

Government of Rajasthan, Department of Tourism

Sanjay Marg, Opp. Vidhayakpuri Police Station, Jaipur, Telfax.0141 2822800, 2822811

Email – director.tourism@rajasthan.gov.in, dotfestivals@gmail.com

No. F 4 () /F&F/ Inv. Summit/ MOU Signing 2021/ 15472

Date: 30/12/21

1. M/s Gobananas, No.3, Ruchir Banglow-II, Opp. Nirma Vidhyavihar, B/H The Grand Bhagwati Hotel, Bokadev, Ahmedabad 380054
2. M/s Alica Purple Advertising Pvt. Ltd., 701/706 Shree Kedarnath, Opp. Gokul Anand Hotel, W.E. Highway Dahisar (E), Mumbai -8
3. M/s Show Craft Production Pvt. Ltd., 36 UA, Jawahar Nagar, Delhi-110007
4. M/s Max Publicity & Communication Pvt. Ltd., Ground Floor, Novus Tower, Sector – 18 Sub. Major Laxmi Chand Road, Udhayg Vihar Phase -4, Gurugram, Haryana – 122008
5. M/s Crayons Advertising Pvt. Ltd., NSIC Complex, Maa Anandmayee Marg, Okhla Industrial Estate Phase III, New Delhi- 110020
6. M/s Impressive Events Hub Pvt. Ltd., B- 96 Janta Colony, Jaipur - 302004
7. M/s C S Direkt Events & Exhibitions (P) Ltd., 24/107, 2nd Floor, West Patel Nagar, New Delhi – 110008
8. M/s WE – The Working Elements, 64 FF2, Sahasa Apartment, West High Court Road, Plot no. 64, Bajaj Nagar, Nagpur – 440010
9. M/s Axis Communications, 92 A, 1st Floor, Right Side corner, Vinbapuri Lajpat Nagar – II, New Delhi
10. M/s Square Communication Pvt. LTd., 2 Squire House, Krishna Nagar, Opp B4/148B, Safdarjung Enclave, New Delhi – 110029
11. M/s Chandra Entrepreneurs Pvt. Ltd., Chandra Group, 28 Indra Colony, Bani Park, Jaipur.

Subject - Financial Bids through Request for proposal (RFP) for making various arrangements for 'signing of Memorandum of Understanding (MOU)' as part of 'Invest Rajasthan Summit (24-25 January, 2022)' at 11 am on 4 January, 2022 at any good hotel in Jaipur.

Financial Bids through 'Request for Proposal (RFP)' are invited from empaneled Event Management Agencies of the department for 'signing of Memorandum of Understanding (MOU)' as part of 'Invest Rajasthan Summit (24-25 January, 2022)' at 11 am till end with lunch on 4 January, 2022 at any good hotel in Jaipur. As you are aware, this MOU signing is a part of Investors Summit being organized by Government of Rajasthan to attract investment in the State.

Each participating agency is expected to appoint a dedicated team, led by an Event Director to undertake this assignment. Brief and list of indicative works to be undertaken as per Scope of Work are enclosed herewith. Firms are expected to conduct a site visit and thereafter, prepare and submit RFP & financial bid online on <https://sppp.rajasthan.gov.in> / eproc.rajasthan.gov.in/

Last date & time for online submission of Financial Bid	03/01/2022 by 11.00 am
Time & date for opening of Financial Bid	03/01/2022 at 11.30 am in Paryatan Bhawan, Jaipur
Estimated cost of work	Rs. 4.0 Lakhs (Rupees Four Lakhs only) (taxes extra)
Bid Document Fee (non-refundable)	Copy of E-challan is attached

5

(Rs.1000/- as bid document fee in favour of Director, Department of Tourism, Government of Rajasthan, Jaipur will have to be deposited online through e-GRAS portal.)	
E-Bid Processing Fee (non-refundable) (Rs.1000/- as e-bid processing fee will have to be deposited in favour of MD, RISL, Jaipur online through e-GRAS portal.)	Copy of E-challan is attached
Bid Security (As per FD Circular F 2 (1) / Finance / G & T – SPFC / 2017 / dated 23/12/2020	Declaration attached on Stamp Paper of Rs.50/- through e-Gras as per circular.

This RFP is being issued in continuation to Main Bid no: 129/2019-20, dated 23.01.2020 and consequent office order No: 6241, dated 18.08.2020, both shall be treated as integral part of this RFP. Accordingly, all terms & conditions mentioned in that bid will be applicable. If there is any query, the empaneled agencies may contact Shri Pawan Jain, Joint Director or undersigned Department of Tourism, Paryatan Bhawan, Sanjay Marg, opposite Vidhayakpuri Police Station, Jaipur, tel. 0141 2822809, Mob. - 9414298542, email – hotel-dot@rajasthan.gov.in, dotfestivals@gmail.com


(Punita Singh)
Joint Director
(Fairs & Festivals)

No. F 4 () /F&F/ Inv. Summit/ MOU Signing 2021/ 15487

Date: 30/12/21

Copy for information and necessary action to the following: -

1. P.S. to Director, 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 and Departmental portal sites.


(Jyoti Khandelwal)
Assistant Director
(Fairs & Festivals)

Background Note and broad Scope of Work

Invest Rajasthan 2022 Summit being organised on 24th and 25th of January, 2022 in Jaipur has been conceived as a major milestone event. Invest Rajasthan is State's active investor outreach program comprising domestic, national and international investor meets, embassy connect programs and virtual seminars. The program aims at soliciting investment proposals, processing them on a mission mode and taking them to fruition.

As part of Invest Rajasthan Summit, Department of Tourism is organizing MOU signing ceremony at 11 am till end with lunch on 4 January, 2022 at any good hotel in Jaipur. This activity will witness involvement of about 150 persons, which includes VIPs, Investors, Govt. Officers and Invitees. Department intends to appoint an interested event manager to conceptualize and execute various activities on turnkey basis in consultation with Officer in Charge of the event / at the venue.

Successful bidder would be required to submit an agreement on non-Judicial stamp paper with performance security equal to 2.5% of the work order.

Scope of Work

S. No.	Particulars	Approximate Quantity
1.	Booking of venue / conference hall for MOU signing ceremony at any suitable and good hotel in Jaipur.	-
2.	Works to be coordinated with respective hotel	
2(a)	Vegetarian lunch, tea / coffee with cookies at the venue on 4 th January, 2022 at 11 am till end with lunch.	150 pax
2 (b)	Banquet Chairs	80 nos
2 (c)	Suitable flower decoration/ planters at the MOU ceremony platform, entrance of the event venue.	As required
2 (d)	Table bouquets	As required
2 (e)	Suitable welcome of guests (following Covid Protocol) at the entrance	02
2 (f)	Reception counter at venue for registration of investors	As required
3.	Other works to be executed by Event Manager	
3 (a)	1.5 ft. raised platform for MOU signing ceremony in conference hall with a suitable MOU signing setting for 5 VIPs and 2 officials / investor for exchange of MOUs.	1 set
3 (b)	Suitable sound system in the conference hall.	As required
3 (c)	PVC backdrop for ceremony on iron frame of 18 x10 ft in the conference hall (Design shall be provided by Tourism Department, Rajasthan).	1
3 (d)	4x2 ft PVC standees on iron frame on hire basis at various locations (Design shall be provided by Tourism Department, Rajasthan).	4
3 (e)	Floral bouquets for welcome of VIP's	04
3 (f)	Experienced Announcer for making announcements in Hindi and English	1

Any other additional work as required by Department.

Handwritten signature

Other terms and conditions -

1. The above list of works is suggestive and not exhaustive.
2. The rate should be quoted without tax in accordance with the terms and conditions of bid document and execution of the work.
3. Bidder has to include a self-declaration that they are fully aware of technical riders of the works and capable of managing the same.
4. In event of any change in the scope of works due to administrative reasons or change of requirements, proportionate deduction would be made from the final payment.
5. There may be minor deviations in the works as per 'on the spot' requirements for which no additional payment shall be considered. However, for supply of the items beyond scope of works, the event manager will submit actual cost of the items which will be verified by the department.
6. L1 firm will be decided on the basis of overall / total lump sum cost quoted by the bidder in financial proposal / BOQ.
7. The Department will not allow duplication of equipment/items if they are not required and not being used during the activity. The rates quoted by the bidders should be based on the basis of practical assessment of the requirements.
8. All pages of bid document will be signed by the bidder with seal.
9. The firm is required to upload copies of DD/BG/Banker Cheques online also. However hard copies of original DD/BG/Banker Cheque will have to be deposited in Tourist Reception Centre, Ajmer. Proposals received after the due date and time shall not be considered.



Item Wise BoQ1 (Financial Bid-1)

RFP Inviting Authority:

Director, Department of Tourism, Government of Rajasthan, Paryatan Bhawan, Sanjay Marg, Opposite Vidhayakpuri Police Station, Jaipur

Name of Work:

Financial Bids through Request for proposal (RFP) for making various arrangements for 'signing of Memorandum of Understanding (MOU)' as part of 'Invest Rajasthan Summit (24-25 January, 2022)' at 11 am on 4 January, 2022 at any good hotel in Jaipur.

Contract No: No. F 4 () /F&F/ Inv. Summit/ MOU Signing 2021/

Date:

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 without taxes, levies & octroi etc. (In Figures)	Total Amount (Rs.) for the Event without taxes, levies & octroi etc. (In Figures)	Total Amount (Rs.) for the Event without taxes, levies & octroi etc. (In Words)
1	2	3	4	5
1	Financial Bids through Request for Proposal (RFP) for making various arrangements for 'signing of Memorandum of Understanding (MOU)' as part of 'Invest Rajasthan Summit (24-25 January, 2022)' at 11 am on 4 January, 2022 at any good hotel in Jaipur.		0.0000	INR Zero Only
Total in Figures			0.0000	INR Zero Only
Quoted Rate in Words				

J