



**Government of Rajasthan
Department of Tourism**

Khasa Kothi Campus, M.I. Road, Jaipur-302001
Telfax- 0141-5155100 Telephone 0141-5155159, 111

**www.rajasthantourism.gov.in/Email-
dotfestivals@gmail.com**

(Bid No. 94/10.03.2018)

No. F. 4 () RDC/DT/2018/29616

Date :10.03.2018

1. M/s WE- The Working Elements, FF2, Sahas Apartment, West High Court Road, Plot No. 64, Bajaj Nagar Square, Nagpur-440010
2. M/s Impressive Events hub Pvt. Ltd., B-96 Janta Colony, Jaipur- 302004.
3. M/s Chandra Entrepreneurs Pvt. Ltd., Chandra Group, 28 Indra colony, Bani Park, Jaipur.
4. M/s Vinsan Graphics, Next to Hotel Anantashram, Opp. UCO Bank, Vasco Da Gama, Goa.
5. M/s Thot Media Private Limited, 80-D, Masjid Moth, New Delhi- 48.

Sub: - Request For proposal (RFP) for organizing Closing Ceremony on 30th March, as a part of Rajasthan Festival -2018

Request for Proposal along with financial bid is invited from empaneled Event Management Agencies to organize Closing Ceremony at Janpath, Vidhan Sabha, 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 Schedule 1, Annexure I and Instructions to Bidders enclosed. Agencies are expected to conduct a site visit and thereafter, prepare presentation based on concept plan and submit RFP & financial bid online on eproc.rajasthan.gov.in

Time & last date for online submission of Bid	17.03.2018 upto 11.30 AM
Time & last date for online submission of Financial Bid	17.03.2018 upto 11.30 AM
Last date & time for submission of presentation	17.03.2018 up to 11.30 AM to be deposited in Department of Tourism before schedule time(Hard & Soft copy both)
Time and date for opening financial bid	17.03.2018 at 03.30 PM
Estimated cost of work	Rs 400.00 lacs (Four hundred lacs only) including taxes
Bid Processing Fee	Demand draft of Rs 1000/- in favour of MD, RSIL, Jaipur, to be deposited in Department of Tourism before scheduled time

This RFP is being issued in continuation to Bid no: 49 dated 12.07.2016, consequent Office order No: 30676 dated 28.02.2017 and 28706 dated 28.02.2018 and those are part of this RFP. Accordingly, all terms & conditions mentioned in that bid will be applicable. A meeting to explain the concept and brief empanelled agencies regarding Rajasthan Festival and related RFP will be held in the Office of Directorate, Department of Tourism, Jaipur at 11.30 AM on 13.03.2018. If there is any query, the empaneled agencies may contact Ms. Punita Singh, Joint Director, (Fairs & Festivals) or Mr. Ajay Sharma, Deputy Director (Mktg) on 0141-5155111/150 or email to us cotraj@gmail.com or dotfestivals@gmail.com.

--Sd---

**(Sanjay Pande)
Additional Director, (Dev.)**

No. F. 4 () RDC/DT/2017/29616

Date :10.03.2018

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 for upload on E proc site.

--Sd--

(Punita Singh)
Joint Director(FF)

Schedule for Closing Ceremony & Cultural Extravaganza

A. Profile: -

The State celebrates its foundation day every year on 30th March as Rajasthan Diwas. The Closing Ceremony is celebrated with pomp and gaiety in front of the majestic State Assembly building (Vidhansabha)

Hon'ble Governor, Rajasthan will be Chief Guest & Hon'ble Chief Minister will preside over the event. The event is expected to be attended by Ministers, Public representations, Senior Government representatives, general public and tourists.

B. Concept:

1. A celebration to reflect the progressive thinking of the people of Rajasthan.
2. Showcase Rajasthan as a new and progressive state with technology and culture intermix with modern outlook.
3. The Concept should include the glorious past, reflect the present and the bright future of this magnificent State.
4. The concept should highlight various initiatives taken by the government such as:
 - a. Women empowerment
 - b. Smart city
 - c. Irrigation
 - d. New agricultural revolution,
 - e. Connected environments,
 - f. New and renewable energy
 - g. Automation and AI,
 - h. Tech-enabled enterprise,
 - i. Digital economy,
 - j. Skilling and education,
 - k. Health
5. A show comprising of Projection mapping, film, well- choreographed performances to be presented in a seamless manner.

Venue: Janpath, Vidhan Sabha, Jaipur

Date : 30th March, 2018

Time : 6.30 PM onwards (tentative)

Indicative List of works to be undertaken

S.No.	Activities
1.	All arrangements related to organizing Closing Ceremony which has to be sober and yet spectacular. (tentative minute to minute program enclosed at Annexure I)
2.	A Cultural extravaganza Comprising of well-rehearsed folk performances of large groups choreographed by renowned national level choreographer
3.	All related lodging, boarding & transportation/travel including local.
4.	Seating arrangements for VVIP's & VIP's.
5.	Stage, light, sound, props & decorations as per requirement
6.	Arrangements of advance rehearsals (minimum ten days)for folk artists /performers/students

7.	Grand and spectacular Fireworks display.
8.	Grand dress rehearsal one day before the show on 29 th March

Indicative List of works to be undertaken

S. N.	Item
1.	Entrance Gates
2.	Branding arches and signage's
3.	Flags/ Buntings
4.	Giant Stage
5.	Multi-Level performance stage
6.	2D background structure
7.	Stage Sound with delay towers
8.	Stage Lights with SFX
9.	Audience lights towers
10.	Befitting cultural and technology content and films.
11.	Silent Genset
12.	Barricading
13.	Green Rooms as per need
14.	Chemical Toilets for back stage
15.	VIP Restrooms
16.	Floral Bouquets for presenting to VVIP's and Chief guests – 10 no's
17.	Black masking
18.	a) Enclosure for VVIP (for approx 150 Nos)
	b) Seating-Chairs for approx. 500 VVIP s
	c) Seating-Chairs for approx.. 5000 General audience.
19.	Lights- Audience Areas
20.	Proper carpeting –VVIP area and as per requirements
21.	Theme based Venue Decoration
22.	Arrangements of advance rehearsals (minimum ten days)for folk artists /performers/students
23.	Tea, Coffee, Snacks for Artist and band troupes on days of rehearsal (min. 03 days at venue) and main performance
24.	Lodging , boarding, travel and local transport for the Artist, Choreographer and his team
25.	Remuneration to the artists/performers
26.	Adequate arrangements for rehearsal of folk artists (Including remuneration, Lodging, boarding, local transport etc.)
27.	Bouncers/Security Guards
28.	Seating Management as per invites(Minimum 20 well educated smart volunteers/Promoters for VIP Zone)
29.	Well-dressed Ushers
30.	a)Reputed National level Anchor(s) – English and Hindi both
	b) Remuneration, Stay, food, travel, local transport for Anchor(s)
31.	Professional Videography (full coverage /02 minute edited version to be provided)
32.	High Resolution Pictures (minimum 50 no's in hard and soft copy)
33.	LED Screen(s) with sound as required for VIP Area and entire audience on both sides. Atleast 12 LED screens P3(16X09 Sft.)

34.	Parking Arrangements & Management (Including masking, barricading, proper lighting ,Traffic Marshals) –
35.	Grand fireworks display (At least 05 minutes)
36.	Any other item required for proper execution of this event on turnkey basis

The above list of works is suggestive and not exhaustive. The implementation of the work will be done as per scope of work and presentation made by the bidder. The above quoted rates include all expenses in accordance with the terms & conditions of bid document and execution of the work at in front of Vidhan Sabha, Janpath, Jaipur.

RAJASTHAN DIWAS

Closing Ceremony

30-Mar-2018

Tentative Minute to Minute programme

Time: 06.30PM

Venue: Janpath, Vidhan Sabha

	Time	Programme	Minutes
1.	6. 30 PM	Arrival of the guests and Audience	15
2.	6:45 PM	Arrival of Hon'ble Minister of Tourism	5
3.	6:50 PM	Arrival of Hon'ble Chief Minister	5
4.	6:55 PM	Arrival of Chief Guest: Hon'ble Governor	5
5.	7:00 PM	Presentation of bouquets	3
6.	7:01 PM	National Anthem of India	1
7.	7:02 PM	A Spectacular & captivating show using latest technologies films/well-choreographed performances. Grand Finale with Spectacular Fire works	50
8.	7:57 PM	National Anthem of India	1
9.	7:58 PM	Departure of Chief Guest, Hon'ble CM and Hon'ble MOST	3
		Total Duration	98

Instruction to Bidders(ITB) regarding this bid

Selection Method:

The selection method is Least Cost Based Selection (LCBS or L1). The order would be placed for execution of an event as per scope of work at the cost/ negotiated lump sum cost towards execution of an event.

1) Technical Evaluation Criteria – The Procurement entity will carry out a detailed evaluation of the bids as per Technical Qualification Criteria mentioned in this RFP on the basis of technical presentation by the empaneled bidders.

a. All the empaneled bidders who have submitted their bid shall have to make a presentation to demonstrate their understanding of the concept and present their solution/ approach/ methodology/ plan and capability for execution & managing the entire event in an aesthetic fashion.

i. The bidder shall provide the details of event execution/management approach & methodology and execution strategy proposed for carrying out the said assignment.

ii. As a part of Technical qualification process, the bidders shall be required to make a detailed presentation. The presentation shall consist the aspects covering as per below table:

S. No	Technical Qualification Criteria	Maximum Marks	Passing Marks	Documents Required
1.	Overall understanding about event requirements covering all aspects.	10	Minimum 70% marks i.e. 35 marks	Detailed Technical Presentation (PDF)
2.	Proposed Rajasthan Day event execution/ management approach covering the following: <ul style="list-style-type: none">• Overall event execution plan• Strategy and timelines• Rehearsals with students/ performers• Production of film• Production of Projection Mapping• Complete venue setup and management• Detailed plan of each component of the event including the cultural,	25		

	<p>historical and futuristic aspect necessary for conducting successful event</p> <ul style="list-style-type: none"> • Team deployment for proper coordination and execution of the event successfully 			
3.	In-house capacity Capabilities of execution of various aspects of an event (in case of Third party tie-ups, credentials need to be explained)	15		

b. Scoring shall be done by the technical evaluation committee on the technical presentation for the above mentioned points.

c. Marking for a given criterion may be given based upon demonstration of the same in the presentation.

d. Only bidder who score at-least 70 percent marks shall be termed as technically qualified and would be eligible for opening of financial bids.

2. Tabulation of Technical Bids

a) Technical Bids (Concept & presentation) have been invited, they shall be tabulated by the bid evaluation committee in the form of a comparative statement to evaluate the qualification of the bidders.

b) The members of bid evaluation committee shall give their recommendations below the table as to which of the bidders have been found to be qualified in evaluation of Technical Bids and sign it.

c) The number of firms qualified in technical evaluation, if less than three and it is considered necessary by the procuring entity to continue with the procurement process, reasons shall be recorded in writing and included in the record of the procurement proceedings.

d) The bidders who are qualified in the technical evaluation shall be informed in writing.

3. Evaluation & Tabulation of Financial Bids

Subject to the provisions of “Acceptance of Successful Bid and Award of Contract” below, the procuring entity shall take following actions for evaluation of financial Bids: -

- a) The financial Bids of the technically qualified bidders, shall be opened online at notified time, by the bid evaluation committee in the presence of the bidders or their representatives who choose to be present.
- b) The names of the bidders, the rates given by them and conditions put, if any, shall be read out and recorded;
- c) Conditional Bids are liable to be rejected;
- d) The evaluation shall include all costs and all taxes and duties applicable to the bidder as per law of the Central/ State Government/ Local Authorities, and the evaluation criteria specified in the bidding documents shall only be applied;
- e) L1 will be successful bidder.

4. Award of Work Order

Successful Bidder will be assigned the work and it is expected that after issuance of work order, the successful bidder would sign an agreement with in three days with Department of Tourism, Govt. of Rajasthan and commence the preparations with immediate effect.

All other terms & conditions will remain as per provision of GF&AF and RTPP Act & Rules.

Item Wise BoQ1 (Financial Bid-1)

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

Name of Work: Organizing Closing Ceremony on March 30th, 2018 at Janpath, Vidhan Sabha, Jaipur.
(Please See Details of Works in Schedule-1)

Contract No: F4 (----) Rajasthan Festival/DoT/ Dated 09-03-2018

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 Closing Ceremony on March 30th, 2018 at Janpath, Vidhan Sabha, Jaipur (Please See Details of Works in Schedule-1)		0.0000	INR Zero Only
Total in Figures			0.0000	INR Zero Only
Quoted Rate in Words				