

# BIHAR RURAL LIVELIHOODS PROMOTION SOCIETY

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**Request for Proposals for selection of Agency for Design, Construction and Maintenance of Tent Arrangement, Main Programme Venue and Exhibition site on the occasion of the Prime Minister's programme - Satyagraha to Swachhagraha at Gandhi Maidan, Motihari, Bihar**

## DISCLAIMER

The information contained in this Request for Proposals document (the “RFP”) or subsequently provided to Bidder(s), whether verbally or in documentary or any other form by or on behalf of the Authority or any of its employees or advisors, is provided to Bidder(s) on the terms and conditions set out in this RFP and such other terms and conditions subject to which such information is provided.

This RFP is not an agreement and is neither an offer nor invitation by the Authority to the prospective Bidders or any other person. The purpose of this RFP is to provide interested parties with information that may be useful to them in making their financial offers (Bids) pursuant to this RFP. This RFP includes statements, which reflect various assumptions and assessments arrived at by the Authority in relation to the Project. Such assumptions, assessments and statements do not purport to contain all the information that each Bidder may require. This RFP may not be appropriate for all persons, and it is not possible for the Authority, its employees or advisors to consider the investment objectives, financial situation and particular needs of each party who reads or uses this RFP. The assumptions, assessments, statements and information contained in the Bidding Documents, may not be complete, accurate, adequate or correct. Each Bidder should, therefore, conduct its own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments, statements and information contained in this RFP and obtain independent advice from appropriate sources.

Information provided in this RFP to the Bidder(s) is on a wide range of matters, some of which may depend upon interpretation of law. The information given is not intended to be an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. The Authority accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on law expressed herein.

The Authority, its employees and advisors make no representation or warranty and shall have no liability to any person, including any Applicant or Bidder under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this RFP or otherwise, including the accuracy, adequacy, correctness, completeness or reliability of the RFP and any assessment, assumption, statement or information contained therein or deemed to form part of this RFP or arising in any way for participation in this Bid Stage.

The Authority also accepts no liability of any nature whether resulting from negligence or otherwise howsoever caused arising from reliance of any Bidder upon the statements contained in this RFP.

The Authority may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumptions contained in this RFP.

The issue of this RFP does not imply that the Authority is bound to select a Bidder or to appoint the Selected Bidder or Operator, as the case may be, for the Project and the Authority reserves the right to reject all or any of the Bidders or Bids without assigning any reason whatsoever.

The Bidder shall bear all its costs associated with or relating to the preparation and submission of its Bid including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by the Authority or any other costs incurred in connection with or relating to its Bid. All such costs and expenses will remain with the Bidder and the Authority shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by a Bidder in preparation or submission of the Bid, regardless of the conduct or outcome of the Bidding Process.

The words and expressions beginning with capital letters and defined in this document shall, unless repugnant to the context, have the meaning ascribed thereto hereinabove.

### Key Events & Information

#	Event	Date
1	Issue of bid document	: 13/02/2018
2	Portal for downloading tender documents	: <a href="http://www.brlp.in">www.brlp.in</a> ; <a href="https://www.eproc.bihar.gov.in">https://www.eproc.bihar.gov.in</a>
3	Bid Cost	: <b>INR 2,000.00</b> to be paid through e-Payment mode (i.e. NEFT / RTGS, Credit / Debit Card & Net Banking) only. <b>(non-refundable)</b>
4	Bid Security	: <b>Rs. 5,00,000.00</b> to be paid through e-Payment mode. (i.e. NEFT / RTGS, Credit / Debit Card & Net Banking) only.
5	Form of Bid Cost & Bid Security	: e-Payment mode (i.e. NEFT / RTGS, Credit / Debit Card & Net Banking) only
6	Last date for submission of pre-bid queries	: 24/02/2018
7	Pre-bid conference	: 26/02/2018 at 13:00 Hrs
8	Last date of bid submission	: 06/03/2018 at 15:00 Hrs
9	Technical Bid opening	: 06/03/2018 at 15:30 Hrs
10	Announcement of Technical Scores & Financial Opening	: To be intimated at a later date

# 1. INTRODUCTION

## 1.1 Background

- 1.1.1 Bihar Rural Livelihoods Promotion Society (BRLPS) known as **JEEViKA** is a registered society of Government of Bihar under department of Rural Development, Govt. of Bihar. BRLPS has been formed to improve rural livelihood options and works towards social and economic empowerment of the rural poor and women by promoting self-managed community institutions and further strengthening their livelihoods. The BRLPS intervenes with the community through the following four themes or programmes: institution and capacity building, social development, microfinance and livelihoods.
- 1.1.2 As part of its endeavors, to invite bids for a welcome experience to visitors, the Authority (Bihar Rural Livelihoods Promotion Society) has decided to undertake the design, construction, operation and maintenance of tent arrangement at Gandhi Maidan, Motihari (the “**Project**”) through a competitive bid process, and has, therefore, decided to carry out the bidding process for selection of a private entity as the Bidder to whom the Project may be awarded.
- 1.1.3 The Selected Bidder, who is either a company/partnership incorporated under the relevant applicable law (the “**Operator**”), shall be responsible for designing, construction, operation & maintenance of the Project under and in accordance with the provisions of an agreement (the “**Agreement**”) to be entered into between the Selected Bidder and the Authority in the form provided by the Authority as part of the Bidding Documents pursuant hereto.
- 1.1.4 The statements and explanations contained in this RFP are intended to provide a better understanding to the Bidders about the subject matter of this RFP and should not be construed or interpreted as limiting in any way or manner the scope of services and obligations of the Operator set forth in the Agreement or the Authority’s rights to amend, alter, change, supplement or clarify the scope of work, the work to be awarded pursuant to this RFP or the terms thereof or herein contained. Consequently, any omissions, conflicts or contradictions in the Bidding Documents including this RFP are to be noted, interpreted and applied appropriately to give effect to this intent, and no claims on that account shall be entertained by the Authority.
- 1.1.5 The Authority shall receive Bids pursuant to this RFP in accordance with the terms set forth in this RFP and other documents to be provided by the Authority pursuant to this RFP, as modified, altered, amended and clarified from time to time by the Authority (collectively the “**Bidding Documents**”), and all Bids shall be prepared and submitted in accordance with such terms on or before the date specified in Clause 1.3 for submission of Bids (the “**Bid Due Date**”).

## 1.2 Brief description of Bidding Process

- 1.2.1 The Authority has adopted a two-stage bidding process (collectively referred to as the “**Bidding Process**”) for selection of the Bidder for award of the Project. The first stage (the “**Qualification Stage**”) of the process is technical evaluation of interested parties/ Consortia in accordance with the provisions of the RFP.
- 1.2.2 In the second stage, the aforesaid technically qualified agencies, including their successors, (the “**Bidders**”) shall be informed for opening of financial offers (the “**Bids**”) in accordance with the terms specified in the Bidding Documents. The Bid shall be valid for a period of not less than 120 (one hundred and twenty) days from the Bid Due Date.

- 1.2.3 The Bidding Documents include the draft Agreement for the Project which is enclosed along with and any addenda issued subsequent to this RFP Document, will be deemed to form part of the Bidding Documents.
- 1.2.4 A Bidder is required to deposit, along with its Bid, a bid security of Rs 5,00,000 ( Five Lakh Only) (the “**Bid Security**”), refundable not later than 120 (hundred and twenty) days from the Bid Due Date, except in the case of the Selected Bidder whose Bid Security shall be retained till it has provided a Performance Security under the Agreement. The Bidders will provide Bid Security as prescribed in the RFP. The Bid shall be summarily rejected if it is not accompanied by the Bid Security.
- 1.2.5 During the Bid Stage, Bidders are invited to examine the Project site in greater detail, and to carry out, at their cost, such studies as may be required for submitting their respective Bids for award of the **Concession** including implementation of the Project.
- 1.2.6 In this RFP, the term “**Successful bidder(s)**” shall mean the Bidder who secures the highest score from a weighted average of technical and financial scores together. The duration and other terms are pre-determined, as indicated in the draft Agreement, and the combined techno financial scores shall constitute the sole criteria for evaluation of Bids. Subject to the provisions of this RFP the Project will be awarded to the bidder securing the highest techno-financial score.
- 1.2.7 Generally, the Bidder scoring the highest techno-financial score shall be the Selected Bidder (“**the Highest Bidder**”). The remaining Bidders shall be kept in reserve and may, in accordance with the process specified in Clause 3 of this RFP, be invited to match the Bid submitted by the Bidder in case such Highest Bidder withdraws or is not selected for any reason. In the event that none of the other Bidders match the Bid of the Highest Bidder, the Authority may, in its discretion, either invite fresh Bids from the remaining Bidders or annul the Bidding Process.
- 1.2.8 The Operator shall, in consideration of its investment and services, be entitled to receive payments as detailed in subsequent sections of this RFP.
- 1.2.9 Details of the process to be followed at the Bid Stage and the terms thereof are spelt out in this RFP.
- 1.2.10 Any queries or request for additional information concerning this RFP shall be submitted by e-mail at [dr\\_santosh@brlp.in](mailto:dr_santosh@brlp.in) & [info@brlp.in](mailto:info@brlp.in) latest by 24.02.2018. The subject of the emails shall clearly bear the following identification/ title:

***“Queries/Request for Additional Information: RFP for Tent Arrangement, Main Programme Venue and Exhibition Area at Gandhi Maidan, Motihari, Bihar***

### 1.3 Schedule of Bidding Process

The Authority shall endeavor to adhere to the following schedule:

#	Event Description	Date
1	Last date for receiving queries	24/02/2018
2	Pre bid conference	26/02/2018 at 15:00 Hrs
3	Bid Submission date	06/03/2018 at 15:00 Hrs.
4	Bid Opening date	06/03/2018 at 15:30 Hrs.
5	Validity of bids	120 days from the last date of bid submission

### 1.4 Pre-Bid Conference

**The date, time and venue of the Pre-Bid Conference shall be:**

<b>Date</b>	: 26/02/2018
<b>Time</b>	: 15:00 Hrs
<b>Venue</b>	: Conference Hall, Bihar Rural Livelihoods Promotion Society, Annexe-II, Vidyut Bhawan, Bailey Road, Patna-800021

## **TENT ARRANGEMENT**

### **1. Scope of Work**

- 1.1. Successful bidder(s) shall be liable for 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 before 03 days of the event.
- 1.2. The successful bidder shall not assign, sub-let or transfer their interest in this agreement without written consent of Authority. Though he may outsource the particular task, however he will inform the authority of any activities which is proposed to be outsourced prior.
- 1.3. To design, construct, operate & maintain tent arrangement at the following location:

**Gandhi Maidan, Motihari, Bihar for 15,000 people**
- 1.4. The above mentioned sites may change according to the availability/suitability of the land. In case of shortage of the land to accommodate such numbers, additional land shall be allotted at separate location to make up for the shortage
- 1.5. To design, prepares the site, construct and maintain the accommodation areas and other amenities at Gandhi Maidan, Motihari, Bihar for the entire event.
- 1.6. The Operator shall be responsible for housekeeping of the entire venue including any other facility provided by any other agency appointed by the Government of Bihar.
- 1.7. It is envisaged that location shall at the minimum comprise of the following elements including preparation of the ground:

### **2. Dormitory Tents**

- 2.1. Tent accommodation unit for visitors along with beds, comfortable bedding & other facilities such as night lights, fan and air cooler, charging point, mirror etc.
- 2.2. Provision for adequate bedding (6 feet minimum) & chaddar along with pillow.
- 2.3. Adequate thick flooring to be provided on the base of each of the tent.
- 2.4. The quality of design, workmanship and service shall be the best for consistent with an International tent facility.
- 2.5. Appropriate provision for drinking (RO water) station in the area.
- 2.6. Adequate number of bathrooms and washrooms.
- 2.7. VIP waiting areas with attached toilets (Lounge area)
- 2.8. Office center with attached toilets.
- 2.9. Control room with adequate number of CCTVs covering the entire area.
- 2.10. Parking lots.

- 2.11. Appropriate Public Announcement systems.
- 2.12. Reception areas with adequate seating arrangement.
- 2.13. CPWD/PWD specification shall be followed unless specified otherwise, for civil, infrastructure and all semi-permanent works
- 2.14. All the material shall be conforming to IS codes or as approved by the Authority
- 2.15. Defective, cracked or torn materials shall not be used.
- 2.16. All tents shall be firmly grounded and stable against wind force, and dead- loads, considering the surrounding environment, wind force & rains.
- 2.17. Tents shall be designed and executed considering adverse weather conditions.
- 2.18. Joinery and supports should be properly engineered, firm and with good finish. No water should seep inside the tent.
- 2.19. Separate areas provisioning for bath of visitors and provision community toilets. It is envisaged that shower and toilet facilities will be provided separately for different genders. Care should be taken that adequate facility for drainage and sewerage be done, any leakages reported during the event shall attract suitable penalty by the authority.
- 2.20. Fire precaution shall be taken care of as per sub section 1 of section 26 of Bihar Fire Service Act 2014, erectors of pandals shall be deemed to be self- regulators for taking fire prevention and fire safety measures.
- 2.21. All the furniture should be firm, comfortable, traditional and as per functional requirements.
- 2.22. The accommodation structures shall have to be erected on a flat base. Adequate care to be taken to avoid sinking of structures in the soil/sand.
- 2.23. Adequate care and measures to be taken to prepare the area and structures for rain.
- 2.24. The operator shall also ensure systematic room/tent numbering and bed numbering for allotment. Booking system to visitors through MIS application/apps shall also be ensured by the operator.
- 2.25. The operator shall manage the tented facilities including housekeeping like maintaining toilets, drinking water facility, water supply for other works, electricity supply, cleanliness, garbage disposal, security, up keeping of the structures etc.
- 2.26. Provision for Medical facilities and security arrangement shall be provided by the operator.
- 2.27. Adequate Signages.

### **3. Kitchen Area**

- 3.1. A dedicated area needs to be allocated for hosting 'food services' on a daily basis with adequate capacity to serve the visitors housed at each of the location.
- 3.2. It is envisaged that there should be provision for 4 food halls to service the visitors for



service.

- 3.3. Food for visitors to be provided by the operator. Operator has to start from Lunch on 09.04.2018 to breakfast till 11.04.2018
- 3.4. The food hall shall comprise demarcated area for:
  - 3.4.1. the kitchen and
  - 3.4.2. serving food for visitors
- 3.5. The 'food hall' area must have all the infrastructural facilities like water, electricity supply etc. Separate water connection with adequate capacity to be provided for the food hall.
- 3.6. Adequate thick flooring to be provided on the base
- 3.7. The structures shall have to be erected on a firm platform.
- 3.8. Adequate care to be taken to avoid sinking of structures.
- 3.9. Drinking (RO) water stations of adequate capacity and covered dustbins at regular intervals across the site
- 3.10. Adequate safety measures to prevent any kind of food contamination.
- 3.11. Certificate from Food Inspectors.
- 3.12. Disposal of Waste – Compost
- 3.13. Healthy and hot food.
- 3.14. Dedicated team to manage services.

#### **4. Toilets and Washrooms**

- 4.1. It is estimated that a minimum of 1 toilet unit for 20 persons to be setup, the same will be a mix of WC (with bidet) and Indian style.
- 4.2. Temporary construction will be permissible and be preferred for the bathroom units having water connection; the design for the same shall be approved prior to construction of such structures.
- 4.3. Care to be taken all plumbing and elevation on platforms to be done properly to minimize spillage of water outside these units.
- 4.4. Proper elevation to be given to the drain pipes to avoid clogging and seeping of waste into the soil.
- 4.5. Stagnant water should not be present near any of these sites, any such case will attract suitable penalty by the Authority
- 4.6. The structures shall have to be erected on a firm base. Adequate care to be taken to avoid sinking of structures in the soil.

#### **5. Ecological Balance**

- 5.1. Notwithstanding anything mentioned in this RFP, the Operator shall ensure compliance with all applicable environmental laws and any guidelines which have been issued by a government authority from time to time.
- 5.2. The Operator shall maintain ecological balance by preventing deforestation, water pollution and defacing of natural landscape. The Operator shall also conduct his cleaning operations such as to prevent any avoidable destruction, scarring or defacing of natural surroundings in the vicinity of work.
- 5.3. Where destruction, scarring, damage or defacing may occur as a result of operations relating to Cleaning activities, the same shall be repaired, replanted or otherwise corrected at Operators expense. All work areas shall be smoothed and graded in a manner to confirm to natural appearance of the landscape as directed by the Engineer.
- 5.4. All trees and shrubbery, which are not specifically required to be cleared or removed for cleaning purposes, shall be preserved and shall be protected from any damage that may be caused by Operators cleaning operations and equipment. The removal of trees or shrubs will be permitted only after prior approval by the Engineer. Trees shall not be used for anchorage. The Operator shall be responsible for injuries to trees and shrubs caused by his operations. The term "injury" shall include, without limitation, bruising, scarring, tearing and breaking of roots, trunks or branches. All injured trees and shrubs shall be restored as nearly as practicable, without delay, to their original condition at Operators expenses.
- 5.5. In the conduct of cleaning activities and operation of equipment, the Operator shall utilize such practicable methods and devices as are reasonably available to control, and minimize air/noise pollution.
- 5.6. Separate payment shall not be made for complying with provisions of this clause and all cost shall be deemed to have been included in the price quote.
- 5.7. Operator shall use Environmental friendly chemical / detergents /reagents, for the purpose of Cleaning of structures.

**6. Safety Management and Responsibilities:**

- 6.1. Operator shall take all necessary safety measures to work where required and also maintain first aid arrangements for emergency
- 6.2. For all the works operator shall ensure proper rigid railings with spacing of members/openings not exceeding 150 mm, preferably chain-link fencing
- 6.3. The Operator shall be responsible for ensuring the fitness and safety of all persons employed at work. In this regard, the supervisor must be present on site at all times of work to carry out safety audit checks to ensure safety requirements are properly observed. Smoking & Consumption of Liquor in any form is not allowed on site.
- 6.4. The Operator is responsible to ensure that necessary and adequate personal protective equipment are all the times available for the service personnel working.
- 6.5. The carrying and consumption of intoxicating liquor, drugs or other substances that may affect the proper performance is strictly prohibited in the identified locations where work is to be carried out.
- 6.6. Security related arrangements shall have to be worked out by the operator and the cost of such arrangements shall be borne by the operator.

6.7. The Operator shall take necessary safety measures to work where required. Operator shall maintain first aid kit for emergency.

**7. Hygiene:**

7.1. Cleanliness in and around tents, housekeeping, cleaning, security, service staff etc. is scope of work of operator. Operator shall depute necessary number of skilled & trained manpower, as approved by BRLPS. Manpower deployment details are to be submitted in the technical bid along with other technical detail.

7.2. Emptying soak pits on daily basis or as per requirements including entire system pertaining to tents & other relevant structures, dining hall etc (by mechanical means only) & disposal; maintenance of same and cleanliness of is scope of work of Operator.

7.3. The garbage shall be collected in bags during cleaning and shall be disposed off by the operator outside the site area in disposal yard / scrap yard / Location identified by Bidder and getting prior approval from the Competent Authority. The Bio Degradable waste and Hazardous waste shall be collected and transported in separate bins / bags as per applicable law / Instruction from Authority official / Competent Authority. Solid Waste disposal system should be connected to all sewers which developed at venue or disposal off through suitable system as decided by Authority.

**8. Supply and Cleaning of Dust Bins**

8.1. The Operator shall supply adequate number of covered Small and Big dust bins with the approval of Authority. Samples to be approved by Authority.

8.2. Each service room shall be provided with covered dustbins of small size.

8.3. At various locations big dust bins with covers and plastic bag inside for waste collection shall be in adequate quantity.

8.4. Dustbins shall be cleaned as per the requirement on daily basis.

8.5. Adequate number of spare dust bins shall be kept to replace damaged /dirty dust bins.

8.6. Big size Garbage bin (metal container) shall be provided in adequate numbers with covers to finally collect the waste/garbage. These Garbage bin shall be provided with a disposable plastic cover inside. Such Garbage bin should be sealed & be emptied in the designated locations. The dustbins to be transported in sealed condition only. Spare Garbage bins shall be kept when Garbage bin are sent for waste disposal. The Garbage bins are to be kept in neat and clean manner & should be cleaned and washed on daily basis

**9. Cleaning & sanitation of Bathrooms & Toilets:**

9.1. Toilets shall be provided with necessary P-traps, Floor traps, Gully traps chamber with cover. The drain pipes connecting the toilets/bathrooms to have adequate movement place for the sweepers/cleaners

9.2. The Bathrooms & Toilets provided in the different premises are to be cleaned and to be kept neat & in hygienic condition regularly.

9.3. It is to be ensured that no water seepage or water stagnation occurs either in front or on the back of the Toilets/bathrooms.

- 9.4. Necessary disinfectant is to be used for cleaning of toilets/ urinals/wash basins & flooring. Liquid soap, toilet tissues, odors etc. to be provided on consumable basis as & when required at the cost of Operator. These items should be made available in the adequate quantity at various places in the Bathrooms & Toilets etc.
- 9.5. The Daily chart for cleaning of Bath Rooms and Toilets shall be available on demand by the Bidder or the Authority.
- 9.6. The fittings installed in bath room & Toilets shall be checked in each shift and status for any damage, theft shall be hand over to next shift and be reported to Authority's staff.
- 9.7. The drain pipes to be properly levelled, to avoid accumulation of waste. If there are blockages in the Sewage/water supply pipes they shall be attended immediately. The water leakage in pipe fittings i.e. Taps, Bends, Valves etc. to be attended immediately. The Operator shall make his own arrangements with the approval of the Authority for installation of such damages. The replacement fittings should match the original fittings standards and brand. The blockage / leakage or any type of attention required for sanitary fittings like Washbasins, Cisterns, and W.C. pans etc. to be made immediately. If any fitting required for replacement, the Operator shall make his own arrangements with the approval of Authority.
- 9.8. The washbasins, cisterns etc. if overflows due to blockage or due to any defects in the fittings should be attended immediately. The over flow in water tanks shall attend immediately.
- 9.9. Toilets shall be made of fibre/ sunglass and roofing with fibre of suitable size as per standard Indian/Western Commode pan with foot rests. Water tap lighting & ventilation provision shall be made. Compartments shall also have septic tank/bio digester facility.
- 9.10. Water supply arrangements with sufficient storage capacity shall be made.
- 9.11. Urinals will have facility for collection tank and attached to soak pits.
- 9.12. Round the clock maintenance of the toilets shall be done with one Housekeeping (well dressed and groomed attendant) in each shift for every 10 units equipped with all cleaning equipment and cleaning material.
- 9.13. There will be separate set of sweepers and cleaning staff for the bathroom and toilet areas.
- 9.14. After completion of the programme the entire structure shall be removed from the site and site should be cleared.

#### **10. Cleaning of drainage system within Tent Arrangement Area**

- 10.1. The drains provided at different locations, sub surface drains along the service roads, etc. to be cleaned regularly and ensure that no blockage of water should occurs. If any blockage occurs, it should be removed immediately & disposed off to the approved locations. While cleaning proper care should be taken to avoid any accidents. While removing the cover slabs proper care should be taken so that no cover slabs should be broken and the cover slab should be put back after the completion of cleaning work.
- 10.2. The sewerage shall have to be connected to nearest available drain/sewer manhole/sock pit; if not available proper arrangement shall be made / constructed.

Scope of works includes complete arrangement for solid waste disposal works which are technically & structurally sound and as per approval of Authority/Competent Authority.

## **11. Electrical**

- 11.1. High mast High Pressure Mercury Vapor/ Metal Halide/ High Pressure Sodium Vapor within/around the premises in required numbers.
- 11.2. All electrical materials to be used like wires, cables, switchgears, fuse switch units, metal clad switches, Insulation tap, lugs, cable glands etc. should be with I.S.I. mark & FRLS type.
- 11.3. In any case, CPWD electrical specifications for material and workmanship should be followed as a minimum requirement.
- 11.4. Where explicit specifications are not available, the work shall be executed as per the instruction of the Authority
- 11.5. The operator or his sub operator must have Electrical License from Govt. body.
- 11.6. The electrical work should be done in presence of electrical supervisor (approved by Government) of the Electrical License Holder Contractor.
- 11.7. Electrical Power should be taken from the mains provided by Authority and DG sets should be used as 100% standby power source.
- 11.8. All approvals regarding temporary power connection and electrical installations from the concerned authorities are in the scope of private operator.
- 11.9. Mains Wiring and cabling (with Servo Stabilizer/stabilizer)
- 11.10. Mains of halogen should be taken from nearest power distribution board. Size of mains should be adequate according to the circuit load.
- 11.11. All wiring should be in rigid PVC conduit & suitable size of FRLS type. All circuits should be protected with 30mA ELCB.
- 11.12. Joints in MAINS wiring should be with connector & not with insulation tap. These joints should not be in contact with cloth curtains or such inflammable materials.
- 11.13. All cable or wire joints should be in proper manner with connector or jointing kits. Wiring along with cloth should be done within conduit.
- 11.14. All cables must be armored cables. Use of insulation damaged cables should be avoided. Minor cuts on cable insulation should be properly insulated with insulation tape.
- 11.15. All cables must be laid underground with proper depth.
- 11.16. All cables should be properly gladded and terminated with proper size of lugs
- 11.17. The Mains shall be with ISI marked PVC insulated wire with copper conductor as specified (No flexible wires are allowed) the size of phase and neutral shall be same, while the size of earth conductor shall be as specified in the item. The number and size of conductor shall be as specified in the item. All wires shall be single core solid PVC insulated as per IS: 634 and shall be 660 V/1100V grade. All wires shall be as per color code viz. Red for R phase, Yellow for Y phase, Blue for

B phase, Black for neutral, Green for earth conductor.

- 11.18. Necessary connections to control switchgear, MCB/ ELCB Dist. board, plug etc. shall be made firmly as per requirement and as instructed by in- charge- electrical engineer
- 11.19. Point Wiring in Structures (LIGHT, BELL, FAN & PLUG) (with Servo Stabilizer/stabilizer)
- 11.20. The point wiring shall be confirmed to IS: 5908 - 1970. A point shall consist of the branch wiring from the branch distribution board (switch board) together with a switch as required, as far as and including the ceiling rose or socket- outlet or suitable termination. A three-pin socket-outlet point shall include, in addition, the connecting wire or cable from the earth pin to the earth stud of the branch distribution board.
- 11.21. The installation shall generally be carried out in conformity with the requirements of the Indian Electricity Act, 1910, as amended up to date and the Indian Electricity Rules, 1956.
- 11.22. The point wiring shall be carried out in under mentioned manner :
  - 11.22.1. Supply, installation, fixing of conduits with necessary accessories, junction/inspection/switch/outlet boxes.
  - 11.22.2. Supplying and drawing of wires of required size including insulated earth continuity wire.
  - 11.22.3. Supply, installation and connection of Modular switches, sockets, switch plates, fan regulators etc. as specified.
  - 11.22.4. The point shall be complete with branch wiring from the first switch board to the outlet point through other loop. Switch boards if necessary in a circuit, conduit with accessories, junction, inspection boxes, control switch, socket outlet boxes, ceiling roses, connector etc.
  - 11.22.5. Unless otherwise mentioned, the system of wiring shall consist of single core 650/1100 volt grade PVC insulated wire with copper conductor laid through exposed surface mounted/concealed in wall and ceiling rigid PVC pipe/rigid steel conduits/PVC oval conduit/PVC casing-N Capping/trunking etc. as specified.
  - 11.22.6. The rigid PVC pipe shall confirm to IS:9537 with minimum wall thickness of 1.5mm. The corresponding accessories shall confirm to IS:3419. The minimum diameter of pipe shall be 20 mm.
  - 11.22.7. The wiring shall be as per color code viz. Red for R phase, Yellow for Y phase, Blue for B phase, Black for neutral, Green for earth, Grey for control, white for bell point and all off wires shall be same as phase wire. The wiring shall be done in a looping manner. All looping shall be made only in switch boards.
  - 11.22.8. The switches and socket outlets shall be Modular type with silver- coated contacts with ISI marked IS: 3854
  - 11.22.9. The Conduit run on surfaces shall be supported on metallic 1.2mm thick saddles/heavy duty PVC saddles which in turn shall securely screwed to

wall or ceiling. Saddles shall be at intervals of not more than 500 mm. Fixing screws shall be with round or cheese head and of rust-proof materials. No cross-over of conduits shall be allowed. Unless it is unavoidable. The entire conduit installation shall be clean and neat in appearance

- 11.22.10. The Maximum load of each circuit shall not exceed 800 watts and maximum points of each circuit shall not exceed 10 points. Where wiring passes through wall, care shall be taken to see that wire pass very freely through protective pipe [rigid steel conduit / rigid pvc pipe / porcelain tube and that the wires pass through without any twist or cross in wires, or either ends of holes
- 11.23. Fans & Air Coolers – (with Servo Stabilizer/stabilizer): All fans and air coolers should run hum free. Proper care should be taken for providing space for connections.
- 11.24. Separate Power Distribution Board: Each structure should have separate power distribution board (TPN switch each power distribution board, TPN switch) should be mounted on wooden block board and should be raised from ground. This entire structure should be properly fixed to ground.
- 11.25. There should not be any connection outside Distribution board. Every neutral wire should be properly connected to neutral strip.
- 11.26. All fuse used must be properly rated. Rewiring of damaged fuses is not allowed. All Power DB should be properly earthed
- 11.27. Earthing
  - 11.27.1. Each Power Distribution board should have pipe earthing
  - 11.27.2. All metallic structures of the venue should be properly earthed
  - 11.27.3. The earthing of an installation shall confirm to I.E. Electricity Rules, IS-3043, latest edition and I.E.E. The copper earth plates should be tinned before installation. The earth plates of Cast iron, having size of 30 x 30 x 0.35 cms in separate pit. Specially prepared 2.5 mtr deep with necessary to real moist earth surface. The earth pit should be provided with 38 MM dia GI Pipe 2 mtr long. Alternative layers of salt and coke shall be provided surrounding the plate. The pits shall be filled when the plates are in position. The earthing resistance of each earth plate should be measured by resistance meter.

## **12. Fire:**

The successful applicant shall apply fire resistant coating which shall be non- allergic, odourless, non-toxic, VOC free, non-carcinogenic, and earth friendly clear fire retardant of “Flame Resists” or equivalent as approved by the Committee members/ Authority on all internal and external structures wherever applicable including stage and as and where specified by s/Client.

## **13. Accidents:**

- 13.1. It shall be the sole responsibility of the Operator to adopt all the safety measures & deploy personnel who are adequately trained in safety.
- 13.2. If any accident occurs due to operations or due to negligence on the part of the

Operators personnel it shall be the full responsibility of the Operator.

- 13.3. If any damage occurs to the structures/ material & equipment as well as rolling stock due to erection operations, the cost of damage will be recovered from the Operators bill.

#### **14. Measures against Insect and Pest Nuisance**

The Operator 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 the same. The operator 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 operator shall install repellent at site as required.

#### **15. Alcoholic Liquor or Drugs**

The operator shall not, 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 labor.

#### **16. Arms & Ammunition**

The Agency 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.

#### **17. Other Instructions**

- 17.1. The successful applicant has to submit hard and soft copy of all drawings and specifications in a soft version as specified by Authority.
- 17.2. The Operator would have to incur expenditure necessary to prepare the site (including levelling), provide, set up, run and manage the tents and related infrastructure & hospitality services as one point solution provider for the entire duration of the event
- 17.3. Operator shall provide tents per the specifications prescribed under the Scope of Work. Details of infrastructures, facilities & services are to be submitted by the Bidder. The final services & structures shall be provided by operator as per approval of Authority
- 17.4. Preparation of required documents and certificates to obtain approvals from Government/Authority/UDA/MC other agencies and overall coordination and follow-up with agencies for getting approvals, certificates to be completed before 10 days of event start
- 17.5. Tent Provider should comply and obtain all statutory approvals required per law, including environmental clearance, licensed electrical Operator, clearances & License from Labour department etc.
- 17.6. Tent Provider shall undertake to complete their professional services by the date hereafter, in accordance with the instruction by the Authority. Tent Provider shall furnish the schedule of implementation to the Authority before signing the Agreement so that systematic and timely monitoring of the project can be done
- 17.7. Agency shall return the site on pre -project condition at end of the duration under



the RFP. Failure to which, operator shall be levied heavy penalty as decided by Authority management.

- 17.8. The operator shall undertake the execution of all related ancillary services such as:
- 17.9. Plumbing, Liquid & Solid sanitation & solid waste management
- 17.10. Electrical supplies and connections etc.
- 17.11. Water works
- 17.12. Interior and exterior furnishings with traditional decorations
- 17.13. The operator shall have to bear the all expenditure regarding getting temporary connections, all deposits, usage charges and any other chargeable expenses for all ancillary services, as listed in Scope of Work and any other arrangements required
- 17.14. The expenses towards electricity usage & water usage shall be payable by operator based on actual consumption including all taxes & levies directly to concerned authorities and the same shall be borne completely by the bidder.
- 17.15. In case of non-availability of such facilities, operator shall manage to get these facilities on his own cost & resources
- 17.16. Any other charges/ statutory tolls/levies/ dues not covered above shall also be payable by operator
- 17.17. Operator shall depute necessary skilled & trained manpower, as approved by Authority. Manpower deployment details are to be submitted in the technical bid along with other technical detail. The operator shall deploy Clerical Staff, Consulting Engineers- Civil, Electrical, Structural and Plumbing consultants and other Professional persons required to be consulted by Authority for the purpose of the tent facility
- 17.18. The Operator shall arrange for DG set for 100% back up with all accessories, consumables, cabling, change over switches, panel board etc. complete at his cost.
- 17.19. The successful bidder(s) shall make all necessary arrangements for water, and electricity including drinking water for visitors, service persons and staff from outside source. The Authority shall assist the Operator in providing necessary administrative support to get various approvals from various governments departments.
- 17.20. Water supply at site. All the cost pertaining to getting temporary connections of adequate capacity, usage charges, installation charges etc shall be borne by the private operator.
- 17.21. The successful applicant shall have to do liaison, to arrange for Fire Fighters, through concerned authorities.
- 17.22. 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 the approved layout plan

- 17.23. The complete soak pit & relevant network shall have to be connected to nearest available drain/sewer manhole at operators cost
- 17.24. The successful applicant shall inform about all the structures and their type it proposes to use for setting up of tent erection. Designing and accommodation of structures are to be done accordingly
- 17.25. Quality and finishing of all structures will be reviewed after final execution of work.
- 17.26. 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/ Authority.
- 17.27. 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
- 17.28. The operator shall clear the site on possession and hand over back the site once the tent facility is over in to pre-tent facility condition within seven days of the completion of event.
- 17.29. In case on non- availability of water supply connection nor electricity connection, the operator shall arrange for all temporary means for electricity & water supply i.e. on generator based for electricity & water supply shall be provided by means of water tankers or equivalent arrangements which is to be ensured by the bidder at all times, the Authority shall not make any payments for the same. The operator shall have to arrange from the point for themselves with all fittings & cabling. Fire safety and other safety measures must be followed by operator as per prescribed rules & regulations, the cost for the same shall be borne by the operator.
- 17.30. All transportation charges including loading and unloading charges for Consumables, cleaning/Washing Reagents, Materials, Tools, Machinery/Plants and throwing of garbage outside of site premises to disposal yards / scrap yard shall be borne by the private operator.
- 17.31. The Bidder shall arrange and make liaison Bihar Electricity Board (BEB) for power or as applicable. Operator shall provide for generator back-up for the tent facility for critical functions and services if required. The Operator shall have to do liaison, bear the cost of arranging electric connection. No reimbursement or additional charge will be given to the tent provider by the Authority.
- 17.32. CPWD specification shall be followed unless specified otherwise, for civil, infrastructure cc. All the material shall be conforming to IS codes or as approved by the Authority.
- 17.33. Where the word states waterproof, it shall be fully waterproof with surrounding walls and ceiling.
- 17.34. Signage to be in Hindi and English, height and letter size should be clearly visible.
- 17.35. There must be smooth entry and exit to the tent structure. The movement within the Venue shall be barrier free and also be friendly to differently abled persons
- 17.36. Barricading shall be in proper alignment and free from any protruding objects
- 17.37. Necessary safety railings/nets shall be provided throughout the site and necessary safety measures shall be taken to ensure the safe working conditions during the

installation and subsequent to installation of the structures.

- 17.38. Staff members shall bear proper identity cards issued by the Operator and shall produce the same whenever demanded by the security deputed in the venue any time during construction, exhibition and demolition period.
- 17.39. Tent Provider shall not permit any member of his staff to cook, wash himself, his clothes or utensils anywhere inside the tents area/clusters
- 17.40. All empty cartons and crates must be labelled and removed from the exhibition grounds
- 17.41. No overnight parking of trucks or tempos is permitted at the Tents area / property during move-ins, show hours and move-outs
- 17.42. Open drains & Channels shall be covered properly
- 17.43. Tent shall be supplied and erected with all facilities completely on given date in all respects
- 17.44. If any other additional work is added the Operator will be required to take prior written approval along with the cost from the Authority.
- 17.45. The general and technical specification given in the tender booklet (RFP) shall be considered as a part of agreement. The material shall be approved as per relevant IS specification and shall be approved by the Authority in charge before executing the work
- 17.46. The Operators supervisor is responsible for ensuring that the workers comply with the safety rules at work.
- 17.47. The land and any infrastructure created/existing at the sites are property of Govt. of Bihar. The ground /land would be provided by the Authority for setting up of the tents on "As-is, Where-is basis".
- 17.48. Authority will provide necessary administrative support to assist operator to get approvals for electricity, water and related services required to operate the tents by operator.
- 17.49. The authority shall depute site managers to report the progress and status of the site. Any deviation/delay reported, the same will have to be resolved by the operator in a time bound manner, failure to do so shall result in suitable penalty.
- 17.50. Cost of all the works necessary to carry out for successful organization of tent erection including but not limited to deploying necessary manpower for security and housekeeping, equipment, facilities, structures, services etc., shall have to be carried out by the successful bidder (operator).
- 17.51. The Bidder shall quote the lump-sum chargers for developing the structures associated with the event along with all the services listed out in the scope of work. Financial evaluation will be done for the total rate quoted along with the additional tents, if required. *(The Additional Tents shall be used by the Authority for calculation purposes if demand for any additional tents arises during the event).*
- 17.52. A detailed description of facilities required at the sites is provided in the RFP. Bidders are expected to provide their own layout and design for the identified areas at Gandhi Maidan, Motihari, Bihar which shall incorporate each of the above

mentioned elements.

**Note:**

- a) The expenses towards electricity usage shall be payable by operator based on actual consumption including all taxes & levies. This shall be payable directly to the concerned authorities by the operator.
- b) Any other charges/ statutory tolls/levies/dues not covered above shall also be payable by operator.
- c) Agency shall visit the site before bidding for RFP. Agency shall arrange for necessary site clearance levelling and other activities on its own, any cost associated with the site preparation shall be borne by the operator.
- d) Agency shall return the site on pre-tent facility condition at end of the duration under the RFP. Failure to which, operator shall be levied heavy penalty by the Authority.
- e) Tent Provider shall not, without the written sanction of the Authority, make any deviation in the approved plans, details, specifications, etc.
- f) Drawing, plans and specification are the property and ownership of the Authority, irrespective of whether the work for which they are made has been executed or not.
- g) If there is any ambiguity or contradictory found/observed in the tender document between technical bid and financial bid, the Bidder shall bring it to the notice of the Authority/ appointed by the Authority at the time of pre-bid meeting/conference.
- h) Bidders are advised to quote their cost only after actual site survey. The Authority may at their discretion issue written orders for any addition in the scope of work. The operator shall be eligible for payment of such works, subject to such written orders by the Authority.
- i) Any deviation in the scope of the work should be done after written permission from the Authority and if so the event manager is under obligation to bring it to the notice of Authority immediately. After taking written consent of the Authority extra work whatsoever is done, the payment will be done taking in view the market price for the same.
- j) All the manpower deployed by the Agency shall have Uniform, Cap and ID Card.
- k) Safety equipment for the workers.

## **2. FOR MAIN PROGRAMME VENUE**

### **1. Scope of Work**

- 1.1. Successful bidder(s) shall be liable for all necessary concept planning, layout, design 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 the operator before handing over of the ready site.
- 1.2. The successful bidder shall not assign sub-let or transfer their interest in this agreement without written consent of Authority. Though he may outsource the particular task, however he will inform the authority of any activities which is proposed to be outsourced prior.
- 1.3. To design, construct, operate and maintain a Main Programme Venue at the following location for the main programme:
  - 1.3.1. Gandhi Maidan, Motihari, Bihar with a seating capacity of minimum 20,000 people at a time.**
- 1.4. To design, construct, operate and maintain parking arrangement vehicle during the period of main programme.
- 1.5. It is envisaged that the Main Programme Venue shall at the minimum comprise of the following elements including preparation of ground:
  - 1.5.1. Main Programme Venue (German Tent/Aluminum hanger) along with a stage for proper seating arrangement of VVIPs and VIPs. The capacity of the Main programme Venue should be able to have minimum 20,000 visitors seated on chairs. The stage along with the entire floor area of the German Hanger shall have to be erected on firm hard plywood base. Aisle must always be kept clear for the visitors. The stage should have decorative carpeting as per discussion with the Authority.
  - 1.5.2. The main programme venue shall be firmly grounded and stable against wind force and dead-loads considering the surrounding environment and rains.
  - 1.5.3. Operator shall arrange green carpeting of the entire general public area.
  - 1.5.4. Operator shall arrange appropriate acoustic system that can be heard audibly.
  - 1.5.5. Operator has to provide necessary crowd control (Que Managers) to be in place.
  - 1.5.6. The stage should be of adequate size and height and the decoration of stage with cut-outs / backdrops/hoardings / 3D insignia / flowers will be as per the instruction given by the Authority.
  - 1.5.7. The main programme venue should have all arrangements like LCDs, appropriate sound System with a professional anchor for anchoring the programme.
  - 1.5.8. High Mast High Pressure Mercury Vapor/ Metal Halide/ High Pressure Sodium Vapor within/around the premises in required numbers.
  - 1.5.9. The main programme venue should have proper lighting arrangement with Generator backup.

- 1.5.10. The main programme venue should have a strong and proper barricading. The security arrangement for the main programme venue is to be arranged by the agency (operator).
  - 1.5.11. The main programme venue should have proper furniture for VVIPs and VIPs and other dignitaries. There should be attached toilet facilities for VVIPs and VIPs. Maintenance of toilets and main programme venue area will be maintained by the operator.
  - 1.5.12. Adequate number of Urinals separately for male and female with water facilities.
  - 1.5.13. All electrical materials to be used should be as per the arrangement detailed in the Tent Arrangement.
  - 1.5.14. Arrangement of sufficient number of Air Conditioners, Fans, Air Coolers should be made for the stage.
  - 1.5.15. Proper Fire Safety arrangement shall be made by the operator as per details given in the Tent Accommodation
  - 1.5.16. Drinking (RO) water stations of adequate capacity and covered dustbins.
  - 1.5.17. Adequate Crowd Control measures for the main programme venue site (entry and exit)
  - 1.5.18. Entry and Exit gates.
  - 1.5.19. All necessary safety measure is to be maintained and maintenance of first aid arrangement for emergency.
  - 1.5.20. The operator shall be responsible for ensuring the fitness and safety of all persons employed at work. In this regard, the supervisor must be present on site at all the times of work to carry out safety audit checks and to ensure safety requirements are properly observed.
  - 1.5.21. Security related arrangement shall have to be worked by the operator and the cost of such arrangement shall be borne by the operator.
  - 1.5.22. The operator shall take necessary safety measures to work where required. Operator shall maintain first aid kit for emergency.
  - 1.5.23. Proper hygiene at the main programme venue is to be maintained by the operator.
  - 1.5.24. Fire precaution shall be as per the arrangement detailed in the Tent Arrangement.
  - 1.5.25. Notwithstanding anything mentioned in this RFP, the operator shall ensure compliance with all applicable environmental laws and any guidelines which have been issued by the government authority from time to time.
- 1.6. Bidder has to quote lumpsum price for the entire arrangement of Main Programme Venue.

## **2.FOR EXHIBITION AREA**

### **1. Scope of Work**

#### **1.1. Display cum Sale Stalls of various sizes**

Operator shall arrange green carpeting of the entire Exhibition Area.

Stalls will be in different arrangements. 50 stalls will be in Hangers, Each stall of various sizes would have two plastic chairs, four display tables and one Waste Paper basket. Each stall would be decorated with flex/banner as description given by the. Hanger Stalls should be with adequate lighting arrangements –two Mercury Fluorescent Tubular Lamp /LED, one fan and one Power plugs.

**One medical help desk of 10'x10'** size with four (plastic) chairs, two tables, one bed & light/fan with required numbers of Power plugs & fire extinguisher.

#### **1.2. Lighting arrangements:**

1.2.1. To ensure 24X7 **electric supplies in the Exhibition Area** through normal electric supply has to be done by the operator.

1.2.2. High Mast High Pressure Mercury Vapor/ Metal Halide/ High Pressure Sodium Vapor within/around the premises in required numbers.

1.2.3. Specialized lighting arrangements at Main entrance gate along with required number of spot lights.

1.2.4. Proper lighting arrangements along with required number of spot lights at exit gates.

1.2.5. Entry/all Exit Gates are equipped with emergency exit lights.

1.2.6. Provision of sufficient number of emergency lights to ensure safe public movement in case of power failure.

1.2.7. Standby power arrangements have been made which facilitate standby power for over all lighting and automatically switches on within 30 seconds in the event of power failure.

1.2.8. Electrical wiring under carpets is a potential fire risk. Wherever this is unavoidable, adequate precautions should be taken by covering the wiring by wooden ramps.

1.2.9. All electrical joints must be fully insulated and MCB be used to prevent over loading.

#### **1.3. Hygiene & Cleanliness**

1.3.1. Temporary standard size toilets (25 for Male and 25 for Female) are to be provided by the operator.

1.3.2. Sufficient Number of Wash Basins is to be provided by the operator.

1.3.3. Drinking Water - To ensure availability of pure drinking water in the Exhibition Area, a temporary connection to be taken and on the received receipt of water

bill, settlement should be done by the operator. Separate arrangements of packaged Drinking water to be arranged for VIPs/VVIPs and Authority staffs.

1.3.4. Big Dustbins should be provided in the entire exhibition area with proper waste management.

**1.4. Cultural Program -**

1.4.1. **Stage of 3'x40'x30'**(Height x Length x Wide) with Dias table for 6 persons with flower bouquet, one lectern table with cordless mike and speakers, ceiling fan/table fan & well arrangements of proper light. There would be sitting arrangements for approximately 20000 (Twenty Thousand people) in premise with Light/fan & banquet chairs Adequate sound system to support various stage shows has to be arranged. The front row for audience will have sofa/table for VIPs/VVIPs.

1.4.2. Two Green rooms of 10'x10' size for each (gents/ladies) with proper light/fan, two table and six (plastic) chairs & two mirrors in both green rooms.

1.4.3. Decoration of stage with cut-outs / back drops /hordings / 3D insignia / flowers.

1.4.4. Two anchors of national repute for conducting cultural programs.

1.4.5. Firefighting arrangement, security arrangement with entry/exit gate shall be arranged by the operator.



### 3.INSTRUCTIONS TO BIDDERS

#### 1. GENERAL

##### 1.1. General terms of Bidding

- 1.1.1 No Bidder shall submit more than one Bid for the Project. A Bidder bidding individually shall not be entitled to submit another bid either individually or otherwise.
- 1.1.2 Notwithstanding anything to the contrary contained in this RFP, the detailed terms specified in the draft Agreement shall have overriding effect; provided, however, that any conditions or obligations imposed on the Bidder hereunder shall continue to have effect in addition to its obligations under the Agreement.
- 1.1.3 The Bid should be furnished in the format at **Appendix–I**, clearly indicating the bid amount in both figures and words, in Indian Rupees, and signed by the Bidder's authorized signatory. In the event of any difference between figures and words, the amount indicated in words shall be taken into account.
- 1.1.4 The Bid shall consist of a technical and financial proposal, to be provided by the Bidder. The Authority shall be liable to pay a fee to the Operator as per the terms and conditions of this RFP and the provisions of the Agreement.
- 1.1.5 The Bidder shall pay **Bid Cost (non refundable) of INR 2,000/-** (Two Thousand Only) through e-payment mode (i.e. NEFT/RTGS, Credit/Debit Card & Net Banking only).
- 1.1.6 The Bidder shall pay a **Bid Security of INR 5,00,000/-** (Rupees Five Lakhs only) through e-payment mode (i.e. NEFT/RTGS, Credit/Debit Card & Net Banking only)
- 1.1.7 The **validity period of the Bid Security** shall not be less than 120 (one hundred and twenty) days from the Bid Due Date and may be extended as may be mutually agreed between the Authority and the Bidder. The Bid shall be summarily rejected if it is not accompanied by the Bid Security. The Bid Security shall be refundable no later than 120 (one hundred twenty) days from the Bid Due Date except in the case of the Selected Bidder whose Bid Security shall be retained till it has provided a Performance Security under the Agreement.
- 1.1.8 The Bidder should submit a **Power of Attorney** as per the format at **Appendix–III**, authorising the signatory of the Bid to commit the Bidder.
- 1.1.9 Any condition or qualification or any other stipulation contained in the Bid shall render the Bid liable to rejection as a non-responsive Bid at the discretion of the Authority.
- 1.1.10 The Bid and all communications in relation to or concerning the Bidding Documents and the Bid shall be in English language.
- 1.1.11 The documents including this RFP and all attached documents, provided by the Authority are and shall remain or become the properties of the Authority and are transmitted to the Bidders solely for the purpose of preparation and the submission of a Bid in accordance herewith. Bidders are to treat all information as strictly confidential and shall not use it for any purpose other than for preparation and submission of their Bid. The provisions of this shall apply *mutatis mutandis* to Bids and all other documents submitted by the Bidders, and the Authority will not return

to the Bidders any Bid, document or any information provided along therewith.

1.1.12 A Bidder shall not have a conflict of interest (the “**Conflict of Interest**”) that affects the Bidding Process. Any Bidder found to have a Conflict of Interest shall be disqualified. In the event of disqualification, the Authority shall be entitled to forfeit and appropriate **the Bid Security or Performance Security**, as the case may be, as mutually agreed genuine pre-estimated loss and damage likely to be suffered and incurred by the Authority and not by way of penalty for, *inter alia*, the time, cost and effort of the Authority, including consideration of such Bidders proposal (the “**Damages**”), without prejudice to any other right or remedy that may be available to the Authority under the Bidding Documents and/ or the Agreement or otherwise. Without limiting the generality of the above, a Bidder shall be deemed to have a Conflict of Interest affecting the Bidding Process, if:

- 1.1.12.1. the Bidder, its Member or Associate (or any constituent thereof) and any other Bidder, its Member or any Associate thereof (or any constituent thereof) have common controlling shareholders or other ownership interest; provided that this disqualification shall not apply in cases where the direct or indirect shareholding of a Bidder, its Member or an Associate thereof (or any shareholder thereof having a shareholding of more than 5% (five per cent) of the paid up and subscribed share capital of such Bidder, Member or Associate, as the case may be) in the other Bidder, its Member or Associate, is less than 5% (five per cent) of the subscribed and paid up equity share capital thereof; provided further that this disqualification shall not apply to any ownership by a bank, insurance company, pension fund or a public financial institution referred to in sub-section (72) of section 2 of the Companies Act, 2013. For the purposes of this Clause, indirect shareholding held through one or more intermediate persons shall be computed as follows: (aa) where any intermediary is controlled by a person through management control or otherwise, the entire shareholding held by such controlled intermediary in any other person (the “**Subject Person**”) shall be taken into account for computing the shareholding of such controlling person in the Subject Person; and (bb) subject always to sub- clause (aa) above, where a person does not exercise control over an intermediary, which has shareholding in the Subject Person, the computation of indirect shareholding of such person in the Subject Person shall be undertaken on a proportionate basis; provided, however, that no such shareholding shall be reckoned under this sub-clause (bb) if the shareholding of such person in the intermediary is less than 26% of the subscribed and paid up equity shareholding of such intermediary; or
- 1.1.12.2. a constituent of such Bidder is also a constituent of another Bidder; or
- 1.1.12.3. such Bidder, its Member or any Associate thereof receives or has received any direct or indirect subsidy, grant, concessional loan or subordinated debt from any other Bidder, its Member or Associate, or has provided any such subsidy, grant, concessional loan or subordinated debt to any other Bidder, its Member or any Associate thereof; or
- 1.1.12.4. such Bidder has the same legal representative for purposes of this Bid as any other Bidder; or

- 1.1.12.5. such Bidder, or any Associate thereof, has a relationship with another Bidder, or any Associate thereof, directly or through common third party/ parties, that puts either or both of them in a position to have access to each others information about, or to influence the Bid of either or each other; or
- 1.1.12.6. such Bidder or any Associate thereof has participated as a consultant to the Authority in the preparation of any documents, design or technical specifications of the Project.
- 1.1.13. A Bidder shall be liable for disqualification and forfeiture of Bid Security if any legal, financial or technical adviser of the Authority in relation to the Project is engaged by the Bidder, its Members or any Associate thereof, as the case may be, in any manner for matters related to or incidental to such Project during the Bidding Process or subsequent to the (i) issue of the LOA or (ii) execution of the Agreement. In the event any such adviser is engaged by the Selected Bidder or Operator, as the case may be, after issue of the LOA or execution of the Agreement for matters related or incidental to the Project, then notwithstanding anything to the contrary contained herein or in the LOA or the Agreement and without prejudice to any other right or remedy of the Authority, including the forfeiture and appropriation of the Bid Security or Performance Security, as the case may be, which the Authority may have thereunder or otherwise, the LOA or the Agreement, as the case may be, shall be liable to be terminated without the Authority being liable in any manner whatsoever to the Selected Bidder or Operator for the same. For the avoidance of doubt, this disqualification shall not apply where such adviser was engaged by the Bidder, its Member or Associate in the past but its assignment expired or was terminated prior to the Application Due Date. Nor will this disqualification apply where such adviser is engaged after a period of 3 (three) years from the date of commercial operation of the Project.
- 1.1.14. This RFP is not transferable.
- 1.1.15. Any award pursuant to this RFP shall be subject to the terms of Bidding Documents.

## **1.2. Cost of Bidding**

The Bidders shall be responsible for all of the costs associated with the preparation of their Bids and their participation in the Bidding Process. The Authority will not be responsible or in any way liable for such costs, regardless of the conduct or outcome of the Bidding Process.

## **1.3. Site visit and verification of information**

1.3.1. Bidders are encouraged to submit their respective Bids after visiting the Project site and ascertaining for themselves the site conditions, traffic, location, surroundings, climate, availability of power, water and other utilities for construction, access to site, handling and storage of materials, weather data, applicable laws and regulations, and any other matter considered relevant by them.

1.3.2. It shall be deemed that by submitting a Bid, the Bidder has:

1.3.2.1. made a complete and careful examination of the Bidding Documents;

1.3.2.2. received all relevant information requested from the Authority;

- 1.3.2.3. accepted the risk of inadequacy, error or mistake in the information provided in the Bidding Documents or furnished by or on behalf of the Authority relating to any of the matters referred in the RFP; satisfied itself about all matters, things and information including matters referred hereinabove necessary and required for submitting an informed Bid, execution of the Project in accordance with the Bidding Documents and performance of all of its obligations thereunder;
  - 1.3.2.4. acknowledged and agreed that inadequacy, lack of completeness or incorrectness of information provided in the Bidding Documents or ignorance of any of the matters referred to in Clause 2.5.1 hereinabove shall not be a basis for any claim for compensation, damages, extension of time for performance of its obligations, loss of profits etc. from the Authority, or a ground for termination of the Agreement by the Operator;
  - 1.3.2.5. acknowledged that it does not have a Conflict of Interest; and
  - 1.3.2.6. agreed to be bound by the undertakings provided by it under and in terms hereof.
- 1.3.3. The Authority shall not be liable for any omission, mistake or error in respect of any of the above or on account of any matter or thing arising out of or concerning or relating to RFP, the Bidding Documents or the Bidding Process, including any error or mistake therein or in any information or data given by the Authority.

#### **1.4. Verification and Disqualification**

- 1.4.1. The Authority reserves the right to verify all statements, information and documents submitted by the Bidder in response to the RFP or the Bidding Documents and the Bidder shall, when so required by the Authority, make available all such information, evidence and documents as may be necessary for such verification. Any such verification or lack of such verification, by the Authority shall not relieve the Bidder of its obligations or liabilities hereunder nor will it affect any rights of the Authority thereunder.
- 1.4.2. The Authority reserves the right to reject any Bid and appropriate the Bid Security if:
  - 1.4.2.1. at any time, a material misrepresentation is made or uncovered, or
  - 1.4.2.2. the Bidder does not provide, within the time specified by the Authority, the supplemental information sought by the Authority for evaluation of the Bid.

Such misrepresentation/ improper response shall lead to the disqualification of the Bidder. If such disqualification / rejection occurs after the Bids have been opened and the Highest Bidder gets disqualified / rejected, then the Authority reserves the right to:

- (i) invite the remaining Bidders to submit their Bids in accordance with Clauses laid out in the document; or
  - (ii) take any such measure as may be deemed fit in the sole discretion of the Authority, including annulment of the Bidding Process.
- 1.4.3. In case it is found during the evaluation or at any time before signing of the

Agreement or after its execution and during the period of subsistence thereof, including the term of the subsequent Agreement thereby granted by the Authority, that one or more of the pre-qualification conditions have not been met by the Bidder, or the Bidder has made material misrepresentation or has given any materially incorrect or false information, the Bidder shall be disqualified forthwith if not yet appointed as the Operator either by issue of the LOA or entering into of the Agreement, and if the Selected Bidder has already been issued the LOA or has entered into the Agreement, as the case may be, the same shall, notwithstanding anything to the contrary contained therein or in this RFP, be liable to be terminated, by a communication in writing by the Authority to the Selected Bidder or the Operator, as the case may be, without the Authority being liable in any manner whatsoever to the Selected Bidder or Operator. In such an event, the Authority shall be entitled to forfeit and appropriate the Bid Security or Performance Security, as the case may be, as Damages, without prejudice to any other right or remedy that may be available to the Authority under the Bidding Documents and/ or the Agreement, or otherwise.

### **1.5. Clarifications**

- 1.5.1. Bidders requiring any clarification on the RFP may notify the Authority in writing by e-mail. They should send in their queries on or before the date mentioned in the Schedule of Bidding Process. The Authority shall endeavor to respond to the queries within the period specified therein, but no later than 15 (fifteen) days prior to the Bid Due Date, the responses will be sent by e-mail. The Authority will forward all the queries and its responses thereto, to all Bidders without identifying the source of queries.
- 1.5.2. The Authority shall endeavor to respond to the questions raised or clarifications sought by the Bidders. However, the Authority reserves the right not to respond to any question or provide any clarification, in its sole discretion, and nothing in this Clause shall be taken or read as compelling or requiring the Authority to respond to any question or to provide any clarification.
- 1.5.3. The Authority may also on its own motion, if deemed necessary, issue interpretations and clarifications to all Bidders. All clarifications and interpretations issued by the Authority shall be deemed to be part of the Bidding Documents. Verbal clarifications and information given by Authority or its employees or representatives shall not in any way or manner be binding on the Authority.

### **1.6. Amendment of RFP**

- 1.6.1. At any time prior to the Bid Due Date, the Authority may, for any reason, whether at its own initiative or in response to clarifications requested by a Bidder, modify the RFP by the issuance of Addenda.
- 1.6.2. Any Addendum issued hereunder will be in writing and shall be sent to all the Bidders.
- 1.6.3. In order to afford the Bidders a reasonable time for taking an Addendum into account, or for any other reason, the Authority may, in its sole discretion, extend the Bid Due Date.

## 4. PREPARATION AND SUBMISSION OF BIDS

### 1. Format and Signing of Bid

- 1.1. The Bidder shall provide all the information sought under this RFP. The Authority will evaluate only those Bids that are received in the required formats and complete in all respects.
- 1.2. The Bid shall be typed or written in indelible ink and signed by the authorized signatory of the Bidder who shall also initial each page, in blue/black ink. All the alterations, omissions, additions or any other amendments made to the Bid shall be initialed by the person(s) signing the Bid.

### 2. Submission of Bid

- 2.1. The Bidder shall submit both **Technical and Financial** parts online on the e-procurement system. Detailed guidelines for viewing bids and submission of online bids are given on the website.
- 2.2. The completed bid comprising of documents should be uploaded on the e-procurement portal along with scanned copies of requisite certificates as are mentioned in different sections in the bidding document.
- 2.3. Physical, Email, Telex, Cable or Facsimile bids will be rejected as non-responsive.

### 3. Bid Due Date

- 3.1. Bids must be uploaded online no later than the date and time specified in the RFP.
- 3.2. The Authority may, at its discretion, extend the deadline for the submission of bids by amending the Bidding Documents, in which case all rights and obligations of the Authority and Bidders previously subject to the deadline shall thereafter be subject to the deadline as extended
- 3.3. The Authority may, in its sole discretion, extend the Bid Due Date by issuing an Addendum in accordance with the RFP uniformly for all Bidders.

### 4. Late Bids

The electronic bidding system would not allow any late submission of bids after due date & time as per server time.

### 5. Contents of the Bid

- 5.1. The Bid shall be furnished in the format in the Appendices
- 5.2. Generally, the Project will be awarded to the Bidder with the highest techno financial score.
- 5.3. The opening of Bids and acceptance thereof shall be substantially in accordance with this RFP.

### 6. Modifications/ Substitution/ Withdrawal of Bids

- 6.1. Bidders may modify their bids by using appropriate option for bid modification on the e-procurement portal, before the deadline for submission of bids. For this the bidder

need not make any additional payment towards the cost of bid document. For bid modification and consequential re-submission, the bidder is not required to withdraw his bid submitted earlier. The last modified bid submitted by the bidder within the bid submission time shall be considered as the bid. For this purpose, modification/withdrawal by other means will not be accepted. In online system of bid submission, the modification and consequential re-submission of bids is allowed any number of times. A bidder may withdraw his bid by using appropriate option for bid withdrawal, before the deadline for submission of bids, however, if the bid is withdrawn, re-submission of the bid is not allowed

- 6.2. No bid may be withdrawn, substituted, or modified in the interval between the deadline for submission of bids and the expiration of the period of bid validity specified by the Bidder on the Letter of Bid (Technical Part and/or Financial Part) or any extension thereof.

## **7. Rejection of Bids**

- 7.1. Notwithstanding anything contained in this RFP, the Authority reserves the right to reject any Bid and to annul the Bidding Process and reject all Bids at any time without any liability or any obligation for such acceptance, rejection or annulment, and without assigning any reasons therefore. In the event that the Authority rejects or annuls all the Bids, it may, in its discretion, invite all eligible Bidders to submit fresh Bids hereunder.
- 7.2. The Authority reserves the right not to proceed with the Bidding Process at any time, without notice or liability, and to reject any Bid without assigning any reasons.

## **8. Validity of Bids**

The Bids shall be valid for a period of not less than 120 (one hundred and twenty) days from the Bid Due Date. The validity of Bids may be extended by mutual consent of the respective Bidders and the Authority.

## **9. Confidentiality**

- 9.1. Information relating to the examination, evaluation, comparison, and post-qualification of bids, and recommendation of contract award, shall not be disclosed to bidders or any other persons not officially concerned with such process until information on Contract Award is communicated to all Bidders.
- 9.2. Any effort by a Bidder to influence the Purchaser in the examination, evaluation, comparison, and post-qualification of the bids or contract award decisions may result in the rejection of its Bid.
- 9.3. From the time of bid opening to the time of Contract Award, if any Bidder wishes to contact the Purchaser on any matter related to the bidding process, it should do so in writing.

## **10. Correspondence with the Bidder**

Save and except as provided in this RFP, the Authority shall not entertain any correspondence with any Bidder in relation to acceptance or rejection of any Bid.

## 2. BID SECURITY

### 7.1. Bid Security

- 7.1.1. The Bidder shall furnish as part of the Technical Part of its bid, a Bid Security, if required, as specified in the RFP. The Authority shall not be liable to pay any interest on the Bid Security deposit so made and the same shall be interest free.
- 7.1.2. Any Bid not accompanied by the Bid Security shall be summarily rejected by the Authority as non-responsive.
- 7.1.3. The Bid Security of un-successful bidder(s) will be returned by the Authority, without any interest, as promptly as possible on acceptance of the Bid of the Selected Bidder or when the Bidding process is cancelled by the Authority, and in any case within 120 (one hundred twenty) days from the Bid Due Date. Where Bid Security has been paid as specified in the RFP, the refund thereof shall be in the form of an account payee cheque/RTGS in favour of the un-successful bidder(s).
- 7.1.4. The Selected Bidder's Bid Security will be returned, without any interest, upon the signing the Agreement and furnishing the Performance Security in accordance with the provisions thereof. The Authority may, at the Selected Bidder's option, adjust the amount of Bid Security in the amount of Performance Security to be provided by him in accordance with the provisions of the Agreement.
- 7.1.5. The Authority shall be entitled to forfeit and appropriate the Bid Security as Damages *inter alia* in any of the events specified in RFP herein below. The Bidder, by submitting its Bid pursuant to this RFP, shall be deemed to have acknowledged and confirmed that the Authority will suffer loss and damage on account of withdrawal of its Bid or for any other default by the Bidder during the period of Bid validity as specified in this RFP. No relaxation of any kind on Bid Security shall be given to any Bidder.
- 7.1.6. The Bid Security shall be forfeited as Damages without prejudice to any other right or remedy that may be available to the Authority under the Bidding Documents and/ or under the Agreement, or otherwise, if
- a) a Bidder engages in a corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice as specified in the RFP;
  - b) a Bidder withdraws its Bid during the period of Bid validity as specified in this RFP and as extended by mutual consent of the respective Bidder(s) and the Authority;
  - c) the Selected Bidder fails within the specified time limit –
    - I. to sign and return the duplicate copy of LOA; or
    - II. to sign the Agreement; or
    - III. to furnish the Performance Security within the period prescribed therefore in the Agreement.
  - d) the Selected Bidder, having signed the Agreement, commits any breach thereof prior to furnishing the Performance Security.

### 7.2. Delays to the project



- 7.2.1. The completion period of the entire work shall be agreed upon between the bidder and the Authority at the time of execution of a subsequent Contract; time shall be deemed to be the essence of the contract. The time limit specified above and as approved in writing by the Authority, shall be strictly adhered to and followed. **Liquidated Damages** will be applicable upto a maximum cap of 20% of the total value of the contract.
- 7.2.2. In case of delay in completion of a specific job beyond the date of completion given by the Applicant and accepted by Authority, unless extended by the Authority in writing, penalty would be applicable at the rate of 2% of the contract value per day of delay.
- 7.2.3. In case of delay to deliver the work within stipulated program, the Authority 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 that the Authority will have to incur for completion of the balance job/s through another agency will be recovered from the initial contracting agencies account, Security deposit. Moreover, the Authority shall be entitled to all other legal proceedings as may be required for shortfalls in recovery.

## 8. EVALUATION OF BIDS

### 8.1. Opening and Evaluation of Bids

- 8.1.1. The Authority shall open the Bids at 1530 hours on the Bid Due Date, at the place mentioned above and in the presence of the Bidders who choose to attend.
- 8.1.2. The Authority will subsequently examine and evaluate the Bids in accordance with the provisions set out in this RFP.
- 8.1.3. The Authority intends to follow a “two stage” bid process for selection of the successful agency under “**70:30 QCBS Method**”, as outlined in this RFP. QCBS uses a competitive process among short-listed firms that takes into account the quality of the proposal and the cost of the services in the selection of the successful firm. Cost as a factor of selection shall be used judiciously. The weightage given to technical proposal and the financial bid will be 70:30 respectively. The Bidders would need to submit, within the Proposal Due Date as prescribed in this RFP; Qualification, Technical and Financial Proposal in the prescribed formats. Bidder having the highest combined Technical cum Financial score will be awarded the work. The technical and financial scores secured by each Bidder will be added using weightage of 70% and 30% respectively to compute a Composite Bid Score.
- 8.1.4. To facilitate evaluation of Bids, the Authority may, at its sole discretion, seek clarifications in writing from any Bidder regarding its Bid.

### 8.2. Tests of Responsiveness

- 8.2.1. Prior to evaluation at each stage of the Bids, the Authority shall determine whether each Bid is responsive to the requirements of this RFP particularly the following conditions:
  - a) it is received by the Bid Due Date including any extension thereof;
  - b) it is accompanied by appropriate Bid Security as specified;
  - c) it is accompanied by appropriate tender fee.
  - d) it is accompanied by the Power(s) of Attorney, as the case may be;
  - e) it contains all the information (complete in all respects) as requested in this RFP and/or Bidding Documents (in formats same as those specified);
  - f) it does not contain any condition or qualification; and it is not non-responsive in terms hereof.
- 8.2.2. The Authority reserves the right to reject any Bid which is non-responsive and no request for alteration, modification, substitution or withdrawal shall be entertained by the Authority in respect of such Bid. Provided, however, that the Authority may, in its discretion, allow the Bidder to rectify any infirmities or omissions if the same do not constitute a material modification of the Bid.

### 8.3. Selection of Bidder

#### 8.3.1. **Technical Evaluation**

- 8.3.1.1. Bidders shall be evaluated as per Technical Evaluation Criteria with Marking

System as detailed below.

8.3.1.2. For checking the completeness of details & facilities proposed by Bidder, the Authority reserves the right to require any and all Bidder set up their tents, main programme venue and exhibition area as sample and run it for 3 days for checking the completeness of details & facilities proposed by Bidder – as part of short listing procedure at this stage.

8.3.1.3. After detailed evaluation of above details, as per marking system, the authority shall shortlist the Bidders for Financial bid opening.

**The marking system based on submitted details of tent & services for technical evaluation is as below:**

<b>Technical Evaluation Criteria with Marking System</b>			
<b>#</b>	<b>Particular</b>	<b>Maximum Score</b>	<b>Supporting Documents</b>
1.	The bidder should be a registered Company/Partnership/LLP having a minimum experience of 5 years in providing similar services (i.e. event management through tenting arrangements including accommodation and hospitality)	<b>0 marks</b>	Certificate of Incorporation/ Partnership deed/equivalent document/ Constitution documents (relevant extracts of Articles of Association and Memorandum of Association)
2.	Experience [in years] of providing, construction of running temporary accommodation/tented accommodation including hospitality services <b>Score :</b> 15 Marks : above 10 years 10 Marks : above 7 to 10 years 07 Marks : above 5 to 7 years 05 Marks : 5 years	<b>15 marks</b>	Certificate of Incorporation Relevant extracts of Memorandum & Articles of Association
3.	Experience of running temporary housing /accommodation/ tented accommodation including hospitality for at least 15,000 people <b>Score:</b> 20 Marks : 40000 & above people 15 Marks : 30000 to <40000 people 10 Marks : 25000 to <30000 people 05 Marks : 20000 to <25000 people	<b>20 marks</b>	Work Order and Completion Certificate
4.	Bidder's financial turnover [INR] in equivalent temporary accommodation/ tented accommodation including hospitality services only) over last three financial years ending on March 2017.  <b>Score                      Average Annual Financial Turnover over last 3 FYs</b> 20 Marks : above 40 cr. 15 Marks : above 20 cr. – 40 cr. 10 Marks : above 15 cr. – 20 cr.	<b>20 marks</b>	Audited Financial Statements: Balance Sheets and P&L Account along with certificate from a Chartered Accountant verifying the same.

Technical Evaluation Criteria with Marking System			
#	Particular	Maximum Score	Supporting Documents
	05 Marks : above 10 cr -15 cr.		
5.	<p><b>Approach &amp; Methodology including design &amp; layout:</b> The bidder shall deliver a presentation on his methodology for timely delivery of services. The presentation should inter alia include:</p> <ul style="list-style-type: none"> <li>• Concept plan – including detailed drawings of the main programme venue, dormitories &amp; layout</li> <li>• Specifications of tented accommodation &amp; main programme venue including proposed materials used</li> <li>• Services offered: <ul style="list-style-type: none"> <li>○ Sanitation</li> <li>○ Security / Disaster Management</li> <li>○ Operations</li> <li>○ Manpower deployment</li> </ul> </li> </ul>	25 marks	
6.	<p><b>Concept presentation:</b> A presentation on the Bidders plans for the tent arrangement shall be given by the bidder, on a date to be intimated by Authority.</p>	20 marks	At a date to be intimated to technically qualified bidders subsequently.

**ONLY BIDDERS GETTING 75 MARKS AND ABOVE SHALL QUALIFY FOR FINANCIAL BID OPENING.**

### 8.3.2. Financial Evaluation

8.3.2.1. The Financial Bids of technically qualified Bidders will be opened on the prescribed date in the presence of Bidder's representatives.

8.3.2.2. The Bidders shall quote for all the scope mentioned in the RFP document in their financial quotation. **All the bidders compulsorily have to quote for additional tents as well considering tenting for 100 additional visitors including all associated amenities (Toilet & Bathrooms, etc.) as one unit.**

8.3.2.3. Financial evaluation will be done together for all the arrangements along with the additional tents as referred above.

8.3.2.4. Financial Bids that are less than 50% of the average bid price will be disqualified (the average bid price is computed by adding all Financial Bid values of ALL the qualified Bidders and dividing the same by the number of qualified Bidders). The Bidder with lowest qualifying financial bid (L1) will be awarded 100% score (amongst the Bidders which did not get disqualified on the basis of point 8.3.2.2. above). Financial Scores for other than L1 Bidders will be evaluated using the following formula:

**Financial Score of a Bidder (Fn) = {(Commercial Bid of L1/Commercial Bid of the Bidder) X 100} % (Adjusted to two decimal places).**

8.3.2.5. Bidder having the highest combined Technical cum Financial score will be awarded the work. The technical and financial scores secured by each Bidder will be added using **weightage of 70% and 30%** respectively to compute a Composite Bid Score.

- i The Bidder securing the highest Composite Bid Score against the work, will be adjudicated as the most responsive bidder for award of that site.

The overall score will be calculated as follows:-

$$B_n = 0.70 * T_n + 0.30 * F_n$$

Where

$B_n$  = overall score of Bidder

$T_n$  = Technical score of the Bidder (out of maximum of 100 marks)

$F_n$  = Normalized financial score of the Bidder

- ii In the event the composite bid scores are 'tied', the Bidder securing the highest technical score will be adjudicated as the Best Value Bidder for award of the Project.

8.3.2.6. Bidder whose Bid is adjudged as responsive and who secures the highest techno-financial score shall ordinarily be declared as the selected Bidder (the "Selected Bidder"). In the event that the Authority rejects or annuls all the Bids, it may, in its discretion, invite all eligible Bidders to submit fresh Bids hereunder.

8.3.3. In the event that the Highest Bidder withdraws for any reason, the Authority may either retender or grant the 2nd Highest Bidder the opportunity to match the financials quoted by the Highest Bidder.

8.3.4. After selection, a Letter of Award (the "LOA") shall be issued, in duplicate, by the Authority to the Selected Bidder and the Selected Bidder shall, within 7 (seven) days of the receipt of the LOA, sign and return the duplicate copy of the LOA in acknowledgement thereof. In the event the duplicate copy of the LOA duly signed by the Selected Bidder is not received by the stipulated date, the Authority may, unless it consents to extension of time for submission thereof, appropriate the Bid Security of such Bidder as Damages on account of failure of the Selected Bidder to acknowledge the LOA, and the next eligible Bidder may be considered.

8.3.5. After acknowledgement of the LOA as aforesaid by the Selected Bidder, it shall cause the Selected Bidder to execute the Agreement. The Selected Bidder shall not be entitled to seek any deviation, modification or amendment in the Agreement.

On receipt of a LOA from the Authority, the successful Bidder will furnish a bank guarantee, by way of performance security, equivalent to **10 per cent** of the total contract value, on or before the signing of the subsequent contract, typically within a week from notification of award, unless specified to the contrary (Performance Guarantee). In case the successful Bidder fails to submit Performance Guarantee within the time stipulated, the Authority may at its sole discretion cancel the letter of intent without giving any notice and encash the EMD furnished by the Bidder, in addition to any other right available to it under this RFP.

The Performance Guarantee furnished by the successful Bidder shall be in the manner prescribed in the RFP. The successful Bidder shall ensure, the Performance **Guarantee is** valid at all times during the Term of the subsequent contract (including any renewal) and for a period of 60 days beyond all contractual obligations, including warranty terms.

The Authority may invoke the Performance Guarantee in the event of a material breach by the successful Bidder leading to termination for material breach.

#### **8.4. Contacts during Bid Evaluation**

Bids shall be deemed to be under consideration immediately after they are opened and until such time the Authority makes official intimation of award/ rejection to the Bidders. While the Bids are under consideration, Bidders and/ or their representatives or other interested parties are advised to refrain, save and except as required under the Bidding Documents, from contacting by any means, the Authority and/ or their employees/ representatives on matters related to the Bids under consideration.

## 4. FRAUD AND CORRUPT PRACTICES

- 4.1 The Bidders and their respective officers, employees, agents and advisers shall observe the highest standard of ethics during the Bidding Process and subsequent to the issue of the LOA and during the subsistence of the Agreement. Notwithstanding anything to the contrary contained herein, or in the LOA or the Agreement, the Authority may reject a Bid, withdraw the LOA, or terminate the Agreement, as the case may be, without being liable in any manner whatsoever to the Bidder or Operator, as the case may be, if it determines that the Bidder or Operator, as the case may be, has, directly or indirectly or through an agent, engaged in corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice in the Bidding Process. In such an event, the Authority shall be entitled to forfeit and appropriate the Bid Security or Performance Security, as the case may be, as Damages, without prejudice to any other right or remedy that may be available to the Authority under the Bidding Documents and/ or the Agreement, or otherwise.
- 4.2 Without prejudice to the rights of the Authority under Clause 4.1 hereinabove and the rights and remedies which the Authority may have under the LOA or the Agreement, or otherwise if a Bidder or Operator, as the case may be, is found by the Authority to have directly or indirectly or through an agent, engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice during the Bidding Process, or after the issue of the LOA or the execution of the Agreement, such Bidder or Operator shall not be eligible to participate in any tender or RFP issued by the Authority during a period of 2 (two) years from the date such Bidder or Operator, as the case may be, is found by the Authority to have directly or indirectly or through an agent, engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practices, as the case may be.
- 4.3 For the purposes of this Clause 4, the following terms shall have the meaning hereinafter respectively assigned to them:
- 4.3.1 “**corrupt practice**” means (i) the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence the actions of any person connected with the Bidding Process (for avoidance of doubt, offering of employment to or employing or engaging in any manner whatsoever, directly or indirectly, any official of the Authority who is or has been associated in any manner, directly or indirectly, with the Bidding Process or the LOA or has dealt with matters concerning the Agreement or arising therefrom, before or after the execution thereof, at any time prior to the expiry of one year from the date such official resigns or retires from or otherwise ceases to be in the service of the Authority, shall be deemed to constitute influencing the actions of a person connected with the Bidding Process); or (ii) save and except as permitted in this RFP, engaging in any manner whatsoever, whether during the Bidding Process or after the issue of the LOA or after the execution of the Agreement, as the case may be, any person in respect of any matter relating to the Project or the LOA or the Agreement, who at any time has been or is a legal, financial or technical adviser of the Authority in relation to any matter concerning the Project;
- 4.3.2 “**fraudulent practice**” means a misrepresentation or omission of facts or suppression of facts or disclosure of incomplete facts, in order to influence the Bidding Process;
- 4.3.3 “**coercive practice**” means impairing or harming, or threatening to impair or harm, directly or indirectly, any person or property to influence any persons participation or action in the Bidding Process;

- 4.3.4 “**undesirable practice**” means (i) establishing contact with any person connected with or employed or engaged by the Authority with the objective of canvassing, lobbying or in any manner influencing or attempting to influence the Bidding Process; or (ii) having a Conflict of Interest; and
- 4.3.5 “**restrictive practice**” means forming a cartel or arriving at any understanding or arrangement among Bidders with the objective of restricting or manipulating a full and fair competition in the Bidding Process.



## 5. PRE-BID CONFERENCE

- 5.1 Pre-Bid Conference(s) of the Bidders shall be convened at the designated date, time and place. **A maximum of two representatives of each Bidder shall be allowed to participate on production of authority letter from the Bidder.**
- 5.2 During the course of Pre-Bid Conference(s), the Bidders will be free to seek clarifications and make suggestions for consideration of the Authority. The Authority shall endeavor to provide clarifications and such further information as it may, in its sole discretion, consider appropriate for facilitating a fair, transparent and competitive Bidding Process.

## 6. MISCELLANEOUS

- 6.1 The Bidding Process shall be governed by, and construed in accordance with, the laws of India and the Courts in the State in which the Authority has its headquarters shall have exclusive jurisdiction over all disputes arising under, pursuant to and/ or in connection with the Bidding Process.
- 6.2 The Authority, in its sole discretion and without incurring any obligation or liability, reserves the right, at any time, to;
- (a) suspend and/ or cancel the Bidding Process and/ or amend and/ or supplement the Bidding Process or modify the dates or other terms and conditions relating thereto;
  - (b) consult with any Bidder in order to receive clarification or further information;
  - (c) retain any information and/ or evidence submitted to the Authority by, on behalf of, and/ or in relation to any Bidder; and/ or
  - (d) independently verify, disqualify, reject and/ or accept any and all submissions or other information and/ or evidence submitted by or on behalf of any Bidder.
- 6.3 It shall be deemed that by submitting the Bid, the Bidder agrees and releases the Authority, its employees, agents and advisers, irrevocably, unconditionally, fully and finally from any and all liability for claims, losses, damages, costs, expenses or liabilities in any way related to or arising from the exercise of any rights and/ or performance of any obligations hereunder, pursuant hereto and/ or in connection with the Bidding Process and waives, to the fullest extent permitted by applicable laws, any and all rights and/ or claims it may have in this respect, whether actual or contingent, whether present or in future.
- 6.4 The Bidding Documents and RFP are to be taken as mutually explanatory and, unless otherwise expressly provided elsewhere in this RFP, in the event of any conflict between them the priority shall be in the following order:
- (a) the Bidding Documents;
  - (b) the RFP
- i.e. the Bidding Documents at (a) above shall prevail over the RFP at (b) above.

## APPENDICES

Appendix-I	Letter Comprising the Bid
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**APPENDIX-I**  
**LETTER COMPRISING THE BID**

Dated:

To,

**Chief Executive Officer cum Managing Director**  
Bihar Rural Livelihoods Promotion Society Patna, Bihar

PIN – 800021

Sub: Cover Letter for <Company's> bid for the ..... Project

Dear Sir,

With reference to your RFP document dated ....., I/we, having examined the Bidding Documents and understood their contents, hereby submit my/our Bid for the aforesaid Project. The Bid is unconditional and unqualified.

1. I/ We acknowledge that the Authority will be relying on the information provided in the Bid and the documents accompanying the Bid for selection of the Operator for the aforesaid Project, and we certify that all information provided therein is true and correct; nothing has been omitted which renders such information misleading; and all documents accompanying the Bid are true copies of their respective originals.
2. This statement is made for the express purpose of our selection as Operator for the development, construction, operation and maintenance of the aforesaid Project.
3. I/ We shall make available to the Authority any additional information it may find necessary or require to supplement or authenticate the Bid.
4. I/ We acknowledge the right of the Authority to reject our Bid without assigning any reason or otherwise and hereby waive, to the fullest extent permitted by applicable law, our right to challenge the same on any account whatsoever.
5. I/ We certify that in the last three years, we have neither failed to perform on any contract, as evidenced by imposition of a penalty by an arbitral or judicial authority or a judicial pronouncement or arbitration award, nor been expelled from any project or contract by any public authority nor have had any contract terminated by any public authority for breach on our part.
6. I/ We declare that:
  - a) I/ We have examined and have no reservations to the Bidding Documents, including any Addendum issued by the Authority; and
  - b) I/ We do not have any conflict of interest in accordance with Clauses of the RFP document; and
  - c) I/We have not been blacklisted by any government authority for deficiencies in performance of work or any unethical practice; and
  - d) I/ We have not directly or indirectly or through an agent engaged or indulged in any

corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice, as defined the RFP document, in respect of any tender or request for proposals issued by or any agreement entered into with the Authority or any other public sector enterprise or any government, Central or State; and

- e) I/ We hereby certify that we have taken steps to ensure that in conformity with the provisions of the RFP, no person acting for us or on our behalf has engaged or will engage in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice; and
  - f) the undertakings given by us along with the Application in response to the RFP for the Project were true and correct as on the date of making the Application and are also true and correct as on the Bid Due Date and I/we shall continue to abide by them.
7. I/ We understand that you may cancel the Bidding Process at any time and that you are neither bound to accept any Bid that you may receive nor to invite the Bidders to Bid for the Project, without incurring any liability to the Bidders, in accordance with the RFP document.
  8. I/We believe that we satisfy(s) the pre-qualification criteria and meet(s) the requirements as specified in the RFP document.
  9. I/We certify that in regard to matters other than security and integrity of the country, we have not been convicted by a Court of Law or indicted or adverse orders passed by a regulatory authority which could cast a doubt on our ability to undertake the Project or which relates to a grave offence that outrages the moral sense of the community.
  10. I/ We undertake that in case due to any change in facts or circumstances during the Bidding Process, we are attracted by the provisions of disqualification in terms of the guidelines referred to above, we shall intimate the Authority of the same immediately.
  11. I/ We understand that the Selected Bidder shall either be an existing Company incorporated under the Indian Companies Act, or shall incorporate as such prior to execution of the Agreement.
  12. I/ We hereby irrevocably waive any right or remedy which we may have at any stage at law or howsoever otherwise arising to challenge or question any decision taken by the Authority in connection with the selection of the Bidder, or in connection with the Bidding Process itself, in respect of the above mentioned Project and the terms and implementation thereof.
  13. I/ We have studied all the Bidding Documents carefully and also surveyed the venues. We understand that except to the extent as expressly set forth in the Agreement, we shall have no claim, right or title arising out of any documents or information provided to us by the Authority or in respect of any matter arising out of or relating to the Bidding Process including the award of contract.
  14. I/ We offer a Bid Security of **INR 5,00,000** (Rupees Five Lakhs only) to the Authority in accordance with the RFP Document.
  15. The Bid Security has been electronically deposited to the designated bank account prescribed under the e-procurement system.
  16. The documents accompanying the Bid, have been submitted in the prescribed manner , as specified in the RFP as well as the links to the e-procurement portal.

17. I/ We agree and understand that the Bid is subject to the provisions of the Bidding Documents. In no case, I/we shall have any claim or right of whatsoever nature if the Project / Concession is not awarded to me/us or our Bid is not opened or rejected.
18. The fee has been quoted by me/us after taking into consideration all the terms and conditions stated in the RFP, our own estimates of costs and after a careful assessment of the site and all the conditions that may affect the project cost and implementation of the Project.
19. I/ We agree and undertake to abide by all the terms and conditions of the RFP document.
20. I/ We shall keep this offer valid for 120 (one hundred and twenty) days from the Bid Due Date specified in the RFP.

**In witness thereof, I/we submit this Bid under and in accordance with the terms of the RFP document.**

Yours faithfully,

Witnesses:

- 1.
- 2.

Accepted

(Signature, Name and Designation of the Authorised Signatory)

Date:

Place: Name and seal of Bidder

**APPENDIX-II**  
**BANK GUARANTEE**  
**(To be used where applicable)**

B.G. No. \_\_\_\_\_

Dated: \_\_\_\_\_

1. In consideration of you, \_\_\_\_\_, having its office at \_\_\_\_\_, (hereinafter referred to as the “Authority”, which expression shall unless it be repugnant to the subject or context thereof include its, successors and assigns) having agreed to receive the Bid of \_\_\_\_\_ (a company registered under the Companies Act, 1956/ 2013) and having its registered office at \_\_\_\_\_ (hereinafter referred to as the “Bidder” which expression shall unless it be repugnant to the subject or context thereof include its/their executors, administrators, successors and assigns), for the \_\_\_\_\_ Project (hereinafter referred to as “the Project”) pursuant to the RFP Document dated \_\_\_\_\_ issued in respect of the Project and other related documents including without limitation the draft agreement (hereinafter collectively referred to as “Bidding Documents”), we (Name of the Bank) having our registered office at \_\_\_\_\_ and one of its branches at \_\_\_\_\_ (hereinafter referred to as the “Bank”), at the request of the Bidder, do hereby in terms of the relevant Clause of the RFP Document, irrevocably, unconditionally and without reservation guarantee the due and faithful fulfilment and compliance of the terms and conditions of the Bidding Documents (including the RFP Document) by the said Bidder and unconditionally and irrevocably undertake to pay forthwith to the Authority an amount of INR. \_\_\_\_\_ (Rupees \_\_\_\_\_ only) (hereinafter referred to as the “Guarantee”) as our primary obligation without any demur, reservation, recourse, contest or protest and without reference to the Bidder if the Bidder shall fail to fulfil or comply with all or any of the terms and conditions contained in the said Bidding Documents.
2. Any such written demand made by the Authority stating that the Bidder is in default of the due and faithful fulfilment and compliance with the terms and conditions contained in the Bidding Documents / Agreement shall be final, conclusive and binding on the Bank.
3. We, the Bank, do hereby unconditionally undertake to pay the amounts due and payable under this Guarantee without any demur, reservation, recourse, contest or protest and without any reference to the Bidder or any other person and irrespective of whether the claim of the Authority is disputed by the Bidder or not, merely on the first demand from the Authority stating that the amount claimed is due to the Authority by reason of failure of the Bidder to fulfil and comply with the terms and conditions contained in the Bidding Documents including failure of the said Bidder to keep its Bid open during the Bid validity period as set forth in the said Bidding Documents for any reason whatsoever. Any such demand made on the Bank shall be conclusive as regards amount due and payable by the Bank under this Guarantee.  
However, our liability under this Guarantee shall be restricted to an amount not exceeding INR. \_\_\_\_\_ (Rupees \_\_\_\_\_ only).
4. This Guarantee shall be irrevocable and remain in full force for a period of 60 (sixty) days from the Bid Due Date inclusive of a claim period of 60 (sixty) days beyond all contractual obligations of the bidder or for such extended period as may be mutually agreed between the Authority and the Bidder, and agreed to by the Bank, and shall continue to be enforceable till all amounts under this Guarantee have been paid.
5. We, the Bank, further agree that the Authority shall be the sole judge to decide as to whether the Bidder is in default of due and faithful fulfilment and compliance with the terms and conditions contained in the Bidding Documents including, *inter alia*, the failure of the Bidder to keep its Bid open during the Bid validity period set forth in the said Bidding Documents, and the decision of the Authority that the Bidder is in default as aforesaid shall be final and binding on us, notwithstanding any differences between the Authority and the Bidder or any dispute pending before any Court, Tribunal, Arbitrator or any other authority.
6. The Guarantee shall not be affected by any change in the constitution or winding up of the Bidder or the Bank or any absorption, merger or amalgamation of the Bidder or the Bank

- with any other person.
7. In order to give full effect to this Guarantee, the Authority shall be entitled to treat the Bank as the principal debtor. The Authority shall have the fullest liberty without affecting in any way the liability of the Bank under this Guarantee from time to time to vary any of the terms and conditions contained in the said Bidding Documents or to extend time for submission of the Bids or the Bid validity period or the period for conveying acceptance of Letter of Award by the Bidder or the period for fulfilment and compliance with all or any of the terms and conditions contained in the said Bidding Documents by the said Bidder or to postpone for any time and from time to time any of the powers exercisable by it against the said Bidder and either to enforce or forbear from enforcing any of the terms and conditions contained in the said Bidding Documents or the securities available to the Authority, and the Bank shall not be released from its liability under these presents by any exercise by the Authority of the liberty with reference to the matters aforesaid or by reason of time being given to the said Bidder or any other forbearance, act or omission on the part of the Authority or any indulgence by the Authority to the said Bidder or by any change in the constitution of the Authority or its absorption, merger or amalgamation with any other person or any other matter or thing whatsoever which under the law relating to sureties would but for this provision have the effect of releasing the Bank from its such liability.
  8. Any notice by way of request, demand or otherwise hereunder shall be sufficiently given or made if addressed to the Bank and sent by courier or by registered mail to the Bank at the address set forth herein.
  9. We undertake to make the payment on receipt of your notice of claim on us addressed to [name of Bank along with branch address] and delivered at our above branch which shall be deemed to have been duly authorized to receive the said notice of claim.
  10. It shall not be necessary for the Authority to proceed against the said Bidder before proceeding against the Bank and the guarantee herein contained shall be enforceable against the Bank, notwithstanding any other security which the Authority may have obtained from the said Bidder or any other person and which shall, at the time when proceedings are taken against the Bank hereunder, be outstanding or unrealised.
  11. We, the Bank, further undertake not to revoke this Guarantee during its currency except with the previous express consent of the Authority in writing.
  12. The Bank declares that it has power to issue this Guarantee and discharge the obligations contemplated herein, the undersigned is duly authorized and has full power to execute this Guarantee for and on behalf of the Bank.
  13. For the avoidance of doubt, the Banks liability under this Guarantee shall be restricted to INR. .... (Rupees ..... only). The Bank shall be liable to pay the said amount or any part thereof only if the Authority serves a written claim on the Bank in accordance with paragraph 9 hereof, on or before [..... (indicate date falling 90 days after the Bid Due Date)].

Signed and Delivered by ..... Bank

By the hand of Mr./Ms ....., its .....and authorised official.

(Signature of the Authorised Signatory)

(Official Seal)



**APPENDIX-III**

**POWER OF ATTORNEY FOR SIGNING OF BID**

Know all men by these presents, We, .....(name of the firm and address of the registered office) do hereby irrevocably constitute, nominate, appoint and authorise Mr. / Ms (Name), son/daughter/wife of ..... and presently residing at ....., who is presently employed with us and holding the position of ....., as our true and lawful attorney (hereinafter referred to as the "Attorney") to do in our name and on our behalf, all such acts, deeds and things as are necessary or required in connection with or incidental to submission of our bid for the ..... Project proposed or being developed by the ..... (the "Authority") including but not limited to signing and submission of all applications, bids and other documents and writings, participate in bidders' and other conferences and providing information / responses to the Authority, representing us in all matters before the Authority, signing and execution of all contracts including the Agreement and undertakings consequent to acceptance of our bid, and generally dealing with the Authority in all matters in connection with or relating to or arising out of our bid for the said Project and/or upon award thereof to us and/or till the entering into of the Agreement with the Authority.

AND we hereby agree to ratify and confirm and do hereby ratify and confirm all acts, deeds and things done or caused to be done by our said Attorney pursuant to and in exercise of the powers conferred by this Power of Attorney and that all acts, deeds and things done by our said Attorney in exercise of the powers hereby conferred shall and shall always be deemed to have been done by us.

IN WITNESS WHEREOF WE, ....., THE ABOVE NAMED PRINCIPAL HAVE EXECUTED THIS POWER OF ATTORNEY ON THIS ..... DAY OF ....., 20.....

For.....

(Signature, name, designation and address)

Witnesses:

1.

2.

Accepted      Notarised

(Signature, name, designation and address of the Attorney)

Notes:

- *The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executant(s) and when it is so required, the same should be under common seal affixed in accordance with the required procedure.*
- *Wherever required, the Bidder should submit for verification the extract of the charter documents and documents such as a board or shareholders resolution/ power of attorney in favour of the person executing this Power of Attorney for the delegation of power hereunder on behalf of the Bidder.*
- *For a Power of Attorney executed and issued overseas, the document will also have to be legalised by the Indian Embassy and notarised in the jurisdiction where the Power of Attorney is being issued. However, the Power of Attorney provided by Bidders from countries that have signed the Hague Legislation Convention 1961 are not required to be legalised by the Indian Embassy if it carries a conforming Appostille certificate.*

**APPENDIX IV**  
**RELEVANT EXPERIENCE**

Please finish information about the relevant works completed over the last five years.

#	Name of Client	Location and description of works	Value of Contract/ work
1			
2			
3			

**NOTES:**

- 1) Each of the listed works shall be supported with the copy of work order & Work completion certificate. Work completion certificate shall mention the nature of work, value of work completed.
- 2) Non disclosures of any information in the schedule will result in disqualification of the firm.

**List of works on hand shall be attached as under.**

#	Name of Dept.	Location & description of work	Value of Contract	Period of execution
1				
2				
3				

## APPENDIX V

### TERMS OF JV& FORM OF AGREEMENT

- 1.1 There shall be a Joint Venture Agreement specific for the contract package between the constituent firms, indicating clearly, amongst other things, the proposed distribution of responsibilities both financial as well as well as technical for the work amongst them. For the purpose of this clause, the most experimental lead partner will be the one defined. A copy of the Joint Venture agreement in accordance with requirements mentioned in the RFP shall be necessarily submitted with the bid.
    - 1.1.1 Alternatively, a letter of Intent to execute a JV in the event on successful bid shall be signed by the partners of JV and submitted with the bid together with a copy of the proposed agreement. Pursuant to the foregoing, the JV shall include among other things, the joint ventures objectives, the proposed management structure, the contribution of each partner to the joint venture operation, the commitment of the partners the joint venture and several Liability for the due performance resource/sanctions within the joint venture in the event of default or withdrawal of any partner and agreements for providing the required indemnities.
    - 1.1.2 The JV so formed shall also have to be registered with the concerned department after issue of LOA but before the agreement.
  - 1.2 The bid and in case of the successful bidder, the form of agreement, etc, shall be signed and/or executed in such a manner as may be required for making it legally binding on all partners [including operative parts of the ensuring contract in respect of Agreement of Arbitration, etc] on award of work, the Form Of Agreement and Contract Documents shall be signed by all partners of the Joint Venture to conclude Contract Agreement.
  - 1.3 Lead partner shall be nominated as being partner in charge; and this authorization shall be evidenced by submitting a power of attorney signed by the legally authorized signatories of all the partners.
  - 1.4 The Partner -in-Charge shall be authorized to incur liabilities and receive instructions for and on behalf of the partners of the joint venture, whether jointly or severally and entire execution of the contract (including payments) shall be carried out exclusively through the partner-in- charge. A copy of the said authorization shall be furnished with the bid.
  - 1.5 All Partners of the joint venture shall be liable jointly and severally for the execution of the contract in accordance with contract terms, and a relevant statement to this effect shall be included in the authorization as well as in the form of tender and the form of agreement (in case of a successful bidder).
  - 1.6 In the event of default, all the partners of the joint venture will retain the full and undivided responsibility for the performance of their obligations under the contract and for satisfactory completion of the works.
  - 1.7 The bid submitted shall include all the relevant information as required under the provision of the RFP and furnished separately for each partner.
- 2. Each partner of the JV must produce:**
- 2.1 The permanent account number (PAN) of Income Tax

- 2.2 An affidavit though 1st class Executive Magistrate that the information furnished with the bid documents is correct in all respect;
- 2.3 Such other certificates as defined in the Appendix to RFP. Failure to produce the certificates shall make the bid non- responsive.

**3. Each bidder must demonstrate:-**

- 3.1 The venture must satisfy collectively the criteria laid down in RFP document.
- 3.2 Liquid assets and/or credit facilities, net or other contractual commitments and exclusive of any advance payments which may be made under the.
- 3.3 The bidder must not have in his employment:
  - 3.3.1 The near relations {defined as first blood relations, and their spouses, of the bidder or the bidder's spouse} of persons. The bidder must produce an affidavit stating that the near of the following departmental officers are not in his employment: Any relationship to the Department of Tourism, Government of Bihar of any works department of Bihar state.
  - 3.3.2 Without Government permission, any person who retired as gazette officer within the last two years of the rank and from the departments. The bidder must produce an affidavit stating the names of retired gazette officer {if any} in his employment who retired within the last two years from the Department of Tourism, Government of Bihar. In case there is no such person in his employment, his affidavit should clearly state this fact.
4. To qualify for a package of contracts made up of this and other contracts for which bids are invited in the Notice invited Tenders, the bidder must demonstrate having experience and resources sufficient to meet the aggregate of the qualifying criteria for the individual contract.
5. If bidder is joint venture, the partners would be limited to three (including lead partner). Joint venture firm shall jointly and severally responsible for completion of the project. Joint venture must be fulfil the following minimum qualification requirement.
  - 5.1 The lead partner shall meet not less than 50% (fifty percent) of the prequalification criteria specified in the RFP.
  - 5.2 Each of the remaining partners shall meet not less than 25% (Twenty Five percent) of all the qualifying criteria specified in the RFP.
  - 5.3 However in case one of the joint ventures partner is proposed to be included primarily to provide financial strength to the joint venture, such joint venture partner shall have to commit to provide liquidity support to the project to the extent of 10% of the value of contract.
  - 5.4 The Joint venture must also collectively satisfy the subject of the criteria of the pre-qualification section of the RFP for this purpose the relevant figures for each of the partners shall be 100% or more.
  - 5.5 In the event that DoT has caused to disqualify a consortium member on the grounds

of:

- made misleading or false representations in the forms, statements and attachments submitted in proof of the qualification requirements; and/or
- have record of poor performance such abandoning works. Not properly completing the contract, inordinate delays in completion, litigation history, or financial failures etc; and /or
- Participated in the previous bidding for the same work and had quoted unreasonably high bid prices and could not furnish rational justification to the employer.

Then all of the JV partners will be disqualified.

- 5.6 Joint venture applicants shall provide a certificate copy of the Joint Venture Agreement in demonstration of the partners undertaking joint and several liabilities for the performance of any contract entered into with the bid.
6. Sub-Contractors (duly authorized) experience and resources shall be taken into account in determining the bidder's compliance with the qualifying criteria. The sub contractor's role may be verified by the employer.
7. Qualification of a joint venture does not necessarily qualify any of its partners individually or as a partner to any other joint venture. In case of dissolution of a joint venture, each one of the constituent firms may qualify .if they meet all the qualification requirements subject to the written approval of the Employer.
8. The rescinding of contract of a joint venture on account of reasons other than non-performance, such as most experienced partner of joint venture pulling out, court direction leading to breaking up of a joint venture before the start of work, which are not attributable to the poor performance of the contractor will, however, not affect the qualification of the individual partners.

**APPENDIX VI**  
**PRESCRIBED PROFORMA FOR FINANCIAL BID**  
**(TO BE FURNISHED SEPARATELY THROUGH PRESCRIBED UPLOAD LINK ON E-PORTAL)**

To,  
**Chief Executive Officer cum Managing Director**

Bihar Rural Livelihoods Promotion Society

Sub: Financial Proposal for <Companys> bid for the ..... Project

#	Description of Work	Price Quote (Rs.)
1	For Tent arrangement at Gandhi Maidan, Motihari, Bihar	
2	Tenting for 100 additional visitors including all associated amenities (Toilet & Bathrooms, etc.)	
3	For arrangement of main programme Venue	
4	For Exhibition Arrangement	
<b>Total (in Fig)</b>		
<b>Total (in Words):</b>		

***In case of discrepancy between total amount in figures and words; the amount mentioned in words shall prevail.***

***(Please Note: The rate should be inclusive of all applicable government taxes)***

We abide by the above offer/quote and terms condition of the RFP, if the Authority selects us as the Selected Bidder.

We understand that you are not bound to accept the lowest or any bid that you may receive.

We declare that the information stated above and enclosed is complete and absolutely correct and any error or omission therein, accidental or otherwise, as a result of which our bid is found to be non-responsive, will be sufficient for the Authority to reject our bid and forfeit our bid security in full.

Sincerely,

Signature\_\_\_\_\_

Name\_\_\_\_\_

Name of the Firm/Agency\_\_\_\_\_

<b>Designation</b>	
<b>Complete Address</b>	
<b>Phone No.</b>	<b>Mobile</b>