



**Government of Rajasthan
Department of Tourism**

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No. F. 4 () RDC/DT/2018/17315-319

Date : 12.09.2018

1. M/s Showtime Events (India) Pvt. Ltd., New Delhi.
2. M/s Impressive Events Hub Pvt. Ltd., Jaipur.
3. M/s Chandra Entrepreneurs Pvt. Ltd., Jaipur.
4. M/s Lallooji & Sons, Ahmedabad.
5. M/s Vibgyor Brand Services, New Delhi.

**Sub:- Request For proposal (RFP) for organizing Landwehr Band Concert
Show on 20th October, 2018**

Request for Proposal along with financial bid is invited from empanelled Event Management Agencies to organize Landwehr Band of Switzerland at Albert Hall, Ram Niwas Bagh, Jaipur. Each participating agency is expected to appoint a dedicated team, lead by Event Director. RFP shall include complete vision and concept plan for the show, which should be based on brief, list of activities and list of indicative works to be undertaken as per enclosed Schedule. Agencies are expected to conduct a site visit and thereafter, prepare and submit RFP & financial bid online on eproc.rajasthan.gov.in

| | |
|---|---|
| Last date and time for online submission of Bid | 28.09.2018 up to 12.30 PM |
| Last date & time for submission of concept plan in form of presentation (Hard & Soft copy) | 28.09.2018 up to 12.30 PM to be deposited in Department of Tourism before schedule time |
| Time and date for opening financial bid | 01.10.2018 at 10.00 AM at office of Additional Director (Dev) Department of Tourism |
| Estimated cost of work | Rs 25.00 lacs (Twenty five lacs only) |
| Bid Processing Fee | Demand draft of Rs 1000/- in favour of MD, RISL, Jaipur, to be deposited in Department of Tourism before scheduled time |

This RFP is being issued in continuation to Bid no: 100 dated 05.07.2018 issued for empaneling agencies and consequent Office order No: 16841 dated 07.09.2018 which are integral part of this RFP. Accordingly, all terms & conditions mentioned in that bid will be applicable. If there is any query, the empanelled agencies may contact Joint Director, (Fairs & Festivals) or Assistant Director (Fairs & Festivals) on 0141-5155147/159 or email to us cotraj@gmail.com, adotraj@gmail.com or dotfestivals@gmail.com.

(-SD-)
(Sanjay Pande)
Additional Director(Dev.)

No. F. 4 () RDC/DT/2018/17320-321

Date :12.09.2018

Copy for information and necessary action to the following: -

1. Financial Advisor, Head Quarter, Department of Tourism, Jaipur.
2. ACP (Computer), Department of Tourism, Jaipur to facilitate upload on E proc & SPP portal site.

(-SD-)
(Anand K. Tripathi)
Joint Director(FI)

Organizing Landwehr Band Concert
on 20th October, 2018 at Albert Hall, Jaipur.

Background

Landwehr Band of Switzerland is performing in Jaipur on **20th October, 2018** at Albert Hall for public under cultural exchange program. Department intends, Empaneled Event Manager to plan, conceptualize and execute following activities on turnkey basis to ensure overall harmony and smooth organization of the program conducted with support of Landwehr Band Staff.

General scope of work:

- Erection & Fabrication of stage, suitable backdrop, arrangements of stage light and sound, green rooms etc. as per requirement. Full setup of stage to be ready by 12:00 noon on 20th October for rehearsal & sound check.
- Overall conceptualization and implementation of stage decor at Albert Hall, which would include floral decoration, backdrop, standees and other appropriate modes of decoration befitting the event.
- Coordination with Landwehr band
- Live feed for telecast & recording of the program.
- Back stage management including tea, cookies, water for the Band performers.
- Floral bouquets etc. for the band performers and VVIP.
- Seating arrangements for the VVIP and General audience- sofas in first Four rows, followed by banquet chairs about 1500 no's.

- Chemical toilets for the performers, VVIP etc. Overall concept & implementation for seating arrangement and venue decoration.
- Sound system for the general audience.
- Silent Genset as per requirement
- Photographs of good quality (25 no's) in soft copy & printout.
- Complete videography of the event has to be done & provided to DOT.
- Any other requirement which the agency may consider appropriate. The above list is indicative and not exhaustive.

**Schedule of logistic and technical requirements for
Landwehr Band Concert – 2018**

Venue: Albert Hall

Date: 20th October, 2018

Time 07.00 pm to 09.00 pm

List of works to be undertaken

| S. N. | Item |
|--------------|--|
| 1. | Stage (minimum 1.5m. 15m large and 12m depth High, heavy duty construction, min. load of 400kg/m ²). |
| 2. | Surface for the Dancer: approx. 2.4m.X 4m.(must be sounded, so dimensions to see and confirm) |

| | |
|-----|--|
| 3. | 80 Chairs without arms for the artists at the stage. |
| 4. | Surface for the Director: 1.2m.X1.2m,X0.40m. |
| 5. | Stage light (Stage lighting must be white and dimmable and cover the whole surface (15m.x 12m.) |
| 6. | Technical surface: approx. 2m.X2m., Location to be defined weight and dimensions |
| 7. | Equipment: 1 Midas Pro 1 Mixing Table with Flight 100. Kg dim. 111H X 83L X 55 1 Cat 5 Special Winder 50m 25 Kg 55H X 40L X 25P 1 Stagebox Midas DL231 67Kg 73H X 55L X 75P 1 Flight Micro with feet 75Kg 53H X 120L X 40H 1 Flight Micro with feet 75Kg 53H X 120L X 40H 1 Flight Tirroire 90 90 Kg 92H X 55L X 65P with Power and Micro wiring microphones |
| 8. | 1 spotlight for the director (separately dimmable) |
| 9. | 1 Follow spot with technician (1800w to 2500W depending on the hall) |
| 10. | Stage Sound |
| 11. | 2 towers for VIP Sound System (Line Array (JBL, Nexo preferred). Minimum 5 -6 meters high. |
| 12. | Delays, about the public space 80 -120m. From frontstage, 2 towers for Sound System (Line Array, JBL, Nexo preferred). Minimum 10 meters high. For the second 80-120m |
| 13. | Green Rooms as requisite size. |
| 14. | 8 Chemical Toilets for artists (3 ladies, 3 Gents) and 2 for VIP's |
| 15. | Black masking as required at venue |
| 16. | Silent Generator set as required at venue. |
| 17. | Barricading (Bamboo/Mozo) as required. |
| 18. | Stage Curtain to cut out reverberation & Echo. |
| 19. | Seating arrangements for VVIP s - Sofas /Banquet chairs - 200/1500. |
| 20. | Lights- Audience |
| 21. | Tea, Coffee, cookies for crew member-100 no's |
| 22. | Bouncers/Security personnel at VIP entry |
| 23. | Well dressed ushers/ promoters for VIP zone |
| 24. | a) Anchor (Local Level ,Reputed names)– English |
| 25. | Professional Photography using drone/crane (Hard copy 20 no's & Soft copy to be provided) |
| 26. | Professional Videography (with live streaming) |
| 27. | LED Screen-4 |
| 28. | Bouquets- 10 no's |
| 29. | Floral Decoration as per requirement of site & venue |
| 30. | Branding at the venue |
| 31. | Parking arrangements |
| 32. | Transportation for coordination work-03 cars for 03 days |
| 33. | Any other requirement which the agency may consider appropriate. |

The above list of works is suggestive and not exhaustive. The quoted rates should include the remuneration payable to the celebrity artists mentioned above. The rates quoted will include all expenses in accordance with the terms & conditions of bid document and execution of the work in Jaipur.

Item Wise BoQ1 (Financial Bid-1)

RFP Inviting Authority: Director, Department of Tourism, Government of Rajasthan

Name of Work: Organizing Landwehr Band Concert on 20th October, 2018 (Please See Details of Works in Schedule)

Contract No:

Bidder Name :

PRICE SCHEDULE

(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)

| Sl. No. | Item Description | Total Amount (Rs.) for the Event including all taxes, levies & octroi etc. (In Figures) | Total Amount (Rs.) for the Event including all taxes, levies & octroi etc. (In Figures) | Total Amount (Rs.) for the Event including all taxes, levies & octroi etc. (In Words) |
|-----------------------------|--|---|---|---|
| 1 | 2 | 3 | 4 | 5 |
| 1 | Organizing Landwehr Band Concert on 20 th October, 2018 (Please See Details of Works in Schedule) | | 0.0000 | INR Zero Only |
| Total in Figures | | | 0.0000 | INR Zero Only |
| Quoted Rate in Words | | | | |