



## DISTRICT SPORTS OFFICE, JHARSUGUDA

Letter No.- 331 /DSO, JSG Date. 12-12-25

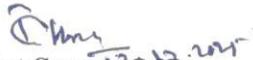
### TENDER CALL NOTICE

Sealed tenders are invited in the respective format from experienced Event Management Agency/ Company/ Partnership Firms /Agencies for providing different services of SANSAD KHEL MAHOSTAV- 2025 of Jharsuguda district to be organized at different locations of Jharsuguda and Brajrajnagar for the period from 21<sup>st</sup> to 25<sup>th</sup> December' 2025. The detailed Tender Papers can be obtained from office of DSO, Jharsuguda on payment of Rs. 10,000/- (Rupees Ten Thousand) only which is Non-refundable. The Tender Papers can also be downloaded from district website <https://jharsuguda.odisha.gov.in> and in that case, Demand Draft of Rs. 10,000/- (Rupees Ten Thousand) only in favour of **DSO, Jharsuguda** payable at Jharsuguda must be enclosed with the Tender Paper.

The Technical & Financial Bid must be submitted in Sealed Cover separately, mentioning: **Technical Bid** for SANSAD KHEL MAHOSTAV- 2025 Works and **Financial Bid** for SANSAD KHEL MAHOSTAV- 2025. The Technical Bid will be opened first and the eligible bidder in Technical Bid can only be considered for Financial Bid.

The sealed tenders through Registered/ Speed Post/ Drop box will be received till **19.12.2025** in the office of District Sports Office, Jharsuguda by 12.00 Noon. The tenders will be opened in the Sub-Collector Office, Jharsuguda on 19.12.2025 at 03.00 PM in presence of the tenderers or their authorized representatives.

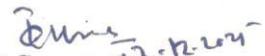
**The undersigned reserves the right to accept or reject any or all the tenders without assigning any reason thereof.**

  
District Sports Officer  
Jharsuguda

Memo No. 332 / DSO, JSG 12-12-25

Date.

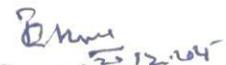
Copy forwarded to the DEGM, Jharsuguda with a request to web host in [www.jharsuguda.odisha.gov.in](http://www.jharsuguda.odisha.gov.in) for wide publicity.

  
District Sports Officer  
Jharsuguda

Memo No. 333 / DSO, JSG 12-12-25

Date.

Copy to ADM, Jharsuguda/ Sub-Collector, Jharsuguda/ GM- DIC, Jharsuguda/ All BDOs/ All Tahasildars, Jharsuguda/ District Culture Officer, Jharsuguda/ DI & PRO, Jharsuguda with a request to publish the Tender Call Notice in their office Notice Board for wide publicity.

  
District Sports Officer  
Jharsuguda

# **SANSAD KHEL MAHOSTAV- 2026**

## **REQUEST FOR PROPOSAL**

**SELECTION OF AN EVENT MANAGEMENT AGENCY FOR  
PROCUREMENT OF SPORTS EQUIPMENT, INFRASTRUCTURE  
DEVELOPMENT, FOOD, LIGHT & TENTAGE ARRANGEMENT  
FOR "SANSAD KHEL MAHOSTAV- 2026" TO BE ORGANISED IN  
JHARSUGUDA DISTRICT FROM 21<sup>ST</sup> TO 25<sup>TH</sup> DECEMBER 2025**

<b>SL. NO.</b>	<b>BRIEF DESCRIPTION</b>
<b>1</b>	<b>DATASHEET</b>
<b>2</b>	<b>SECTION-1 : LETTER OF INVITATION (LOI)</b>
<b>3</b>	<b>SECTION-2 : INFORMATION TO THE BIDDER</b>
<b>4</b>	<b>SECTION-3 : SCOPE OFWORK</b>
<b>5</b>	<b>SECTION-4 : TECHNICAL BID SUBMISSION FORMS</b>
<b>6</b>	<b>SECTION-5 : FINANCIAL PROPOSAL SUBMISSION FORMS</b>
<b>7</b>	<b>SECTION-6 : Tech-1-5</b>



## DISCLAIMER

**This Request for Proposal (RFP) is invited by District Sports Officer, Jharsuguda from intending Event Management Agency/ Firm/ Individuals for Procurement of Sports Equipment, Infrastructure Development, Supply of Food, Arrangement of Tentage & Light for "SANSAD KHEL MAHOSTAV- 2026" to be organized in Jharsuguda District from 21<sup>st</sup> to 25<sup>th</sup> December' 2025.**

While the information in this RFP has been prepared in good faith, it does not support to be comprehensive or to have been independently verified. Neither DSO, JSG nor any of its officers or employees, nor any of their advisers nor Agency accept any liability or responsibility for the accuracy, reasonableness or completeness of, or for any errors, omissions or misstatements, negligent or otherwise, relating to the proposed assignment, or makes any representation or warranty, express or implied, with respect to the information contained in this RFP or on which this RFP is based or with respect to any written or oral information made or to be made available to any of the recipients or their professional advisers and, so far as permitted by law and except in the case of fraudulent misrepresentation by the party concerned, and liability therefore is hereby expressly disclaimed.

The information contained in this RFP is selective and is subject to updating, expansion, revision and amendment at the sole discretion of the Client. It does not claim to contain all the information that a recipient may require for the purposes for making a decision for participation in this selection process. Each bidder must conduct its own analysis of the information contained in this RFP, to correct any inaccuracies therein and is advised to carry out its own investigation into the proposed assignment, the regulatory regime which applies thereto and by all matters pertinent to the project and to seek its own professional advice on the legal, financial and regulatory consequences of entering into any agreement or arrangement relating to the project.

This RFP includes certain statements, information, projections and forecasts with respect to the proposed assignment. Such statements, information, projections and forecasts reflect various assumptions made by the management, officers and employees of the Client, which (the assumptions and the base information on which they are made) may or may not prove to be correct. No representation or warranty is given as to the reasonableness of forecasts or the assumptions on which they may be based and nothing in this RFP is, or should be relied on as, a promise, representation or warranty. The DSO, Jharsuguda shall be the sole and final authority with respect to selection of an agency for the purpose through this RFP.



## DATASHEET

Sl. No.	Particular	Details
1.	NameoftheClient	District Sports Officer, Jharsuguda
2.	MethodofSelection	Quality&CostBasedSelection(QCBS) On70:30weightagebasis.
3.	JointVenture/Consortium	NotAllowed
4.	DateofIssueofTENDERCALLNOTICE	15.12.2025
5.	LastDateandTimeforsubmissionof Bid	19.12.2025at12.00 Noon
6.	Date&TimeforopeningofTechnicalBidandPr esentation	19.12.2025 at 03.00 P.M.
7.	Date&timeforopeningofFinancialBid	19.12.2025 after completion of technical bid
8.	TenderProcessingFee(Non-Refundable)	<b>Rs.10,000/-</b> in shape of Demand Draft in favour of "District Sports Officer, Jharsuguda" drawn in any scheduled commercial bankpayableat Jharsuguda.(Anykindofexemption/Relaxationisnotapplica bleforthisassignment)
9.	EarnestMoneyDeposit(EMD)(Refundable)	<b>Rs.1,00,000/-</b> in shape of Demand Draft in favour of "District Sports Officer, Jharsuguda" drawn in any scheduled commercial bankpayableat Jharsuguda.(Anykindofexemption/Relaxationisnotapplica bleforthisassignment)
10.	PlaceofOpeningofTechnical&FinancialBid:	Sub- Collector Office, Jharsuguda- 768204
11.	ContactPerson	Contact person: Dist. Sports Officer, Jharsuguda (9937121020) Address-Collectorate, Jharsuguda- 768204 E-mail:- <a href="mailto:subcoljsg@gmail.com">subcoljsg@gmail.com</a>

***For details, please visit: <https://jharsuguda.odisha.gov.in>***

**SECTION: 1**  
**LETTER OF INVITATION**

TENDER CALL NOTICE No: - 331

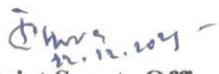
Dated:- 12.12.25

Name of the Assignment: Organisation of "SANSAD KHEL MAHOSTAV- 2026"

D<sup>SO</sup>, Jharsuguda (The Client) invites online Bid from eligible bidders towards selection of an Event Management Agency for procurement of Sports Equipment, Infrastructure Development, Supply of Food, Arrangement of Tentage & Light for SANSAD KHEL MAHOSTAV- 2026 to be organized in Jharsuguda District from 21<sup>st</sup> to 25<sup>th</sup> December' 2025. More details on the proposed assignment are provided at **Section-3**:

**Scope of Work** of this Tender Call Notice document.

1. Agency will be selected under Quality & Cost Based Selection (QCBS)
2. The Bid complete in all respect as specified in the TENDER CALL NOTICE Document must be accompanied with a **Non-refundable DD/BC of Rs.10,000/ (Rupees Ten Thousand)** towards cost of **Tender Processing Fee** and a **DD/BC of Rs.1,00,000/- (Rupees One Lakh only)** towards **EMD deposit** which will be returned to the non successful bidder on written request of the same by the bidder.
3. The last date and time for submission of Bid complete in all respects is **Dt. 19/12/2025 (12.00 Noon)** in the office of the Sub-Collector, Jharsuguda by registered post/ speed post or to be dropped in the tender box only. The date of opening of the technical bid is on **Dt. 19/12/2025 (03.00 P.M.)** & financial Bid shall be opened after completion of the Technical Bid in the presence of the bidder/their authorized representative at the specified address as mentioned in the Bidder Data Sheet. Representative of the bidder may attend the meeting with due authorization letter on behalf of the bidder.
4. This TENDER CALL NOTICE includes following sections:
  - a. Letter of Invitation [Section-1]
  - b. Information to the Bidder [Section-2]
  - c. Scope of Work [Section-3]
  - d. Technical Bid Submission Forms [Section-4]
  - e. Financial Bid Submission Forms [Section-5]
  - f. Annexure [Section-6]
5. While all information/data given in the TENDER CALL NOTICE are accurate within the consideration of scope of the proposed assignment to the best of the Client's knowledge, the Client holds no responsibility for accuracy of information and it is the responsibility of the bidder to check the validity of information/specifications/narrations included in this document.
6. **The Client reserves the right to accept/modify/ reject any/all Bids/cancel the complete tender or part of it at any stage without assigning any reason thereof.**

  
District Sports Officer  
Jharsuguda

SECTION: 2

INFORMATION TO THE BIDDER

Pre-Qualification/Eligibility Criteria:

Bidders should confirm to the eligibility criteria given below and to this effect must produce the required supportive documents /information as indicated against each as part of their technical Bid:

Sl.No.	Eligibility Criteria	Documents required for pre-qualification
1	The Bidder/Event Management Agency must be a Company as registered under Indian Companies Act, 1956 / 2013 or a Trust registered under the Indian Trusts Act, 1882 or a Limited Liability Partnership registered under The Limited Liability Partnership Act, 2008/ Proprietorship Firm.	1. Proof of Certificate of Incorporation/ Registration of the Agency 2. Valid GST Registration and PAN. 3. Copy of valid certificate of electrical contractor required.
2	The bidder must have Government / PSU experience of the execution of various event management including organization of any Sporting Activities/Catering/Design, erection and fabrication work in any National, State or District level events.	Copy of work order for proof of documents .
3	The agency should have an average annual turnover of <b>Rs. 30 lakhs (Rupees Thirty Lakh) only</b> in the last three financial years <b>(2022-23, 2023-24 &amp; 2024-25)</b> .	Copies of audited financial statements for the last three financial years and Average Turnover Certificate issued by the Statutory Auditor of the Agency/ Chartered Accountancy firm must be furnished.
4	A registered firm must furnish the copy of the IT returns for the last three financial years <b>(AY: 2023-24, 2024-25 &amp; 2025-26)</b>	Copy of the IT returns must be furnished.
5	The bidder must have government/ PSU experience of executing various Sporting events including Catering, Design, erection, fabrication and allied works for three years as on bid due date. The Agency/ Firm must have experience in <i>similar works (Sporting Events/Exhibition/ Pavilion etc)</i> for any State Government/Central government/PSU or at District level.	Copy of Letter of Award / Agreement / Contract / Work Order/ Completion Certificate duly Certified by any authorized signatory must be submitted along with contract value.
6	The bidders should not have been blacklisted by Central/ State Govt./ PSUs or at any District level Authorities.	Self-Declaration from the Bidder as per the Format enclosed at Tech-5.
7	Bid processing fee and EMD of Rs. 10,000/- and 1,00,000/- respectively	In shape of Demand Draft in favour of "District Sports Officer, Jharsuguda" drawn in any nationalized/ scheduled commercial bank payable at Jharsuguda. <i>(Any kind of exemption/ relaxation is not applicable for this assignment)</i>

## **Documents to be submitted along with TECHNICAL BID (PART-A):**

The bidders have to furnish the following documents duly signed along with their Technical Bid:

- Filled in Bid Submission Check List in Original
- Covering letter (**TECH – 1**) on bidder's letterhead requesting to participate in the tender process.
- Bid Processing Fee & Earnest Money Deposit (EMD).
- Copy of Certificate of Incorporation/ Registration
- Copy of IT returns
- GST registration Certificate.
- Copy of PAN.
- General Details of the Bidder (**TECH-2**)
- Financial Details of the bidder (**TECH – 3**) along with all the supportive documents such as Income & Expenditure, and Balance Sheet duly signed by CA.
- List of completed assignments of similar nature (Past Experience Details, **TECH – 4**) along with copies of contracts / work orders / completion certificate from previous clients.
- Self-Declaration from the Bidder on not blacklisted (**TECH-5**)

***NB: Bidders should submit the supporting documents mentioned as above. Bids of agencies not conforming to the eligibility criteria listed above will summarily be rejected. Submission of forged documents will also result in rejection of the bid.***

### **1. Bid Processing Fee:**

The bidder must furnish as part of technical proposal, the requisite bid processing fee amounting to Rs. 10,000/- (Rupees ten thousand only) through Demand Draft drawn in favour of "District Sports Officer, Jharsuguda" drawn in any nationalized/scheduled commercial bank payable at Jharsuguda. (*Any kind of exemption/relaxation is not applicable for this assignment*). Proposals received without bid processing fee will be out rightly rejected.

### **2. Earnest Money Deposit (EMD):**

The bidder must furnish as part of technical proposal, the required Earnest Money Deposit (EMD) amounting to Rs. 1,00,000/- (Rupees one lakh only) (refundable after completion of selection process) which shall be deposited through Demand Draft in favour of "District Sports Officer, Jharsuguda" drawn in any scheduled commercial bank payable at Jharsuguda. (*Any kind of exemption/relaxation is not applicable for this assignment*). Proposals received without bid processing fee will be rejected out rightly.

The EMD of all the bidders shall be refunded after completion of the tender process excepting the successful bidder, the EMD of the successful bidder shall be released only after completion of the event.

### **3. Submission of Bid:**

The bid paper should be submitted through Speed Post, Registered Post & Drop Box at the office of the Sub-Collector, Jharsuguda by **19/12/2025, 12.00 Noon**.

#### 4. Process of the Bid:

A THREE stage process will be adopted as explained below for evaluation of the Bids. **Pre-qualification (1<sup>st</sup> Stage):** In addition to the above the bidders have to furnish the following documents to qualify the pre-qualification Bid Stage:

1. Bid Processing Fee & Earnest Money Deposit (EMD) as applicable
2. Copy of Certificate of Incorporation
3. Copy of PAN & GST Registration certificate.
4. Copy of ITR returns (AY: 2023-24, 2024-25 & 2025-26) with latest GST Return
5. Experience of having successfully completed similar nature of works during last 3 years. List of similar assignment may also be submitted for evaluation purpose.
6. Financial statements for the last 3 financial years and Average Turnover Certificate duly certified by Chartered Accountancy firm / Statutory Auditor of the Agency (FY: 2022-23, 2023-24 & 2024-25).

**Non-submission of any one of the above documents along with pre-qualification Bid, leads to outright rejection of the Bid.**

**Technical Evaluation (2<sup>nd</sup> Stage):** Technical Bid will be opened and evaluated. The Bids will be evaluated as per the following parameters:

Technical Bid Evaluation Parameters	Maximum Mark	Documents Required
1. The bidder must have work experience for executing similar work for any Central/State Government/ PSUs, Experience of the execution of various event management including Sporting Activities/ Catering/Infrastructure Work/Design, erection, fabrication and allied works for any event in last 3 years. The Agency / Firm must have experience in similar works (Sporting Event/Catering/Infrastructure Works/Exhibition/ any Social Events) for any State Government/Central government/PSUs. At least one similar works costing not less than the amount equal to Rs. 5 Lakhs (Rupees Five Lakhs) excluding GST.	30	Work orders/Contract Document/ Completion of Work Certificates mentioning contract value from the Clients to be submitted.
<b>Each 5 Lakhs value of the assignment/work shall carry 10 marks during the last preceding 3 years</b>		
2. The agency should have an average annual turnover of <b>Rs. 30 (Rupees Thirty lakh only)</b> in the last 3 financial years (2022-23, 2023-24 & 2024-25).  i) 1 to 15 lacs = 10 Marks ii) 16 to 30 lacs = 20 Marks iii) Above 30 lakhs = 30 Marks	30	Audited Financial Statements signed by the CA.

<p>3. <b>Technical Presentation</b> (The score will be given by committee based on the understanding, quality and innovative aspects). This is a lumpsum mark.</p> <p>a. Demonstration of unique idea and understanding of concept of management of the event.</p> <p>➤ As per the technical specifications, Design of all segments/ Concepts (Gate, facade, Stage &amp; backdrop, VIP Lounge for Sansad Khel Mahostav- 2026, Green Room, Preparation of Sporting Venue, Barricading etc. One Best event of similar nature carried out in the past.</p> <p>b. Any innovative idea and creativity proposed for the Sporting Event i.e. Sansad Khel Mahostav- 2026.</p> <p>c. Manpower and work plan proposed for the event.</p> <p>d. Presentation Should Cover New 3D Artwork &amp; creativities planned for the Sporting Event for Sansad Khel Mahostav- 2026.</p>	<p><b>40</b></p>	<p>Presentation for 10 minutes for each bidder. The bidder shall present the item as specified herewith.</p>
<p><b>Grand Total</b></p>	<p><b>100</b></p>	
<p><b>Qualifying Mark for Opening of Financial Bid</b></p>	<p><b>70</b></p>	

Bidders has to make presentation before the Committee members during the technical evaluation stage for **10 minutes** only.

The objective of the presentation is to enable the Committee to evaluate the bidders about their understanding and preparedness for the proposed event/assignment. Hence, the bidder should make themselves available for the same. **The bidder secures minimum qualifying mark of 70 and above in technical bid shall be qualified for opening of their financial Bid.**

The Financial Bids shall be opened in the presence of the committee members and the Authorized representatives of the bidders. The name of the firm along with these secured technical scores, and the proposed package price for the respective packages shall be read and recorded accordingly. **Quality & Cost Based Selection (QCBS) Process** shall be adopted for selection of an appropriate agency in commensurate to guideline of Finance Department, GoO.

**FINANCIAL EVALUATION (3<sup>rd</sup> Stage):** The financial Bids of the technically qualified bidders only shall be opened at this stage in the presence of the bidder/ their authorised representatives. The Financial Bids of only those agencies shall be opened who have secured **70 Mark or more in "Technical Bid"** on the scheduled date & time.

5. **Evaluation of the Proposals:**

The mode of evaluation is Quality cum Cost Basis selection (QCBS) shall be on the basis of 70:30 where Technical proposal carries **70 % and the financial proposal would carry 30 % weightage respectively.**

**I. Technical:**

The bidder scoring minimum 70 marks out of 100 marks will be eligible and the secured mark will be assigned as Technical Quote (TQ). Then the Technical Score (TS) will be arrived as follows:

$$TS = \frac{TQ \times 70}{100}$$



## II. Financial

The bidder quoting the lowest price will be assigned as Lowest Financial Quote (LFQ). Then the price of other financial bids quoted by other different bidders will be assigned as Financial Quote (FQ). The Financial Score (FS) will be arrived as follows:

$$FS = \frac{LFQ \times 30}{FQ}$$

The agency securing the maximum combined score i.e. the Technical Score (TS) and the Financial Score (FS) shall be adjudged as the Highest Bidder (H1) & accordingly the H2 & H3 bidders shall be selected. The H1 bidder shall be given preference for negotiation of its Price primarily followed by H2 & H3 Bidders.

### 6. Negotiations:

- Final Negotiations of Price (if required) will be done with the L1 bidder in the designated address indicated in the Data Sheet. The aim is to arrive at the most competitive price for the event before issuance of the work order to the appropriate firm.
- If negotiations fails with the H1 bidder, the DSO, Jharsuguda is at liberty to invite the H2 & H3 firms for final negotiation of their prices so as to arrive at the most competitive price for the sporting event.

### 7. Award of Contract:

The Client will notify the successful bidder in writing by issuing an offer letter/work order for executing of the work/ event as per RFP directives.

***Sub-contracting is not allowed under this assignment at an cost.***

### 8. Terms & Conditions

#### a. Date & Venue of the Event,

Name of the Event	Date	Venue
Sansad Khel Mohatsav-2026	21 <sup>st</sup> -25 <sup>th</sup> Decembe'2025	Different locations of Brajrajnagar & Jharsuguda.

- If the successful agency fails to sign the agreement within the stipulated date & time, the bid of the agency shall be treated as terminated automatically. The cost to this effect will be borne by the agency.
- The rate quoted by the agency shall be exclusive of GST and taxes and all such charges shall be borne by the client as per the applicable rate under GST Act.
- Bidders are required to quote prices against all segment/items exclusive of all taxes in the financial bid and no segment should be kept blank. The total prices shall be arrived at summing up of all the segments/items. In case any of the segment(s) is/are found blank, their bid shall be liable for rejection or the decision of the committee shall be final and binding on such an event upon the bidder.
- The Price bid is to be submitted as per the prescribed format. If the financial bid is not submitted in separate sealed cover and as per the prescribed format, then the bid will be rejected.
- In case of breach of Contract, the Performance Guarantee will be forfeited and the agencies shall be blacklisted/ recommended for blacklisting.
- A dedicated staff from the successful bidder's firm shall be present at the event place throughout the event for proper coordination.
- In case of any extension of event period, no extra payment shall be entertained.
- The venue shall be made available to the Agency by DSO, Jharsuguda/EO, Brajrajnagar Municipality before 10 days of commencement of the exhibition. All the desired works should be completed at least one day before the scheduled date and time of the inauguration of the event and should be handed over, to the in-charge of event i.e, DSO, JSG as per the prescribed specification.
- The selected bidder will work under the close supervision of the Sub-Collector, Jharsuguda and DSO,

Jharsuguda

- j. It shall be the responsibility of the successful bidder to obtain requisite permission for electricity connection and fire safety certificate for the event in advance.
- k. The agency/ event management firm have to install fire protection equipment's like fire extinguishers/sand buckets/foams etc. adhering to the fire safety norms in the venue.
- l. Agency will ensure that all materials/items used must be eco-friendly in nature. No single use plastic to be used at the event venue. The Event Management Agency shall ensure that the event is conducted as an "ENVIRONMENT FRIENDLY EVENT." only.
- m. No advance shall be entertained. The final payment shall be made on the basis of the actual work done and Work Assessment Report in the specified format by the Event-in-charge. The executant shall not use any additional materials other than the work specified in the work order without the prior consent of the Event-in-charge. In case of any additional requirement, the agency has to take the prior written permission from the Event-in-charge.
- n. The Agency will be responsible for upkeep and maintenance of the entire work done by them till the closing of the event.
- o. The agency shall abide by all statutory and regulatory Acts of both Central Govt. and State Govt.
- p. In regard to electrical fittings etc. agency shall have to engage qualified and certified licensed electrician/contractor entitled to erect, handle and maintain supply-line and its upkeep.
- q. The rate offered by the agency shall be exclusive of GST & Other Taxes.
- r. For convenience and effective delivery, the tender is to be treated as a package of services. Evaluation of the competitive bidding price shall be the summation of all individual items quoted in the bid taken together.
- s. The authority is not bound to accept the **H1 (Highest Scorer)** and reserves the right to inspect/ verify the stock of materials required for this work, in Go-down of bidders by nominating a Committee to ascertain the credibility of the firm. Further, the undersigned reserves the right to reject any or all tenders without assigning any reasons thereof.
- t. The final payment will be made on the basis of the actual work done and Work Assessment Report in the specified format by the Event-in-charge.
- u. The agency should be prepared to provide additional materials in case of requirement at the market price for the items not mentioned in the tender.
- v. On completion of the event, the agency shall have to take away all the materials within seven days & vacate the place in similar condition at the time occupying the ground.
- w. Agency will be responsible for upkeep and maintenance of the entire work done by him till the closing of the event. DSO, Jharsuguda will not be responsible for any breakage, damage, fire, theft etc. of his materials and insurance if any shall be ensured by the firm.
- x. No part of the contract will be sub-let without the prior written permission of the Authority.
- y. The bidder has to treat the materials to be used in event works (like clothes & other inflammable materials), with fire repellent chemical. The agency will coordinate with the fire and electricity Officer deployed in the ground to avoid any mis-happening.
- z. Any other job during the event that State Govt./Authority may prescribe based on immediate need shall be carried out as per the requirement.
- aa. Wherever any specific term & condition is spelt out in the document the OGFR, GoO shall be applicable in all the cases.
- bb. No payment shall be made if the agreement is cancelled/ terminated on the ground of unsatisfactory works.
- cc. DSO, Jharsuguda will not be responsible for any loss, damage, injury caused at the time of execution of the contract. The agency shall own the whole responsibility.
- dd. The agency shall handover the Intellectual Property to the DSO, Jharsuguda that used for the event.
- ee. The scope of work may be increased or decreased as per the requirement of the client and any incremental cost shall be decided by the Authority on mutual consent basis with the client.
- ff. Bidder(s) has/ have an obligation to disclose any actual or potential conflict of interest. Failure to do so may lead to disqualification of the bidder or termination of its contract.
- a. Bidders must disclose if they are or have been subject to any proceedings (such as blacklisting) or other provision relating to bankruptcy, insolvency or the financial standing of the Bidder, including but not limited to appointment of any officer such as a receiver in relation to the Bidder's personal or business matters or an arrangement with creditors, or of any other similar proceedings.

- b. Bidders must disclose if they have been convicted of, or are the subject of any proceedings relating to:
- Criminal offence or other serious offence punishable under the law of the land, or where they have been found by any regulator or professional body to have committed professional misconduct;
  - Corruption including the offer or receipt of an inducement of any kind in relation to obtaining any contract;
  - Failure to fulfill any obligations in any jurisdiction relating to the payment of taxes or social security contributions.

9. **Anti-corruption Measure:**

- a. Any effort by Bidder(s) to influence the Client in the evaluation and ranking of financial Bids, and recommendation for award of contract, will result in the rejection of the Bid.
- b. A recommendation for award of Contract shall be rejected if it is determined that the recommended bidder has directly, or through an agent, engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the contract in question. In such cases, the Client shall be blacklisted the bidder either indefinitely or for a stated period of time, disqualifying it from participating in any related bidding process for the said period.

10. **Force Majeure**

“Force Majeure” means an event which is beyond the reasonable control of a Party, and which makes a Party’s performance of its obligations here under impossible or so impractical as reasonably to be considered impossible in the circumstances, and includes, but is not limited to, war, riots, civil disorder, earthquake, fire, explosion, storm, flood or other adverse weather conditions, strikes, lockouts or other industrial action (except where such strikes, lockouts or other industrial action are within the power of the Party invoking Force Majeure to prevent), confiscation or any other action by government agencies.

Force Majeure shall not include: (i) any event which is caused by the negligence or intentional action of a Party or agents employees thereof, nor (ii) any event which a diligent Party could reasonably have been expected to take into account or avoid or overcome in the carrying out of its obligations during the subsistence of this Agreement. Force Majeure shall not include insufficiency of funds or failure to make any payment required hereunder.

11. **Legal Jurisdiction:**

All legal disputes are subject to the jurisdiction of competent court under Jharsuguda District only.

12. **Governing Law and Penalty Clause:**

The schedule given for delivery is to be strictly adhered to in view of the strict time schedule. Any unjustified and unacceptable delay in delivery shall render the bidder liable for liquidated damages and thereafter the Client holds the option for cancellation of the contract for pending activities and complete the same from any other agency. The Client may deduct such sum from any money from their hands due or become due to bidder. The payment or deduction of such sums shall not relieve the bidder from his obligations and liabilities under the contract. The rights and obligations of the Client and the bidder under this contract will be governed by the prevailing laws of Govt of India. Failure on bidder’s part to furnish the deliverables as per the agreed time line will enforce a penalty of **5% of the total contract value**. The amount will be deducted from the subsequent payment.

13. **Client’s right to accept any Bid, and to reject any or all Bid/s**

The Client reserves the right to accept or reject any Bid, and to annular amend the bidding/ selection / evaluation process and reject all Bids at any time prior to award of contract award, without assigning any reason there of and thereby incurring any liability to the bidders. Misrepresentation/improper response/ by the bidder may lead to the disqualification of the bid. If such disqualification/rejection occurs after the Bids have been opened and the highest ranking bidder gets disqualified/rejected, then the client reserves the right to consider the next best bidder, or take any other measure as may be deemed fit in the sole discretion of the Client, including annulment of the selection Process.

14. **Number of Bids:**

Each Bidder shall submit only one (1) Bid, in response to this RFP. Any Bidder who submits or participates in more than one Bid shall be disqualified. The Bidder shall be responsible for all costs associated with the preparation of its Bid and its participation in the bidding process.

15. **Advances**

No advances will be entertained to the successful bidder during the period of Event

**SECTION: 3**  
**SCOPE OF WORK**

Sl. No.	Name of the Items	Required Quantity	Unit Price	Total Price
<b>A.Sports Equipment:-</b>				
<b>1. Badminton:-</b>	Shuttle (Yonex,Aerosona 2)			
	Green Tape			
	White Board -	4pcs		
	Referee Stand -	3pcs		
<b>2. Football :-</b>	Linesman Flag (Red) -	6pcs		
	Football Goal Post Net -	2pcs		
	Football-	10pcs		
	Corner Kick Flag (6ft) -	10pcs		
<b>3. Volleyball:-</b>	Volleyball -	10pcs		
	Volleyball Net	3 pcs		
	Antenna & Antenna Pocket -	4pcs		
	White Cotton Tape -	3 Bundles		
<b>4. Cricket:-</b>	Ball (Light Green Cosco Tennis) –	(15pac.)		
	Stamp -	21pcs		
	Wicket (Bell) -	15pcs		
	Ball Counter -	6pcs		
	Hat -	6pcs		
	Score Book (92 Pages) -	4pcs		
	Cone -	100pcs		
<b>5. Athletics:-</b>				
Shot-put :-	4 Kg Shot-put –	2pcs		
	5 Kg Shot-put –	2pcs		
	6 Kg Shot-put –	2pcs		
	7.26 Kg Shot-put –	2pcs		
High Jump -	Cross Bars -	2pcs		
Javelin Throw :-	400g Javelin –	2pcs		
	500g Javelin –	2pcs		
	600g Javelin –	2pcs		
	700g Javelin –	2pcs		
	800g Javelin –	2pcs		
Discuss Throw :-	1 Kg Discuss –	2pcs		
	1.75 Kg Discuss –	2pcs		
	1.5 Kg Discuss –	2pcs		
	2 Kg Discuss –	2pcs		
<b>6. Kho - Kho :-</b>	Kho-Kho Pole	6pcs		
	Kho - Kho Flag - Green & Red	2pcs		
	White Board - 2pcs	2pcs		
<b>7. Yoga :-</b>	Yoga Mat - 4pcs -	4pcs		
<b>8. Taekwondo:-</b>	Taekwondo Full Kit	2pairs		
	Kicking Pads	15pcs		
	ESS (Electronic Scoring System) -	150 rounds		
	Yellow Tape - 3 Nos. -	3 nos		
	Extension Board -	2pcs		
	<b>9. Kabbadi:-</b>	Tape (Red, Yellow, Black) -	20 pcs	
	Score Board - 2pcs Each -	2pcs		
	Stop Watch - 2 Nos. -	2nos		
	Buzzer -	2nos		
<b>10. Miscellaneous Items :-</b>				
	Lime Powder	45 Bags(40Kg Each)		
	Tape (100 Mtr)	2pcs		
	Tape (50 Mtr)	2pcs		
	Tape (30 Mtr)	2pcs		
	Pen -	300 pcs		
	Notebook	200 pcs		

	Exam Board for Scoring	40pcs		
	Chest Number (Bib Number) - For Athletics Event - 300pcs, For Marathon- 3000pcs	3300 nos		
	Athletics Flag (Red & White) - 5pcs Each -	10 pcs		
	Stapler	20pcs		
	Stapler Pin	20 pkts		
	Files	40pcs		
	Digital Weight Machine	1nos		
	For Technical Paper - JK Copier Papers	4 bundles		
	Whistle	10 nos		
	Glue (Fevicol 200gm)	10pcs		

**B. Event Management:-**

	Box Gate Fancy Road Side -	4 Nos.		
	Box Gate Fancy Entry of OPM Field -	2 Nos.		
	Box Gate Entry of Volleyball -	1 Nos.		
	Box Gate Entry of S. Pool fields -	1 Nos		
	Walling different side as per required -	4500sq.ft		
	Stage Fancy for 21/12/2025 -	1 Nos.		
	Stage Fancy for 25/12/2025 -	1 Nos.		
	Flaming Area -	1 No.		
	Decoration of Stage of Drama Pandal -	1 No.		
	Door & Window Cover With Cloth of OPM Drama Pandal & OPM Club Building -	2 No.		
	Passage for VVIP & VIP Entry -	1 No.		
	Carpeting Area APP -	25000sq.ft		
	Mattress Set (Gadda Set) -	600 Nos.		
	Chair VIP -For 2 days @ 300 per day	600 Nos.		
	Sofa For VIP -	20 Nos.		
	Chair for Stage -	25 Nos.		
	Central Table For Stage -	25 Nos.		
	Chairs For Public -For 5 days	1500 Nos.		
	LED Board 10/20 -	1 Nos.		
	Decorative Lighting for OPM Pandal Side -	1 Nos.		
	Structure Light for Games Area -	6 Nos.		
	Channel Light for Stage (2days) -	1 Nos.		
	Sand Art -	1 No.		
	Victory Stand of Ply with logo and Matter -	1 Nos.,		
	D.G. Set for 5 days 2 Sides -	1 No		
	Golf Cart at Opening Ceremony -	1 Nos.		
	Fire Work at Opening Ceremony -	1 Nos.		
	Mascot for 5 days -	1 Nos.		
	Helium Ballon -	1 Nos.		
	Mashal Lighting with remote -	1 Nos		
	Flower Shower at Opening Ceremony -	2 Nos.		
	Colour Shot at Marathon -	6 Nos.		
	Co2 Paper Blower -	2 Nos.		
	PM & MP Cut Out 14/5 - 1 Nos. Each (Total - 2)	2 Nos.		

**C. Medals/Trophies & Certificate**

	<b>Medals :Gold Medal -</b>	205 pcs		
	Silver Medal -	205 pcs		
	Bronze Medal -	105 pcs		
	<b>Trophies (Small):-1st -</b>	51 Trophies		
	2nd -	51 Trophies		
	3rd -	51 Trophies		

<b>D. Mementos</b>				
	Winner Trophies (Big) -	5pcs		
	Runners Up Trophies (Big) -	5pcs		
	Guest, Veteran Players & Social Workers, Press & Officials	300pcs		
<b>E. Certificates for Players :-</b>				
	1st, 2nd & 3rd Certificate -	515pcs		
	Participation Certificate -	2,298pcs (Till Now)		
	Appreciation Certificate -	370pcs		
	Marathon Certificate -	3,000pcs		
<b>F. Clothing (Jersey &amp; Track Suit)</b>				
	Track Suits – 350 Nos.			
	Jersey/ T- Shirts for Players Participating in Events (Good Fine Quality) –	2,298 Nos.		
	T Shirts for Marathon (Normal Quality)	3,000 Nos.		
<b>G. Fooding</b>				
	Breakfast & Snacks (As per detail below)	9110 pkts		

**Fooding Details:-**

Total Registered Players after confirmation - 2,298

Total Technical/ P.E. Officials - 160

Total Volunteers - 140

Organisers Team - 107

**Total - 2,705**

**Breakfast & Snacks For 5 days :-**

21/12/25 - Snacks for 2,705

22/12/25 - Breakfast & Snacks for 2,705

23/12/25 - Breakfast & Snacks for 1,700

24/12/25 - Breakfast & Snacks for 1,200

25/12/25 - Breakfast & Snacks for 800

**Sports Officials remuneration – To be reimbursed by District Administration, Jharsuguda**

SECTION:4

**TECHNICAL BIDS SUBMISSION FORMS**

**TECH-1**  
**COVERING LETTER**

(ON BIDDERS LETTER HEAD)

Date:

Place:

To:

**The District Sports Officer**  
**Jharsuguda**

**Sub: Selection of Event Management Agency for Sansad Khel Mahostav- 2026**

Dear Sir,

I, the undersigned, offer to participate in the selection process for rendering various services and works of **Sansad Khel Mahostav- 2026** in accordance with your Request for Bid No.: \_\_\_\_\_, dated \_\_\_\_\_. We are hereby submitting our Bid, which includes Technical Bid and Financial Bid (Separately).

I hereby declare that all the information and statements made in this Technical Bid and Financial Bid are true and correct and I accept that any misinterpretation contained in it may lead to disqualification of our Bid. I confirm that this Bid will remain binding upon us and may be accepted by you at any time before the validity of the bid.

I hereby unconditionally undertake to accept all the terms and conditions as stipulated in the TENDER CALL NOTICE document. In case any provision of this TENDER CALL NOTICE are found violated, then your department shall without prejudice to any other right or remedy be at liberty to reject our Bid including forfeiture of the full said earnest money deposit absolutely.

Yours faithfully,

**Authorized Signatory with Date and Seal:**

**Name and Designation:** \_\_\_\_\_

**Address of the Bidder:** \_\_\_\_\_

**TECH-2**  
**Bidder's Organisation (General Details)**

Sl. No.	Description	Full Details
1	<b>Name of the Bidder</b>	
2	<b>Address for communication:</b> Tel: Fax: Email id:	
3	<b>Name of the authorized person signing &amp; submitting the bid on behalf of the Bidder:</b> Mobile No.: Email id :	
4	<b>Registration/Incorporation Details</b> Registration No: Date & Year.:	
5	<b>Local office in Jharsuguda/ Bhubaneswar</b> <b>If Yes, Please furnish contact details</b>	Yes/No
6	<b>Bid Processing Fee Details</b> Amount: BC/DD No.: Date: Name of the Bank:	
7	<b>EMD Details</b> Amount : BC/DD No.: Date: Name of the Bank:	
8	PAN Number	
9	Goods and Services Tax Identification Number (GSTIN)	
10	Willing to carry out the assignment as per the scope of work of the TENDER CALL NOTICE	<b>YES</b>
11	Accept all the terms and conditions as specified in the TENDER CALL NOTICE	<b>YES</b>

**Authorized Signatory [In full and initials]:** \_\_\_\_\_

**Name and Designation with Date and Seal:** \_\_\_\_\_

**TECH-3**  
**Bidder Organisation (Financial Details)**

Financial Information in INR			
Details	FY2022-23	FY2023-24	FY2024-25
Turnover from Event Management Services (in Rupees)			
<p><b>Supporting Documents:</b></p> <p>Audited certified financial statements for the last three FYs (2022-23, 2023-24 &amp; 2024-25) (Submission of copies of Income &amp; Expenditure Statement and Balance Sheet for the respective financial years is mandatory along with this form). Provisional audit report for any of the FYs will not be accepted.</p> <p><i>Filled in information in this format must have to be jointly certified and sealed by the CA and the authorized representative of the bidder and to be furnished in original along with the technical Bid failing which the Bid will be out rightly rejected. No scanned copy will be entertained.</i></p>			

\_\_\_\_\_

**Signature and Seal of the Company Auditor with Date in original**

**Authorized Signatory [In full initials with Date and Seal]:** \_\_\_\_\_

**Communication Address of the Bidder:** \_\_\_\_\_

[NB: No Scanned Signature will be entertained]

**TECH -4**

**(BIDDER'S PAST EXPERIENCE DETAILS)**

**Table-1 (List of completed assignments only of similar nature during last 3 years) (FY: 2022-23, 2023-24 & 2024-25)**

Sl. No.	Period	Name of the Assignment with details there of	Name of the Client with complete address	*Contract Value (in INR) and Duration In Month	Date of Award / Commencement of assignment	Date of Completion of assignment	Remarks if any
A	B	C	D	E	F	G	H
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							

*Note: Bidders are requested to furnish the list of the assignments undertaken during the last three year as per the above prescribed format only. Information not conforming to the above format will be treated as non-responsive. Copies of the Work order / Contract Document / Completion Certificate from the previous Clients need to be furnished along with the above information. Bidders are requested to attach at least 5 best photographs of their creative from each assignment.*

**Authorized Signatory [In full initials with Date and Seal]:** \_\_\_\_\_

**Communication Address of the Bidder:** \_\_\_\_\_

*Handwritten mark*

**TECH -5**

**FORMATFORAFFIDAVITCERTIFYINGTHATBIDDERISNOTBLACKLISTED**

**Affidavit**

IM/s.....(thenameof theBidderandaddressesoftheregistered office)herebycertifyandconfirm that we or any ofour promoter/s/chief executiveofficer/ directors/managers are not barred or blacklisted by any government or government instrumentality or public sector in India or in any other jurisdiction to which we or our Affiliates belong or in which we or our Affiliates conduct business from participating in any project or being awarded any contract, either individually or as member of a consortium and no such bar or blacklisting subsists as on the Proposal Due Date.

We further confirm that we are aware our interest for the work of **District Sports Office, Jharsuguda** would be liable for rejection in case any material misrepresentation is made or discovered with regard to the requirements of this tender at any stage of selection and/or thereafter during the term of the Contract.

Datedthis.....Dayof....., 2025

AuthorizedSignatory[Infullandinitials]:\_\_\_\_\_

NameandDesignationwithDateandSeal:\_\_\_\_\_

Signature:\_\_\_\_\_



## SECTION: 5

FINANCIAL BIDS SUBMISSION FORMS

FIN-1

COVERING LETTER (In Bidders Letter Head)

To,

**The District Sports Officer  
Jharsuguda**

**Sub: Submission of Financial Bid for Event Management Services of Sansad Khel Mahostav – 2026.**

Sir

I, the undersigned, offer to provide the consulting services for Sansad Khel Mahostav - 2026 in accordance with your Request for Bid No. \_\_\_\_\_, Dated: \_\_\_\_\_. Our attached Financial Bid is for the sum of [\_\_\_\_\_]. I do hereby undertake that, in the event of acceptance of our bid, the services shall be provided in respect to the terms and conditions as stipulated in the TENDER CALL NOTICE document. Items wise rate as per format given in the TENDER CALL NOTICE documents are given below:

Sl. No.	Name of the Items	Required Quantity	Unit Price	Total Price
<b>A. Sports Equipment:-</b>				
<b>1. Badminton:-</b>	Shuttle (Yonex, Aerosona 2)	60 barrels		
	Green Tape	12 pcs		
	White Board -	4 pcs		
	Referee Stand -	3 pcs		
<b>2. Football :-</b>	Linesman Flag (Red) -	6 pcs		
	Football Goal Post Net -	2 pcs		
	Football -	10 pcs		
	Corner Kick Flag (6ft) -	10 pcs		
<b>3. Volleyball:-</b>	Volleyball -	10 pcs		
	Volleyball Net	3 pcs		
	Antenna & Antenna Pocket -	4 pcs		
	White Cotton Tape -	3 Bundles		
<b>4. Cricket:-</b>	Ball (Light Green Cosco Tennis) -	(15 pac.)		
	Stamp -	21 pcs		
	Wicket (Bell) -	15 pcs		
	Ball Counter -	6 pcs		
	Hat -	6 pcs		
	Score Book (92 Pages) -	4 pcs		
	Cone -	100 pcs		
<b>5. Athletics:-</b>				
Shot-put :-	4 Kg Shot-put -	2 pcs		
	5 Kg Shot-put -	2 pcs		
	6 Kg Shot-put -	2 pcs		
	7.26 Kg Shot-put -	2 pcs		
High Jump -	Cross Bars -	2 pcs		
Javelin Throw :-	400g Javelin -	2 pcs		
	500g Javelin -	2 pcs		
	600g Javelin -	2 pcs		
	700g Javelin -	2 pcs		
	800g Javelin -	2 pcs		
Discuss Throw :-	1 Kg Discuss -	2 pcs		
	1.75 Kg Discuss -	2 pcs		
	1.5 Kg Discuss -	2 pcs		
	2 Kg Discuss -	2 pcs		
<b>6. Kho - Kho :-</b>	Kho-Kho Pole	6 pcs		
	Kho - Kho Flag - Green & Red	2 pcs		
	White Board - 2 pcs	2 pcs		
<b>7. Yoga :-</b>	Yoga Mat - 4 pcs -	4 pcs		
<b>8. Taekwondo:-</b>	Taekwondo Full Kit	2 pairs		

	Kicking Pads	15pcs		
	ESS (Electronic Scoring System) -	150 rounds		
	Yellow Tape - 3 Nos. -	3 nos		
	Extension Board -	2pcs		
<b>9. Kabbadi:-</b>	Tape (Red, Yellow, Black) -	20 pcs		
	Score Board - 2pcs Each -	2pcs		
	Stop Watch - 2 Nos. -	2nos		
	Buzzer -	2nos		

**10. Miscellaneous Items :-**

	Lime Powder	45 Bags(40Kg Each)		
	Tape (100 Mtr)	2pcs		
	Tape (50 Mtr)	2pcs		
	Tape (30 Mtr)	2pcs		
	Pen -	300 pcs		
	Notebook	200 pcs		
	Exam Board for Scoring	40pcs		
	Chest Number (Bib Number) - For Athletics Event - 300pcs, For Marathon- 3000pcs	3300 nos		
	Athletics Flag (Red & White) - 5pcs Each -	10 pcs		
	Stapler	20pcs		
	Stapler Pin	20 pkts		
	Files	40pcs		
	Digital Weight Machine	1nos		
	For Technical Paper - JK Copier Papers	4 bundles		
	Whistle	10 nos		
	Glue (Fevicol 200gm)	10pcs		

**B. Event Management:-**

	Box Gate Fancy Road Side -	4 Nos.		
	Box Gate Fancy Entry of OPM Field -	2 Nos.		
	Box Gate Entry of Volleyball -	1 Nos.		
	Box Gate Entry of S. Pool fields -	1 Nos		
	Walling different side as per required -	4500sq.ft		
	Stage Fancy for 21/12/2025 -	1 Nos.		
	Stage Fancy for 25/12/2025 -	1 Nos.		
	Flaming Area -	1 No.		
	Decoration of Stage of Drama Pandal -	1 No.		
	Door & Window Cover With Cloth of OPM Drama Pandal & OPM Club Building -	2 No.		
	Passage for VVIP & VIP Entry -	1 No.		
	Carpeting Area APP -	25000sq.ft		
	Mattress Set (Gadda Set) -	600 Nos.		
	Chair VIP -For 2 days @ 300 per day	600 Nos.		
	Sofa For VIP -	20 Nos.		
	Chair for Stage -	25 Nos.		
	Central Table For Stage -	25 Nos.		
	Chairs For Public -For 5 days	1500 Nos.		
	LED Board 10/20 -	1 Nos.		
	Decorative Lighting for OPM Pandal Side -	1 Nos.		
	Structure Light for Games Area -	6 Nos.		
	Channel Light for Stage (2days) -	1 Nos.		
	Sand Art -	1 No.		
	Victory Stand of Ply with logo and Matter -	1 Nos.,		
	D.G. Set for 5 days 2 Sides -	1 No		
	Golf Cart at Opening Ceremony -	1 Nos.		
	Fire Work at Opening Ceremony -	1 Nos.		
	Mascot for 5 days -	1 Nos.		
	Helium Ballon -	1 Nos.		

	Mashal Lighting with remote –	1 Nos		
	Flower Shower at Opening Ceremony –	2 Nos.		
	Colour Shot at Marathon –	6 Nos.		
	Co2 Paper Blower –	2 Nos.		
	PM & MP Cut Out 14/5 – 1 Nos. Each (Total – 2)	2 Nos.		
<b>C. Medals/Trophies &amp; Certificate</b>				
	Medals :Gold Medal -	205 pcs		
	Silver Medal -	205 pcs		
	Bronze Medal -	105 pcs		
	Trophies (Small):-1st -	51 Trophies		
	2nd -	51 Trophies		
	3rd -	51 Trophies		
<b>D. Mementos</b>				
	Winner Trophies (Big) -	5pcs		
	Runners Up Trophies (Big) -	5pcs		
	Guest, Veteran Players & Social Workers, Press & Officials	300pcs		
<b>E. Certificates for Players :-</b>				
	1st, 2nd & 3rd Certificate -	515pcs		
	Participation Certificate -	2,298pcs (Till Now)		
	Appreciation Certificate -	370pcs		
	Marathon Certificate -	3,000pcs		
<b>F. Clothing (Jersey &amp; Track Suit)</b>				
	Track Suits – 350 Nos.			
	Jersey/ T Shirts for Players Participating in Events (Good Fine Quality) –	2,298 Nos.		
	T Shirts for Marathon (Normal Quality)	3,000 Nos.		
<b>G. Fooding</b>	Breakfast & Snacks (As per Scope of work)	9110 pkts		
<b>Total Quoted Amount excluding GST</b>				
<b>Total Quoted Amount excluding GST</b>				
<b>Add:-GST 18%</b>				
<b>Grand Total Quoted Amount including GST</b>				
<b>Rupees in words _____ only including GST.</b>				

*Note: The Event Management Agency will be responsible for providing services according to the scope of work described in the RFP. The Agency will be paid based on the rates quoted for the items listed in the financial bid. If the quantity or size of any specified item changes during the event, payment will be adjusted accordingly. For any additional items not listed in the list of quantity, payment will be made as per the negotiated cost, with a markup not exceeding 30% from the total project cost. The authority will decide the limit (as a percentage of the total project cost) for these extra items based on the event's needs. The bidder must comply with any additional activities required by the authority to ensure the event's success. I have carefully read and understood the terms and conditions of the RFP and do hereby undertake to provide the service accordingly. I understand that you are not bound to accept any Bid you receive.*

**Authorized Signatory [In full and initials]:**  
**Name and Designation of Signatory with Date and Seal:**

**SECTION-6**  
**BIDSUBMISSIONCHECKLIST**

Sl. No.	Description	Submitted (Yes/No)	PageNo.
<b>TECHNICAL BID</b>			
<b>(PART- A)(ORIGINAL)</b>			
1	Filled in Bid Submission Check List (SECTION-6)		
2	Covering Letter (TECH-1)		
3	Bid Processing Fee of Rs.10,000/- including GST (date and DD number)		
4	EMD of Rs. 1,00,000/- (date and DD number)		
5	Copy of Certificate of Incorporation/Registration of the Bidder		
6	Copy of IT returns of last 3 years and latest GST Return		
7	Copy of PAN		
8	Copy of Goods and Services Tax Identification Number (GSTIN)		
9	General Details of the Bidder (TECH-2)		
10	Financial details ( Turnover) of the bidder (TECH – 3) along with all the supportive documents such as copies of Income-Expenditure Statement and Balance Sheet for the concerned period		
11	List of completed assignments of similar nature (Past Experience Details) (TECH-4) along with the copies of work orders for the respective assignments		
12	Undertaking for not have been black-listed by any Central / State Government/any Autonomous bodies during its business career. (Tech-5)		
13	Copy of valid certificate from an electrical contractor		
<b>FINANCIAL BID</b>			
1	Covering Letter (Section-5) To be submitted in separate envelope		

**Undertaking:**

- All the information have been submitted as per the prescribed format and procedure.
- All pages of the Bid have been sealed and signed by the authorized representative.

Authorized Signatory [In full and initials]: \_\_\_\_\_

Name and Designation with Date and Seal: \_\_\_\_\_

Signature: \_\_\_\_\_

-----End-----