

Government of Rajasthan

Department of Tourism

Paryatan Bhawan, Opposite Vidhyakpuri Police Station, MI Road, Jaipur-302001
Telephone: 0141-2822811, 36; E-mail: dotfestivals@gmail.com
Website: www.tourism.rajasthan.gov.in

No. F.4(85)DOT/FF/2025-26/

Date: 06.03.2026

Bid No. 288 /2025-26

1. M/s GOBANANAS, Block No. 10, 5th Floor, Magnet Corporate Park, Thaltej, Ahmedabad 380054
2. M/s MODERN STAGE SERVICES PRIVATE LIMITED, F-30/3, Okhla Industrial Area, Phase-II, New Delhi, 110020
3. M/s AXIS COMMUNICATIONS, A-28, Ground Floor, (Main Road), Near Canara Bank, Hauz Khas, New Delhi-110016
4. M/s NAGPALS EXHIBITION AND CONFERENCE SERVICES, 03, Panchsheel Enclave, Near Hotel Clarks Amer, JLN Marg, Jaipur-302017
5. M/s CHANDRA ENTREPRENEURS PVT. LTD; 28 Indra Colony, Bani Park, Jaipur-302016
6. M/s IMPRESSIVE EVENTS HUB PVT. LTD, B-96, Janta Colony, Jaipur, Rajasthan, 302004
7. M/s SAM MOVIES ENTERTAINMENT PVT LTD, C-148, Bahubali Path, Shyam Nagar, Sodala, Jaipur – 302019
8. M/s 3RD EYE EVENTS AND ADVERTISING, 504, Silver Radiance, Sindhu Bhava Marg, Bodakdev, Ahmedabad 380059
9. M/s MOVING PIXELS PRIVATE LIMITED, 17TH FLOOR, 1701-1712, D BLOCK, SUN CENTRAL PLACE, NEAR VAKIL SAHEB BRIDGE, SADAR PATEL, AMBLI, Ahmadabad, Ahmadabad, Gujarat, 380058
10. M/s NATIONAL ADVERTISING AGENCY, 414,520, Sanchi Building, 77, Nehru Place, New Delhi-110 019

Sub:- Inviting Financial Bids from the Empanelled Event Management Agencies for Organising Awareness Trip- Dekho Apna Shehr (For Special Children) visit locations at Albert Hall, City Palace, Jantar Mantar on March 17th & 18th, 2026 for Rajasthan Festival week

Financial bids are invited from the above listed empanelled Event Management Agencies (EMAs) with Department of Tourism, Government of Rajasthan (vide office order No. F.A (85)DOT/FF/2024-25/13776402 dated 22-02-2025 and extension office order dated 21.02.2026 Rajkaj Ref: 20661604) for various Works as follows

Awareness Trip- Dekho Apna Shehr (For Special Children) visit locations at Albert Hall, City Palace, Jantar Mantar

Estimated Cost of Work	Rs. 2.25 Lakhs (GST extra)
Dates of Cultural Events	Awareness Trip- Dekho Apna Shehar (For Special Children) visit locations at Albert Hall, City Palace, Jantar Mantar – 17 th & 18 th March 2026
Availability of Bid Document	Document can be downloaded from: www.sppp.rajasthan.gov.in www.tourism.rajasthan.gov.in
Mode of Submission of Financial Bid	Offline at the office of Commissioner Tourism, Department of Tourism Paryatan Bhawan, Opposite Vidhyakpuri Police Station, MI Road, Jaipur-302001
Last Date of Submission of Financial Bid	12 th March 2026, up to 12:00 PM

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Opening of Financial Bids

12th March 2026, 2:00 PM

For any other information, please contact Ms. Sumita Meena (Deputy Director), Department of Tourism, Government of Rajasthan, Jaipur (Tel. No. 0141-2822813 Email: fairsfestivalsheadquarter@gmail.com)



Sumeeta Meena
Deputy Director
(Fair & Festival)

No. F.4(85)DOT/FF/2025-26/

Date: 06.03.2026

Copy for information and necessary actions for the following:

1. P. S. to Commissioner, Department of Tourism, Government of Rajasthan, Jaipur
2. Financial Advisor, Department of Tourism, Jaipur
3. ACP (DD), Department of Tourism, Jaipur to facilitate upload on SPPP, and Department portal sites.

1. Introduction

In compliance with the Budget Announcement of 2025-26, Rajasthan Foundation Day will be observed on 19th March (Chaitra Shukla Pratipada) this year to commemorate the formation of the State. Department of Tourism, Government of Rajasthan (DOT) organises various programs and cultural activities (Annexure-I) every year to celebrate Rajasthan Foundation Day. An Awareness Trip- Dekho Apna Shehr (For Special Children) Visit locations at Albert Hall, City Palace, Jantar Mantar – 17th & 18th March 2026 will be organised as part of the festival.

Department of Tourism, GoR intends to select an Event Management Agency (the “Agency”) for undertaking the event/ program activities which has been entrusted to the Department of Tourism, GoR.

2. Scope of Work of Event Management Agency

Selected Agency shall have to work in close coordination with the by Department of Tourism (DOT), Government of Rajasthan (GOR) and Artist team.

Selected Agency shall be responsible for the following activities:

S. N.	Particulars	Size/Type	Quantity	Unit
1.	17th & 18th March 2025 (Tuesday & Wednesday) – Awareness Trip- Dekho Apna Shehr (For Special Children) Visit locations at Albert Hall, City Palace, Jantar Mantar			
A.	Local Travel Arrangements			
i.	Local Transport (Visit locations at Albert Hall, City Palace, Jantar Mantar) for Special Children and team (25 - Seater 4 Buses) for 2 Days (17.03.2026 to 18.03.2026)	Buses	4 Buses for 2 days	Nos.
B	Other Arrangements			
i.	Healthy Food packets for children and Volunteers for 2 days (In steel Tiffin)		110 per day	Nos.
ii.	Drinking Water Bottles for 2 days (Reusable)		110 per day	Nos
iii.	Volunteers for supporting special Children for 2 days		10 per day	Nos.
iv.	Banner for Bus	4X6	2	Nos.
C.	Venue Arrangements			
i.	Canopy set up for Students and School Staff (along with decor of balloons and eco-friendly paper)		3	Nos.

ii.	Seating Chairs		150 chairs	nos.
iii.	VVIP seating Chairs and Table with Cordless mics		5-7 chairs	nos.
iv.	Drinking Water Cans		10 per day	nos.
v.	Flower Decoration for Pathway from entrance onwards (for VVIP events)		As per requirement	nos.
vi.	Red/Pink/Yellow Rose Buds		50	nos.
vii.	Venue Branding on standee		2	nos

3. **Key Terms & Conditions**

- a) Canopy set up with Chair and sofa set up for VVIPs and the school children along with School Staff will be seen by the Departmental officials in the evening of **16th March**.
- b) Agency shall be required to install the entire set up (its scope of services) as above on the previous night of the event for seamless conduct of the trip for special students.
- c) Department shall invite schools for participation and agency will coordinate for transport arrangements.
- d) **The above list of works is suggestive and not exhaustive.** The quoted rates should be exclusive of all applicable taxes. The above quoted rates shall exclude all expenses in accordance with the terms & conditions of this Bid Document and execution of the work at the venue. **The above list of works must be seen within scope of work as per Clause no. 2.**
- e) There may be a situation where additional works are needed to be done by the Agency or work shown under scope of work are not required or need to be amended. In that situation the designated committee will take a note of the situation under intimation to Commissioner Tourism and necessary direction shall be conveyed to the selected firm. Payment for such amended works or additional work shall be worked out mutually as per rules.
- f) **Bidders shall also submit concept plan and innovative ideas to execute the project as per scope of work as per Clause no. 2 of the document.**
- g) Department intends to appoint an interested event manager for organizing mentioned programs including to plan, conceptualize and execute various activities on turnkey basis to ensure overall harmony and smooth organization of the event in consultation with officer/s in charge at the venue.
- h) Selected Agency shall be required to submit an agreement on Non-Judicial stamp paper of Rs. 500/- with performance security equal to 3 % of the Work Order amount. Remaining 2% will be adjusted against the Bid Security amount.
- i) **The selected Agency shall be paid (upon submission of bills in triplicate) after completion of the Event.**
- j) A committee of the Department of Tourism officials will verify the arrangements and works done by the selected agency (BOQ wise) and on the basis of the report of this committee payment shall be released.
- k) In event of any change, addition or reduction in the work mentioned in this Bid Document due to administrative reasons or change of requirements, appropriate change, additional payment/deduction would be made to/from the final payment. For all such changes, additional/reduced works, agency shall inform the Department officials in time and will seek necessary directions before execution.
- l) Department endeavours to organize zero waste event EMA is expected to use sustainable material as possible

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4. **Submission of Financial Bid and Payment**
- i. Empanelled Agency are invited to submit their financial quote in a Sealed Envelopes mentioning "financial bid for Organising Awareness Trip- Dekho Apna Shehr (For Special Children) visit locations at Albert Hall, City Palace, Jantar Mantar on March 17th & 18th, 2026." at office of Commissioner Tourism, Department of Tourism Paryatan Bhawan, Opposite Vidhyakpuri Police Station, MI Road, Jaipur-302001 before the last date and time mentioned in this document.
 - ii. Bidder shall quote their amount Item-wise in the BOQ (Financial Bid). Bidder quoting the lowest amount for all items collectively (Grand Total) shall be eligible for award of the Project and the Letter of Award (LOA)/ Work Order shall be issued to the Bidder.
 - iii. Amount to be quoted in the Financial Bid shall be excluding of GST and all applicable taxes.
 - iv. After completion of cultural event, the selected Agency shall submit its invoice (in 3 copies) along with photographs, videos of the program and all other essential documents for fulfilment of all obligations of the Contract.
 - v. Payment will be made to the Selected Agency after verification of completion of work as per the terms of Bid Document and to the satisfaction of Department of Tourism, Rajasthan.
 - vi. Release of payments to Selected Agency are subjected to statutory deductions as per applicable rules
 - vii. Department shall endeavour to release the payments at the earliest. No interest shall be payable in case the release of payment delays due to procedural matters.
 - viii. In case of un-satisfactory works and delays, the liquidated damages/ penalties shall be deducted as per RTPP Act and GF&AR rules including forfeiture of the Bid Security and Performance Security of the Bidder of the Selected Agency.
 - ix. In case the scheduled event does not happen due to some unavoidable reasons beyond the control of the Department/ State Govt., the actual cost & expenses incurred by the selected EMA till the receipt of communication from the Department shall be mutually agreed between selected EMA & Department and paid accordingly.
 - x. Bidders or their authorized representatives may remain present during the opening of Financial Bids on the scheduled date and time. Non-attendance of the bidder shall not affect the opening and evaluation of the Financial Bids.

Item Wise BoQ (Financial Bid-1)

Bid Inviting Authority: Department of Tourism, Government of Rajasthan

Name of Work: Inviting Bids from the Empanelled Event Management Agencies for Organising Awareness Trip- Dekho Apna Shehr (For Special Children) visit locations at Albert Hall, City Palace, Jantar Mantar on March 17 & 18, 2026 for Rajasthan Festival week

Bid No. – dt.03.2026

**Bidder
Name :**

PRICE SCHEDULE

(This BOQ template must not be modified/replaced by the bidder and the same should be filled, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only)

Sl. No.	Item Description (List of Works to be undertaken, as per clause no 2 of the Bid)	Amount (Rs.) for the Event excluding all taxes, levies & octroi etc. (In Figures)	Total Amount (Rs.) for the Event excluding all taxes, levies & octroi etc. (In Figures)	Total Amount (Rs. In Words) for the Event excluding all taxes, levies & octroi etc. (In Words)
1	2	3	4	5
A	17th & 18th of March 2026 (Tuesday & Wednesday) – Awareness Trip- Dekho Apna Shehar (For Special Children) Visit locations at Albert Hall, City Palace, Jantar Mantar			
1	Local Travel Arrangements			
(i)	Local Transport (Visit locations at Albert Hall, City Palace, Jantar Mantar) for Special Children and team (22 -Seater 4 Bus) for 2 Days (29-03-2025 to 30-03-2025)			
2	Other Arrangements			
i.	Healthy Food packets for children and Volunteers for 2 days (In Steel Tiffin)			
ii.	Drinking Water Bottles for 2 days (Reusable)			
iii.	Volunteers for supporting Special Children for 2 days			
iv.	Banner for Bus			
3	Venue Arrangements			

i.	Canopy set up for Students and School Staff (along with decor of balloons and eco-friendly paper)			
ii.	Seating Chairs			
iii.	VVIP seating Chairs and Table with Cordless mics			
iv.	Drinking Water Can			
v.	Flower Decoration for Pathway from entrance onwards			
vi.	Red/Pink/Yellow Rose Buds			
vii.	Venue Branding on Standees			
	Grand Total (In Numbers)			INR
	Grand Total (In Figures)			

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Annexure 1 Rajasthan Diwas 2026

Date	Activities	Proposed Venue	Type of Tourism
A	State Level Events		
17 th – 18 th March	Awareness Trip for Special Children	Jantar Mantar, Albert Hall, City Palace	Social Tourism