

**.Government of Rajasthan  
Department of Tourism**

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Website: [www.tourism.rajasthan.gov.in](http://www.tourism.rajasthan.gov.in)

No. F 4( ) F&F/DOT/G-20/2022-23/ 29234

Date: 10.03.2023

Bid No.200/2022-23

1. M/s Impressive Events Hub Pvt. Limited, B-96, Janta Colony, Jaipur
2. M/s Chandra Entrepreneurs Pvt. Limited, Chandra Group, Bani Park, Jaipur
3. M/s E Factor Experiences Limited, New Delhi
4. M/s Expression 360 Services India Pvt. Limited, New Delhi

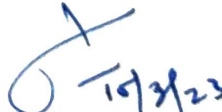
**Sub:- Inviting Financial Bids from the Empanelled Event Management Agencies for Organising Cultural Program on March 22, 2023 during 2<sup>nd</sup>G20 Sustainable Finance Working Group (G20 SFWG) Meeting at Udaipur**

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 (85)(3)/F&F/Emp. Ev. Mgr/2022-23/20789-97 dated 09-11-2022) for organising Cultural Program on March 22, 2023 during 2<sup>nd</sup> G20 Sustainable Finance Working Group (G20 SFWG) Meeting at Udaipur.

Estimated Cost of Work	Rs. 28.50 Lakhs
Dates of Cultural Events	March 22,2023
Availability of Bid Document	Document can be downloaded from: <a href="http://www.eproc.rajasthan.gov.in">www.eproc.rajasthan.gov.in</a> , <a href="http://www.sppp.rajasthan.gov.in">www.sppp.rajasthan.gov.in</a> <a href="http://www.tourism.rajasthan.gov.in">www.tourism.rajasthan.gov.in</a>
Mode of Submission of Financial Bid	Online at e-Proc website( <a href="http://www.eproc.rajasthan.gov.in">www.eproc.rajasthan.gov.in</a> )
Last Date of Online Submission of Financial Bid	17-03-2023, upto 12:00 PM
Opening of Financial Bids	17-03-2023, 12:30 PM
RISL Processing Fee with Financial Bid	Rs. 1,500/- through E-grass through e-GRAS (Budget head 8658-00-102-(16)-(01))

This invitation for Financial Bids (Bid Document) is being issued in continuation of the main Bid No. 179/2022-23 dated 19.07.2022 and subsequent office order no. F (85)(3)/F&F/Emp. Ev. Mgr/2022-23/20789-97 dated 09-11-2022 shall be treated as integral part of this Bid Document. Accordingly, all terms and conditions in this Bid will be applicable.

For any other information, please contact Dr. Punita Singh (Joint Director) OR Ms. Shikha Saxena (Deputy Director), Department of Tourism, Government of Rajasthan, Jaipur (Tel. No. 0294-2521971) Email: [dotfestivals@gmail.com](mailto:dotfestivals@gmail.com)

  
(Dr. Punita Singh)  
Joint Director (Fairs & Festivals)

No. F 4( ) F&F/DOT/G-20/2022-23/ 29235-37

Date: 10.03.2023

Copy for information and necessary actions for the following:

1. P. S. to Director, Department of Tourism, Government of Rajasthan, Jaipur
2. Chief Accounts Officer, Department of Tourism, Jaipur
3. ACP (DD), Department of Tourism, Jaipur to facilitate upload on SPPP, E-proc and Department portal sites.



(Jyoti Khandelwal)  
Assistant Director (Fairs & Festivals)

## 1. Introduction

Ministry of External Affairs (MEA), Government of India (GoI) has decided to organise meeting of G20 Sustainable Finance Working Group (G20 SFWG) Meeting at Udaipur on 21 – 23 March, 2023. During this meeting, Department of Tourism, Government of Rajasthan will organise the Cultural Program on **March 22, 2023** as per the details of given below:

EWG Event, the following cultural events will be organised by the Department of Tourism, Rajasthan.

Date	Cultural Program	Venue
<b>March 22, 2023</b> (Wednesday)	<b>Colours of Rajasthan</b> (Cultural program as a part of Gala Dinner (performance of 30-35 minutes by 70+ artists) (Choreographed by Taneraj Singh Sodha)	The Lalit Laxmi Vilas Palace, Udaipur

MEA, GoI has appointed a centralized event management agency for organizing the entire G-20 Working Group on Finance meet.

Design, stage décor, venue, set-design, stage management, light, sound, etc. will be arranged by MEA's event management agency.

The Department of Tourism's scope will include organizing the cultural program only (including travel, boarding, lodging, local transport, all arrangements for rehearsals of artists, payment of remuneration & travel of artists and choreographer).

Department of Tourism, GoR intends to select an Event Management Agency (the "Agency") for organising the Cultural Program on 22<sup>nd</sup> March 2023.

## 2. Scope of Work of Event Management Agency

Selected Agency shall have to work in close coordination with the event management agency of Ministry of External Affairs (MEA), Government of India (GOI) and the choreographer and its team appointed separately by Department of Tourism (DOT), Government of Rajasthan (GOR).

Selected Agency shall be responsible for the following activities:

S. N.	Particulars	Size/Type	Quantity	Unit
A	<b>Reimbursement of Outstation Travel</b> (Origin City to Udaipur and Return), (train sleeper class/ Bus fare). Taxi Fare in case bus/train transport is not feasible/ suitable for the artists group) + DA @ Rs. 500/- per day (for 2 days) for artists from outside location to Udaipur during travel (to & fro) and pick-up and drop from Railway Station/ Bus Station/ Airport as per requirement.			
1	<b>16 Nos. Langa &amp; Manganiyar Musicians</b> from <b>Barmer/ Jaisalmer to Udaipur</b> and return (Arrival: 18-03-2023 (evening)	Langa & Manganiyar Musicians	16	Nos.

	OR 19-03-2023 (Morning), Return: 23-03-2023)			
2	<b>8 Nos. Chari Artists</b> from <b>Kishangarh (Ajmer) to Udaipur</b> and return (Arrival: 18-03-2023 (evening) OR 19-03-2023 (Morning), Return: 23-03-2023)	Chari Artists	8	Nos.
3	<b>5 Nos. Kalbelia Artists</b> from <b>Jodhpur to Udaipur</b> and return (Arrival: 18-03-2023 (evening) OR 19-03-2023 (Morning), Return: 23-03-2023)	Kalbelia Artist	5	Nos.
4	<b>10 Nos. Angi Gair Artists</b> from <b>Barmer to Udaipur</b> and return (Arrival: 18-03-2023 (evening) OR 19-03-2023 (Morning), Return: 23-03-2023)	Angi Gair	10	Nos.
5	<b>7 Nos. Ghoomar Artists</b> from <b>Kishangarh (Ajmer) to Udaipur</b> and return (Arrival: 18-03-2023 (evening) OR 19-03-2023 (Morning), Return: 23-03-2023)	Ghoomar Artists	7	Nos.
6	<b>3 Nos. Bhavai Artists</b> from <b>Barmer/Jaisalmer to Udaipur</b> and return (Arrival: 18-03-2023 (evening) OR 19-03-2023 (Morning), Return: 23-03-2023)	Bhavai Artists	3	Nos.
7	<b>14 Nos. Mayur Charkula Holi Artists</b> from <b>Bharatpur to Udaipur</b> and return (Arrival: 18-03-2023 (evening) OR 19-03-2023 (Morning), Return: 23-03-2023)	Mayur Charkula Holi Artists	14	Nos.
<b>B</b>	<b>Local Travel Arrangements and Rehearsal Location</b>			
1	<b>Local Transport (Bus/Tempo Traveller/Cars) for 70 Nos. Artists</b> for transporting from their stay location in Udaipur to the rehearsal location/venue and return for <b>4 Days</b> (19-03-2023 to 22-03-2023)	Bus/Tempo Traveller/Cars transport for 70 Artists	70	Nos.
2	Local Transport for <b>Choreographer team</b> (1 car) for <b>4 Days</b> (19-03-2023 to 22-03-2023)	Car	1 Car for 4 days	Nos.

3	Local Transport for <b>Department Official</b> (2 car) for 4 <b>Days</b> (19-03-2023 to 22-03-2023)	Car	1 Car for 4 days	Nos.
4	Local Transport for <b>Emcee</b> (1 car) for 1 <b>Day</b> (22-03-2023)	Car	1 Car for 1 day	Nos.
5	Arrange Pick-up and Drop from Railway Station/ Bus Station for <b>7 Nos. Kathak Dancers</b> (Arrival: 19-03-2023 (Morning), Return: 23-03-2023)	Kathak Dancers	7	Nos.
6	Arrange Pick-up and Drop from Railway Station/ Bus Station/ Airport for <b>1 Nos. Emcee</b> (Arrival: 22-03-2023, Return: 23-03-2023)	Emcee	1	Nos.
	<b>Covered Space</b> (equipped with toilets, drinking water, light, sound, power backup, chairs, carpets, etc.) for tech rehearsal for <b>70 persons for 4 Days</b> (19-03-2023 to 22-03-2023). Space to be decided in consultation with the Department.	Covered Space for 4 days	To accommodate 70 persons	Nos.
	<b>All meals</b> (breakfast, lunch, dinner, tea & biscuit 2 times a day, snacks one time in a day) for <b>Artists, Choreographer team, etc. (70 Nos.) 4 Days</b> (19-03-2023 to 22-03-2023) at tech rehearsal location and the venue	All Meals	70 Nos. X 4 Days	Nos.
<b>C</b>	<b>Boarding &amp; Lodging Arrangements</b>			
1	<b>Accommodation of 63 Nos. Artists in Budget Hotel/ Guest House</b> on 3-4 sharing basis at Udaipur for <b>4 Days</b> (19-03-2023 to 22-03-2023).	Rooms for 70 artists (on 3-4 sharing basis) for 4 days	Rooms on 3-4 sharing basis	Nos.
2	<b>Boarding &amp; Lodging of 7 Nos. Kathak Artist in Decent Hotel</b> on twin-sharing basis at Udaipur for <b>4 Days</b> (19-03-2023 to 22-03-2023).	Rooms for 7 artists (on twin-sharing basis) for 4 days	Rooms on twin-sharing basis	Nos.
3	Boarding & Lodging of <b>Choreographer team at Budget Hotel (1 rooms on twin-sharing basis)</b> at Udaipur	Room	1 room on twin-sharing basis for 4 days	Nos.

	for <b>4 Days</b> (19-03-2023 to 22-03-2023).			
4	<b>Boarding &amp; Lodging of 1 Nos.</b> Emcee (English) in 3/4 Star Hotel ( <b>1 Days stay for Emcee</b> )	Rooms	1 Room for 1 Day	Nos.
<b>D</b>	<b>Remuneration to Artists</b>			
1	<b>Remuneration to Kathak Artists (7 Nos.)</b> @ Rs. 11,000/- per artist for 3 days tech rehearsal and one day main event at venue).	Remuneration to Kathak Artists (Rs. 11,000 per artist inclusive of outstation travel & DA)	7	Nos.
2	<b>Remuneration to Artists (other than Kathak Artists) (63 Nos.)</b> @ Rs. 6,000/- per artist for 3 days tech rehearsal and one day main event at venue).	Remuneration to Artists (other than Kathak Artists) @ Rs. 6,000	63	Nos.
3	<b>Remuneration to Choreographer</b> (Taneraj Singh Sodha) <b>and team</b> @ Rs. 2.75 Lakhs (inclusive of taxes) for 3 days tech rehearsal and one day main event at venue.	Remuneration to Choreographer and team	Choreographer and team	Lumpsum
4	<b>Remuneration to Emcee</b> @ Rs. 20,000 (inclusive of taxes)	Remuneration to Emcee	Emcee	Lumpsum
<b>E</b>	<b>Others</b>			
1	Photographer <b>(1 Nos.)</b> with all photography equipment as per requirements	Photographer	<b>1</b>	Nos.
2	Videographer with mixer and live setup <b>(2 Nos.)</b> with all videography equipment as per requirements	Videographer	<b>2</b>	Nos.
3	<b>Cinematographer of full event (5-minute duration film)</b>	Cinematographer	5 minutes	5 minutes

### 3. Key Terms & Conditions

- a) Rehearsal of the cultural event will be seen by Department official on 20 and 21 March 2023.
- b) Agency shall be required to organise the entire programs (its scope of services) as per the Tech Riders and in close coordination with the choreographer and its team, artists, etc.
- c) **The above list of works is suggestive and not exhaustive.** The quoted rates should be inclusive of all applicable taxes. The above quoted rates shall include 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 with Annexures.**

- d) Travel, boarding & lodging dates are tentative, changed if any will be indicated by the Department of Tourism.
- 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 Director 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) **By submitting its financial Bid, Bidder shall be considered deemed fully aware of technical rider of the artists & capable of managing the same.**
- 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 2.5% of the Work Order amount.
- i) The selected Agency shall be paid (upon submission of bills in triplicate) for expenditure made on actuals for vendors, hotels, artists, etc. on 20-03-2023 and final bills will be processed after completion of the Event.
- j) 50% of outstation travel + dearness allowance of artists shall be paid to the artists immediately upon their arrival in Udaipur and the remaining 50% immediately after completion of their program. All payments are to be made in the Bank account of artists/ artist group.
- k) 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.
- l) 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 Officer In-charge (Deputy Director, Udaipur) in time and will seek necessary directions before execution.

#### **4. Submission of Financial Bid and Payment**

- a) Empanelled Agency are invited to submit their financial quote online at [www.eproc.rajasthan.gov.in](http://www.eproc.rajasthan.gov.in) before the last date and time mentioned in this document.
- b) Bidder shall quote the Lumpsum Amount in the Financial Bid for Organising the Cultural Program on March 22, 2023 during 2<sup>nd</sup> G20 Sustainable Finance Working Group (G20 SFWG) Meeting at Udaipur on Turnkey Basis as per scope of work mentioned in Clause 2 of the Bid Document. Bidder quoting the lowest Lumpsum Amount (including all applicable taxes) shall be eligible for award of the work.
- c) Lowest Bidder shall be required to submit the detailed break-up of lumpsum amount quoted in the Financial Bid. Detailed break-up must be as per the items mentioned in clause 2 of Bid Document.

- d) Letter of Award (LOA)/ Work Order shall be issued to the Lowest Bidder.
- e) 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 document for fulfillment of all obligations of Contract.
- f) 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.
- g) Release of payments to Selected Agency are subjected to statutory deductions as per applicable rules
- h) 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.
- i) 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.

<b>Item Wise BoQ (Financial Bid-1)</b>			
<b>Bid Inviting Authority: Department of Tourism, Government of Rajasthan</b>			
<b>Name of Work:</b> Inviting Financial Bids from the Empanelled Event Management Agencies for Organising Cultural Program on March 22, 2023 during 2 <sup>nd</sup> G20 Sustainable Finance Working Group (G20 SFWG) Meeting at Udaipur			
<b>Bid No. ## dated ##-##-2023</b>			
<b>Bidder Name :</b>			
<b>PRICE SCHEDULE</b> (This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only )			
<b>Sl. No.</b>	<b>Item Description</b>	<b>Total Amount (Rs.) for the Event inclusive of all applicable taxes (in Figures)</b>	<b>Total Amount (Rs.) for the Event inclusive of all applicable taxes (in Words)</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
	Lumpsum Amount for Organising the Cultural Program on March 22, 2023 during 2 <sup>nd</sup> G20 Sustainable Finance Working Group (G20 SFWG) Meeting at Udaipur on Turnkey Basis as per scope of work mentioned in Clause 2 of the Bid Document.		
	<b>Grand Total (in Figures)</b>		INR