

VIBRANT GUJARAT: 2019 SUMMIT

GANDHINAGAR, GUJARAT, INDIA

REQUEST FOR PROPOSALS (RFP) **(01/VG2019)**

APPOINTMENT OF THE EXHIBITION ORGANIZING AND MANAGING AGENCY ON TURN KEY BASIS FOR VIBRANT GUJARAT GLOBAL TRADE SHOW 2019 TO BE ORGANIZED AS A PART OF VIBRANT GUJARAT GLOBAL SUMMIT 2019 AT GANDHINAGAR, GUJARAT IN THE MONTH OF JANUARY 2019

Tender Fee: Demand Draft of **Rs. 10,000.00** (Rs. Ten Thousand Only) to be drawn on and nationalized Indian Bank in favour of **Industrial Extension Bureau** and payable at **Gandhinagar**

Earnest Money Deposit (EMD): Demand Draft of **Rs. 20,00,000.00** (Rs. Twenty Lakh only) to be drawn on any nationalized Indian Bank in favour of **Industrial Extension Bureau** and payable at **Gandhinagar**

e-proposals: Each Applicant has to compulsorily submit its e-proposal on the website <https://indextb.nprocure.com> and also provide the hard copies of the same to iNDEXTb.

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1. Introduction

The Government of Gujarat biennially organizes global summits - Vibrant Gujarat Summits – since year 2003. Over the years, this Summit has emerged as one of the important Summits taking place in India and having participation from International and National Companies, Academicians, Technocrats, Administrators, Policy Makers, etc.

On behalf of the Government of Gujarat, Industrial Extension Bureau (iNDEXTb) – a Government of Gujarat Organization under the Industries and Mines Department of the Government of Gujarat is acting as the nodal agency for the Summits since the first such summit organized in the year 2003.

Concurrently with the Summit, an Exhibition is also organized for about five days, where in companies, organizations, governments, institutions from India and abroad participate to showcase their technologies, innovations, investment opportunities, investment potential etc and to have meaningful business to business interactions.

Over the years, the exhibition has witnessed increased participation and has been organized in larger areas year after year.

Exhibition concurrent to Previous Summits	Gross Area (Sq. mt)
2003	3000
2005	9500
2007	7000
2009	19,200
2011	~25,000
2013	~1,04,000
2015	~1,25,000
2017	~1,50,000

The 8th edition of the Summit was organized in the year 2017 (January 2017). During the exhibition organized along with the Summit, more than 1000 national and international companies participated and more than 16,00,000 footfalls during the course of 05 days of the exhibition occurred. Visitors included representatives of Leading Companies participating in VG: 2017 Summit, foreign delegates, representatives of SMEs in various sectors across the country, young entrepreneurs, academic institutes, etc.

Next Summit would be organized in January 2019 in Gandhinagar, Gujarat. For this Summit, it has been planned to organize a Vibrant Gujarat Global Trade Show 2019 in an area of over 1,50,000 sq. mt. at Helipad Ground, Sector 17, Gandhinagar, Gujarat.

The exhibition during 2017 Summit was organized by setting up of combination of semi-permanent and temporary structures. All the structures were air-conditioned. 2019 exhibition would also be organized in already existing semi-permanent domes and by setting up of additional temporary structures with air-conditioning facilities by successful applicant. Layout of existing semi-permanent domes is given at *Annexure I*.

Usually exhibition is organized concurrently with the Vibrant Gujarat Summits is for the duration of 5 days. Dates are 18-22 January 2019.

2. Objective

- 2.1 The purpose of the RFP is to invite interested and qualified agencies as applicants to submit Proposals for the right to provide services to iNDEXTb. Services are sought in connection with organizing the Vibrant Gujarat Global Trade Show concurrently with Vibrant Gujarat: 2019 Summit as described in *Scope of Work mentioned in clause 5* and on the terms and conditions set out in the RFP.
- 2.2 The ground would be provided at no cost to the bidder subject to the bidder providing necessary deposits and fulfilling the conditions mentioned herein in the tender.
- 2.3 The applicant would have to incur expenditure necessary to market, set up and manage the exhibition and related services. The applicant would also be entitled to charge to the participants for their participation. **However, there would be no visitors' fees allowable to be charged by the applicant.**
- 2.4 The applicant would provide the proposal stating the Royalty amount that it would be providing to the iNDEXTb – the nodal agency on behalf of Government of Gujarat in Industries and Mines Department for the exhibition. This details has to be filled online on the website <https://indextb.nprocure.com>
- 2.5 In this context, the RFP is designed to invite Proposals from Applicants with:
- (a) extensive proven experience in providing services similar to the Services mentioned in the scope of work hereunder; either in single capacity or in the joint capacity having tie up with not more than one firm, as per the details mentioned in the qualification criteria subsequently;
 - (b) a strong financial background;
 - (c) a substantial network of contacts in various countries and/or a proven ability to establish contacts in the various Countries in order to attract participation in the exhibition to the required standard and within the prescribed timeframes;
- 2.6 In the RFP, each Applicant is invited to compulsorily submit its information online on website <https://indextb.nprocure.com> and also provide hard copy of the Proposal (in English Language) for the right to provide the Services for the Vibrant Gujarat Global Trade Show to be organized as part of the Vibrant Gujarat: 2019 Summit and each Applicant must also provide:

- (a) provide an indicative budget in relation to the content of its Proposal;
 - (b) complete, sign and return the letter and the form as set out in Appendix B, together with its detailed Proposal, by the applicable date specified in the Timetable; and
 - (c) provide adequate and detailed answers and information (as set out in Appendix B) to meet the requirements of the selection criteria.
- 2.7 In submitting its Proposal, each Applicant will have to establish that it satisfies the Criteria and the Requirements. iNDEXTb will evaluate the Proposals based on the extent to which they reveal that such conditions and requirements have been satisfied.
- 2.8 Each Applicant should seek to provide satisfactory evidence to iNDEXTb in its Proposal of its financial standing and of its ability to meet the commitments it makes in its Proposal. iNDEXTb reserves the right to require audited financial accounts and/or appropriate bank guarantees and/or parent/lead company performance guarantees from each Applicant.
- 2.9 iNDEXTb may, in its absolute discretion, waive any of the conditions and / or requirements set out in the RFP. Each Applicant will be evaluated on the overall merits of its Proposal and the Successful Applicant shall be the one who satisfies all conditions and requirements but may not necessarily be the one which offers the most competitive financial terms.

3. Communication

- 3.1 A Scope Discussion & Clarification meeting for discussions, clarifications, information, etc required by the applicants with respect to the content of this RFP and the scope of work is scheduled on **23/08/2018 at 1500 hrs** at our Office at below mentioned address:

Industrial Extension Bureau (iNDEXTb)
Block No 18, 2nd Floor,
Udyog Bhavan, Sector 11,
Gandhinagar 382010, Gujarat (India)

The discussion of the pre-bid meeting would be made available on the websites <https://indextb.nprocure.com> and www.vibrantgujarat.com. The interested applicants would have to visit these websites to note the same.

- 3.2 iNDEXTb will, where possible, answer questions or provide additional information reasonably requested by Applicants at any time during the Selection Procedure with respect to the contents of the RFP or the means by which the Successful Applicant shall be appointed. Such queries should be addressed in writing by e-mail/ fax/letter to:
Attention : Managing Director, iNDEXTb

Email : md@indextb.com Phone: 079-23250492/93 Fax: 079-23250490

- 3.3 iNDEXTb will attempt to respond to all queries in as expeditious a manner as possible and in such a form as iNDEXTb considers appropriate.
- 3.4 iNDEXTb reserves the right to make its response to any query from any Applicant available to all Applicants without revealing the identity of the initial enquiring party.
- 3.5 iNDEXTb may not be able to provide responses and/or additional information to all queries and it shall definitely not be able to do so if such requests are sent less than five (5) business days before the due date for receipt of Proposals as set out in the Timetable.

4. Time Table / Schedule for Selection Procedure

- 4.1 The schedule in relation to this RFP is as under:

1	Announcement of RFP in national dailies	18/08/2018
2	Duration for making RFP available	18/08/2018 to 28/08/2018 (10 days)
3	Scope Discussion & Clarification Meeting	23/08/2018 @ 1500 hrs
4	Last date of the Submission of RFP Document (physical as well as online submission of Technical bid and only online submission of price bid)	28/08/2018 @ 1700 hrs.
5	Online Opening - Technical Proposal	28/08/2018 @ 1710 hrs.
6	Presentation to the Committee for Final Evaluation	31/08/2018 exact time and venue will be intimated to shortlisted bidders. Bidders should be prepared for their presentation.
7	Online Opening - Financial Proposal	After the presentation

- 4.2 The document would have to be downloaded from the websites <http://indextb.nprocure.com> or www.vibrantgujarat.com during the above period or as may be amended by the iNDEXTb.

Bidders who wish to participate in online tender 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 (n)code solution-a division of GNFC Ltd., who are licensed Certifying Authority by Govt. of Gujarat. In case bidders need any clarifications or if training required to participate in

online tenders, they can contact (n)Procure Support team on <https://www.nprocure.com/html/helpdesk.asp>

- 4.3 iNDEXTb reserves the right to revise the above schedule / time table as may be required and it would be intimated on the website. After the last date of the submission date, it would be intimated by email/fax.
- 4.4 If any of the dates happen to be declared as public / Government holiday the business/working would be carried out on the next working day.

5. Scope of Work

- 5.1 Interested agency would have to take up all the activities on a turnkey basis as may be required for organizing an exhibition of international standards. Inter alia, the scope of services to be provided includes (but not limited to) the following:

A) Components of Trade Show:

The Vibrant Gujarat Global Trade Show is not mere display by the exhibition companies, but aims to provide an opportunity for business lead generations. In order to achieve the same, the interested companies would have to undertake organizing of various shows and activities, some of which are mentioned below:

- 1) Vendor Development: It is intended to help and support the MSME industries to tie up and collaborate with large/mega industries as well as Public Sector Undertakings (PSU's). The proposing company will have to tie up with small industries and large companies in public and private sector for vendor development.
- 2) Buyer-Seller Meet (BSM): The scope includes but is not limited to
 - a. The contact program to be initiated to bring potential buyers from across the globe to meet the suppliers of Gujarat from various industry value chains.
 - b. Suppliers and exporters to be invited to participate in BSM
 - c. Buyers to be identified, shortlisted and invited
 - d. Deploy suitable mechanism for arranging the buyer seller meeting schedules which requires but not limited to use of Information Technology
 - e. Provide necessary logistic and infrastructure support in terms of creation of cubicles, meeting spaces, conducting the meeting, managing the schedules and all necessary support services and infrastructures such as refreshment arrangements, stationary, printing, etc.
 - f. Priority sectors for BSM are engineering & industrial goods, textiles & apparels, auto components, ceramics, electrical, transformers & power products, agro & food processing, etc. However, the proposing agency will give its complete presentation to the committee on the methodology, way forward, sectors, and organizing capabilities for BSM

- 3) Reverse Buyer-Seller Meet: While the major scope of works remains the same as that of BSM, here in RBSM, the proposing company will have to but not limited to
- a. identified atleast 10 international manufacturing companies (as approved by nodal organization or the committee constituted by the Government for organizing the exhibition)
 - b. to invite them to the exhibition and incur necessary connect and transact with the exhibitors / sellers. This initiative will offer a win-win proposition to both and create a strong platform for them to strike business alliances and create long term associations for continued trade, joint ventures and collaborations.

The bidding company will present its capabilities during the technical presentation on the planning taken up for vendor development/BSM/RBSM events proposed for which due weightage would be given.

B) Civil Work

- i. Necessary conceptualizing, designing, planning, execution and related activities for the exhibitions proposed to be organized at the venue before and after Vibrant Gujarat Global Trade Show 2019 as per the time frame as under:
 - a. Survey of the existing civil infrastructure for repair and up-gradation within 15 days from date of engagement letter. Survey of the adequacy of existing public health infrastructure (toilets for visitors, VVIPs, labours, exhibitors and participants) and addition construction, refurbishing, etc. as may be required.
 - b. Taking up of necessary repair of domes, toilet blocks, admin building which includes but not limited to masonry works, plumbing works, etc. sufficiently in advance before the commencement of the VGGTS.
 - c. Completion of setting up of temporary structure, repairs and air conditioning in the required area by 31st December, 2018.
 - d. The structure would be in place from 1st January, 2019 to 25th January, 2019 and would be intended to be used by the exhibitors for Vibrant Gujarat Global Trade Exhibition 2019.
 - e. Dismantling of the temporary structures and installations would be within 15 days after completion of Vibrant Gujarat Global Trade Show 2019 in consultation with authorities in Government of Gujarat.
- ii. Provision and managing of following facilities including provision of water and drainage.

- Toilet blocks (constructed/ temporary / mobile),
 - First aid counters,
 - Security cabins,
 - CCTV command & control room,
 - Information booth,
 - Registration counters,
 - Technical control room,
 - Help desk,
 - Announcement centers,
 - Labour Colony,
 - Food Court for labours, etc.
- iii. If required, necessary provision for exhibition in open area.
- iv. Repairs to the damages incurred / carried out while putting exhibition in place are to be taken up and efforts to be made to complete within **15 Days** after the dismantling of temporary structure in consultation with authorities. The bidder would have to carry out the work under the necessary supervision of officials of Exhibition Committee and Capital Planning Division, Road and Building Department or any authority as may be informed to the bidder.
- v. Setting up of necessary foundation and preparing the floor befitting the display which includes but not limited to having concrete flooring, laying of paver blocks inside and outside the dome, etc.
- vi. To take up any additional landscaping and beautification work as per the presentation to the committee for selection of the prospective bidder.
- vii. To take up the necessary beautification in the existing layout and provisions.
- viii. Ambiance creation for the Vibrant Gujarat Global Trade Show 2019 based on the theme including but not limited to creation of Façade for pavilions, murals, potted plants and plantation, soft and hard landscaping, water bodies, floral decoration, flags (event flags and flags of various countries within exhibition area).
- ix. Complete management of the activities related to necessary furniture/fixtures including but not limited to providing, preparation of facia, etc.
- x. To undertake necessary survey and action emerging thereafter to ensure the structural stability of existing and temporary infrastructure used during the Vibrant Gujarat Global Trade Show 2019. Provide the necessary certificate from component authority.

C) Electrical, ELV & HVAC Work

- i. Provision of necessary capacity of Air-conditioning infrastructure on temporary basis for each of the 13 nos. of domes meant for exhibition and other permanent structure towards admin building, medical room and other small offices available at the site. The type and the quantum of air-condition would be as per the directions of engineer-in-charge or the committee for organizing the Exhibition.
- ii. All necessary activities related to supply, installation, commissioning, testing and maintaining of the air-conditioning so supplied for the exhibition.
- iii. Setting up of the air-conditioned temporary structures as may be required.
- iv. Necessary arrangements and managing of sufficient power supply at the venue site including but not the limited to necessary cabling, earthing, DG sets for backup, necessary electrical protection system, existing electrical system and all the consumables with necessary cabling, and related payments towards temporary service line charges, security deposit, inspection charges and all other associated payments for exhibition area as well as parking and as such required or directed by Engineer-in-charge.
- v. The successful applicant shall arrange and make liaison with Torrent Power for temporary power or any changes in the permanent power so available, vis a vis the requirement for the exhibition. Also it shall provide for generator back-up for the Event for critical functions and services. The successful applicant shall have to do liaison, arrange and bear the cost of arranging Torrent Power connection and usage bills.
- vi. Liaison with necessary authority such as local governing bodies, chief electrical inspector, etc for statutory approval for organizing the exhibition and should be obtained in advance.
- vii. Ambience creation for the Vibrant Gujarat Global Trade Show 2019 based on the theme including but not limited to creation of Façade for pavilions, day and night lighting, theme lighting, stage lighting, general lighting, etc.
- viii. Take up necessary security measures including but not limited to deployment of the security personnel, baggage screening gadgets, personnel screening gadgets, DFMD, CCTV, CCTV room, round the clock security of the exhibits & gadgets during the exhibition period, etc. and maintaining them in consultation and direction by the local police.

- ix. All necessary setup of LED Screens, Video wall, Public Address System, AV System, other sound system, Watch-out etc. at exhibition area as well as at defined parking area as may be required or directed by the officer-in-charge.
- x. Organizing the inaugural function of Vibrant Gujarat Global Trade Show 2019. Take up necessary event management related activities such as provision and functioning of AV Equipment, Sound Systems, LED Screens, Video walls, etc. as may be required or directed by officer-in-charge.

D) Security & Fire Mitigation Arrangements

- i. Provision of necessary firemen in each dome and other exhibition areas throughout the exhibition.
- ii. Provision of sufficient number of fire extinguishers of type and size as may be directed by the fire authority of Government of Gujarat.
- iii. Liaison with necessary authority such as local governing bodies, fire, utility providers, state security agencies, etc for statutory approval for organizing the exhibition in advance.

E) Marketing & Promotion

- i. The agency will prepare and present to the evaluation committee its marketing and promotional plan, with a budget earmarked for the promotion and marketing of the Vibrant Gujarat Trade Show 2019 by the proposed bidder.
- ii. Marketing of Vibrant Gujarat Global Trade Show 2019-Nationally and Internationally - by developing marketing plan and executing the same for wider promotion and publicity of the exhibition, including preparation of website, promotional material, hoardings, brochures, Pen drives, organizing meetings, etc as may be required and executing the same. The agency will present its marketing plan. The Government can also supplement in marketing the exhibition, for which the areas would be highlighted and presented during the promotional meeting
- iii. To organize the launch function of organizing the exhibition which can either be five star hotel, party plot, and convention centre or as may be decided jointly with the authorities which includes but not limited to inviting the chief guest, Government officers, Industrialist, Media, etc: Seating arrangements, dais arrangements, hospitality, refreshment, etc.
- iv. The organizer would either organize the road shows in Gujarat/ other part of India or would arrange to send the representatives for marketing and booking of exhibition space during the road shows of Vibrant Gujarat Global summit nationally and internationally.

The organizers may have to organize roadshows at destinations decided jointly or desired by Government of Gujarat. Organizer may also joined the international roadshow planned by Government to promote the exhibition on its own cost.

- v. Liaison with national and international media houses for advertisement and promotion of the exhibition as per the media plan.
- vi. Preparation of radio jingles, press advertisements, TV advertisements, website banners.
- vii. Extensive use of social media to be taken up.
- viii. Release of advertisements in media in consultation with authorities.
- ix. The successful bidder will have to engage his own team for
 - Promotional calls to various category of exhibitors
 - Liaison with Government departments for participation
 - Liaison with Foreign Embassies, High Commissions and Overseas Trade Organization
 - Liaison with all other category of participants.

F) Media & Public Relations

- i. Liaison with national and international media for visit of media fraternity and coverage of the exhibition.
- ii. Setting up and manning of **Media Lounge** with necessary and adequate infrastructure which includes but not limited to computers, printers, scanners, photocopying machines; supplies which includes but not limited to printing papers, writing pads, pens, other stationeries.
- iii. Setting up and manning of **VIP lounge** with necessary furniture and fixtures.
- iv. Arrangements for refreshments and manpower to serve in both the above lounges.
- v. Necessary liaison with the Information Department of Government of Gujarat for media participation and Protocol Division for VIP movement.

G) Use of IT for the exhibition

- i. The successful bidder will have to prepare a website/system within 15 days from award of Letter of Intent. This website should be with comprehensive details for making layout of various halls available; online booking; online payment, submission of agency details, power requirement details, stall manning personal details, charges of various utilities, furniture, fixtures, special

requirements if any. Details towards badges required, entry passes required, parking details, venue layout details, generation of various reports for booking carried out, payment pending, incomplete details submitted by exhibitors, total power requirement, etc. should also be captured in the portal/system.

- ii. The website should be integrated with the Summit website.
- iii. All the above information would be used to create a mobile application for exhibitors as well as visitors to help them locate particular stalls based on area of interest.
- iv. The bidder will have to ensure adequate bandwidth availability for exhibitors, visitors, VVIPs, administration work, security, etc.

H) Videography/Photography during inaugural function and exhibition days

- i. Necessary Videography/Photography during Inaugural and exhibition days.
- ii. Use of drone cameras in consultation with concern authorities.
- iii. Special photographic point/selfie zone to be setup
- iv. Photography of visiting VVIPs
- v. Arrangements for the interviews

I) Exhibition related work

- i. Necessary conceptualizing, designing, planning, execution and related activities for the exhibitions.
- ii. Developing the Strategy for organizing the Exhibition in sync with the Theme for the 2019 Summit.
- iii. Layout preparation for Vibrant Gujarat Global Trade Show 2019. The agency would have to provide for a planning of area as per the plan and area mentioned in Annexure I & II.
- iv. Selling of the space for Vibrant Gujarat Global Trade Show 2019 including right mix of participants from identified sectors, target countries, other states of India and from within Gujarat.
- v. Organizing the inaugural function of Vibrant Gujarat Global Trade Show 2019. Take up necessary event management related activities such as preparation of invitations, seating arrangements, dais plan and setting up of the same, preparation of name plates, provision and functioning seating and aisle arrangements, security, floral decoration, etc.

- vi. Liaison with necessary authority such as local governing bodies, Health Department for first-aid Room, etc for statutory approval for organizing the exhibition.
- vii. Complete management of the activities related to participation by interested exhibitors, including but not limited to registering the exhibitors, communication with them, preparation of manual for participation, payments, facilitation, issuing of badges, passes, invitations, preparation and distribution of exhibitors catalogues, etc.
- viii. Visitors Management including business visitors and general visitors. Necessary arrangements at the parking venues, their transfers to the venue, entry segregation, entry gates, screening, all the other arrangements like temporary power and necessary lightings, flow of visitors within exhibition area, pathways, etc.
- ix. Arrangements of necessary numbers of Golf Carts.
- x. Arrangements of necessary drinking water bottles and distribution for visitors, exhibitors and staff.
- xi. Arrangements during the visit of Dignitaries / VIPs including but not limited to extending necessary hospitality services. This also includes setting up of necessary VIP Lounge/administrative building already set up which requires facilities including but not limited to air-condition, furniture, fixtures, TV, upholstery, carpets, refreshments, gadgets necessary for refreshment such as refrigerators, ovens, etc., toilets, toiletries, up keeping, etc.
- xii. Various beautification activities as may be necessary to beautify the surroundings in terms of laying of paver blocks, beautification in terms of potted plants, flags, paintings, theme lighting, cut-outs, masking, etc.
- xiii. Provision of necessary services such as fire mitigation, pest control, insecticides, disinfecting of the exhibition and parking area.
- xiv. Provision of necessary personnel and manpower for necessary services during the exhibition.
- xv. Take up necessary registration under Labour Contract Act, and other statutory acts as may be necessary.

J) Insurance

- i. The successful bidder will have to take insurance towards the following from the nationalized insurance company.
 - Third party compensations for the damages to manpower,
 - animal lives,
 - damage to flora and fauna

- plants, machinery, equipment, etc.
- Existing structure

K) Housekeeping

- i. Regular upkeep of the complete area of the exhibition including toilets, parking area earmarked for exhibition during the exhibition days including but not limited to making provisions for cleaning through necessary personnel, machines and consumables.
- ii. The successful bidder has to liaison with the local municipal bodies for the proper and designated disposal of waste and debris within the venue and city municipal limits.
- iii. Payment of necessary fees & charges as may be applicable to be paid to Municipal Corporation or any other authorities. A list of schedule of charges is per ANNEXURE X. This is likely to be revised and applicable charges are required to be borne by the bidder.

L) Food-court

- i. Setting up of Food Court(s) at multiple location within the venue of different cuisine and of different categories.
- ii. The scope also includes provision of water, wash area, drainage, utilities such as electricity, fixtures, etc.
- iii. The successful bidder can provide the food court to single vendor or to different vendors.

M) Parking & Vehicle movement Arrangements

- i. Finalizing the vehicle moving plan during the exhibition days.
- ii. Making the vehicle movement plan for public consumption.
- iii. Liaison with traffic police for vehicle, public and VIP movement.
- iv. Provision of necessary barricades for movement.
- v. Necessary arrangements at the parking venues which includes marking of parking space, provision of electricity, public address system, toilets, drinking water facility, etc.
- vi. Provision of necessary manpower at each and every parking locations and on the routes for all kind of traffic managements.
- vii. Necessary arrangements at the transfers of exhibitors and visitors between exhibition and parking venues.
- viii. Provision of necessary services such as fire mitigation, pest control, insecticides, disinfecting at parking areas.

N) Feedback and Survey reports

- i. Exhibitors and visitors' surveys, collect feedback and preparation of the reports based on the same.
- 5.2 iNDEXTb reserves the right to amend the scope of work of the services at any time with the successful bidder.
 - 5.3 The successful bidder will have to execute any other works as directed by iNDEXTb or by the Exhibition Committee for smooth organizing and conduct of the VGGTS 2019.

6. Qualifying Criteria and Background

- 6.1 Interested applicants should have organized trade-fairs and/or exhibitions having a minimum total net saleable area of 1,00,000 sq mt in one or more exhibitions/trade fairs in the last five years as on 31st July, 2018 subject to the following proviso
 - a. At least one of the exhibitions should have been of net saleable area of 30,000 sq mt or more; and
 - b. For calculating the above 1,00,000 sq mt area, only such exhibitions /trade shows with a net saleable area more than 15,000 sq mt will be considered.
- 6.2 The applicant should have a minimum of **10 years** of experience as on 31st July 2018 in organizing exhibitions.
- 6.3 Joint ventures are not allowed.
- 6.4 The experience in designing, setting up, marketing and selling of exhibition / trade show/BSM will be given preference.
- 6.5 The total turnover for last five financial years (2013-14, 2014-15, 2015-16, 2016-17, 2017-18 (Provisional allowed for 2017-18)) in equivalent type of work should be **Rs.100.00 Crore** (Rs. One hundred only).
- 6.6 The applicant should not have been debarred or blacklisted by any department/ authority/organization of Govt. of Gujarat and should not have any pending payment/ dues to any department /authority/ organization of Govt. of Gujarat.

7. Submission of Documents and Selection Procedure

- 7.1 Each Applicant has to compulsorily submit its e-proposal on the website <https://indextb.nprocure.com>
- 7.2 Each Applicant must also submit the hard copy of its proposal in separate sealed envelopes as under

1. An Envelope containing separate demand drafts for **Tender fee (Non-Refundable) for Rs. 10,000.00** (Rupees Ten Thousand only) and **EMD for Rs. Rs.20,00,000.00** (Rs. Twenty lakh only) to be drawn on any nationalized Indian bank in favour of **Industrial Extension Bureau** payable at **Gandhinagar**.
 2. A separate envelope containing **“Technical Proposal for Vibrant Gujarat Global Trade Show - 2019 Summit”** for technical details including design and other qualification criteria
 3. All the above covers should be sealed in a separate envelope marked as **“RFP for Vibrant Gujarat Global Trade Show - 2019”**;
- 7.3 The technical proposals without Tender Fee & EMD are subject to possible rejection.
- 7.4 **Technical submission in loose & unbound papers shall not be accepted. Properly Bound copy with each pages of the proposal serially numbered and stamped of the technical proposal should be submitted.**
- 7.5 The proposal should reach sufficiently before the stipulated time and date (**28th August, 2018, 1700 hrs**) either to reach us in person, through post or courier to the address.
- Kind Attn: Managing Director, iNDEXTb
Industrial Extension Bureau (iNDEXTb)
Block No 18, 2nd Floor,
Udyog Bhavan, Sector 11,
Gandhinagar 382010, Gujarat (India)
- 7.6 If **28th August, 2018** happens to be holiday/ non-working day at iNDEXTb, it would be extended to the next working day. Time remains the same.
- 7.7 Each Applicant must attach all applicable documents in support of its Proposal in accordance with the requirements set out in **clause 6** of the RFP as well as any other relevant materials, photographs and/or attachments. iNDEXTb may issue supplementary requests for information which, once issued, will form part of the RFP. iNDEXTb may also ask any Applicant for such further information, guarantees and/or documents as deemed necessary in connection with any Proposal at any time and any such further information, guarantee and/or document may be used at any point in the Selection Procedure by iNDEXTb to evaluate a Proposal.
- 7.8 iNDEXTb would not be responsible for any delays occurred during the transit of the initial proposal to reach by the stipulated time and date as mentioned in the timetable for submission of the proposal.

- 7.9 The cost for the preparation and submission of the proposal to reach to iNDEXTb would be borne by the applicant and shall not be reimbursed. Further, the cost towards the presentation to the committee, to and fro travel, etc shall also be borne by the applicant.
- 7.10 Each Proposal, once submitted, constitutes a binding and irrevocable offer to provide the Services on the terms set out in the Proposal (or as amended by iNDEXTb), which offer cannot be amended or withdrawn after its date of submission (unless requested by iNDEXTb).
- 7.11 iNDEXTb is not obliged to accept or consider any Proposal in full or in part or any responses or submissions in relation thereto and iNDEXTb may reject any Proposal, responses or submissions.
- 7.12 iNDEXTb reserves the right to appoint the Applicant whose Proposal (in the absolute discretion of iNDEXTb) most successfully conforms to the Criteria and the Requirements in accordance with the terms and conditions described in the RFP or to make alternative arrangements for the provision of the Services, including (without limitation) issuing a revised or different RFP or providing the Services itself.
- 7.13 iNDEXTb shall conduct the Selection Procedure in accordance with the Timetable set out. Each Applicant is and shall be required to comply fully with the applicable deadlines in the Timetable as well as such other deadlines as are imposed by iNDEXTb throughout the Selection Procedure (unless otherwise approved by iNDEXTb on a case-by-case basis).
- 7.14 The Selection Procedure shall consist of:
- (a) a technical evaluation of Proposals to find responsiveness of each Applicants by examining suitability, experience and qualifications, including (without limitation) its compliance with the Criteria as well as the organizational structure and additional infrastructure proposed by the Applicant to provide the Services. External and internal designs shall be generated for all major structures. Detailing of signage's, welcome arches, and symbolic gates is also necessary. Responsive Applicants is required to make a presentation to the Committee to evaluate the suitability of the applicant. **The combined technical qualification and presentation would carry a weight age of 70%; further bifurcation is as below:**

Sr. No.	Evaluation Criteria	Max Points
1.	Years of experience as on 31 st July, 2018 5 marks for completed ten years as on 31 st July 2018.	10

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Sr. No.	Evaluation Criteria	Max Points
	01 mark for each completed years of existence above ten years as on 31 st July 2018.	
2.	Total Turnover of the last 05 financial years 5 marks for turnover of Rs. 100 crore 01 marks for each addition of Rs.10.00 crores over and above Rs.100.00 Crores	10
3.	Work Execution Capacity as per clause 6.1: 5 marks for total of 1,00,000 net sellable area as defined in clause 6.1 and 01 marks for each addition of 10,000 sq mt of net sellable area	10
4.	Technical Presentation to the Committee on the understanding of the project, capability for organizing BSM/RBSM, Institutional tie-ups, manpower availability, assets availability, exhibition organizing experience, design proposed for the exhibition, importance sectors proposed for exhibition/BSM/RBSM, the number of BSM/RSM that the agency proposes during the VGGTS 2019, presentation of overall ambience for the venue, the complete work flow of organizing Vibrant Gujarat Global Trade Show 2019 including execution of BSM/RBSM, media and promotional plan, use of IT, Innovativeness of organizing exhibition, expectation from Government.	40
	Total	70

- (b) a financial evaluation of each Proposal (**carrying 30% weightage**) examining each Applicant's ability to secure or offer the best possible income as an outcome from organizing the exhibition.

7.15 Submission of Financial Proposal

The bidder would have to provide the financial proposal in the prescribed format in the form FIN:1 annexed to this document for the net sellable area of minimum of 40,000 sq. mt.

7.16 Comparison of Price Proposals

After the evaluation of all the bids received, the eligible bidders will be intimated about the presentation meet in advance prior to the date finalized through email or telephonic message where the applicants are expected to make presentation on the concept, methodology, proposed design and overall execution of the project to iNDEXTb / Committee constituted by the Government of Gujarat. The applicant shall come with his laptop and a CD for presentation.

The evaluation will be QCBS (Quality Cost Based System) Evaluation.

The Committee will select the agency by giving **70% weightage on the Quality of Concept and Design** presented before it and **30% weightage to the Price proposal.**

The bidder shall have to offer Additional Royalty for the area as per scope of work and area details mentioned in Annexure II. The quote should be exclusive of taxes, i.e. the bidder would have to pay the applicable tax extra beyond the quoted amount.

Based on this exercise, applicant having the highest final score will be informed and the Committee if required will further negotiate and finalize the amount.

Note:

- **Minimum Qualifying Mark to get selected for Opening of Commercial Bid is 42 (Forty-Two) marks out of Total 70 (Seventy) marks in the Technical Presentation and evaluation.**
- **Proposed solution should have design, development and deployment details with Technical aspects.**

Evaluation of Financial Proposal: The commercial proposals of bidders who qualified based on above parameters will be opened. The highest total royalty amount (Fm) will be given the maximum financial score (Sm) of 30 (Thirty) points. The financial scores (Sf) of the other financial Proposals will be computed as per the formula – $Sf = (100 \times F/Fm) \times 30\%$, in which Sf is the financial score, Fm is the highest financial quote and F is the financial quote under consideration.

The bidder getting highest score (technical plus financial) would be awarded the bid

7.17 iNDEXTb has the right (in its absolute discretion) to determine how to progress any discussions and/or negotiations with Applicants following submission of the Proposals. Pre-qualified applicants will be given an opportunity to present its detailed

Proposal to iNDEXTb/Committee in person (attendance at any such presentation shall be at the sole cost of the Applicant in each case).

- 7.18 iNDEXTb may, for any reason and at any time during the Selection Procedure, request any Applicant to supply further information and/or documentation. Each Applicant shall supply such further information and/or documentation requested by iNDEXTb within five (5) working days after receipt of a written request for that information and/or documentation (or such other period of time determined by iNDEXTb). Any and all costs and/or expenses associated with the provision of the additional information and/or documentation shall be borne by the Applicant.
- 7.19 After careful consideration and examination of the Proposals / Presentations, iNDEXTb shall select the Successful Applicant whose Proposal most closely satisfies the Criteria and the Requirements. iNDEXTb reserves the right to make the appointment of the Successful Applicant and shall not be obliged to give any reason(s) for the selection and/or rejection of any Proposal or any part thereof.
- 7.20 The appointment of the Successful Applicant is subject to the conclusion of an Agreement between iNDEXTb and the Successful Applicant governing all rights and obligations related to the Services. The Agreement shall be prepared by iNDEXTb to include such terms and conditions commonly included in agreements of such nature, together with any other terms and conditions which are required by iNDEXTb (whether arising from the specifications of the Proposal of the Successful Applicant or otherwise). It is intended that the Agreement shall be concluded and signed following good faith negotiations within fifteen (15) work days following the date of submission of the draft Agreement by iNDEXTb to the Successful Applicant. Each Applicant agrees and acknowledges that iNDEXTb shall have the absolute right to determine at its absolute discretion whether or not negotiations shall be conducted on an exclusive basis.
- 7.21 iNDEXTb reserves the right, at any time and in its absolute discretion, to accept or reject Proposals (or to permit any Applicant to re-submit its Proposal in the event that such Proposal fails to meet any or all of the Criteria and/or the Requirements), to pursue negotiations with any number of Applicants, to withdraw from negotiations with any Applicant at any time and to suspend, discontinue, modify and/or terminate the RFP process at any time.

8. Special Condition for Submission of RFP Document

- 8.1 There could be an independent agency/committee appointed/nominated by iNDEXTb / Government, which could be a Government Organization/ academic institution / private organization/ consisting representatives of above type of organizations; to oversee the progress and monitor the implantation of work as per the decided timeline. This would be informed subsequently.

- 8.2 Proposed to be organized at the venue before and after Vibrant Gujarat Global Trade Show 2019 as per the time frame as under:
- a) Vibrant Gujarat Global Trade Show 2019 will be organized for about a week during first and second week of January, 2019. However, if Govt. of Gujarat decides to change dates; agency will have to comply accordingly.
- 8.3 The Applicant should have well furnished and well established office, at least in Ahmedabad or Gandhinagar or if it is not available the selected agency should be ready to establish the office in Ahmedabad or Gandhinagar for this assignment, till the completion of the exhibition.
- 8.4 Selling of the space for Vibrant Gujarat Global Trade Show 2019 including right mix of participants from identified sectors, target countries, other states of India and from within Gujarat.
- 8.5 Net space of 3,000 sq. mt having complete provision for electrification, air conditioning and necessary octonorm systems required to populate the dome (with standard furniture and fixtures) would be provided to iNDEXTb **free of cost** during Vibrant Gujarat Global Trade Show 2019.
- a. For space above 3,000 sq. mtrs. of net space within dome (temporary or semi-permanent); iNDEXTb reserves the first right of rejection by 15th December, 2018 and to be provided if required at special rate as may be decided jointly between iNDEXTb and the successful bidder which includes electrification and air-conditioning. The agency will have to put in necessary marketing efforts if this space or part thereof is rejected by iNDEXTb or will take up necessary liaison with concerned allottees of this space or part there of if the space is drawn by iNDEXTb.
 - b. The onus of providing standard services and addressing the participation queries within the space allotted remains with the successful applicant.
- 8.6 The payments to be made by the successful applicant to iNDEXTb is in following format:
- a. 15 % of the Total Royalty by end of November 2018
 - b. 15 % of the Total Royalty by end of December 2018
 - c. Rest of the Total Royalty by the end of January 2019.
- 8.7 The amount to be charged for per sq. mt for the following facilities should not exceed the rate charged during Vibrant Gujarat Global Trade Show 2019. The charges for the facilities during Vibrant Gujarat Global Trade Show 2019 were:

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Facility	Amount to be charged per sq m (Taxes extra)
Bare space (Inside AC Dome) including supply of 5 Amp single phase power or 15 Amp three phase power upto 1 KW including consumption for private sector.	Rs. 10,000.00
Space with Fabricated Stall (Shell Scheme inside AC Dome) with standard furniture and including supply of 5 Amp single phase power or 15 Amp three phase power upto 1 KW including consumption.	Rs. 11,000.00
Open Space Participation Outside Dome without AC but including 5 Amp single phase power supply or 15 Amp 15 Amp three phase power upto 1 KW including consumption.	Rs. 4,000.00
Additional 15 Amp Three phase Power requirement beyond 1 KW for the exhibition including consumption.	Rs. 3300.00 per KW
Government participation	25% discount over the bare space rate mentioned above
MSME / Startups (the minimum net area should be 2000 sq mt)	50% discount over the bare space rate mentioned above
iNDEXTb (minimum net area of 3000 sq mt)	100% discount over the bare space rate mentioned above

- 8.8 The delay of over 30 days in payment over the scheduled date as mentioned above would draw an interest on pro-rata basis @ 1% for 30 days on the payable amount.
- 8.9 The successful bidder should have to accomplish maximum net sellable area for participation as per **Annexure II: Area Details (Domes and Open Area)**
- 8.10 Participation below the area as provided in Annexure II is liable to draw a penalty on balance unsold area at the rate of Rs. 10,000.00 per sq. mt. excluding taxes or any other, if desired by the Committee / Government.
- 8.11 Successful applicant shall do all necessary concept planning, layout, designs for structures, plumbing, electrical, interiors, working drawings etc. for execution of project and for structural soundness of the works. Certificate of authorized structural engineer pertaining entire scope of works and related structures shall have to be furnished by 05th January, 2019.
- 8.12 Looking at the international standards exhibition to be set up, in order to bring in innovation in to the exhibition, the successful applicant is

- permitted to propose additional work or enlarge the existing specifications. For all the works so conceived, the applicant has to get it approved by iNDEXTb and detailed specifications for the same shall have to be provided by the applicant.
- 8.13 Successful applicant shall have to provide the layouts of the exhibition alongwith the schedule for saleable area upon receiving the letter of intent for approval to iNDEXTb. Further, the successful applicant shall not, without the written sanction of iNDEXTb, make any deviation in the approved plans, details, specifications, resulting in decrease of net sellable area, etc.
- 8.14 The successful applicant shall not assign sub-let or transfer their interest in this agreement without written consent of iNDEXTb. Though outsourcing the particular task is allowable the successful bidder has to intimate to iNDEXTb of all the agencies for the exhibition.
- 8.15 For the availability of ground / land iNDEXTb will do the necessary communication with the Government of Gujarat's concerned authorities. However, the successful bidder would have to undertake necessary liaison with the authorities for possession. The applicant would have to deposit a security deposit amounting to **Rs. 55,00,000/- (Rs. Fifty Five Lakhs Only)**. This deposit would be refunded back to the agency on the following conditions:
- a. After handing over the venue in proper condition and
 - b. After handing over the venue within the stipulated time limit and
 - c. After having received the sum towards the royalty payments committed in the tender by successful applicant.
- 8.16 All applicants shall submit a soft copy of the presentation to iNDEXTb.
- 8.17 The successful applicant has to submit hard and soft copy of all drawings and specifications in a soft version as specified by iNDEXTb. Any deviation from the specifications as indicated by the applicant/consultant shall be liable for deductions from the value of item of work.
- 8.18 Copies of Drawing, plans and specification shall remain with iNDEXTb, irrespective of whether the work for which they are made has been executed or not.
- 8.19 If the Event Contractor fails to deliver required work as per agreed schedule or quality, iNDEXTb can appoint other Agencies, Contractors and actual payment made to these agencies shall be deducted from the security agency and bank guarantee available.
- 8.20 The scope is likely to vary. Depending upon the requirements the successful applicant shall attempt to accommodate all such changes without prejudice to the condition of this contract and within time frame. In case of increase or decrease in area of the structures to an extent of + or - 10%, no rate revision shall be considered but if the

- variation is beyond, rates shall be pro rata increased or decreased taking into account the prevailing market rates. This clause shall be read along with clause 9.9
- 8.21 The successful applicant shall make all necessary arrangements for water and electricity including potable drinking water for visitors, service persons and staff from outside source.
- 8.22 The successful applicant shall have to do liaison, arrange for and bear the cost of arranging Fire Fighters, utilities, etc through concern authorities, utility providers, etc. Charges towards obtaining temporary electric power, line charges, consumption charges and related expenses for exhibition would be borne by the successful bidder. Further, the successful bidder would ensure that the work of electrical installations is carried out by approved "A" Class Government Contractor registered with State / Central Public Works Department.
- 8.23 The applicant should also arrange for the water connection from the utility providers and shall arrange for distribution of water to toilets and other areas as per layout. However in case of any failure of source the successful applicant shall have to make arrangement of water from outside without any extra cost to iNDEXTb. In case of non-availability of water from the conventional source the successful applicant shall manage it on his own means.
- 8.24 The sewerage shall have to be connected to nearest available drain/sewer manhole.
- 8.25 Cost of all the works necessary to carry out for successful organization of exhibition including but not limited to deploying necessary manpower, equipment, facilities, structures, services etc., shall have to be carried out by the successful applicant.
- 8.26 Event Contractor shall be responsible for housekeeping of the entire venue including any other facility or event provided by any other agency appointed by iNDEXTb.
- 8.27 Where explicit specifications are not available the work may have to be executed as per the instruction of Managing Director, iNDEXTb. Additionally iNDEXTb may appoint third party Consultant to monitor the work. The instructions by such Consultant shall be binding to the successful applicant.
- 8.28 VIP and VVIP security related arrangements including barricading but not restricted to shall have to be worked out by the successful applicant with the Police and relevant department, the cost of such arrangements shall be borne by the applicant.
- 8.29 Successful applicant shall take necessary safety measures to work where required and also maintain first aid arrangements for emergency.

- 8.30 For all the works successful applicant shall ensure proper rigid railings with spacing of members/openings not exceeding 150 mm, preferably chain-link fencing.
- 8.31 The successful applicant shall inform about all the structures and their type it proposes to use for setting up of exhibition. Designing and accommodation of structures are to be done accordingly.
- 8.32 If there is any ambiguity or contradictory found/observed in the RFP document between technical proposal and financial proposal, the bidder shall bring it to the notice of the iNDEXTb/Consultant appointed by the iNDEXTb during the pre-bid meeting.
- 8.33 Selected applicant or its partner will not execute any other works / events/ pavilions / exhibitions other than the agreed works/events / - pavilions / exhibitions within the venue or during the period at least 30 days before the inauguration of the event without the knowledge of iNDEXTb, as the full deployment of the resources is envisaged for successful organizing of the mentioned exhibition.
- 8.34 The successful applicant shall apply fire resistant coating which shall be non-allergic, odorless, non-toxic, VOC free, non-carcinogenic, and earth friendly clear fire retardant of 'Flame Resist' or equivalent as approved by the Committee members/ iNDEXTb /Consultants on all internal and external structures wherever applicable including stage and as and where specified by Consultants/Client.
- 8.35 Quality and finishing of all structures will be reviewed after final execution of work. Any deviations or non-compliance from approved designs are bound for deductions.
- 8.36 Stipulated time frame for completion of necessary structures is to be implemented. In case of any deviations a penalty will be imposed upon as per the directions of Committee members/ iNDEXTb /Consultants.
- 8.37 Necessary arrangements for fabrication yard, godowns, and storage space for required installation works will be managed by the successful applicant at no additional cost within or outside the venue.
- 8.38 Stipulated requirements indicated/mentioned in this RFP related especially to personnel, and assets are to be complied. Non-compliance with such conditions/non-compliance to project schedules resulting into delays of works/ inferior quality of execution of works/non-compliance to any services can lead to penalty as finalized by the constituted Committee for the project.
- 8.39 The on-site cooking, preparation and serving of non-veg food items which includes items prepared out of eggs, fish, derivatives of egg & fish, meat of birds & animals is prohibited within the venue unless otherwise informed by the authorities.

- 8.40 The finalized agency will be allowed to raise sponsorship to mitigate its expenditure for organizing Vibrant Gujarat Global Trade Show 2019 upto 06 nos. of reputed and relevant organizations. Any sponsorship beyond this or any particular segment of organizing the trade show (e.g. sponsorship for lanyards, sponsorship for kit-bags, etc.) would be carried out under the intimation of iNDEXTb or any committee appointed by the Government for organizing the exhibition. The agency will require the prior approval of iNDEXTb or Exhibition Committee.

9. General Conditions for submission of RFP Document

9.1 EMPLOYER'S USE OF APPLICANTS DOCUMENTS

The Applicant's Documents and other Design Documents made by (or on behalf of) the contract can be used, copied or communicated to a third party by (or on behalf of) the employer for purposes not other than those permitted under this sub-clause.

9.2 DETAILS TO BE CONFIDENTIAL

"The Applicant shall treat the details of the Contract as private and confidential, except to the extent necessary to carry out his obligations under it. The Applicant shall not publish, permit to be published, or disclose any particulars of the Contract in any trade or technical paper or elsewhere without the previous consent in writing of the iNDEXTb and at the iNDEXTb's sole discretion."

9.3 ELECTRICITY, WATER AND GAS

The Applicant shall make his own arrangement of electrical power/ water/ gas and any other services required by the applicant for Execution of "Work".

9.4 STAFF AND LABOUR

A reasonable proportion of the applicant's superintending staff shall have a working knowledge of Gujarati and/or Hindi language, or the Event Contractor shall have sufficient competent interpreters available on Site during all working hours. The work should be executed through the technical persons having requisite knowledge of the electrical, mechanical, fire, HVAC, civil, ELV, etc. installations

9.5 MEASURES AGAINST INSECT AND PEST NUISANCE

"The Applicant shall at all times take the necessary precautions to protect all staff and labour employed on the Site from insect and pest nuisance, and to reduce the dangers to health and the general nuisance occasioned by die same. The applicant shall provide his staff and labour with suitable prophylactics for the prevention of malaria and take steps to prevent the formation of stagnant pools of water. The applicant shall comply with all the regulations of the local health authorities and shall arrange to spray thoroughly with approved insecticide all buildings

erected on the Site. Such treatment shall be carried out at least once or as instructed by such authorities". The applicant shall install repellent at site as required.

9.6 EPIDEMICS

In the event of any outbreak of illness of an epidemic nature, the applicant shall comply with and carry out such regulations, orders and requirements as may necessary and issued by the Government, or the local medical or sanitary authorities, for the purpose of dealing with and overcoming the same.

9.7 ALCOHOLIC LIQUOR OR DRUGS

The applicant shall not, otherwise than in accordance with the statutes, ordinances and government regulations or orders for the time being in force, impart, sell, give, barter or otherwise dispose of any alcoholic liquor or drugs, or permit or suffer any such importation, sale, gift, barter or disposal by his Subcontractors, agents, staff or labour.

9.8 ARMS AND AMMUNITION

The Event Contractor shall not have, barter or otherwise dispose of to any person or persons, any arms or ammunition of any kind or permit or suffer the same as aforesaid.

9.9 RIGHT TO VARY

iNDEXTb may have to make any variation of the form, quality or quantity of the works relating to any item of a component according to site conditions or any part thereof that may, in its opinion, be necessary and for that purpose, or if for any other reason it shall, in its opinion, be appropriate, it shall have the authority to instruct the Applicant to do and the applicant shall do any of the following:

- a. Increase or decrease the quantity of any work included in the RFP including extension of days of exhibition beyond 05 days by another 02 days.
- b. Omit any such work (but not if the any work intended to be omitted is specifically instructed by Employer to retain), before the end of stipulated time limit of the contract.
- c. Change the character or quality or kind of any such work.
- d. Change the levels, lines, position and dimensions of any part of the works.
- e. Execute additional work of any kind necessary for the completion of the works, or

- f. Change any specified sequence or timing of construction of any part of the works.

No such variation shall in any way vitiate or invalidate the contract, provided that where the issue of an instruction to vary the works is necessitated by some default of or breach of contract by the applicant or for which he is responsible, any additional cost attributable to such default shall be borne by the applicant.

The Applicant shall not make any such variation without informing the iNDEXTb and/or appointed agencies/advisors/officers in charge/committee, etc.

9.10 VARIATIONS, MODIFICATIONS ETC.

If the additional or altered work includes any class of work for which no reference is made in the schedule contract, then such class of work shall be carried out at the market rate. The detail cost break up shall be provided by the applicant for such items. iNDEXTb will decide the rate based on rate analysis to be submitted by applicant.

If it is not possible to arrive at the rate from above, such class of work shall be carried out at the rate decided by the competent authorities on the basis of detailed rate analysis after hearing the applicant before a Committee formed by iNDEXTb stationed at the same place or the nearest place, as may be appointed by iNDEXTb.

Applicant shall not execute the extra/additional work without prior written approval of the iNDEXTb/Advisors/Consultant/Committee Member of the Event. Any extra item if executed must have written consent of the concerned decision maker and to be submitted with detail cost analysis.

The applicant shall keep all the joint records of measurement duly signed by the Employer/Professional Advisor/Committee Member with proper justification as and when require. No extra cost or rate shall be considered if applicant is unable to justify the extra or additional work. If required the measurements shall be supported by Total Station Survey. The contractor shall provide CD of Video recording of the entire event under the applicant's scope work to the iNDEXTb and Consultant.

9.11 EXTENSION OF WHOLE OR PART OF THE EVENT

In case of extension of the whole event or part beyond 22nd January, 2019 the compensation shall be decided on mutual understanding between the bidder and the organizers.

In case of extension of the whole event or part of the event, the revised income would be worked out by iNDEXTb based on the commitments made and variable inputs for the exhibition. The applicant would have

to maintain the records for the additional expenses incurred due to extension of the exhibition period and submit to iNDEXTb.

9.12 INSURANCE

- a. The insurance liability under this clause shall cover full reinstatement cost including the costs of demolition and professional fees and profit.
- b. The Insurance cover under this clause shall be as under and policy shall be taken at entire cost of the applicant during the exhibition period.
 - i. Loss of human life - Rs. Three Lakh
 - ii. Permanent Disability of human beings - Rs. One Lakh
 - iii. Human Body Injury not resulting into permanent disability - Rs. Ten Thousand
- c. Besides this, any damage occurred to iNDEXTb/Consultant/Govt. Officers or Applicant's personnel, equipment, assets etc. shall be liability of applicant. (All insurance taken by bidder should be in the name of iNDEXTb as beneficiary)

9.13 FORCE MAJEURE

Force Majeure shall mean such an Event or Circumstance or combination of Events and Circumstances which are beyond the reasonable control of the Affected Party and which the affected party could not have prevented by Good Industry Practice or by the exercise of reasonable skills and care for the purpose of discharging its obligations under the Contract. The Force Majeure will tend to have material adverse effect on the performance of- such affected party.

Following shall be the events and circumstances of Force Majeure:

Act of War (whether declared or undeclared), invasion, armed conflict or act of foreign enemy, blockade, revolution, riots, insurrection, civil commotion, act of terrorism, or sabotage. The expropriation or Compulsory acquisition or seizure of the assets of The Agency by any Governmental Instrumentality, provided that this clause shall not apply where such Act constitutes a remedy or sanction lawfully exercised as a result of a breach by the Agency of any Indian law or Indian Directive but excluding any change in law.

Act of God epidemic, lightning earthquake, cyclone, whirlwind, flood, tempest, storm, drought, lack of water or other unusual or extreme adverse weather or environmental conditions, action of the elements, meteorites, fire or explosion to the extent generated from the source external to the Agency or his assets due to reasons other than, those caused by negligence of the Parties, chemical or radioactive contamination or ionizing radiation.

Procedure for Calling Force Majeure: The affected party shall notify to the other party in writing of the occurrence of the Force Majeure as soon as reasonably practicable, and in any event within 24 hours (Twenty

Four hours) after the Affected Party knew, or ought reasonably to have known, of its occurrence and that the Force Majeure would be likely to have a material impact on the performance of its obligations under the Contract.

The notice shall include full particulars of the nature of Force Majeure event, the effect it is likely to have on the Affected Party's performance of its obligations and the measures which the Affected Party is taking, or proposes to take, to alleviate the impact of the Force Majeure Event and restore the performance of its obligations. When the affected Party is able to resume performance of its obligations under this Contract, it shall promptly give the other party written notice to that effect provided that in no event shall the suspension of performance be of greater scope and of longer duration than is necessitated by Force Majeure.

The rights and obligations of the Affected Party shall be suspended to the extent they are affected by the Force Majeure. iNDEXTb shall not be liable to make any payments to the Agency for it being affected on account of Force Majeure. iNDEXTb reserves the right to terminate the contract if the Force Majeure continues for more than 15 (Fifteen) days at a stretch.

9.14 ASSIGNMENT

The Applicant will not be entitled to sub-contract any part of his obligation to any third party without prior approval of the iNDEXTb.

9.15 LIQUIDATED DAMAGES

- a) The completion period of the entire work shall be as per the dates specified for the Event; this shall be deemed to be the essence of the contract. The time limit specified above and as approved in writing by iNDEXTb, shall be strictly adhered to and followed. Liquidated Damages will be applicable, on the entire value of the contract. In case of delay in completion of a specific job beyond the date of completion given by the Applicant and accepted by iNDEXTb, unless extended by iNDEXTb in writing, penalty would be applicable at the rate of 1% of the decided royalty value for delay of each day taken by the Applicant, subject to maximum of 5% of the royalty value in addition to the total value of the royalty.
- b) In case of observance of delay to deliver the work within stipulated time-limit, and if felt by iNDEXTb about the non-competence of the bidder to complete the work; iNDEXTb reserves the right to terminate the contract and get all the jobs or the delayed job completed through another agency of its choice. Any extra loss/cost that iNDEXTb will have to incur for completion of the balance job/s through another agency will be recovered from the initial contracting agency's account, Security deposit, etc. Moreover, iNDEXTb shall be entitled to all other legal proceedings as may be required for shortfalls in recovery.

9.16 BANK GUARANTEE FOR PERFORMANCE

The Applicant shall furnish to iNDEXTb an irrevocable bank guarantee of a Nationalized Bank and in the format acceptable to iNDEXTb for guarantee towards its commitment to accomplish the work and also towards the commitment for amount to be paid to iNDEXTb.

The amount of bank guarantee shall be **25% of the decided royalty amount** by the applicant under consideration and the guarantee shall remain valid till 06 months after the completion of the exhibition. Against the receipt of the payable amount, the bank guarantee would be released. However, if the payment is not received within the period, iNDEXTb has the right to honor the bank guarantee.

10. Legal Provisions

In participating in the RFP process, responding to the RFP and/or submitting a Proposal, each Applicant accepts and agrees to be bound by and to comply with the terms of the RFP generally, including (without limitation) the following terms and conditions (which apply in each case equally to all Applicants):

- 10.1 Nothing in the RFP or in any communication made by iNDEXTb and officers, employees, representatives, agents and/or advisers shall constitute an offer of a contract or a binding contract between iNDEXTb and any Applicant, nor shall it be taken as constituting any representation that rights will be granted in accordance with the RFP and/or the Selection Procedure.
- 10.2 iNDEXTb reserves the right, at any time during the Selection Procedure, to change any aspect of the RFP, to issue any separate amendment or addendum to the RFP (which will become part of the RFP upon issue) or to issue an amended RFP in place of the RFP, to refuse to consider any Applicants or to withdraw the RFP. Applicants acknowledge that iNDEXTb may decide to organise the Services on its own or without appointing any third party.
- 10.3 iNDEXTb has taken all reasonable care to ensure that the RFP is accurate in all material respects. The RFP is provided by way of explanation of the Services required by iNDEXTb and neither iNDEXTb, nor any of its officers, employees, representatives, agents and/or advisers makes any representation or warranty or accepts any responsibility for the accuracy or completeness of the information contained in the RFP or in any subsequent correspondence by iNDEXTb in relation to the RFP, nor shall they be liable for any loss or damage suffered by any Applicant or any other third party in reliance on the RFP or any subsequent communication with iNDEXTb.
- 10.4 Without prejudice to clause 10.3 above, the RFP does not contain any representation upon which any Applicant or other recipient may be entitled to rely at any point in time in order to bring any claim, action or proceedings against iNDEXTb and/or its associated entities and/or any of their respective officers, employees, representatives, agents and/or advisers (whether for misrepresentation or otherwise). The

RFP is incapable of creating any liability for iNDEXTb and/or its associated entities and each Applicant hereby irrevocably and unconditionally waives any and all rights it may have, now or at any time in the future, to bring any claim in any court of competent jurisdiction in relation to the appointment or manner of appointment of any Applicant, the Selection Procedure or otherwise in relation to the RFP process.

- 10.5 Each Applicant represents, warrants and undertakes to iNDEXTb that any and all information contained in its Proposal and/or submitted in connection with its Proposal, and any and all representations made by or on its behalf to iNDEXTb, during the course of the Selection Procedure shall not be false, inaccurate or misleading in any respect (including, without limitation, by the omission of any material, information or facts) and that if, after submitting its Proposal there is any change in the Applicant's circumstances or any other event occurs which may adversely affect and/or impact such information and/or representations and/or the manner in which they may be interpreted by iNDEXTb, the Applicant shall promptly notify iNDEXTb in writing setting out the relevant details in full. iNDEXTb is and shall be fully able to rely on the accuracy and authenticity of any and all information contained in any Proposal and/or submitted in connection with any Proposal in assessing any Applicant's ability to perform and deliver the Services.
- 10.6 Each Applicant agrees to keep confidential at all times, whether during or after the Selection Procedure, all Confidential Information and to take all necessary steps to preserve the strict confidentiality of such Confidential Information, including (without limitation) by disclosing relevant material to its officers, employees, representative, agents and/or advisers only on a strictly "need to know" basis and only for the purpose of this Selection Procedure.
- 10.7 Each Applicant agrees that it will not discuss any part of the RFP, any Proposal it is considering or which it has submitted and/or any other aspect of the Selection Procedure with any other Applicant at any time for any reason. Any breach of this obligation by an Applicant may result in its immediate elimination from the Selection Procedure.
- 10.8 No Applicant is entitled to make any announcement relating directly or indirectly to the RFP, the Selection Procedure and/or its Proposal. Each Applicant acknowledges and agrees that iNDEXTb shall have the absolute right to make any announcement in connection with the RFP and/or the whole or any aspect of the Selection Procedure.
- 10.9 Each Applicant is responsible for any and all costs, expenses and liabilities incurred (directly or indirectly) by or on its behalf in the preparation and submission of its Proposal and/or otherwise in relation to the Selection Procedure and/or any negotiations with iNDEXTb following receipt by iNDEXTb of its Proposal (whether or not an Agreement is entered into with such Applicant). Under no

circumstances will iNDEXTb and/or its associated entities and/or any of their respective officers, employees, representatives, agents or advisers be responsible for any costs of any Applicant associated in any way (whether directly or indirectly) with the Selection Procedure.

- 10.10 Each Applicant acknowledges that any and all intellectual property rights of iNDEXTb (including, without limitation, to the name, logo and theme, etc of the Event) remain the exclusive property of iNDEXTb. Furthermore, any materials provided by iNDEXTb to any Applicant shall belong and/or accrue exclusively to iNDEXTb. No Applicant shall claim ownership over any rights including (without limitation) intellectual property rights, in relation to the ideas, concepts, material or any other rights contained in the RFP.
- 10.11 In consideration of iNDEXTb receiving and reviewing its Proposal, each Applicant confirms and warrants that it has read, understood and accepted the terms and conditions set out in the RFP, which take precedence over any provisions contained in any other communications between the Applicant and iNDEXTb. Each Applicant further acknowledges that, except as set out in the Proposal and in any subsequent Agreement (if any), there is no existing agreement, arrangement or understanding in place (whether in writing or oral) between iNDEXTb and the Applicant in relation to the RFP, its subject-matter and/or the provision of the Services.
- 10.12 Each Applicant acknowledges that, save as set out in an Agreement (as applicable), all rights and opportunities in and in relation to the exhibition shall be exclusively reserved by iNDEXTb.
- 10.13 iNDEXTb shall be able to rely on any and all representations made by each Applicant in its Proposal and/or in connection therewith.
- 10.14 No terms seeking to restrict in any way the discretion of iNDEXTb in the Selection Procedure will be accepted.
- 10.15 The RFP, the Selection Procedure and any and all related documentation shall be governed by and interpreted in accordance with Indian Law and any dispute arising from or in relation to the same shall be subject to the exclusive jurisdiction of the Gandhinagar.

Appendix – A : Definitions

"Agreement" Means the long-form written agreement to be entered into between iNDEXTb and the Successful Applicant governing the provision by the Successful Applicant of the Services in respect of the Opening Ceremony.

"Applicant" Means any party which is considering whether or not to submit or which submits its Proposal in response to this RFP.

"Assignment" means providing services mentioned in the scope of work and/or any other agreed services in the contract /agreement related to organizing of Exhibition alongwith observance of the special and general conditions.

"Confidential Information" Means any and all aspects of the RFP, the Selection Procedure, the Event, the Opening Ceremony and/or the business and/or affairs of the iNDEXTb which is or which comes into an Applicant's possession (except where such information is generally available to the public).

"Exhibition" means the mega exhibition to be organized as part of Vibrant Gujarat 2019 Summit for 5-7 days in the month of January, 2019 at Gandhinagar, Gujarat or on any other dates as informed.

"Exhibition Organizer" means the agency primarily into business of conducting the exhibitions in India and Abroad and has carried out activities such as conceptualizing, strategy formulation, planning, marketing of the exhibition/ trade fair, managed it w.r.t exhibitor's participation, stall allocation, fees collection and activities mentioned in the scope of work of the RFP document.

"Proposal" Means all documents and information submitted by an Applicant supporting its bid to provide the Services to iNDEXTb, as required under the RFP.

"RFP" Means this Request for Proposals, including all of its appendices and as amended, supplemented or replaced from time to time.

"Requirements" Means the guidelines, directions, requirements, instructions and requests of iNDEXTb issued to any Applicant with respect to the Selection Procedure and/or the Services from time to time.

"Selection Procedure" Means the entire procedure conducted by iNDEXTb to select and appoint the Successful Applicant for the provision of the Services pursuant to the RFP process and the subsequent negotiation, finalisation and execution of the Agreement.

"Successful Applicant" Means the Applicant selected by iNDEXTb to provide the Services pursuant to the Selection Procedure.

"Timetable" Means the timetable for the Selection Procedure as set out.

“**Venue**” Means the exhibition infrastructure in the form of domes available and at sector-17, Gandhinagar whose layout is given in annexure I and any other place within the urban development limits of Ahmedabad and Gandhinagar.

Appendix – B : Proforma

Format for Submission of Technical Proposals and Financial Proposal

Information		Format of submission
Technical Proposal Submission Letter	:	Format F1
<u>Company details</u>		
1. General Information	:	Form-C1
2. Overall organization structure	:	Form-C2
3. List of assets of the companies	:	Form-C3
4. Documented quality policy, ISO etc.	:	Form-C4
5. Documented Environment Policy, ISO etc.	:	Form-C5
6. Documented Safety Policy	:	Form-C6
7. List of important Events done in last three years and work on hand.	:	Form-C7
8. Specific details about execution of electrical works and other services.	:	Form-C8
9. Service tax (attach true copy)	:	Form-C9
10. Audited financial statements(attach true copy)	:	Form-C10
11. History of litigation, blacklisting and dues with Government	:	Form-C11
12. Other financial data	:	Form-C12
<u>Event specific data</u>		
1. Proposed methodology	:	Form-P1
2. List of manpower to be deployed	:	Form-P2
3. List of Assets to be deployed	:	Form-P3
4. Proposed Joint Venture details	:	Form-P4
5. Detail proposal with layout of structures, drawings, details, and detailed specifications	:	Form-P5
Financial Proposal Submission Format		FIN 1

F-1 : Technical Proposal Submission Letter *

To:

[Location, Date]

Managing Director

Industrial Extension Bureau (iNDEXTb)
Block No. 18, 2nd Floor,
Udyog Bhavan, Sector 11,
Gandhinagar – 382010.

Dear Sirs,

We / I, the undersigned, offer to provide the services **to iNDEXTb for the exhibition to be organized as part of Vibrant Gujarat: 2019 Summit and in accordance** with Guidelines mentioned in the RFP document (Request for Proposal) No 01/VG2019.

We / I are/am hereby submitting our Proposal, which includes the Technical Proposal, and the Financial Proposal sealed in a separate envelope.

The enclosed technical proposal includes the authorization document in the name of the Authorised Signatory and Consent letters from Consortium Members, in Original (*this is to be written if RFP is submitted as consortium otherwise strike out*).

We are submitting our Proposal in association with: [*Insert the list of Consortium Member with full name and address of each associated Consultant*]

We being Foreign agency/firm, submit our proposal in association with: [Insert the list of Indian Consortium Member with full name and address of each associated Consultant] or have an office in India at [Insert the address of office in India] or agree to open an office in India.

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., 90 calendar days from the last date of proposal submission, we undertake to negotiate without any alteration in the staff proposed for the assignment. Our Proposal is binding upon us and subject to the modifications resulting from Contract negotiations.

We undertake, if our Proposal is accepted, to initiate the services related to the assignment not later than a week from the date of issue of letter of award.

Thanking You,

Yours Sincerely,

Authorized Signature [*In full and initials*]: _____

Name and Title of Signatory: _____

Name of Firm: _____

Address: _____

Note: Appropriately modify the contents of text in italics.

*** Proposal should be submitted on the official letter head of the company.**

Form-C1 : General Information

All individual firms are requested to complete the information in this form.

The Applicant should have well-furnished and well established office in Ahmedabad or Gandhinagar or if it is not available the selected agency should be ready to establish the office in Ahmedabad or Gandhinagar for this assignment.

1	Name of firm : Attach Incorporation certificate.	
2	Type of firm: Proprietary/ Partnership/ Pvt. Ltd./Public Ltd/NGO	
3-A	Head office address:	
3-B	Whether Owned or Rented? :	
4-A	Local office address (if any):	
4-B	Whether Owned or Rented? :	
	Attach the proof of office possession of office and ownership/possession deed	
5	Mobile:	Contact:
6	Landline:	Contact:
7	Facsimile:	Telex:
8	E-mail:	
9	Place of incorporation / registration:	Year of incorporation / registration:
10	Main lines of business:	
	1.	Since:
	2.	Since:
	3.	Since:
	4.	Since:

Non disclosure or wrong information/non-acceptance any shall result the disqualification of the firm.

Change of the name of company or firm shall be supported by legal resolution as per applicable norms.

Form-C2 : Overall Organization Structure

Provide;

- 1.0 Overall organization chart of the company showing position of
Managing Directors and HO organization
- 2.0 Give list of employees: technical and non-technical
- 3.0 Give list of sister-concerns, if any.

Form-C3 : List of Assets including Portals, Trusses, Tools, Equipment & Plants (TEP) owned by company

Please provide here the list of all the Tools, Equipment, and Plants available with the company.

(Sample list of items to be covered Hydraulic Excavator, Rollers, Compacters, Tractors, Tankers, Dumpers, Props, H-frames, Portal frames, Trusses, Spans, Hydraulic cranes, HVAC System, sound equipment etc.)

Sr. No	Details	Capacity	Model (YYYY)	Quantity owned	Remarks

Form-C4 : Documented quality policy, ISO etc.

Please provide here with or attach documented quality policy of the company,
any ISO or similar certifications, awards etc.

Form-C5 : Documented Environment Policy, ISO etc.

Please provide here with or attach documented environmental policy of the company, any ISO or similar certifications, awards related to environmental concerns etc.

Form-C6 : Documented Safety Policy

Please provide here with or attach documented safety policy of the company,
any ISO or similar certifications, awards etc.

**Form-C7 : List of Trade Fairs and Exhibitions as Exhibition
Organizers and list of events on hand**

Please finish information about minimum of Work Execution Capacity as per
clause 6.1:

Sr. No.	Name of Trade Fair/ Exhibition	Area of Trade Fair / Exhibition (Sq. mt.)	Location and description of event	Net Salebale Area	Date of event and Time Durati on
1	2	3	4	5	6
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

NOTES:

- 1) Each of the listed events shall be supported with the copy of Work Order/Agreement, event brochure, photographs, etc.
- 2) Attested satisfactory completion certificate from the employer indicating the scope of work and magnitude of work.
- 3) Time duration/venue/contents/name of agencies participated in the event/photographic documentation shall be submitted by concerned agency.
- 4) Non disclosures of any information in the schedule will result in disqualification of the firm.
- 5) Non disclosure of any information in the schedule will result disqualification of the firm.
- 6) In case of private work sufficient authentic proof of work done. Along with evidence of financial transactions shall have to be furnished.

Appointment of the Exhibition Organizing & Managing Agency for Vibrant Gujarat Global Trade Show 2019 to be held in January 2019.

List of works / events on hand shall be attached as under.

Sr. No	Name of Employer	Location and description of event	Value of contract (INR)	Period of execution
1	2	3	4	5

If the company or firm is divided among partners, the experience of the individual or new firm set up by the partner/s shall be considered provided past experience is subject to legal consent of individuals, partner/s or new firm set up by the partner/s.

**Form-C8 : Specific details about execution of Electrical/
HVAC/FPS/PHE works**

Provide here details of electrical work carried out by bidder in major Three Trade Fairs /Exhibition organized by the Applicant and listed in Form C7

Sr. No	Name of Trade Fair / Exhibition	Value of completed electrical works	Remarks
1	2	3	4
1			
2			
3			

Form-C9 : Goods and Service Tax

**Attach true copy of last three years Goods and Service Tax or
equivalent returns details**

Form-C10 : Audited Financial Statements

Attach true copy

Form-C11 : History of Litigation, blacklisting and dues with Government

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

Year	Project Name.	Name of Client, cause of Litigation, blacklisting, dues with Government and any other matter of dispute.	Disputed amount in Rupees.

NOTE

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.

Form-C12 : Other Financial Data

Name of Applicant or partner of a joint venture:

Applicants, including should provide financial information to demonstrate that they meet the requirements. Each applicant must fill in this form. If necessary, use separate sheets to provide complete banker information. A copy each of the audited balance sheet for the last two years should be attached.

Name of banker:			
Address of banker:			
Telephone:		Contact Name:	
Facsimile:		Title	

Summarize actual assets and liabilities in INR for the previous five years.

Financial information in INR	Last five years				
	2013-14	2014-15	2015-16	2016-17	2017-18
1. Total assets					
2. Current assets					
3. Total liabilities					
4. Current liabilities					
5. Profits before taxes					
6. Profit after taxes					
7. Depreciation					
8. Net worth					
9. Annual turnover					

Specify proposed sources of credit line to meet the cash flow demands of the Event.

Source of credit line	Amount in Rs.
1.	
2.	
3.	

Attach audited financial statements for the last five years.

Firms owned by individuals, and partnerships, may submit their balance sheets certified by a registered accountant, and supported by copies of tax returns.

Attach Certificate(s) issued by any Bank or Financial Institution for available credit to the Applicant.

Event Specific Data

Form-P1 : Proposed Methodology and Schedule

Provide a short note on proposed methodology, activities to be carried out, any novel approach proposed, etc.

Schedule and BAR charts for undertaking the proposed work should be provided.

Pre-Exhibition Period Approach *[Write-up on how Applicant conceives and visualizes the approach for marketing, designing, and other services during the pre-exhibition period]*

During Exhibition Period Approach *In a separate sheet(s), the Applicant would describe its approach, capabilities and completed projects for mega-exhibition}*

Post Exhibition Period Approach *The approach for taking up of feedback, and report generation. Post event write ups, summaries, outcomes, etc. should be provided in separate sheet(s).*

Form-P2 : Proposed List of Manpower to be Deployed

Give here list of technical manpower with names, qualification and other details to be deployed on site and HQ for the Event. (Do not include labour)

Sr. No	Name of person	Event Designation	Company designation

Please attach CV of key Technical persons and Safety personnel

FIN-1 : Financial Proposal Submission Format *

(* to be provided online only and no physical submission)

To:

Managing Director

Industrial Extension Bureau (iNDEXTb)

Block No. 18, 2nd Floor,

Udyog Bhavan, Sector 11, Gandhinagar – 382010.

Sub: Price Bid

Dear Sir,

In response to the tender document, We offer to provide the services **to iNDEXTb for the Vibrant Gujarat Global Trade Show 2019 to be organized as part of Vibrant Gujarat: 2019 Summit** and in accordance with Guidelines mentioned in the RFP document (Request for Proposal) No 01/VG2019.and our Proposal in response to it.

We hereby quote the Price Bid, amount to be paid to iNDEXTb, as under:

Reserve Royalty Amount (A)	Rs. 3,00,00,000 / -
Additional Royalty Amount (B)	
Total Royalty Amount (A+B)	

The Total Royalty Amount is exclusive of applicable taxes and duties, levies, GST etc.

Our Financial Proposal shall be binding upon us subject to the modifications resulting from Contract negotiations, up to expiry of the validity period of the Proposal, i.e. 90 calendar days from the last date of submission of this Proposal.

We understand you are not bound to accept any Proposal you receive.

Annexure I: Proposed Layout for Information

Dome allocation is indicative and would be finalized in consultation between the emerging bidder and government



Annexure II: Area Details (Domes and Open Area)

Actual size				Net display Area (sq mt)
New Nos.	Length (M)	Width (M)	Gross Area (sq mt)	
Total of Open Space Area (sq mt)			15630.00	15000.00
1	61.00	90.80	5538.80	3123
2	60.90	117.00	7125.30	4624
3	53.00	41.60	2205.07	1147
4	31.20	68.20	2127.84	1266
5	73.30	118.00	8649.40	5618
6	60.90	117.00	7125.30	3925
7	60.90	117.00	7125.30	3932
8	60.90	117.00	7125.30	4147
9	61.00	90.80	5538.80	3477
10	61.00	90.80	5538.80	2965
11	60.60	117.80	7138.68	4160
12	60.90	90.80	5529.72	3419
Area for display and BSM in dome				41803
Total area for BSM/RBSM in 12 A				1197
Total of Dome Area (sq mt)			58286.14	43000
Grand Total of Display Area (Dome + Open)			73916.14	56803