

EXPRESSION OF INTEREST FOR EMPANELMENT OF AGENCIES FOR THE WORKS OF CONCEPTUALIZE, DESIGN, PLAN AND EXECUTION OF SARAS FAIR/ EVENTS/WORKSHOPS/ EXHIBITION PARTICIPATION AT VARIOUS LOCATIONS IN AND OUTSIDE GUJARAT



Sr. No.	Name of the work	Last Date of submission
1	Expression of Interest for empanelment of agencies For The Works of Conceptualize, design, plan and execution of Saras Fair/events/workshops/ exhibition participation at various locations in and outside Gujarat	9/1/2026 upto 3:00 pm

**Gujarat Livelihood Promotion Company
Ltd., (A Government of Gujarat
Undertaking)**

3rd Floor, Block No. 18, UdyogBhavan, Gandhinagar, Gujarat - 382011.

Phone : +91 79 2324 8512 - 13 - 14, Fax: +91 79 2324 8515

website: www.glpc.co.in

In case of any query and clarification of this document, please contact @
gmmarketing@glpc.co.in, info@glpc.co.in

Information to Bidders for the bid submission:

Sr. No	Event	Key Date and Time
1	Issue of EOI Document	Expression of Interest for empanelment of agencies for the works of Conceptualize, design, plan and execution of saras fair/ events/ Workshops/exhibition participation at various locations in and outside Gujarat
2	Pre-Bid Meeting	30/12/2025 at 12:00 noon Venue: Committee Room, GLPC, Block No. 18, 3rd Floor, Udyog Bhavan, Sector 11, Gandhinagar – 382011
3	Last date for sending Pre Bid Queries	28/12/2025 upto 3:00 pm through email only gmmarketing@glpc.co.in
4	Last Date for Online Submission of Technical and Financial Bid	9/1/2026 upto 3:00 pm
5	Last Date for Submission of Physical Copy of Technical Bid	9/1/2026 upto 3:00 pm
6	Opening of Technical Bid	9/1/2026 at 3:30 pm
7	Presentation by the Bidders	To be intimated to the Qualified Bidders
8	Opening of Financial Bids	To be intimated to the Qualified Bidders
9	EMD (to be submitted in form of Bank Guarantee Only)	Rs. 60,00,000/- (Sixty Lakh Rupees)
10	Performance Security	10% of bid amount (To be submitted within a week/7 working days from the date of final notification empaneled agencies)

Note:

- Bidders are instructed to submit Physical copy of technical bid alongwith EMD at below mentioned address on or before **9/1/2026 upto 3:00 PM**. No submission of physical copy of Technical Bid and EMD may lead to disqualification directly.

Managing Director, GLPC, Block No. 18, 3rd Floor, Udyog Bhavan, Sector 11, Gandhinagar – 382011

- Technical Bid shall be submitted in **spiral copy with sealed cover : Title of the cover shall be address to Managing Director, GLPC and Subject will be : Technical Bid Submission for the Works of Conceptualize, design, plan and execution of Saras Fair/events/ exhibition participation at various locations in and outside Gujarat** .

- Above mentioned dates may be changed for which bidders will get notification from NProcure.com/GLPC.

General Terms and Conditions:-

- Bidders can download the tender document from the www.nProcure.com website.
- Bidders have to follow the two bids System as requirement in tender.
- Bidders have to submit Price-bid in Electronic form only on NProcure.com website till the Last Date& time for submission.
- Bidders who wish to participate in online tenders will have to procure/ should have legally valid Digital Certificate as per Information Technology Act-2000 using which they can sign their electronic bids. Bidders can procure the same from any of license certifying Authority of India or can contact nProcure.com.
- Late submission of bids (online/offline) shall be disqualified directly.
- All bids should be digitally signed, for details regarding digital signature certificate related training involved the below mentioned address should be contacted:

(n)Code Solutions - Division of GNFC Ltd.,

(n)Procure Cell
501, GNFC Infotower, S.G. Road
Bodakdev, Ahmedabad - 380054 (Gujarat)

Toll Free : 7359 021 663 (9:30 AM to 8:00 PM)

Email : [nprocure\[at\]ncode\[dot\]in](mailto:nprocure[at]ncode[dot]in)

Other Terms and Conditions are as per detailed tender documents.

The information contained in this Expression of Interest(hereinafter referred to as "EOI") document is provided to the Bidder(s), by GLPC, on the terms and conditions set out in this EOI document and all other terms and conditions subject to which such information is provided.

The purpose of this EOI document is to provide the Bidder(s) with information to assist the formulation of their Proposals. This EOI document does not purport to contain all the information each Bidder may require. This EOI document may not be appropriate for all persons, and it is not possible for the GLPC, its employees and/or advisors to consider the business/investment objectives, financial situation and particular needs of each Bidder who reads or uses this EOI document. Each Bidder should conduct its own investigations and analysis and should check the accuracy, reliability and completeness of the information in this EOI document and where necessary obtain independent advice from appropriate sources.

GLPC, their employees and advisors make no representation or warranty and shall incur no liability under any law, statute, rules or regulations as to the accuracy, reliability or completeness of the EOI document. GLPC may, in their absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this EOI document without any further notice.

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1. SCOPE OF WORK

1.1 PROJECT BACKGROUND

Gujarat Livelihood Promotion Company (GLPC) is the executive arm of Mission Mangalam, the implementation agency for NRLM. GLPC works through strategic partnership between large industries and SakhiMandals / Self Help Groups / Producer Groups / Service Groups / Collectives of the poor, through decentralized Micro Enterprise Ventures. The promoting companies / entrepreneurs redesign the process where intensive tasks as job-works are undertaken by Self Help Groups in their respective homes or villages as self-employment activities. Main objectives of GLPC are

- Empowering the Poor by organizing them into SHGs/Federations/other Collectives.
- Empower the poor through ensuring access to Financial Services.
- Augmenting existing livelihoods and enhancing incomes
- Explore livelihood opportunities through newer ventures in rural service sector
- Developing Inclusive Value Chains

GLPC has been creating and promoting livelihood avenues for the rural population whilst boosting up their capacities in their livelihood areas. To achieve these objectives, GLPC has formed more than 2 lakh SHG and followed by upto 1 lakh cash credit to each of the SHGs through several banks to initiate any types of livelihood activities with the finance support to skill building to production to marketing its products.

The rural SHGs lack professional information about strand of the market and as producer and consumers they need access to market. GLPC is instrumental in guaranteeing to create ability to operate in local, national and export markets (regional and international). However, poor SHGs physical access to markets (distance between villages to urban markets) which increases cost of transaction and communication between producers and consumers. They are unaware of market related skills which are needed to survive in competitive markets. Furtherance to these SHGs are usually less informed about markets and its opportunities. In order to reach SHGs belong to in remote areas where digital and non-digital means of communication through radio, TV, Newspapers even the internet in order to increase their chances of identifying and undertaking profitable and sustainable livelihood.

To develop and promote products and services by SHGs , GLPC is supporting SHGs to enter into main stream market through below cited activities:

- Execution of Village Haat & Gram Haat Schemes
- Support SHGs and artisans to participate at the local, National and International fairs
- Execution of the MoUs in between marketing vertical
- Implementation of Pilot projects

As part of its Endeavour, GLPC intends to appoint an agency for providing services of for The Works of design, plan and of Saras Fair/events/ exhibition participation at various locations in and outside Gujarat.

1.2 PROJECT OBJECTIVES

The broad objectives of the same are:

- At initial stage, GLPC is planning to organise 2 National level Saras Fair and 10 to 15 regional Saras Fair alongwith various exhibitions participation and other events at different locations of within and outside of Gujarat
- To strengthen the position of SHGs products through participation at various events/exhibition by setting up stalls in and outside Gujarat & organise Saras Fair at various locations in Gujarat throughout the year.
- Position and Develop Brand GLPC through setting up participation at various events/exhibition by setting up stalls in and outside Gujarat & organise Saras Fair at various locations in Gujarat throughout the year and provide maximum exposure to such events/exhibitions with a focus on right kind of messaging of empowerment and business development.
- To effectively disseminate information in the form of leaflet/brochure/promotional material of Saras Fair/Exhibitions to be design and developed to all locations throughout the year within and outside of Gujarat.
- Saras Fair and other events as well as exhibition participation will be set up with the aim of empowering women and giving market to the goods produced by Self Help Groups.
- The GLPC, while working towards the challenging vision of empowerment of poor women, has to ensure realization of this vision through participatory means and by convergence of prevalent government developmental schemes. The mission of the company could be stated as: "GLPC strive to serve the underprivileged women as well as members of vulnerable communities/groups in the state by organizing and capacitating their Groups and creating sustainable livelihoods.
- GLPC ensure convergence of prevalent development programmes and schemes as well as forge partnerships with other non-government organizations and corporate houses for inclusive growth and the empowerment of the members of the groups served.
- In order to provide quality member-services, GLPC strive to remain financially sound and secure. We will work towards establishing ourselves as a unique organization with deep abiding human values and maintaining the same."
- Strengthening the position of the GLPC as one of the most important destination across the globe by increasing visibility and enhancing 'top of the mind' recall.

1.3 DETAILED SCOPE OF WORK:

The detailed scope of work for shall include, but not be restricted to

- The activities of the successful bidder would include all the necessary tasks to execute the work as per the BOQ provided as part of this document but not limited to this and as per the specifications given at BOQ table.
- The scope of services will cover all the works as per tender document, work specifications and tentative layout. The tentative layout may be changed as per

presentation and approval of GLPC.

- The tender documents also broadly include but not limited to the following services: -
- The bidder is required to bring in innovations in various activities/works for improved way of SHGs promotion. Hence bidder is free rather encouraged to suggest such works/services/activities at extra cost which may not be part of BOQ. The same will be presented during presentation stage.
- Develop the Concept plan and prepare detailed layout plan, detailed working drawings & specifications. The specifications and design of the stage for inaugural area and other structures may require to be modified to suit the situation and as per the direction of GLPC/Professional Advisor.
- To erect the structures considering season, forces and codes with safety of public being a prime concern
- Execution of related structures including design and layout plan of various works such as Ambience, Public Convenience, VIP, VVIP area, Infrastructure, Services etc. as asked by GLPC/ Professional Advisor.
- Execute the work with due respect to aesthetics, safety, theme consistent with best of Industry practices within given time and approved budget.
- Manage the event including housekeeping like maintaining toilets, drinking water facility, water supply for other works, electricity supply, cleanliness, garbage disposal, security, up keeping of the structures etc.
- Modify the conceptual design incorporating required changes as may be suggested by the GLPC/ Professional Advisor.
- Preparation of required documents and certificates to obtain approvals from Government/GLPC other agencies and overall coordination and follow-up with agencies for getting approvals, certificates to be completed before three days of event inauguration.
- Covering Artificial Lawn with green net as per requirement of GLPC. Application of Green net/Artificial green Lawn/Carpet is a part of scope of work.
- Preparing drawing necessary for submission to statutory bodies for sanction.
- Bidder shall arrange/liaison for all necessary approvals like for electricity, firefighting, police department, loud speakers etc. and shall abide by all statutory rules and regulations as may be applicable. However, the GLPC shall assist the bidder for obtaining statutory and other approvals. In case any fees are to be paid in connection with the said approval, the same shall be borne by the bidder.
- Require 12 numbers of copies of layout drawings and other details to share with various departments connected with the event.

- Bidder shall finalize and arrange for necessary agencies independently with sufficient manpower so as to complete the work as per schedule.
- Bidder shall depute one 'Works Manager' and one 'Coordinator' for the efficient handling of the project and ensure that the project proceeds in accordance with conditions of contract and time schedule.
- Bidder to deploy architect, designers, clerical staff, consulting engineers and other professional persons required to be consulted by the GLPC for the purpose of the event.
- The supervision work at site will be constantly done by the qualified staff employed by Bidder and no extra payment on such recruitment of staff will be charged or payable by the GLPC
- Bidder will provide regular supervision and inspection as may be necessary to ensure that works are being executed in accordance with the designed concept, working drawing and specification.
- The bidder shall provide Covid-19 precaution team, awareness and observer team for managing the tourist flow, measuring temperature of visitors with record and taking decision for his/her entry, maintain the social distancing mananProcure.coment team with helper doing sanitization daily and continuous basis and refill all sanitizers constantly, do marking and prepare movement plan for visitors.
- Bidder shall undertake to complete their professional services by the date hereafter, in accordance with the instruction by GLPC. Bidder shall furnish the schedule of implementation to the GLPC so that systematic and timely monitoring of the project can be done.
- Bidder shall clear the site on possession and hand over back the site once the event is over in to pre-event condition within seven days of the completion of event. GLPC advertisement with attached terms & conditions, original letter of offer of Bidder, initial presentation, subsequent discussions and addendum to the same becomes part& parcel of the Contract Contractor, clearances & License from Labour department as required by Law.
- The quantity and cost of the items may vary based on approval of planning, theme and concept
- The scope also covers application of insecticides and use of fly catching machine to keep the venue hygienic.
- Use of flex material shall be minimum and shall be preferably restricted to signages and similar items only.
- Land leveling as per requirement and creating / erecting boundary as per tender.
- Providing and laying water tanks, pumps, Piping etc. for proper storage and distribution of water.

- Providing and laying electrical distribution lines including street lights; lighting etc.
- Providing and laying drainage system in the venue. Installation of enough no. of soakpits, and disposal of sewage using suction pump on regular basis is a part of the scope.
- Construction and development of parking area.
- Developing pathways as per tender / presentation / agreement.
- All other works and services as per tender document and agreement.
- Bidder shall provide and manage balnagari area with required well trained
- Instructors/volunteers/hostesses etc and appropriate activities for kidzania as per direction of GLPC.

NOTE: USE OF FIRE-RETARDANT MATERIALS IN MAKING ALLSTRUCTURES IS MANDATORY

2 TECHNICAL EVALUATION METHODOLOGY

Two stages procedure will be adopted in evaluating the bids.

2.1 An Eligibility/Pre-qualification evaluation

The eligibility evaluation will be carried out based on the criteria mentioned in the tender document. All those bidders who matches all the eligibility criteria will be called for the presentation Evaluation.

ELIGIBILITY CRITERIA

The bidder must possess the requisite experience, strength, and capabilities in providing services necessary to meet the requirements as described in the EOI document. Keeping in view the complexity and volume of the work involved, following criteria are prescribed as the eligibility criteria for the bidder interested in undertaking the project. The bidder must also possess technical know-how and financial wherewithal that would be required for successful Selection of Agency for **“The Works of Conceptualization, design, plan and execution of Saras Fair/events/ workshops/exhibition participation at various locations in and outside Gujarat”** for the entire period of the contract. The Bids must be complete in all respect and should cover entire scope of work as stipulated in the bid document. This invitation to bid is open to all bidders who qualify the eligibility criteria as given below:

Sr. No.	Eligibility Criteria	Attachments
1	Bidder should be a Proprietary firm /Partnership firm /Private Limited/Limited Company/Corporate body legally constituted having experience of minimum 10 years in event management/exhibition work of any Central or State	Valid copy of the Certificate of incorporation, PAN & GST Registration in Gujarat

	Government. Bidder should be registered with valid PAN & GST Registration and Registered office in Gujarat.	
2	The Bidder should have an annual average turnover for the works of event management /Exhibition work of at least Rs.20 Crore during in last three years from last 5 financial years from the date of issue of tender	CA Certificate and Audited Balance Sheet of Last 3 Years
3	The Bidder should have executed multiple projects successfully of specific event management /Exhibition work in last 3 years from the date of issue of the tender and Single Work Order amount of Rs. 2.5 Cr for specific event management /exhibition works has to be submitted, less than 2.5 Cr amount of single work order shall not be considered. Projects should be similar nature of work with any of Central or State Government.	Project completion Certificate/ Work Project Completion Certificate/Order / Project Contract Document / Agreement / Satisfactory Completion Certificate by Central or State Government
4	Bidder should have executed multiple projects of minimum 10 Exhibition with minimum 1000 sq mtr German Hanger and 50 stalls in any 1 year out of last 3 years from the date of issue of the tender with Central or State Government.	Project completion Certificate/ Work Project Completion Certificate/Order / Project Contract Document / Agreement / Satisfactory Completion Certificate by Central or State Government
5	Bidder should have experience of successfully conceptualizing, designing and executing theme pavilion/stall in the last 3 years from the date of issue of the tender for any Central or State Government. One order of 1000 sq mtr or Two orders of 500 sq mtrs or 3 orders of 350 sq mtrs	Project completion Certificate/ Work Project Completion Certificate/Order / Project Contract Document / Agreement / Satisfactory Completion Certificate by Central or State Government
6	Bidder should have experience of successfully executing at least one Event management works/Exhibition of Hon'ble Prime Minister and at least three Event management works/Exhibition of Hon'ble Chief Minister in any 1 year out of the last 3 years from the date of issue of the tender for any Central or State Government.	Project completion Certificate/ Work Project Completion Certificate/Order / Project Contract Document / Agreement / Satisfactory Completion Certificate by Central or State Government

7	The bidder should have sole ownership / MOU (Lease Agreement of German/ Aluminium DOME) having minimum 3000 Sq. mtr.	Agency has to submit details of ownership/MOU (Lease Agreement).
8	The Bidder should not be under a declaration of ineligibility for corrupt and fraudulent practices issued by Government of Gujarat or any of the PSU in the state of Gujarat. Certificate / affidavit mentioning that the Bidder is not currently blacklisted by Government of Gujarat or any of the PSU in the state of Gujarat is due to event management in any corrupt & fraudulent practices.	Self-Declaration
9	JV or Consortium Not allowed	
10	The bidder should have a valid Electrical license, Valid ISO certificate and FSSAI License.	Attached copy of all certificates.
11	The bidder shall submit a power of attorney authorizing the Signatory of the bid to sign and execute the contract.	Power of Attorney as per the format given
12	EMD deposit of Rs.60,00,000/- has to be submitted along with a bid document. (No Exemption to any Bidders) Submission of EMD is Mandatory for further eligibility	EMD in form Bank Guarantee
13	History of Litigation	As per format given

Note: All the details and the supportive documents for the above-mentioned terms should be uploaded in the eligibility section in the bid.

2.2 Technical Evaluation

The following criteria shall be used to evaluate the technical bids.

S N	Criteria	Maximum Marks	Documents to be Submitted
1	Agency Should have a minimum Ten (10) year of experience in providing Event management /Exhibition work services 10 years to 15 years – 5 marks More than 15 years - 10 Marks	10	Valid copy of the Certificate of incorporation.
2	The Bidder should have minimum annual average turnover of Rs. 20 Crores in last 3 years. (2022-23,2023-24, 2024-25) Rs. 20 Cr.. to 25 Cr. – 7 marks Rs. 25 Cr. and above – 10 Marks	10	Audited and Certified Balance Sheet & Profit/Loss Account of any last 3 Financial Years and CA certificate
3	Bidder should have executed single project of Event management /Exhibition including German Hanger work of 2.5 Crores (Cr) for any Central or State Government in last years from the date of issue of the tender. 2 projects of 1.5 Cr each - 7 Marks Single project of 2.5 Cr - 10 Marks	10	Project completion Certificate/Work Project Completion Certificate/Order / Project Contract Document / Agreement / Satisfactory Completion Certificate by Central or State Government (Multiple venue project will not be considered as single project)
4	Bidder should have executed multiple projects of minimum 10 Exhibition with minimum 1000 sq mtr German Hanger and 50 stalls in any 1 year out of last 3 years from the date of issue of the tender Central or State Government. No. of Exhibitions 10 to 14 - 10 Marks No. of Exhibitions 15 or More - 15 Marks	15	Project completion Certificate/Work Project Completion Certificate/Order / Project Contract Document / Agreement / Satisfactory Completion Certificate by Central or State Government
5	Bidder should have experience of successfully conceptualizing, designing and executing theme pavilion/stall in the last 3 years from the date of issue of the tender for any Central or State Government. One order of 1000 sq mtr or Two	10	Project completion Certificate/Work Project Completion Certificate/Order / Project Contract Document /

	orders of 500 sq mtrs or 3 orders of 350 sq mtrs		Agreement /Satisfactory Completion Certificate by Central or State Government
	if bidder submits 6 or more projects of 350 sq mtrs – 3 marks or		
	if bidder submits 4 or more projects of 500 sq mtrs - 5 marks or		
	if bidder submits 2 or more projects of 1000 sq mtrs – 10 marks		
6	If bidder has received awards or recognition for Exhibition services by State or Central Govt.	5	Attach valid proof
7	Conceptual Presentation •Concept, Designing, methodology to execute & run the standard event •Experience in handling similar projects •Key Personnel for the project •Implementation schedule •Safety measures for the proposed activities •Action plan in case of miss-happening of any proposed activity (in case of emergency work)	40	

The bidder shall be required to get **at least 70 marks out of 100** to qualify for the next stage i.e. opening of the financial bids.

The technical score would be normalized on a scale of 100, with the highest score being normalized to 100 and the rest being awarded on a pro-rata basis. Such normalized scores would be considered for the purpose of QCBS based evaluation.

The individual bidder's technical scores will be normalized as per the

formula below: $T_n = T_b/T_{max} \times 100$

Where, T_n = normalized technical score for the bidder under consideration
 T_b = absolute technical score for the bidder under consideration

T_{max} = maximum absolute technical score obtained by any bidder

2.3 Financial evaluation

The financial bids of all the bidder who get 70% marks in the technical evaluation stage will be opened. The Bidder with lowest qualifying financial bid (L1) will be awarded 100% score (amongst the Bidders which did not get disqualified on the basis of mandatory technical qualifying score). Financial Scores for other than L1 Bidders will be evaluated using the following formula:

Financial Score of a Bidder (Fan) = $\{ (Commercial\ Bid\ of\ L1 \div Commercial\ Bid\ of\ the\ Bidder) \times 100 \}$

(Adjusted up to two decimal places)

2.4 Final Evaluation

The bids will be evaluated on a **Quality and Cost Based Selection [QCBS]** basis. The QCBS is a system enumerated in clause Number 192 of General Financial Rules 2017, Ministry of Finance, Government of India. The proposals will be ranked according to their combined technical and financial scores using weights.

Proposals will be ranked according to their combined technical and financial scores using the weights (**T=0.70** the weight given to the technical bid and **P=0.30**, the weight given to the Financial Proposal. The final evaluation will be based on Final Score which shall be calculated as shown below:

$$\text{Final Score (S)} = T_n \times T + F_n \times P$$

The bidder achieving the highest combined technical and financial score will be invited for negotiations for awarding the contract. In case of a tie where two or more bidders achieve the same highest combined technical and financial score, the bidder with the higher normalized technical score will be invited first for negotiations for awarding the contract. GLPC will empaneled multiple agencies. Only those bidders will be qualified for financial bid opening which will obtain minimum 70 marks. Empanelment will be done for H1, H2, H3 agencies. Rates whose **grand total** will be lowest, (L1) out of all 3 empaneled agencies (H1, H2 and H3) will be considered for execution of all work under this empanelment. Empaneled agencies will be asked to match the rate of L1 for all projects under this empanelment. Estimated Amount for this EOI is Rs. 20 Cr.

Negotiation: Tenderer may invite bidder for further negotiation

Financial Bid

<u>Item Rate BoQ</u>						
(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)						
Sr. No.	Item No.	Item Description	Quantity	Units	Per Unit Price Rs.	TOTAL AMOUNT I incl. all taxes)
1	A	EXHIBITION AREA				
2	1	Construction of Waterproof Aluminum German Hanger for Exhibition area with Fire retardant top covering Top Covering Fire retardant Synthetic Rubberized Fabrics (SRF). Side covers. All the structures / hangars should be high quality german technology aluminium structure (30 mtr X 35 mtr)	1050	Sq. Meter		
3	2	Wooden Platform for exhibition area	1050	Sq. Meter		
4	3	Construction of Waterproof MS Dome for Exhibition area with Fire retardant top covering Top Covering Fire retardant Synthetic Rubberized Fabrics (SRF). , Side covers.	1050	Sq. Meter		

5	4	Closed Dome for Workshops for kids and Activity corner for visitors. Structure with German Hanger 10x30 meter with carpeted wooden platform, Air Condition, Cloth Drapping in ceiling, 2 Glass doors and adequate lights.	300	Sq Mtr		
6	5	Closed Dome for Workshops for kids and Activity corner for visitors. Structure with German Hanger 10x30 meter with carpeted wooden platform, Non AC, Cloth Drapping in ceiling, 2 Glass doors and adequate lights.				
7	6	Truss Structure Mandap with waterproofing	500	Sq Ft		
8	7	6FT Cloth Wall	400	Rft		
9	8	Proper wall with tin sheet 8 feet high with covering white cloth/barricading of entire area for safety purpose.	3520	Rft		
10	9	Construction of well-designed octonorm stalls of size 3m x 3m = 50 nos. Construction of stalls with aluminum R8 system with powder coated finish with printed laminated panels as per theme approved by GLPC (Plain white laminated sheet will not be allowed). Provide 3m circulation space between the two opposite row of stalls and after every nine stalls in a row. Accessories for stall: A) Metal racks 6'H x 3'W x 1'D -- 02 no. B) Vinyl Pasted on laminated sheet, all sides of the Stall 10ft x 8 ft x 3 sides. (as per the design theme of exhibition) C) Facia with name and stall no. in theme design printed on vinyl of stall size -- 01 no. D) Spot Lights - 03 No. E) Laminated Tables - 02 No. (With theme designed vinyl pasted on 3 sides) F) Wooden Table - 01 No G) Chair- 02 Nos	450	Sq. Meter		
11	10	Octonorm Tables for stalls (construction of table with aluminum R8system with powder coated finish with board on top) 1.5 m L x 0.6 m W x 1.0 m H.	1	Nos		
12	11	Wooden Tables for stalls 2.0' L x 5' W x 3' H.	1	Nos		
13	12	Coolers	20	Nos		
14	13	Good quality banquet chair for stalls.	1	Nos		
15	14	LED spot 30 Watt lights in each stall with proper hooks and wiring.	1	Nos		
16	15	Providing Ceiling Fans / large pedestal Fans inside the hangar as per the requirement.	40	Nos		
17	16	Non Woven bags with Saras Branding on both the sides (12" x 18")	10000	Nos		
18	17	Chabutro	1	Nos		
19	18	10ft high Box Truss support for road side Hoardings	5000	Rft		

20	B	STAGE SETUP				
21	1	Stage setup : 40 ft. x 24 ft. x 4.00 ft. high MS structure with scaffolding/truss blocks with ply board on top & following items : A. Steps on both side 8 ft. wide with railing and masking	960	Sq. Ft.		
22	2	Tripple seater sofa	5	Nos		
23	3	Double seater sofa	5	Nos		
24	4	Single seater sofa	5	Nos		
25	5	Centre table	6	Nos		
26	6	Good quality banquet chairs for entire event.	200	Nos		
27	7	Wooden Chair for VVIPs	10	Nos		
28	8	Podium with branding	1	Nos		
29	9	LED riser 30 ft. x 4 ft with masking & carpet from all sides.	120	Sq. Ft.		
30	10	Green rooms with carpeted wooden platform with proper lighting and other required items like adequate mirror/cloth stand/spot lights/power points/tables/chairs and all other furniture required of approx. Male 15'x30' - 450 sq. ft. and Female 15'x30' - 450 sq. ft.	2	Nos		
31	11	Platform for media setup with carpet, masking from all sides and required furniture with necessary fixtures & lighting of size 8 ft. x 6 ft. x 4 ft.	1	Nos		
32	12	Platform for light & sound console with carpet, masking from all sides including required furniture, etc. with necessary fixtures & lighting of size 18 ft. x 6 ft. x 4 ft.	1	Nos		
33	13	Daily Cultural Performance Show upto 12 artists with costume and props. The duration of the performance will be not less than 30 minutes (per day)	1	Nos		
34	14	Orchestra with minimum 6 artist band performing for at least 90 minutes with all instruments and transports (per day)	1	Nos		
35	15	Comedy Show for no less than 30 minutes (per day)	1	Nos		
36	16	Game Jockey and entertainer (All days)	1	Nos		
37	17	Host/Anchor for Inaugural Event well versed with Gujarati, English and Hindi in presence of VVIPs such as Hon. CM and Ministers	1	Nos		
38	18	Host/Anchor for Daily Cultural Performance (All Days)	1	Nos		
39	19	Flower Décor in Inaugural event	1	Job		
40	20	Daily 10 Bouquets for VIP welcome	100	Nos		
41	21	Memento for VVIP	1	Nos		
42	22	Daily Artisan Workshops - Such as mud mirror work, leather work, jute work, bamboo craft,	1	Nos		

		bhartakaam etc			
43	C	SOUND ITEMS			
44	1	4 Way Sound (Reputed brand 4 way sound system (JBL Vertec/RCF TTL series or equivalent) (for 10 Days)	1	Job	
45	2	Backline for Daily Cultural Performances	1	Job	
46	3	3 Way Sound (Reputed brand 3 way sound system (JBL Vertec/RCF TTL series or equivalent)	1	Job	
47	4	Central PA Sound system for entire venue and parking with suitable sound outreach at all places .	1	Job	
48	5	Sound technician	2	Nos	
49	D	LIGHTS ITEMS			
50	1	60X40 Box truss for lights of 20 ft. height with proper base and support with adequate intelligent lighting	1	Job	
51	2	P3 LED Wall 20 ft x 10 ft. for stage backdrop with technician and operator support for entire period of exhibition	300	Sq. Ft.	
52	3	High resolution LED screens inside and outside hangar structure for the general public to show the schemes and programs of the Ministry with technician and operator support for the LED Screen. 16 x12 feet - 2 Nos.	2	Nos	
53	4	Platform for high resolution screen with masking (i) 16 x 4 feet -2 Nos.	2	Nos	
54	5	Beams Sharpy Beam 200	23	Nos	
55	6	Profile Lights	5	Nos	
56	7	LED par 32	15	Nos	
57	8	LED par 64	15	Nos	
58	9	LED Beam par	5	Nos	
59	10	4 way Molefay	5	Nos	
60	11	Dimmer Pack (as per requirement).	1	Job	
61	12	Avolite Pearl for controlling the light set up (as per requirement).	1	Nos	
62	13	Sky Tracker	1	Nos	
63	E	VIDEO & PHOTOGRAPHY			
64	1	Video Coverage of Inaugural Function & all other major events/function during the fair and video coverage of stalls (04 copies of DVDs must be provided to with proper spot mixing and editing in addition to social media). Live video coverage of the cultural events and inaugural function in the LED panel with 2 video cameras.	1	Job	

65	2	Still photography coverage (1000 selected photos in size 5x7 inch with 2numbers of albums in addition to all the photographs in digital format must be provided . [2- Photographer should be available with HD camera in the entire period of Fair at Event Site].	1	Job		
66	3	Highlight video of the event with editing	1	Job		
67	4	Seamless switcher	2	Nos		
68	F	MANPOWER				
69	1	Event MananProcure.coment Person (Male &Female) well experienced duly uniformed to manage all days of event. 10 persons for 10 days	100	Nos		
70	2	Managers for managing registration counter & other areas of exhibition with 5 Male and 5 Feamle staff. All visitor data to be submitted on daily basis - 10 persons for 10 days	100	Nos		
71	3	Charges for sanitation/cleaning workers for Cleaning materials wearing Caps and T-shirts 350 gsm with printed logo of Swachh Bharat Abhiyan	30	Nos		
72	4	Charges for sanitation/cleaning supervisors for Cleaning materials wearing Caps and T-shirts 350 gsm with printed logo of Swachh Bharat Abhiyan	10	Nos		
73	5	T- Shirts 350 gsm for Staff with SARAS Logo	50	Nos		
74	6	Cap	50	Nos		
75	G	VVIP LOUNGE				
76	1	Construction of well-designed one air conditioned(with Tower AC) VVIP room with proper wooden platform, flooring, carpeting and false ceiling, lights etc. rates including flower decoration (every day), fridge, crockery for minimum 20 persons/fancy cushion chairs/two and three seater sofas, center tables, coffee tables and other required items for beautification of the room.	100	Sq. Meter		
77	2	Ductable Split Airconditioner	50	Ton		
78	3	Tower AC	1	No		
79	H	CONFERENCE ROOM				
80	1	Construction of well-designed air conditioned (with Tower AC) conference room with wooden structure/platform/flooring/false ceiling and proper carpeting and proper lighting. Conference table/ B2B Area with sufficient number of chairs and other required furniture like sofa/coffee table/side tables etc. Interior of the room should be well thematic decoration for seating arrannProcure.coment	100	Sq. Meter		

81	2	Sound System for conference/meeting room with 02 Cordless Handheld Mic, Goose neck talk back system mic, Amplifier, Speakers Suitable along with technician.	1	Job		
82	I	THEME AREA				
83	1	Stall/ Pavilion - Designing and conceptualization of well- designed Theme area with proper display, lighting, logos, graphics and artwork complete with raised platform, designer wooden flooring, reception and required furniture. AR-VR, Huge LED screen, wooden digital poster and other par can/fancy lights with colorful decoration. Photo gallery of SHG Products. Product display gallery, Design must be submitted before & prior approval of the appropriate authority must be taken.	1	Sq. Meter		
84	J	TECHNOLOGY				
85	1	Cube LED 4X4X4	2	Nos		
86	2	LED Wall (20*12) with Anamorphic Content	240	Sq. Ft.		
87	3	Kinetic LED Wall	240	Sq. Ft.		
88	4	Projectors with Content: 20000 Lumens (For projection on Fabric Screens, Walls & Container or projection on buildings / structures with mapping etc.) This projector emits a luminous brilliance that transforms any environment into a captivating visual spectacle. Experience visuals in their most breathtaking form with exceptional resolution capabilities. Connect effortlessly to a multitude of devices through an array of input options, including HDMI, VGA, USB, and wireless connectivity. This comprehensive compatibility ensures easy content sharing from a variety of sources on any type of surface white fabric screen, walls, containers etc.,	1	Nos		
89	K	FOOD COURT				
90	1	FOOD STALL (PAGODA STYLE STALLS, 5*5 SQ. MTR) Agency shall provide Light at Food court area with decorative theme of Cuisine of Gujarat Round table with chairs will be provided for food court area as per requirement of GLPC. Tables for each food stall with 2 chairs will be provided by agency includes relevant electrification connection too.	5	Nos		

100	2	VVIP Dining Room of well-designed air conditioned Dining room with proper wooden platform, flooring, carpeting and ceiling ,lights etc. rates including flower decoration (every day), fridge, crockery for minimum 20 persons/fancy cushion chairs/two and three seater sofas, center tables, coffee tables and other required items for beautification of the room.	200	Sq. Meter		
101	3	Counter table with Frill and paper roll (to be changed daily)	50	Nos		
102	4	Round dining tables with cloths cover over the tables in dining area (4 ft. radius)	10	Nos		
103	5	Standing tables (standard size).	10	Nos		
104	6	Chairs without arms for dining area.	100	Nos		
105	L	Plumbing and Water arrannProcure.coment				
106	1	Sintex water tanks with a total capacity of 20000 liters with required motor pump and necessary plumbing arrannProcure.coment for continuous water supply to the kitchen/food court.	1	Job		
107	2	Plumbing lines of 25 mm pvc pipes to kitchen, food court, etc. (as required as per direction of Food court mananProcure.coment committee)	1000	Meter		
108	3	Kitchen sinks (2ft X 2 ft.) with water taps with necessary plumbing and drainage arrannProcure.coments.	10	Nos		
109	4	Supplying with Pot wash area sink with water taps with necessary plumbing and drainage arrannProcure.coments (sink specification - 3ft X 3 ft.).	10	Nos		
110	5	Hand wash basins in each set on strong stands and providing the same with continuous water supply for washing and necessary drainage of the used water.	10	set		
111	6	Hot water plant and tank with separate tap, the facility should be running 1 day before the event. Regular manning and upkeep is necessary all days of event	1	Job		
112	M	Electrical and Electronic ArrannProcure.coments				
113	1	Liasioning for getting temporary power supply and obtaining necessary NOC	1	Job		
114	2	Ceiling Fans/Padestal Fans	100	Nos		
115	3	METAL LIGHT	150	Nos		
116	4	Decorative Lights (LED Par Light)	100	Nos		
117	5	Series Light/Strip Light	500	Rmt		
118	6	Plug Point	100	Nos		
119	7	Cable and Panel Board	2	Nos		

120	8	125 Kva DG Set for electric supply with diesel and operator for all days of event with proper cabling and switch over wherever necessary.	2	Nos		
121	9	Poles for Lights in General area	50	Nos		
122	10	Chemical Earthing	2	Job		
123	N	Waste Management				
124	1	Garbage cleaning & collection van (2 times a day) with manpower for the entire period of the event. Waste disposal should be done as per the municipality norms by the contractor.	1	Job		
125	O	TOILETS				
126	1	Vehicle mounted AC Toilet Van: for VVIP lounge, placed at back side (one male and one female) with attendant. Facility should be provided one day before the event for entire event.	1	Nos		
127	2	Providing, Constructing temporary Toilet Blocks with necessary Glazed Tiles finishing, laminated hardnersheet, PVC/Octonorm system side finishing wall partition 6 feet height and door with proper fixtures and fastening i.e. tower bolt, holdfast, hinges, handles all drops etc. with sanitary, drainage line, outlets, Inspection Chamber and day to day cleaning arrangements with material like DDT powder & all such necessary things to maintain hygienic conditions etc. (DDT powder, Phynile etc.) properly during Exhibition period incl. necessary arrangements, loading, unloading incl. all etc. complete for the period of Exhibition (each separate for Ladies and Gents) with proper staff Facility should be provided one day before the event.	10	Nos		
128	3	VVIP Chemical Toilet All days of event	5	Nos		
129	4	General Toilet Van with multiple toilets & bath facility	1	Nos		
130	5	Adequate Cleaning and Sanitizer Material for toilets, hand wash, paper napkin, cented phenyls, odonils etc. for the entire exhibition period.	1	Job		
131	6	Soakpit of 75KL	1	Nos		
132	7	Daily suction for clearance of the soakpit	1	Job		
133	P	BRANDING AND PRINTING				

134	1	Branding of the entire venue including, hangar facades & side covering of the hanger structures, stage side panels, standee, pole buntions, welcome hoardings, Banners of all types signage etc. Large display of the layout of stalls. as detected by authority.	10000	Sq. Ft.		
135	2	Construction of theme based Gates based on Theme (Artistic Design, Decoration).	2	Nos		
136	3	Helium Gas Ballon, 3' Dia with print.	1	Job		
137	4	Welcome Pylon	10	Nos		
138	5	Que-manager stands with ribbons at entrance and inside the hanger.	30	Nos		
139	6	Bollard Stands For Name Categorisation during Inaugral Day.	10	Nos		
140	7	Apron For Participating SHG with Saras Logo.	250	Nos		
141	8	Sinages all over the entire exhibition area including parking, food court with proper directions and colours.	30	Nos		
142	9	Theme of Saras, three dimentional (3D) installations are to be proposed, which are sustainable under all weather conditions and material used in installations shall be reusable material, waste material and eco friendly material	2	Nos		
143	10	Theme of Saras, two dimentional installations (2D) are to be proposed, which are sustainable under all wether conditions and material used in installations shall be reusable material, waste material and eco friendly material	2	Nos		
144	11	MDF with paint finish 3D block letters of # I LOVE SARAS [2.5 x 20 ft.' with platform 2 ft height. and the material are sustainable under all wether conditions and material used in installations shall be reusable material, waste material and eco friendly material	1	Nos		
145	12	Flag Poles, Combination of Flex Printing, Block printing, Screen printing and on Flex / and mounted on poles within the given frame	50	Nos		
146	13	Invitation Cards	100	Nos		
147	14	Food Coupons	1000	Nos		
148	15	Printing and installation of flex hoarding 10 x 10 feet mounted with frame and fixed iron/bamboo support at road side way boards at different places.	30	Nos		

149	16	A Façade, sinc with the theme of saras, to be purposed creating a lasting impact on visitors. The façade should be incorporate hanging 3D Sculptures that align with the Saras Theme. Modular metal structure (scaffolding to be used to provide st strength to the facade)	3600	Sq. Ft.		
150	17	Eco Solvent Vinyl on Sunboard	50	Sq. Ft.		
151	18	Flex Branding on Auto Rickshaw (3X2 Ft) (100 Rickshaw for 10 Days)	1000	Nos		
152	19	Radio Jingle on reputed Radio Channel (30 Seconds Jingle X 10 Spots for 10 Days)	1	Job		
153	Q	SECURITY, CCTV & FIRE SERVICES				
154	1	Security guards Male (5 Day Shift and 5 Night Shift for 12 days)	10	Nos		
155	2	Security guards Female (4 Day Shift for 12 days)	4	Nos		
156	3	DFMD machines with staff with auto entry counting facility.	2	Nos		
157	4	HHMD Machine with staff.	2	Nos		
158	5	Providing of Fire extinguishers in exhibition area ABC type cylinders with sand buckets (CO2 Water and Powder mix with Refilling Dates). Sufficient equipment to be placed at various locations as per directions of Fire Department.	20	Nos		
159	6	CCTV Cameras set up all over the venue 24 x 7, cameras shall have night vision with operator-02 & technician-02.	32	Nos		
160	7	Recording DVR in 1 TB Hard-Disk.	1	Nos		
161	8	Construction of room with octonorm (3 M x 3 M) for monitoring of CCTV cameras etc. with chair, table, for operator & technician	1	Nos		
162	9	Box type Flex Gate.	1	Nos		
163	10	Providing Administrative office of size 6m x 3m having 2- PCs, 1-Printer, 1-Dust-Bin, 5-Executive Tables and Chairs, 1- Cupboard with lock and AC's.	18	Sq. Meter		
164	R	Floor Covering				
165	1	Carpeting - Non woven needle punch laying & fixing of brand new carpet subject to actual requirement and as per the direction of Core Committee.	1050	Sq. Meter		
166	2	Green/Camel Net Flooring	10000	Sq. Ft.		
167	3	Paver Block - Installation of pre-cast concrete hydraulically pressed uni- regular machine made Inter-locking paving blocks including excavation, filling, shuttering, labour, transportation compaction etc complete as per requirement.	5000	Sq. Ft.		

168	4	Grass Carpet - Grass Carpet with the Grass Material of Polyethylene and Polypropylene & Base of Polypropylene + Non Woven Cloth + SBR Latex and Thickness of 50mm	1000	Sq. Ft.		
169	S	Others				
170	1	Drinking Mineral Water 20 Liter Jar of approved brand with dispenser and 100 disposable glass with each Bottle with Pagoda Structure, Manpower and Dustbins	200	Nos		
171	2	Water Bottle of 200 ml with approved Brand.	100	Nos		
172	3	Diya, Samya, Scissor, Ribbon, Rangoli Color, Candle, Kapoor, Arti Thali, Haldi Kumkum, Photo Frame, Standard quality Shwal approved by appropriate authority. etc. for Inaugural Day.	1	Job		
173	4	Shenai and Tutari Artist - 7 Artist.	1	Job		
174	5	Walky-Talky with Range covering entire exhibition area with Battery Backup and operator 24x7	25	Nos		
175	6	Providing 3-Seater Benches having Wooden Strips with steel frame in exhibition area at different locations.	28	Nos		
176	7	Railing	100	running ft.		
177	8	Landscaping with good quality natural potted plant	300	Nos		
178	9	Picket Fencing	250	running ft.		
179	10	10x10 feet Water Fountain with Water Connection supply and necessary connections and leak proof	1	No		
180	11	Proper Ground Levelling of Main Exhibition Ground as well as Parking Ground with road roller and JCB (Refer site layout plan).	1500	Sq. Meter		
181	12	Kids Zone : Area developed with kids theme decor with playing setup for children like games, Mickey Mouse bouncy, slides/swings, magic show, puppet show etc. with necessary safety measures and proper lighting and staff.	1	Job		
182	13	Mojo Barricading	400	running ft.		
183	14	Executive High Tea (5 Star Category on inaugural day)	150	Pax		
184	15	Breakfast for SHGs participant for all day of event	100	Nos		
185	16	Lunch for SHGs	100	Nos		
186	17	Hi-Tea for SHGs	100	Nos		
187	18	Dinner for SHGs	100	Nos		
188	19	Travel: Innova Crysta/Ertiga (Per Day 300 KMS)	1	Per Car/Day		

189	20	Travel: Sedan (Per Day 300 KMS)	1	Per Car/Day		
190	21	Mobile Van (per day 300 KMS) Equipped with branding, canopy, standee, Sound, LED and 2 staff	1	Nos		
191	22	Pagoda Structure with Platform and carpeting	1	Nos		
192	23	Insurance Policy for each event (WORTH Rs. 3.00 Crores)	1	Nos		
193	24	German Hanger Ceiling Draping if required	1	Sq Ft		
194	25	Double ply wooden platform if required (starts from 6 inch to 6 feet height	1	Sq Ft		
195	26	Stay Facility for SHGs in dormitory format - Dome, Double Platform, Carpet, Plywood Partition wall with cloth covering, Beds, Bedsheet, Pillow, Pillow Cover, Blanket, Plug Points, Lights, Fan, Façade, Entry/Exit Gate considering all weather condition and including air conditioning	1	Per Person/Day		
196	27	Rates for Executive Breakfast or Hi-tea in special events	1	Nos		
197	28	Rates for Executive Lunch or Dinner in special events	1	Nos		
Total in Figures						
Quoted Rate in Words			INR Zero Only			

Note:

- All taxes/GST is included in the above rate as per NProcure.com terms & condition.
- The grand total of above will be considered for final evaluation.
- The rate quoted by the bidder in the above-mentioned financial bid will be fixed for the entire contract period and cannot be altered in future.
- Unreasonable financial quotations shall be rejected directly by GLPC i.e. if quotation for any of item will be submitted below base price of market rate of the item, financial bid will not be considered by GLPC and it shall lead to disqualification.
- GLPC can change or modify quantity as per requirement. Price is to be submitted per unit basis, payment will be made based on actual work done by agency.
- Saras Fair is organised for 10 days at each location throughout the year. **Agency shall quote amount for 10 days event.**
- Tentative quantity is provided to give idea for the approximate size and scale of the event. If there will be changes in number of days for event , payment will be done as per quoted amount by bidders on pro-rata basis.
- Bidders must take note that they are required to quote per sqm rate for stall. The typical stall sizes are 3*3 and duration of each Exhibition / Event is typically 10-11 days. For

National Saras Fair , there may be 130- 150 stalls and for regional Saras Fair , there may be 50-75 stalls.

- Payments shall be made on a pro-rata basis. In case there is an extension / reduction in the duration beyond / less than 10 days, Authority shall make / deduct payments towards such duration following due discussions with the Agency

3 TERMS & CONDITIONS

- a) GLPC reserves the right to expand/enhance the scope of work based on the requirement and/or performance after the start of the project.
- b) The Empanelment shall be of 3 years which may be extended further for another 1 year based on performance and/or requirement of the project with revised scope if any
- c) **Amendment to EOI:** At any time prior to the last date for receipt of applications, GLPC may for any reason, whether at its own initiative or in response to a clarification requested by a prospective applicant, modify the EOI document by an amendment. In order to provide prospective applicants reasonable time in which to take the amendment into account in preparing their proposals, GLPC may at its discretion extend the last date for the receipt of proposals and/or make other changes in the requirements set out in the EOI. Any such amendment shall be posted on the NPROCURE.COM website, in the form of Corrigendum.

3.1 Payment terms& Procedure

3.1.1 Milestone based Payment Schedule

Payments to the successful bidder will be disbursed after receiving invoice alongwith Post event report with all documentary proofs. Events' activities shall be signed or approved by concern authorized person from GLPC for the event.

3.1.2 Submission of Invoices

The successful bidder is required to submit original invoices, accompanied by necessary supporting documents, as requested by the GLPC office for invoice processing.

3.1.3 Invoice Processing Timeline

Invoices will be processed for payment release within 45 days following thorough verification of the invoice and supporting documents by the GLPC office.

3.1.4 Currency and Tax Deductions

All payments will be made in Indian Rupees, with applicable deductions for TDS, income tax, and any other relevant taxes during the payment process.

3.1.5 Advance Payment Policy:

No advance payments will be made to the selected agency. The agency must deploy the specified manpower as outlined in this document at the event location, quoting an annual rate inclusive of all taxes. Payments will be made based on the agreed-upon rates.

3.1.6 Language of Invoices

Invoices should be raised in the English language only.

3.2 Penalty terms

- The successful bidder shall not refuse to accept GLPC work order under any pretext. The work order can be collected from GLPC office or if convenient to the bidder, it can be mailed to them. For three recurrences of default in the discharge of service obligation, GLPC would be free to forfeit the defaulting bidder's security deposit, revocation of bank guarantees and/or termination of the contract for default.
- If at any time during performance of the work order, the bidders encounter condition impeding timely performance of the ordered service, the bidder shall promptly notify GLPC in writing of the fact of the delay, its likely duration, and its cause (s).
- Non-Deployment of the resources at the event location is strictly non negotiable for this contract
, such incident may lead to termination of contract.
- In case of unsatisfactory services in any manner, notice will be issued for improvement in the service by the GLPC giving one week's time. GLPC may act including termination with notice if the work will not be improved in next event. Any appeal in this case shall lie with the MD-GLPC, whose decision shall be final and binding.
- In case there is a serious security breach or number of instances crosses more than 3 in a quarter, GLPC reserves the right to cancel the contract and impose hefty penalty on the successful bidder.
- In the event successful bidder fails in delivery of satisfactory work at the event and GLPC manages for such services or part thereof, recovery of additional financial liability will be affected as risk and cost from the successful bidder.
- The Bank Guarantee may be invoked for unsatisfactory service provided to the GLPC after allowing reasonable chance to set right the service deficiencies to the full satisfaction of the GLPC. The Security Deposit can be forfeited / invoked to set off claim of the GLPC for penalty.
- In the event of equipment / system failure, the successful bidder will be required to make alternate arrangements and ensure that the services run uninterruptedly and smoothly. During the period of failure, the successful bidder shall make suitable arrangements as agreed with the GLPC. The extra cost of work, services, facilities etc., required to be provided by the Employer of third parties.
- GLPC will evaluate and compare only the bids determined to be substantially responsive in accordance with relevant clause.
- GLPC's evaluation of a bid will take into account, in addition to the bid prices indicated in the Schedule of Prices, the following costs and factors that will be added to each Bidder's bid price in the evaluation using pricing information available to the GLPC, in the manner and to the extent of the requirement of the GLPC.
- If the price stated is not realistic the bid is liable to be rejected.
- Compliance within the time schedule called for in the Appendix to Price Proposal within and evidenced as needed in a milestone schedule provided in the bid;
- The functional guarantees of the facilities offered against the specified performance criteria of the plant and equipment; and
- GLPC reserves the right to accept or reject any variation or deviation and other factors, which are in excess of the requirements of the bidding documents or otherwise result in the accrual of unsolicited benefits to the GLPC, may not be taken into account in bid evaluation.

- If the bid of the successful bidder is substantially below the GLPC's estimate for the contract, GLPC may require the bidder to produce detailed price analysis to demonstrate the internal consistency of those prices.
- If a discount has been offered in any Price Proposal, such discount will be applied pro-rata against each item.

3.2.1 Price Clarification

1	Price Basis	The All prices in the quotation are includes all expenditure mentioned in scope of work as well as terms & conditions
2	Duties & Taxes	Duties & Taxes mentioned in our offer are as per prevailing rates. In case of any Change in the Duty/tax structure and their rates at the time of delivery of Goods, the same shall be applicable and will be included in this financial bid quotation. No extra payment will be made by GLPC to agency.
3.	Production	For major change in size/ design specifications, adjusted prices proportionate to the Quoted prices will be charged while raising the final bill. Final payment will be made by GLPC against all documentary proof including approval from authority of GLPC for designing and execution of whole event/exhibition throughout the year.
4	Octroi / Entry Tax	Octroi and Entry Tax, Exemption Certificates are generally provided along with the Purchase Order. If any Municipal/Local/Authority does not accept Octroi Exemption Certificate, Entry Tax the same will not be charged extra to GLPC,
5	Design Modification	We reserve the right to make any change in design and material at any time for necessary modification/improvement in the product.
6	Arbitration	In the event of any dispute or difference between the parties arising howsoever from this contract, the same shall, unless amicably settled, be referred to two arbitrators, one to be appointed by each party. The two arbitrators shall, before entering upon the reference appoint an umpire. The decision of the two arbitrator's or the umpires shall be final and binding between the parties. The arbitration proceedings shall take place in Gandhinagar, Gujarat. This is an arrangements for arbitration within the meaning of Indian Arbitration Act 1940 including any Statutory re-enactment or modification thereof.
7	Jurisdiction	All suits arising out of the contract shall be instituted in a court of competent jurisdiction situated
8	Rights & Lien On the Property	It shall remain as GLPC lien on equipment, materials, parts etc. as supplied under this offer,

9	Suspension/ Cancellation Of Order	If Agency will be failed to deliver quality work , GLPC reserves all rights to cancel/suspend work order anytime.
10	Customer's Obligations Facilities To Be Provided:	Power, air and water at designated points. Civil works wherever required. Works regarding supplied equipment. Incoming electrical connection to control panel with SF unit, Isolator, etc. Safe storage space for agency's material.
11	Installation	The installation will be done by agency at dedicated site shall be based on instruction and timeline given by GLPC at agency's own cost.
12	Paymen t Terms	The Firm shall be paid for the works of event Managements as per approval by GLPC. The payment will be based on rates finalized for the award of contract to the successful Firm.

**EXPRESSION OF INTERESTFOR THE WORKS OF CONCEPTUALISE, DESIGN, PLAN
AND EXECUTION OF SARAS FAIR/ EVENTS/ EXHIBITION PARTICIPATION AT
VARIOUS LOCATIONS IN AND OUTSIDE GUJARAT**

No.	Particulars	Remarks/Details
1	Name of Agency/Applicant	
2	Details about office of agency Address: Phone No: Fax: E-Mail ID: Website :Contact person: Mobile No. and contact person:	
3	Details about registered office of Applicant and Contact No	
4	Status of Applicant [partnership firm/Pvt.Ltd.Co./Public Ltd Co.	
5	Details about Director/Partners	List to be attached
6	Copy of Memorandum to be attached	
7	Total experience of applicant[No.ofyears]	
8	Turnover of Agency/Applicant during last financialyear.	
9	P.A.N. No.(Copy to be attached)	
10	Service Tax Registration No. (Copy of certificate to be attached)	
11	Documentary Proof as per Pre Qualification Criteria	

Seal & signature of the bidder

- a) Ownership and confidentiality of Data:** All information, layout of the site ,reports and plans, both print and electronic, as well as the project/event that may have been designed specifically for GLPC, in any format, will belong to GLPC and will be strictly confidential.

- b) Reporting (Special Considerations)**
 - a) During event or pre event , agency shall daily report to GLPC office as an update of the work and further communication plan and projects for the said event.

4 BID FORM

Date:
NProcure.com Bid No: _____ dated _____

To,
Managing
Director
GLPC
Block No. 18, 3rd Floor, Udyog Bhavan, Sector 11,

Gandhinagar-382011 Dear Sir,

We / I, the undersigned, offer to provide the services for the works of design, plan and execution of saras fair/ events/ exhibition participation at various locations in and outside Gujarat as per the Guidelines, terms & conditions mentioned in this Tender document. We / I are/am here by submitting our Proposal, which includes the Technical Proposal.

The enclosed technical proposal includes the authority document in partners of the Authorized Signatory and Consent letters, in Original and Copy. (We are submitting our Proposal in association with: [Insert the list of partners Member with full name and address of each associated Consultant]

We confirm that we are qualified as per the Qualification Criteria specified in your document. We hereby declare that all the information and statements made in this Proposal are true and accept that any misinterpretation contained in it would lead to our disqualification.

If negotiations are held during the period of validity of the Proposal, i.e., 180 calendar days from the last date of proposal submission, we undertake to negotiate without any alteration in the quoted amount for the assignment. Our Proposal is binding upon us and subject to the modifications resulting from Contract negotiations.

If our bid is accepted, we will obtain the guarantee of a bank for the sum indicated as per tender document for the due performance of the Contract, in the form prescribed by GSA. Until a formal contract is prepared and executed, this bid, together with your written acceptance thereof and your notification of award shall constitute a binding Contract between us.

Name: _____ Address: _____

We understand that you are not bound to accept the lowest or any bid you may receive. Dated this _____ day of _____ 2025

Signature
(in the capacity of)
Duly authorized to sign Bid for and on behalf of _____.

5 Financial Proposal Submission Form (To be submitted on NProcure.com Portal only)

Date:

To,
The Managing Director
Gujarat Livelihood Promotion Company Limited
Block No. 18, 3rd Floor, Udyog Bhavan,
Sector 11, Gandhinagar – 382011, Gujarat, India

5.1.1 Sub: Financial Bid for Hiring of Agency for the works of Conceptualise, design, plan and execution of saras fair/ events/ exhibition participation at various locations in and outside Gujarat

Sir,
I / We, the undersigned, offer to provide the services for the above in accordance with your Expression of Interest dated [Date], and our (Technical and Financial Proposal). Our financial proposal in Terms of reference given in the EOI document of the GLPC has been submitted online on NProcure.com Portal:

I hereby certify and accept the following:

The Agreement will be for a period of 2 years. Cost as indicated above is inclusive of all taxes.

I certify that I have gone through the Tender document and I have understood and agree to the terms and conditions as mentioned in this Document and Management Agreement.

We declare that the information stated above and enclosed is complete and absolutely correct and any error or omission therein, accidental or otherwise, as a result of which our Bid is found to be non-responsive, will be sufficient for GLPC to reject our Bid and forfeit our EMD in full. I abide by the above offer/quote and terms & conditions of the tender document and the LOA if GLPC selects us as the Preferred Bidder.

Seal & Sign by Bidder

6 FORMAT OF EARNEST MONEY DEPOSIT IN FORM OF BANK GUARANTEE

Ref:

Bank Guarantee No.

Date:

To,
**Gujarat Livelihood Promotion
Company Ltd. 3rd floor, Block No. 18,
Udyog Bhavan, Sector 11,
Gandhinagar, Gujarat 382011**

Whereas ----- (here in after called "the Bidder") has submitted its bid dated----- in response to the NProcure.com Bid no: _____ dated _____ for EOI for "**Empanelment of agencies for the works of Conceptualise, design, plan and execution of saras fair/ events/ exhibition participation at various locations in and outside GUJARAT"** " KNOW ALL MEN by these presents that WE -----

----- having our registered office at ----- (hereinafter called "the Bank") are bound unto the

-----, Gujarat Informatics Limited in the sum of-----for which payment well and truly to be made to Gujarat Informatics Limited , the Bank binds itself, its successors and assigns by these presents. Sealed with the Common Seal of the said Bank this -----day of---2024.

THE CONDITIONS of this obligation are:

1. The E.M.D. may be forfeited:
 - a. if a Bidder withdraws its bid during the period of bid validity
 - b. Does not accept the correction of errors made in the tender document.
 - c. In case of a successful Bidder, if the Bidder fails:
 - (i) To sign the Contract as mentioned above within the time limit or
 - (ii) To furnish performance bank guarantee as mentioned above or
 - (iii) If the bidder is found to be involved in fraudulent practices.
 - (iv) If the bidder fails to submit the copy of purchase order & acceptance thereof.

We undertake to pay to the GLPC up to the above amount upon receipt of its first written demand, without GLPC having to substantiate its demand, provided that in its demand GLPC will specify that the amount claimed by it is due to it owing to the occurrence of any of the abovementioned conditions, specifying the occurred condition or conditions.

This guarantee will remain valid up to 24 months from the last date of bid submission. The Bank undertakes not to revoke this guarantee during its currency without previous consent of GLPC and further agrees that the guarantee herein contained shall continue to be enforceable till GLPC discharges this guarantee.

The Bank shall not be released of its obligations under these presents by any exercise by the OWNER/PURCHAER of its liability with reference to the matters aforesaid or any of them or by reason or any other acts of omission or commission on the part of the OWNER/PURCHASER or any other indulgence shown by the OWNER/PURCHASER or by any other matter or things.

The Bank also agree that the OWNER/PURCHASER at its option shall be entitled to enforce this Guarantee against the Bank as a Principal Debtor, in the first instance without proceeding against the

SELLER and notwithstanding any security or other guarantee that the OWNER/PURCHASER may have in relation to the SELLER's liabilities.

Dated at _____ on this _____ day of _____ 2025.

Signed and delivered by

For & on Behalf of

Name of the Bank & Branch
& Its official Address

Approved Bank: Any Nationalized Bank including the public sector bank or Private Sector Banks or Commercial Banks or Co-Operative Banks and Rural Banks (operating in India having branch at Ahmedabad/ Gandhinagar) as per the G.R. no. FD/MSM/e-file/4/2023/0057/DMOdated21.04.2023 issued by Finance Department or further instruction issued by Finance department time to time.

Performa of Contract-cum-Equipment (To be stamped in accordance with

Stamp Act) Ref:

Bank Guarantee

No.

Date:

To

Name & Address of the Purchaser/Indenter

Dear Sir,

In consideration of **<<Name & Address of the Purchaser/Indenter, Government of Gujarat, Gandhinagar>>** (hereinafter referred to as the OWNER/PURCHASER which expression shall unless repugnant to the context or meaning thereof include successors, administrators and assigns) having awarded to M/s

..... having Principal Office at

..... (hereinafter referred to as the "SELLER" which expression shall unless repugnant to the context or meaning thereof include their respective successors, administrators, executors and assigns) the supply of by issue of Purchase Order No..... Dated issued by

Gujarat Informatics Ltd. ,Gandhinagar for and on behalf of the OWNER/PURCHASER and the same having been accepted by the SELLER resulting into CONTRACT for supplies of materials/equipment's as mentioned in the said purchase order and the SELLER having agreed to provide a Contract Performance and Warranty Guarantee for faithful performance of the aforementioned contract and warranty quality to the OWNER/PURCHASER,

..... having Head Office at (hereinafter referred to as the 'Bank' which expressly shall, unless repugnant to the context or meaning thereof include successors, administrators, executors and assigns) do hereby guarantee to undertake to pay the sum of Rs. (Rupees) to the OWNER/PURCHASER on demand at any time up to without a reference to the SELLER. Any such demand made by the OWNER/PURCHASER on the Bank shall be conclusive and binding notwithstanding any difference between Tribunals, Arbitrator or any other authority.

The Bank undertakes not to revoke this guarantee during its currency without previous consent of the OWNER/PURCHASER and further agrees that the guarantee herein contained shall continue to be enforceable till the OWNER/PURCHASER discharges this guarantee. OWNER/PURCHASER shall have the fullest liberty without affecting in any way the liability of the Bank under this guarantee from time to time to extend the time for performance by the SELLER of the aforementioned CONTRACT. The OWNER/ PURCHASER shall have the fullest liberty, without affecting this guarantee, to postpone from time to time the exercise of any powers vested in them or of any right which they might have against the SELLER, and to exercise the same at any time in any manner, and either to enforce to

forebear to enforce any covenants contained or implied, in the aforementioned CONTRACT between the OWNER/PURCHASER and the SELLER or any other course of or remedy or security available to the OWNER/PURCHASER.

The Bank shall not be released of its obligations under these presents by any exercise by the OWNER/PURCHASER of its liability with reference to the matters aforesaid or any of them or by reason or any other acts of omission or commission on the part of the OWNER/PURCHASER or any other indulgence shown by the OWNER/PURCHASER or by any other matter or things.

The Bank also agree that the OWNER/PURCHASER at its option shall be entitled to enforce this Guarantee against the Bank as a Principal Debtor, in the first instance without proceeding against the SELLER and notwithstanding any security or other guarantee that the OWNER/PURCHASER may have in relation to the SELLER's liabilities.

Notwithstanding anything contained herein above our liability under this Guarantee is restricted to Rs.

_____ (Rupees _____) and it shall remain in force up to and including

_____ and shall be extended from time to time for such period as may be desired by the SELLER on whose behalf this guarantee has been given.

Dated at _____ on this _____ day of _____ 2025.

Signed and delivered by

For & on Behalf of

Name of the Bank & Branch
& Its official Address

List of approved Banks

Approved Bank: All Nationalized Bank including the public sector bank or Private Sector Banks or Commercial Banks or Co-Operative & Rural Banks (operating in India having branch at Ahmedabad/ Gandhinagar) as per the G.R. no. FD/MSM/e-file/4/2023/0057/DMO dated 21.04.2023 issued by Finance Department or further instruction issued by Finance department time to time.

8 CONTRACT FORM

THIS AGREEMENT made on the _____ day of _____, 2024 _____ Between _____ (Name of purchaser) of _____ (Country of Purchaser) hereinafter "the Purchaser" of the one part and _____ (Name of Supplier) of _____ (City and Country of Supplier) hereinafter called "the Supplier" of the other part :

WHEREAS the Purchaser is desirous that certain Goods and ancillary services viz.,

(Brief Description of Goods and Services) and has accepted a bid by the Supplier for the supply of those goods and services in the sum of _____ (Contract Price in Words and Figures) hereinafter called "the Contract Price in Words and Figures" hereinafter called "the Contract Price."

NOW THIS AGREEMENT WITHNESSETH AS FOLLOWS:

- 1 In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
- 2 The following documents shall be deemed to form and be read and construed as part of this Agreement, viz.:
 - 2.1 the Bid Form and the Price Schedule submitted by the Bidder.
 - 2.2 terms and conditions of the bid
 - 2.3 the Purchaser's Notification of Award
- 3 In consideration of the payments to be made by the Purchaser to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Purchaser to provide the goods and services and to remedy defects therein in conformity in all respects with the provisions of the Contract.
- 4 The Purchaser hereby covenants to pay the Supplier in consideration of the provision of the goods and services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.
- 5 Particulars of the goods and services which shall be supplied / provided by the Supplier are as enlisted in the enclosed annexure:

TOTAL VALUE:

DELIVERY SCHEDULE:

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with their respective laws the day and year first above written.

Signed, Sealed and Delivered by the

Said _____ (For the

Purchaser) in the presence of _____

Signed, Sealed and Delivered by the

said _____ (For the

Supplier) in the presence of _____

9 SELF DECLARATION
(TO BE SUBMITTED PHYSICALLY ALONG WITH
EMD) AFFIDAVIT

(To be submitted IN ORIGINAL on Non-Judicial Stamp Paper of Rs 300/- duly attested by First Class Magistrate/ Notary public)

I/We, _____, age _____ years residing at _____ in capacity of
M/s. _____ hereby solemnly affirm that

All General Instructions, General Terms and Conditions, as well as Special Terms & Conditions laid down on all the pages of the Tender Form, have been read carefully and understood properly by me which are completely acceptable to me, and I agree to abide by the same.

I We have submitted following Certificates I Documents for T.E. as required as per General Terms & Conditions as well as Special Terms & Conditions of the tender.

Sr. No.	Name of the Document
1	
2	

All the Certificates I Permissions I Documents I Permits I Affidavits are valid and current as on date and have not been withdrawn I cancelled by the issuing authority.

It is clearly and distinctly understood by me that the tender is liable to be rejected if on scrutiny at any time, any of the required Certificates I Permissions I Documents I Permits I Affidavits is I are found to be invalid I wrong I incorrect I misleading I fabricated I expired or having any defect.

I We further undertake to produce on demand the original Certificate I Permission I Documents I Permits for verification at any stage during the processing of the tender as well as at any time asked to produce.

I We also understand that failure to produce the documents in "Prescribed Performa" (wherever applicable) as well as failure to give requisite information in the prescribed Performa may result into rejection of the tender.

My I Our firm has not been banned I debarred I blacklisted at least for three years (excluding the current financial year) by any Government Department I State Government I Government of India I Board I Corporation I Government Financial Institution in context to purchase procedure through tender.

I We confirm that I We have meticulously filled in, checked and verified the enclosed documents I certificates I permissions I permits I affidavits I information etc. from every aspect and the same are enclosed in order (i.e. in chronology) in which they are supposed to be enclosed. Page numbers are given on each submitted document. Important information in each document is "highlighted" with the help of "marker pen" as required.

The above certificates/ documents are enclosed separately and not on the Performa printed from tender document.

I We say and submit that the Permanent Account Number (PAN) given by the Income Tax Department is _____, which is issued on the name of _____ [Kindly mention here either name of the Proprietor (in case of Proprietor Firm) or name of the tendering firm; whichever is applicable].

I We understand that giving wrong information on oath amounts to forgery and perjury, and I/We am/are aware of the consequences thereof, in case any information provided by us are found to be false or incorrect, you have right to reject our bid at any stage including forfeiture of our EMD/PBG/cancel the award of contract. In this event, this office reserves the right to take legal action on me/us.

I / We have physically signed & stamped all the above documents along with copy of tender documents (page no.
---- to --).

I We hereby confirm that all our quoted items meet or exceed the requirement and are absolutely compliment with specification mentioned in the bid document.

My I Our Company has not filed any Writ Petition, Court matter and there is no court matter filed by State Government and its Board Corporation, is pending against our company.

I / We hereby commit that we have paid all outstanding amounts of dues/ taxes/ chess/ charges/ fees with interest and penalty.

In case of breach of any tender terms and conditions or deviation from bid specification other than already specified as mentioned above, the decision of Tender Committee for disqualification will be accepted by us.

Whatever stated above is true and correct to the best of my knowledge and belief.

Date: Stamp & Sign of the Tenderer

Place: (Signature and seal of the Notary)

10 OVERALL ORGANISATION STRUCTURE

Overall organization chart of the company showing position of Managing Directors and Organization

Format for Project Team Members' Resume				
Sr	Item	Details		
1	Name			
2	Specify role to be played in the project &whether 'prime' or ' alternate'			
3	Current job title			
4	Experience in yrs.(provide details regarding name of organizations worked for, Designation, Responsibilities tenure etc.)			
5	Name of Organization	From	To	Designation/ Responsibilities
6	Number of years with the Current Organization			
7	Current job responsibilities			
8	Summary of Professional/domain Experience			
9	Skill sets			
10	Highlights of assignments handled			
11	Educational Background, Training/Certification including institutions, % of marks, specialization areas etc.			
12	Degree (including subjects)	Year of Award Of Degree	University	% of marks

I, the undersigned, certify that to the best of my knowledge and belief ,this CV correctly describes qualifications and experience mentioned above and proposed staff member is a permanent employee of our organization. I understand that any willful misstatement described herein may lead to my disqualification or dismissal, if engaged.

Signature of Staff Member Date:

Signature of Authorized
Date: Company Seal

HISTORY OF LITIGATION

Application should provide information on any history of litigation or arbitration resulting from contract in last five year or currently under execution.

Year	Award for/ origination/ bidder	Name of Client	Litigation & Dispute Matter	Disputed Amount in Rs.

If the information to be furnished in this schedule will not be given and come to the subsequently will result in disqualification of the bidder.