & Heavy Industries Exhibition Area of 10000 Sq. ft. – Aluminium Hanger with complete setup (Raw space Including carpet, complete covered front and back façade, fascia in front of | | |

| | |
|----|--|
| | front façade, entrance and exit gates as per approved layout, complete general lighting, electrical fixtures and fittings along with complete air conditioning) |
| 31 | Corporate Houses/FMCG's/Electronics Company Exhibition Area of 10000 Sq. ft. – Aluminium Hanger with complete setup (Raw space Including carpet, complete covered front and back façade, fascia in front of front façade, entrance and exit gates as per approved layout, complete general lighting, electrical fixtures and fittings along with complete air conditioning) |
| 32 | Real Estate/Automobile/Banking/Finance sector Exhibition Area of 10000 Sq. ft. – Aluminium Hanger with complete setup (Raw space Including carpet, complete covered front and back façade, fascia in front of front façade, entrance and exit gates as per approved layout, complete general lighting, electrical fixtures and fittings along with complete air conditioning) |
| 34 | Amusement Zone – Looking to the scale of event Rajyotsav 2017 a proper well equipped and managed fun zone having modern kind of rides, games etc along with Mina Bazar. Complete Light, fittings, fixtures, boundary, entrance gate, safety and security arrangement. |
| 35 | Parking Area – Looking to the scale of event Rajyotsav 2017 a proper well equipped and managed parking space complete Light, fittings, fixtures, boundary, entrance gate, safety and security arrangement. |

It would be prime responsibility of agency to submit the tender document as per above. The agency has to submit their bid only on turnkey basis for A, B & C above for the entire event management, coordination, manpower for coordination, communication and all other incidental expenses which are required to set up of the event “**Rajyotsav 2017**”.

SIGNATURE

Name in Block letters :

Designation :

Name of the Agency & Address :

COMPANY PROFILE

| | | | | | |
|---|---|---|-------|-------|--------------------------|
| 1 | Name of the Agency: | | | | |
| 2 | Address (a) Office | | | | |
| | (b) Workshop | | | | |
| 3 | Telephone and Fax No. | | | | |
| | Office | | | | |
| | E-Mail | | | | |
| | Residence | | | | |
| 4 | Telegraphic/Email Address (if any) | | | | |
| 5 | Name & Address of the Proprietor/Partner | | | | |
| 6 | Date of Establishment of the Agency | | | | |
| 7 | A brief description of 3 important jobs done during the last twelve months with photographs. Please attach separate sheet giving information in format provided below. | | | | |
| | S. No. | Details of the Order/job Received from | Value | Place | Period for completion |
| 8 | Please enclose Income Tax Return for last 3 years along with PAN/TAN details : | | | | |
| 9 | Annual Turn-over during last three years. | | | | |

I certify that I am authorized to furnish the information given above on behalf of the Agency/Joint Venture/Consortium. I represent and that it is true to best of my knowledge and belief. I have no objection should this information be verified any time by any officer of CSIDC or by the representative authorized by **CSIDC**.

SIGNATURE

Name in Block letters :

Designation :

Name of the Agency & Address :

Draft Format for Bid Security (Bank Guarantee)

(On Rs.100/- (Rupees hundred only) Stamp Paper from a Nationalized/Schedule Bank and operatable in Raipur, Chhattisgarh only)

To,

Managing Director,

Chhattisgarh State Industrial Development Corporation Limited

1st Floor, Udyog Bhawan, Ring Road No.-1,

Telibandha, Raipur 492006, CHHATTISGARH

1. In consideration of the **Chhattisgarh State Industrial Development Corporation Limited** 1st floor, Udyog Bhawan, Ring Road No. 1, Telibandha Raipur (C.G.) 492006. (hereinafter called "CSIDC" which expression shall unless repugnant to the subject or context include its successor and assigns) having agreed under the terms and conditions of Contract awarded to _____ (hereinafter called "the Contractor" which expression shall unless repugnant to the subject or context include his heirs, executors administrators and assigns/its successors and assigns) and the CSIDC in connection with Contract Agreement No. _____ (hereinafter called "the Said Contract") to accept a Bid Security as herein provided for Rs. _____ from a Nationalized/Scheduled Bank and operatable in Raipur, Chhattisgarh in lieu of the Bid Security deposit to be paid for the due fulfillment by the Contractor as per the terms and conditions contained in the said Contract, We the Bank _____ constituted and established under _____ Act _____ (hereinafter referred to as "the said Bank") and having our Head Office at _____ at the request of Contractor do hereby undertake to pay to the CSIDC an amount not exceeding Rs. _____ against any loss or damage caused to or suffered or would be caused to or suffered by the CSIDC by reason of breach or breaches by the said Contractor(s) of any of the terms and conditions contained in the said agreement, and to unconditionally pay the amount claimed by the CSIDC on demand and without demur to the extent expressed.
2. We _____ (name of Bank) do hereby undertake to pay the amounts due and payable under this guarantee without any demur, merely on a demand from the CSIDC stating that the amount claimed is due by way of loss or damage caused to or would be caused to or suffered by the CSIDC by reason of breach by the said contractor of any of the terms or conditions contained in the said Agreement or by reason of the contractor(s) failure to perform the said Agreement. Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs. _____.
3. We _____ (name of Bank) further agree that the Managing Director, CSIDC shall be the sole judge of and as to whether the contractor has committed any breach or breaches of any of the terms and conditions of the said contract and the extent of loss, damage, costs, charges and expenses caused to or suffered by or that may be caused to or suffered by the CSIDC on account thereof and the decision of the Managing Director, CSIDC that the Contractor has committed such breach or breaches and as to the amount or amounts of loss, damage, costs, charges and expenses caused to or suffered by or that may be caused to or suffered by the CSIDC from time to time shall be final and binding on us'.
4. We undertake to pay to the Managing Director, CSIDC any money so demanded notwithstanding any dispute or disputes raised by the Contractor/ supplier in any suit or proceeding pending before any court or Tribunal relating thereto our liability under this present

being absolute and unequivocal.

The payment so made by us under this security bond shall be a valid discharge of our liability for payment there under and the contractor /supplier shall have no claim against us for making such payment.

5. We, _____ (indicate the name of Bank) further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said Agreement and that it shall continue to be enforceable till all the dues of the CSIDC under or by virtue of the said Agreement have been fully paid and its claims satisfied or discharged or till the Managing Director, CSIDC certifies that the terms and conditions of the said Agreement have been fully and properly carried out by the said Contractor(s) and accordingly discharges this guarantee. Unless a demand or claim under this guarantee is made on us in writing on or before the _____ we shall be discharged from all liability under this guarantee thereafter.
6. We _____ (indicate the name of the Bank) further agree with the Managing Director, CSIDC shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and condition of the said Agreement or to extend time of performance by the said contractor from time to time or to postpone for any time or from time to time any of the powers exercisable by the CSIDC against the said Contractor and to forbear or enforce any of the terms and conditions relating to the said Agreement and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the said Contractor or for any forbearance, act or commission on the part of the CSIDC or any indulgence by the CSIDC to the said Contractor or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provisions have effect of so relieving us.
7. This guarantee will not be discharged due to the change in the constitution of the Bank or the Contractor/ Supplier(s).
8. We, _____ (indicate the name of Bank) lastly undertake not to revoke this guarantee during its currency except with the previous consent of the CSIDC in writing.
9. This guarantee is valid till _____ unless a suitable action to enforce the claim under this guarantee is made within 6 (six) months from _____ all your rights under this guarantee shall be forfeited and we shall be relieved and discharged from all liabilities there under.

Dated this _____ day of _____ for an
behalf of the Bank

The above Guarantee is accepted by the CSIDC. For an
behalf of the CSIDC

Dated: _____

(Name and Designation)

**Format of Affidavit to be presented by and on behalf of all the Joint
Venture/Consortium Partners**

(On Rs.100/- (Rupees hundred only) Stamp Paper from a Nationalized/Schedule Bank and operatable in Raipur, Chhattisgarh only)

I,S/o Shri..... Resident ofdo hereby state on oath as follows:

1. That a joint venture/Consortium in the name of has been constituted in the name of, consisting of, And (hereinafter referred to as the Members)
2. That M/s, one of the member of the Joint Venture/Consortium, has been authorized, by way of Power of Attorney/Agreement, to be the lead member with respect to the tender issued by CSIDC vide tender no..... for appointing professional agency to act as an Event Management Agency (EMA) to coordinate various activities like conceptualizing, organizing, marketing, space selling and manage the Foundation Day Celebration of the State of Chhattisgarh, Rajyotsav - 2017 (hereinafter referred to as the **Tender**) on turnkey basis.
3. That, I have been authorized to sign and file this affidavit for and on behalf of all the members of the Joint Venture/Consortium vide power of attorney dated..... and all the statements made by me herein are to be considered to be the statements made by the members of the Joint Venture/Consortium jointly as well as severally.
4. That, in the event of the selection of Joint Venture/Consortium as successful bidder, all the members of the Joint Venture/Consortium, do hereby agrees to abide themselves as follows :
 1. The Joint Venture/Consortium Members declare and confirm that they shall jointly and severally be bound and shall be fully responsible to the CSIDC for Supply, erection, Testing & Commissioning as per the Scope of Work, and successful performance of the works, obligations under the Tender.
 2. Despite any breach by the Lead Member or other Member(s) of the Joint Venture/Consortium agreement, the Member(s) do hereby agree and undertake to ensure full, effectual and successful performance of the Contract with CSIDC and to carry out all the obligations and responsibilities under the Tender in accordance with the requirements as stated therein.
 3. If CSIDC suffers any loss or damage on account of any breach of the Contract or any shortfall in the performance in meeting the performance guaranteed as per the specification in terms of the Tender, the Member(s) of the Joint Venture/Consortium undertake to promptly make good such loss or damages caused to CSIDC, on its demand without any demur. It shall not be necessary or obligatory for the CSIDC to proceed against Lead Member to these presents before proceeding against or dealing with the other Member(s). The obligation of each of the member is absolute.
 4. The financial liability of the members of the Joint Venture/Consortium to CSIDC, notwithstanding the liabilities/obligations of the members as set forth in the agreement for constitution of Joint Venture/Consortium, shall be joint and several with respect to any of

the claims arising out of the performance or non-performance of the Tender and the rights and obligations of the members to the Joint Venture/Consortium as defined in the Joint Venture/Consortium Agreement shall not be treated in any way so as to restrict or limit the liabilities/obligations of all or any of the members arising out of the Tender.

5. It is expressly understood and agreed between the Members the Joint Venture/Consortium that the responsibilities inter se amongst the Members shall not in any way be a limitation of joint and several responsibilities and liabilities of the Members to the CSIDC. It is clearly understood that the Lead member shall ensure performance under the agreements and if one or more Joint Venture/Consortium Member(s) fail to perform its /their respective obligations under the agreement(s), the same shall be deemed to be a default by all the Joint Venture/Consortium Members. It will be open for the CSIDC to take any steps including punitive/ corrective action and termination of contract in case of such default also.
6. All the terms and conditions of the Tender shall be construed and interpreted in accordance with the laws of India and shall be subjected to exclusive jurisdiction within Raipur in all matters arising there under.
7. It is further agreed that the Joint Venture/CONSORTIUM agreement shall be irrevocable and shall form an integral part of the Contract, and shall continue to be enforceable till CSIDC discharges the same. It shall be effective from the date first mentioned above for all purposes and intents.
8. In case of any dispute amongst the members of the Joint Venture/Consortium, CSIDC shall not be in any way liable and also the Joint Venture/ Consortium members shall not be absolved from the contractual obligation in any manner.

DEPONENT

VERIFICATION

I,,deponent above named, do verify contents of affidavit above from Para 1 to 4 (including sub paras) to be true to my personal knowledge.

Signed and verified at On this..... day of at

DEPONENT

[FORM 7 - A]

**FORM OF POWER OF ATTORNEY FOR BIDDERS OTHER THAN JVC
For Nomination of Lead Member**

And

Authorization of person for carrying out necessary activities

(On Rs.100/- (Rupees hundred only) Stamp Paper from a Nationalized/Schedule Bank and operatable in Raipur, Chhattisgarh only)

KNOW ALL MEN BY THESE PRESENTS THAT I/ WE, M/s
.....having its Registered Office (s)/Head Office (s) at
.....(hereinafter called the "Bidder" which expression shall unless repugnant to the
context or meaning thereof, include its successors, administrators and assigns) do hereby authorize
Shri..... S/o..... Resident of..... (hereinafter referred to as the Authorized
Representative) to exercise all or any of the powers for and on behalf of the Bidder in regard to
Tender document No.....for for which tender have
been invited by the **CSIDC**.

THAT the above said Shri..... , among other things in relation to the tender notice
no..... issued by CSIDC, is authorized to undertake the following acts for and on behalf
of the Bidder:

- (i) To submit proposal, participate and negotiate in respect of the aforesaid Bid – Specification of the CSIDC.
- (ii) To negotiate with CSIDC the terms and conditions for award of the Tender and to sign the Agreement with the CSIDC.
- (iii) To do any other act or submit any document related to the above.
- (iv) To receive, accept and execute the Agreement for and on behalf of the "**Bidder**".
- (v) To submit the Tender performance security in the form of an unconditional irrecoverable Bank guarantee in the prescribed format and as per terms of the Tender.

ALSO THAT it is expressly understood that this power of Attorney shall remain valid binding and irrevocable till completion of the Defect or liability period in terms of the Tender.

THAT the **Bidder** hereby agrees and undertakes to ratify and confirm to whatsoever the said authorized representative of the Bidder quotes in the bid, negotiates and signs the agreement with

the CSIDC and / or proposes to act on behalf of the **Bidder** by virtue of this Power of Attorney and the same shall bind the **Bidder** as if done by the Bidder itself.

IN WITNESS THEREOF the Bidder as aforesaid has executed these presents on thisday of

For and on behalf of M/s.....
(Bidder)

Signature with Seal

.....

Signature of Shri..... (Holder of power of attorney)

Attested by:

[FORM 7 - B]

**FORM OF POWER OF ATTORNEY
For Nomination of Lead Member
And**

Authorization of person for carrying out necessary activities

(On Rs.100/- (Rupees hundred only) Stamp Paper from a Nationalized/Schedule Bank and operatable in Raipur, Chhattisgarh only)

KNOW ALL MEN BY THESE PRESENTS THAT WE, the Members whose details are given hereunder..... have formed a **Joint Venture/CONSORTIUM** having its Registered Office (s)/Head Office (s) at(hereinafter called the "JVC" which expression shall unless repugnant to the context or meaning thereof, include its successors, administrators and assigns)

THAT all the members of the JVC do hereby constitute, nominate and appoint M/s....., one of the member of the JVC, having its Registered/Head Office at as duly constituted lawful Attorney (hereinafter called "Lead Member ") to exercise all or any of the powers for and on behalf of the JVC in regard to Tender document No.....for for which tender have been invited by the **CSIDC**.

AND THAT all the members of the JVC do hereby authorize Shri..... S/o..... Resident of..... (hereinafter referred to as the Authorized Representative) to undertake the following acts for and on behalf of the JVC:

- (vi) To submit proposal, participate and negotiate in respect of the aforesaid Bid – Specification of the CSIDC.
- (vii) To negotiate with CSIDC the terms and conditions for award of the Tender and to sign the Agreement with the CSIDC.
- (viii) To do any other act or submit any document related to the above.
- (ix) To receive, accept and execute the Agreement for and on behalf of the "**Joint Venture/Consortium**".
- (x) To submit the Tender performance security in the form of an unconditional irrecoverable Bank guarantee in the prescribed format [**Form – 5**] and as per terms of the Tender.

THAT it is clearly understood that the Lead Member shall ensure performance of the Tender and if one or more Member fail to perform their respective portion of the Tender, the same shall be deemed to be a default by all the Members.

THAT it is expressly understood that this power of Attorney shall remain valid binding and irrevocable till completion of the Defect or liability period in terms of the Tender.

THAT the **JVC** hereby agrees and undertakes to ratify and confirm to whatsoever the said authorized representative of the JVC quotes in the bid, negotiates and signs the agreement with the CSIDC and / or proposes to act on behalf of the **JVC** by virtue of this Power of Attorney and the same shall bind the **JVC** as if done by the JVC itself.

IN WITNESS THEREOF the Members Constituting the **JVC** as aforesaid have executed these presents on thisday ofunder the signatures of the members, for and on behalf of the JVC.

- 1.
- 2.
- 3.
- 4.

WITNESS

- 1. Signature
- Name
- Designation
- Occupation

- 2. Signature
- Name
- Designation
- Occupation

[FORM – 8]

FINANCIAL BID FORMAT

(To be submitted in a separate sealed cover)

I _____ M/s. _____ have read content so for the proposal and have understood that the financial bid is being quoted for the work related to complete management and coordination of the Rajyotsav Mela, 2017 as proposed by Chhattisgarh State Industrial Development Corporation vide NIT no. 08/CSIDC/EE/DIVISION-3/2017 Raipur, dated 22/09/2017. The financial bid is inclusive of entire management, coordination, event infrastructure, manpower for concept of the Event which includes the costs of items listed at A, B, C in the scope of work and services [Form - 3 of Technical Bid Document]. This turnkey cost is for the entire period of the event, from the date of engagement till the closure of the Event.

Amount Rs.....(Rupees.....in words) including all applicable taxes.

SIGNATURE

Name in Block letters :
Designation :
Name of the Agency & Address :

TERMS AND CONDITIONS

Party No.1 Chhattisgarh **State Industrial Development Corp. Ltd.**

Through the _____ having its office at
CSIDC, 1st floor Udyog Bhawan, Ring Road No.1 Telibandha,
Raipur (C.G.) Pin code- 492006

Party No.2 Tenderer Agency/JVC _____

through Shri _____ signatory,
having its office at _____

1. The Party No.1 desires to organize Development Exhibition on the occasion of State Foundation Day (Rajyotsav - 2017) from 1st to 5th November 2017 at Dr. Shyama Prasad Mukherjee Udyog Avam Vyapar Parisar, Village Tuta, Naya Raipur.
CSIDC being the nodal agency on behalf of Govt. of Chhattisgarh invites sealed offer in 3-envelope system (EMD, Technical details & Financial offer) for appointing an event management agency for _____
2. **Income Tax Clearance Certificate:** The selected Executor whose turn-key offer is accepted shall have to produce Income Tax Clearance Certificate or a certificate from Income Tax Authority that the assessment is under consideration and a copy of GST Registration Certificate. (In case of JVC by each member of JVC)
3. The Party No.2 shall furnish before execution of agreement true copy of the partnership deed, or Memorandum & Articles of Association or in case of JVC by each member of JVC including agreement of JVC, or other document required to provide its legal identity as the case may be to the Party No.1 and during the period of contract there will not be any change in the constitution of the firm/ company without prior written approval of the Party No.1. The Party No.2 shall also give a power of attorney in favour of its authorized signatory.
4. **TIME SHALL BE THE ESSENCE OF CONTRACT**
5. **ADVANCE:** - A working advance up to 25% of the contract value may be released to Party No.2 if requested in writing to Party No.1. The amount of advance shall be adjusted in Running / Final Bill. However the Party No-2 shall not be absolved of due discharge of contractual obligation, if his request of advance is not accepted by

- Party No-1. Bank guarantee **[Form-5]** equivalent to the amount of working advance has to be submitted by Party No. 2.
6. The Party No-2 shall execute the contract as, aforesaid with best quality material and workmanship to complete satisfaction of the Party No. 1 or his authorized representative.
 7. The Party No.2 shall be responsible for proper upkeep and maintenance of the pavilion and various services throughout the fair period, and during the extended period if any, by whatever name and style with or without break including the repairs and maintenance and replacement as may be necessary for proper exhibition and display.
 8. The Party No.2 shall also be responsible for clearance of site after completion of work as well as after the end of the fair as per the instructions of CSIDC.
 9. The Party No.2 shall, also do all subsidiary works connected with the principal work as ordered by the Party No. 1 or his authorized representative. No material, service, tools, plants; equipments shall be provided by the Party No.1 for the purpose of execution of the work under this contract.
 10. All items including material of construction shall be subject to the inspection prior to utilization. This inspection shall be done by the Party No.1 or his authorized representative and in case of rejection of any item or unit; the same shall not be utilized by the Party No.2. The Party No.1 shall not be responsible for any loss or damage that occurs on account of rejection of any item, which shall be the sole responsibility of Party No.2
 11. The Party No.2 shall strictly follow all the rules and regulation, norms as lay down by CSIDC. Party No.1 shall not be responsible if Party No.2 is found violating any necessary government norms, rules and regulations.
 12. The Party No. 2 shall make payments to his laborers' in accordance with the prevailing Labour laws and shall not violate in any manner whatsoever the provision of the Labour Laws prevalent there and in any case of any contravention or violation, the Party No.2 shall fully compensate to party No.1 in these respect. The Party No.2 shall also abide by all orders, instruction, rules and regulation or

laws of the Government or any local authority or CSIDC and in case of violation or contravention the Party No.2 shall alone be responsible including compensation payable to Party No.1.

13. The Party No.2 shall not be entitled to any compensation from the Party No.1 of whatsoever nature, on account of any delay caused from the side of the Party No.1 either delay in handing over the site by CSIDC, or due to change of design or drawing or for any other reasons or circumstances.
14. The Party No.2 shall make his own arrangement for watchmen to guard the materials brought by him and those supplied by the Party No.1 under this contract and shall ensure the safety from breakage and also to the materials fixed/ unfixed by him or his sub Tenderers for the entire fair period.
15. All works to be executed under contract shall be executed under the direction and subject to the approval in all respects of the Party No.1 or his authorized representative, who shall be entitled to direct at what point or points and in what manner these works are to be commenced and from time to time carried on.
16. All works undertaken or in course of execution or executed in pursuance of the contract shall at all times be open to the inspection and supervision of the Party No. 1 or his authorized representative and the Party No.2 shall at all times during the usual working hours and at all other times at which reasonable notice of the intention of the Party No.1 or his authorized representative to visit the work shall have been given to the Party No.2 either himself be present to receive orders and instruction or have a responsible agent duly authorized in writing present for that purpose. Orders / instruction given to the agent of the Party No.2 shall be considered to have the same force as if they had been given to the Party No.2 himself.
17. The Party No.2 shall make adequate arrangements so that necessary technical advice, execution, instruction or any orders in respect of additions, alterations or amendments may be given to them on the spot. For this purpose the Party No.2 will make available any person duly authorized by him and also well conversant with the work in this respect.

18. The Party No.2 shall at his own expenses provide the Party No.1 the facilities at site such as furniture, drawing, accessories, work station and give assistance required for checking the measurement and materials.
19. If the Party No.2 or his work people/ attendants cause damage, deface, injure, or destroy any part of building in which they are working or any other building, fences, enclosures, water pipes, cables, fixtures electric or telephonic posts or wires continuous to the premises on which the work or any part of it is being executed or if any damage shall happen to the work, while in progress, from any cause or any imperfection become apparent in it during the period of fair after a certificate of final or otherwise of its completion shall have been given by the Party No.1 or his authorized representative may cause the same to be made good by the workman and deduct the expenses of which the certificate of the Party No.1 or his authorized representative shall be final from any sums that may be then, or at any time thereafter may become due to the Party No.2 or from his security deposits or the proceeds of sale thereof or a sufficient portion thereof.
20. The Party No.2 shall be responsible for any damage to the structural or decorative part of the property, which may arise from the operations or negligence of their laborers and employee or any of their sub executors.
21. The Party No.2 shall bear the entire execution of this contract to be carried out with minimum disturbance to the regular working of the Party No.1 As far as possible all the items are prefabricated at their workshops and only installations can be carried out at the premises.
22. In case of any work for which there is no specification mentioned in the drawing/ designs/ specification/ concept theme under the contract, such work shall be carried out in accordance with the specification approved by the Party No.1 or his authorized representative.
23. The Party No.1 while computing the amount of interim payment shall make the deduction for the following before arriving the net amount payable to the Party No.2
 - a. The cost of materials supplied by the Party No.1, if any.

- b. Income Tax plus surcharge thereon as applicable on total value of all bills (arrived after check and scrutiny).
24. The bank guarantee will be released only after satisfactory completion of the work.
25. Any dues that remain to be recovered from the Party No.2 shall be recoverable as arrears of Land Revenue under relevant Acts of competent Jurisdiction.
26. That the Party No.2 shall keep informed the Party No. 1 or his authorized representative on day to day progress of the work and in case the work is not in progress of the work and in case the work is not in progress to the satisfaction of the Party No.1 It shall give written warning to the Party No.2 which in turn shall comply and abide by the instruction and orders in this behalf, on this violation, the work will be completed and done by the Party No1 at the cost of Party No.2 and all the loss, damage and compensation shall be recoverable from Party No.2. Similarly in case of any failure of the work as contemplated the work shall be done by the Party No.1 at the cost of the Party No.2 and the compensation shall be recoverable from the Party No.2 as stated above.
27. All disputes relating to the specification, design, drawing, sketches, quality, and workmanship shall be decided by the Managing Director, CSIDC and his decision shall be final and binding on both the parties.
28. **SUBLETING:** - The Executor shall not, without the prior approval of the competent authority in writing, sublet or assign to any other party, or parties the whole or any portion of the work under the contract. Even where such approval is granted, the Executor shall not be relieved of any obligation or duty or responsibility which he undertakes under the contract.
29. **REMOVAL OF UNDESIRED PERSONS :-** The Executor shall, on receipt of the requisition from the Party No. 1 or his authorized representative at once remove any person employed by him on the work, who in the opinion of the Party No.1 or his authorized representative is unsuitable/undesirable.
30. **The Party No.2 undertakes to complete the work within the stipulated time frame and in case of any delay he/she/it shall be liable to compensate to Party No.1 @ 1,00,000/- Rupees (One Lac Rupees Only) per day in addition to any other**

compensation recoverable on account of loss of reputation or monetary loss or any other loss.

31. All disputes of difference what so ever arising between the parties out of or relating to the constitution, meaning and operation or effect of this agreement or the breach thereof shall be referred for arbitration to the Managing Director, CSIDC, Raipur and his own decision shall be final and binding on both the parties. The place of arbitration shall be Raipur (C.G).
32. All suits, legal proceedings under this agreement will be subject to the jurisdiction of court at Raipur only.
33. The Party No.2 shall also have insure the whole event in all respect before issue of advance/1st running bill, failing which insurance would be done by department at the cost of the Executor.
34. The royalty charges if any for the materials shall be borne by the Executor.
35. Cement, steel or other building materials if required to be used in work shall have to be arranged by the Executor.
37. The staff shall be equipped with all tools necessary for repair and maintenance. The helpers shall have sufficient sets of dusting cloth, mops, brooms, buckets, soap, detergent etc. complete.
38. The Party No.2 shall also provide sufficient laborers and skilled workers required for loading/ unloading, stacking, storing, and displaying of display materials, at any floor, at any levels as per instruction of the Party No.1. In the event of failing to do so, the Party No.1 shall carry out the above at the cost of the Executor.
39. Apart from income tax; taxes, if any imposed by State/Central Government and local taxes will also be recovered from the Bills.
40. If at any time after execution of the contract, the Party No. 1, or his authorized representative is of the opinion for any reason that any part of the work or items of work or class of work specified in the contract do not require to be carried out at all, shall bring to notice in writing of the fact to the Party No.2 who shall then stop the work and shall not be entitled to the amount specified against the said item or items. Similarly the Party No.1 shall be entitled to make necessary changes,

amendments, addition or alteration in drawing, specification, sketch plans and the same shall be duly carried out and complied with by the Party No.2 as if they were the part of the original contract and no additional payments shall be made to the Party No.2 for such work. The Party No.2 shall not be entitled to claim any cost, profit or any compensation on account of either dropping of the work or any item.

41. If at any time after execution of the contract, the Party No.1 or his authorized representative is of the opinion for any reason that any part of the exhibition/allied structures is to be covered by star flex or any other media has to be carried out without any additional payment.
 42. If additional items executed on demand of the Party No.1 (which is mandatory to be executed) other than agreement in course of execution it will be paid on the basis of rate analysis of the additional item.
 43. The work must be executed as per norms of lump-sum tender for the works covered under scope of turn-key offer or revision thereof Payment would be made on the basis of proportionate progress, made in form of running advance. Final evaluation of cost of executed works shall be based on timely completion, quality of input materials, workmanship, aesthetics and appearance.
 44. The executor after the execution of the turn key agreement shall not make him-self eligible for the payment of the entire amount of contract unless each and every item is executed quantitatively and qualitatively as per agreed scope of work under the contract.
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Proposed Layout for Rajyotsav 2017 (1st to 5th November 2017)

Dr. Shyama Prasad Mukherjee Udyog avam Vyapar Parisar
Naya Raipur



**CHHATTISGARH STATE INDUSTRIAL DEVELOPMENT CORPORATION LTD.
RAIPUR – CHHATTISGARH**



Chhattisgarh State Industrial Development Corporation Limited

(A Government of Chhattisgarh Undertaking)
(AN ISO 9001:2015 CERTIFIED COMPANY)
1st Floor Udyog Bhawan, Ring Road No.1 Telibandha, Raipur (C.G.) Pin code- 492006
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DETAILED NIT RAJYOTSAV – 2017

निविदा क्र. 08/ सीएसआईडीसी/का.अ./संभाग-3/2017-18

रायपुर, दिनांक 22/09/2017

Government of Chhattisgarh is organizing Development Exhibition on the occasion of State Foundation Day (Rajyotsav - 2017) from 1st to 5th November 2017 at Dr. Shyamprasad Mukharjee Udyog AvamVyapar Parisar, Village Tuta, Naya Raipur. CSIDC being the nodal agency on behalf of Govt. of Chhattisgarh invites sealed tenders for appointment of Event Management Agency for Event Management Activities including conceptualizing, designing, erection, execution, marketing, space selling along with complete operation & maintenance during the Mela Period (1st to 5th November 2017) of Rajyotsav-2017 as mentioned in the Detailed Tender Document.

Tender forms shall be available at :-

1. Executive Engineer, Division-III, 2nd Floor, Udyog Bhawan, CSIDC, Raipur (C.G.)
2. The tender form can also be downloaded from CSIDC website www.csidc.in

The tender form can be purchased from CSIDC, Head Office Udyog Bhawan, Ring Road No.1, Telibandha, Raipur - Chhattisgarh on payment of Rupees 5000/- + 18% GST in cash or in the form of DD in favour of Managing Director, CSIDC, payable at Raipur during office hours till 4th October 2017.

If the tender document is downloaded from the website than a DD of Rupees 5000/- + 18% GST in favour of Managing Director, CSIDC, payable at Raipur as cost of tender document must be submitted at the time of submission of tender along with the EMD.

Eligibility Criteria:-

- The tenderer should be an event management entity (Company/Partnership firm/LLP/Proprietorship firm) registered for not less than 5 years (i.e. not after F.Y.2012-13).
Joint Venture or Consortium (hereinafter referred to as JVC) is also allowed to participate in the tender, provided that atleast one member of JVC should be a registered event management agency.
All the parties forming the JVC should be business entity working in similar field of works like tent house, sound & light decoration, event management etc. registered for not less than 5 years (i.e. not after F.Y.2012-13), out of which atleast one should be registered and based at Chhattisgarh.
- Tenderer must have an average annual turnover (in case of JVC, aggregate average annual turnover of all the members) of Rs.2.5 Crore or above in last 3 financial years (F.Y. 2014-15, 15-16, 16-17). Certificate from Chartered Accountant must be attached.
- The Tenderer must submit a copy of Income Tax Return along with Income Computation Sheet for last 3 years (F.Y. 2014-15, 15-16, 16-17). Provisional Balance Sheet will be acceptable for the year 2016-17). Copy of audited/C.A. Certified balance sheet and Profit & Loss Account must also be attached (in case of JVC, return and certificate as referred to be presented by all the members of JVC individually).
- Copy of valid Gumasta Licence (NOT AFTER F.Y. 2012-13), PAN Card & GST Registration in the name of the applicant firm/company must be submitted.
In case of JVC the Copy of valid Gumasta Licence (NOT AFTER F.Y. 2012-13), PAN Card & GST Registration in the name of all the members must be submitted.
- The tenderer must submit the copies of Service Tax Challan of last financial year (2016-17) (in case of JVC, by all the members of the JVC individually).
- The tenderer must have successfully completed atleast 02 Projects of similar nature, each with a value of Rs 60.00 lakhs and above OR one project of Rs 100.00 lakhs in last 05 years ;
Provided that in case of JVC, 02 projects of Rs 60.00 lakhs each as referred above and completed by two different members of the JVC and in case of one project of Rs 100.00 lakhs as referred above completed by one of the members of the JVC in its individual capacity, shall be considered.
Provided further that, the completed projects, as referred above, must be for any Central/State/Semi Government/PSUs and atleast one of the above works should have been executed with in the state of Chhattisgarh.
- While submitting the tender the tenderer must submit relevant work orders and work completion certificates duly signed by the competent authority in support of eligibility and qualification, otherwise it will lead to disqualification of the bidder.
- All the documents submitted by the tenderer must be duly notarized.

Duly completed and sealed tender documents shall be submitted in person in the tender box only, kept at the Office of Executive Engineer (Division - III), 2nd Floor, CSIDC Head Office, Udyog Bhawan, Ring Road No.-1, Telibandha, Raipur (C.G.), on or before 05/10/2017 up to 3.00 P.M. Tenders shall be opened thereafter on same day at 3.30 PM in the presence of the tenderers who choose to be present.
Tender received through courier, speed post or any other means of post will not be accepted.
Amendment in tender, if any, will only be uploaded on the website and shall not be published in any newspaper.

Managing Director

“सबका विकास सबके साथ”

Credible Chhattisgarh
विश्वसनीय छत्तासंग