



Request for Proposal (RFP)

For

“Selection of Event Management Agency for installation of Tent city and other associated works at Pahleza (Chhapra) and Baba Garib Nath Temple, Muzaffarpur as well as other event related works at different places between both during Shravani Mela - 2026”

Bihar State Tourism Development Corporation Ltd.

(A Government of Bihar undertaking)

Beerchand Patel Path, Patna- 800 001

Phone :- +91-612-2222622 Fax No:- 0612-2506218

Web: www.bstddc.bihar.gov.in E-mail: contactbstddc@gmail.com



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	<p align="center">Bihar State Tourism Development Corporation Ltd A Government of Bihar Undertaking Email - contactbstdc@gmail.com/eebastdc3@gmail.com Tel: +91 0612 2217045</p>		
<p align="center">Very Short E-Tender Notice No. 12/RFP/2026-27</p>			
<p align="center">NOTICE INVITING E-TENDER FORSELECTION OF EVENT MANAGEMENT AGENCY FOR SHRAVANI MELA – 2026 (Through E-Procurement Mode only-www.eproc2.bihar.gov.in)</p>			
<p>NIT. No: 83/Engg/2026/809/engg/26</p>		<p align="right">Date: 09.06.2026</p>	
<p>1 RFP for Selection of Event Management Agency for installation of Tent city and other associated works at Pahleza(Chhapra) and Baba Garib Nath Temple,Muzaffarpur as well as other event related works at different places between both during Shrivani Mela - 2026"</p>			
2	Date of downloading of bid document	From 19.06.2026 to 29.06.2026 up to 3.00 PM through website: www.eproc2.bihar.gov.in	
3	Place & Date of Pre-bid meeting	Date: 22.06.2026, Time 3.00 PM, Chief Engineer,BSTDC office Sikh Heritage Building Daroga Prasad Rai Path , Patna800001	
4	Last date and time for receipt of online bids	Date 29 06.2026, at 3:00 PM	
5	Last Date and time for Submission of hard copy of bid	Date 30 06.2026, at 2:00 PM	
6	Time and Date of opening of technical bids	Date 30. 06.2026, at 2:30 PM Through website: www.eproc2.bihar.gov.in	
7	Date of Technical Presentation	Date: 30 06.2026, at 4:00 PM onwards	
8	Time and Date of financial bids	To be Communicated later on	
9	Period of bids validity	90 days	
10	Officer inviting bids	Executive Engineer (North) (BSTDC)	
11	The details related to payment, eligibility criteria and evaluation process can be seen in the tender document. The tender documents can be obtained through website www.eproc2.bihar.gov.in		
12	All the information/corrigendum/addendum related to the project shall be published on the website www.eproc2.bihar.gov.in . Bid processing fees and EMD shall be paid through online mode only, i.e., internet payment gateway (credit card/ debit card/ Net Banking/ NEFT/ RTGS)		
13	The Authority shall have the right to reject the bid partially or fully without assigning any reason whatsoever.		
14	For any information, contact Executive Engineer(North), Mobile No. 9431420877; Asst. Engineer Mobile No. 9852116731		
15	Further details of works can be obtained from the office of Executive Engineer. For clarification, regarding the e-tendering process, please contact eproc 2.0 helpdesk, Mjunction Services Ltd. – RJ complex, 2 nd floor, Canara Bank Complex, Khajpura, Ashiana Road, PS - Shastri Nagar, Patna – 800014, Bihar, Toll free number 1800 572 6571; email ID: eproc2support@bihar.gov.in		
<p align="right">Sd/- Executive Engineer BSTDC, Patna</p>			

DISCLAIMER

- I. 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.
- II. 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.
- III. 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.
- IV. 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.
- V. 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.
- VI. 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.
- VII. 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.
- VIII. The Bidder shall bear all its costs associated with or relating to the preparation and submission of its Bid

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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 the responsibility of 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.

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FactSheet

S. No.	Particular	Details
1	Document Reference Number	E-TENDER NOTICE NO. 12/RFP/2026-27
2	Date for Issue of RFP	19/06/2026
3	Event Duration	One months (Start date of the event -30th July 2026 and end date -28th August 2026)
4	Bid Procedure	Two Part (Technical & Financial), Open Competitive Bid
5	Selection Procedure	Least Cost Based Selection (LCS)
6	Bid Validity	90 days from the bid submission deadline
7	Last Date & Time for receipt of queries for Pre- bid Meeting	XXXXXXXXXX
8	Date & Time for Pre-bid Meeting	Date: 22.06.2026, Time 3.00 PM, Chief Engineer,BSTDC office Sikh Heritage Building Daroga Prasad Rai Path , Patna-800001
9	Last Date & Time for Submission of Proposals (Online)	29.06.2026, at 3:00 PM
10	Last Date & Time for Submission of Proposals (Hard copy of technical proposal with RFP Cost and EMD) at BSTDC Office	30.06.2026, at 2:00 PM
11	Date & Time for opening of Technical Proposal	30.06.2026, at 2:30 PM
12	Date & Time for Technical Presentation	30.06.2026, at 4:00 PM onwards for eligible bidders
13	Date & Time for opening of Financial Bids	To be communicated to technically responsive bidders
14	Declaration of Successful bidder and release of work order	To be notified
15	Bid Document Fee	INR 10,000 (non-refundable)
16	Earnest Money Deposit*	INR 2,00,000 (INR Two Lakh) (refundable)

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S. No.	Particular	Details
17	Address for Bid Submission	Managing Director, BSTDC Bihar State Tourism Development Corporation Limited Sikh Heritage Bhawan, Daroga Rai Path, Patna- 800 001 Phone :- +91-612-2222622 Fax No:- 0612-2506218 E-mail: contactbstdc@gmail.in Tel.- +91 0612 2217045
18	Website	www.bstdc.bihar.gov.in

Submission of Bids, opening of bids and Prebid Conference shall be held at the office of BSTDC, Patna-800001 Bihar.

* MSME registered companies – MSME exemption not allowed.

As per details, terms and conditions given in the RFP, Managing Director Reserves the right to accept or reject any or all the bids without assigning any reason thereof.

1 INTRODUCTION

1.1 Background Information

- 1.1.1. Shravani Mela is one of the most important festivals and Kanwariya from all over the state and North India region take holy water from the holy place Pahleza Ghatj and perform the holy yatra on foot to reach Baba Garib Nath Temple and offer the holy Ganga Water.
- 1.1.2. Bihar Tourism is proposing to provide tents for the Kanwariya to sleep/rest while they are on their Holy Yatra route at Muzaffarpur. The arrangement has to be provided for a period of one moth approx. till the movement of Kanwariya lasts.
- 1.1.3. As part of its endeavors, Bihar Tourism invites bids to give a welcome experience to visitors to the State, the “Authority” (Bihar State Tourism Development Corporation Limited) has decided to undertake the design, construction, operation and maintenance of tented city and Tourist Information Centers at different locations to provide comfort and required information to the Kanwariya while they are on their journey (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.
- 1.1.4. The Selected Bidder, who is either a company/partnership incorporated under the relevant applicable law (the “Operator”), shall be responsible for designing, engineering, procurement, 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.
- 1.1.5. 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.
- 1.1.6. 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 for submission of Bids (the “Bid Due Date”).

1.2 Brief description of Bidding Process

- 1.2.1. Tender can be downloaded from www.eprc2.bihar.gov.in or <http://bstdc.bihar.gov.in/> tenders before the Bid due date. The bidders are requested to submit the bid processing fee, tender fee and EMD as per the value and mode mentioned in NIT and all bidders are required to follow the bidding process as mentioned in this tender document.
- 1.2.2. A copy of the technical proposal along with Bid Document Fee and EMD shall be submitted at the office of BSTDC before the due date and time of submission of bids.
- 1.2.3. Bids received after the bid due date shall be rejected and shall be returned unopened.
- 1.2.4. In the absence of the Document Fee and EMD submitted within the timelines, the Bid shall be outright rejected.
- 1.2.5. Technical Bids shall be opened as per schedule given and for technically qualified bidders the financial Bids shall be opened online according to the dates communicated to the eligible bidders.
- 1.2.6. The Bid shall be valid for a period of not less than 90 (ninety) days from the Bid Due Date.
- 1.2.7. Any addenda/ corrigendum issued subsequent to this RFP Document, will be deemed to form part of the Bidding Documents.
- 1.2.8. During the Bid Stage, Bidders are invited to examine the Project site in full detail, and to carry out, at their cost, such studies as may be required for submitting their respective Bids for award for implementation of the Project.
- 1.2.9. No costs shall be payable to the bidders for the process involved in the inspection as well as Preparation and submission of the RFPs.
- 1.2.10. Generally, the Bidder technically qualified and bidding the lowest in the Financial Bid shall be the Selected Bidder ("the Successful Bidder"). The remaining Bidders shall be kept in reserve and may, in accordance with the process specified in Clause 4 of this RFP, be invited to match the Bid submitted by the Bidder in case such Successful Bidder withdraws or is not selected for any reason. In the event that none of the other Bidders match the Bid of the Successful Bidder, the Authority may, in its discretion, either invite fresh Bids from the remaining Bidders or annul the Bidding Process.
- 1.2.11. The agency shall, in consideration of its services, be entitled to receive payments as detailed in subsequent sections of this RFP.
- 1.2.12. Details of the process to be followed at the Bid Stage and the terms thereof are spelt out in this RFP.
- 1.2.13. Any queries or request for additional information concerning this RFP shall be submitted by e-mail at contactbstdc@gmail.com, so as to reach the officer designated by the specified date. The subject of the emails shall clearly bear the following identification/ title: **"Queries/Request for Additional Information: "RFP for Selection of Event Management Agency for installation of Tent city and other associated works at Pahleza (Chhapra) and Baba Garib Nath Temple, Muzaffarpur as well as other event related works at different places between both during Shrivani Mela - 2026"**

- 1.2.14. BSTDC may, at its sole discretion, extend the bid due date and amend the tender by amending the tender documents. In such a case, all rights and obligations of BSTDC and bidders previously subject to the bid due date will thereafter be subject to the bid due date as extended.
- 1.2.15. During evaluation of bids, BSTDC may, at its discretion, ask a Bidder for further clarifications through additional supporting documents or information. The request for clarification and the response thereto shall only be in writing. The Bidder shall have to reply to the clarification within 7 Business days from the date of receipt of the request failing which the bid of such a bidder shall be rejected.
- 1.2.16. Any entity who is a defaulter in Payment of Management Fee / other dues to BSTDC, has been blacklisted by BSTDC or other Govt. dept. /Organization/ Corporation, or is having any current or pending litigation including Arbitration in any court or tribunal against the BSTDC as on date of Advertisement of the Tender shall not be allowed to participate in bid
- 1.2.17. For participating in E-tendering process, the bidders shall have to get themselves registered to get user ID, Password and Digital signature. This will enable them to access the website www.eproc2.bihar.gov.in and download/participate in E – tender. All tender queries related to this tender shall be communicated at contactbstdc@gmail.com
- 1.2.18. (i) Bid processing fees (e-procurement fee) to be paid through online mode i.e. Internet payment gateway (Credit/Debit Card), Net Banking, NEFT/RTGS.
(ii) Bids along with necessary online payments must be submitted through e-procurement portal www.eproc2.bihar.gov.in before the date & time specified in the NIT. BSTDC does not take any responsibility for the delay/Non availability of internet connection, Network Traffic/Holidays or any other reasons".
- 1.2.19. Bid document cost should be paid online in favor of Bihar State Tourism Development Corporation Ltd, Patna through eproc2 portal, proof will have to be deposited in the office of Managing Director, BSTDC, Sikh Heritage Bhawan, Daroga Rai Path, Patna-800001. Similarly, EMD shall be paid online in favor of Bihar State Tourism Development Corporation Ltd, Patna through eproc2 portal, and proof shall be deposited in the office of MD, BSTDC.
- 1.2.20. The bidders are requested to check their file size of uploaded documents at the time of submission & they should ensure that work file is uploaded If they feel that the complete file is not uploaded then they should click on cancel & update the same before submission The bidders should satisfy themselves of download ability/visibility of the scanned & uploaded file by them.
- 1.2.21. The bidder must use File size should be less than 5 MB and should be in PDF and JPEG formats.

- 1.2.22. No claim shall be entertained on account of disruption of internet service being used by bidders. Bidders are advised to upload their bids well in advance to avoid last hour's technical snags.
- 1.2.23. In exceptional circumstances, the competent authority, BSTDC may solicit the Bidder's consent to an extension of the period of validity.
- 1.2.24. Bids that are rejected during the bid opening process shall not be considered for further evaluation, irrespective of the circumstances.
- 1.2.25. The bidders shall submit their eligibility and qualification details, Technical bid, Financial bid etc., in the online standard formats given for respective tenders in e-Procurement website (www.eprc2.bihar.gov.in) at the respective stage only The bidders shall upload the scanned copies of all the relevant certificates, documents etc., in support of their eligibility criteria/technical bids and other certificate/documents in the e-Procurement website The bidder shall sign on the supporting statements, documents, certificates, uploaded by him, owning responsibility for their correctness/authenticity.
- 1.2.26. BSTDC may reject a proposal at any stage if it is found that the firm recommended for award has indulged in corrupt or fraudulent activities in competing for the contract in question and may also declare a firm ineligible or blacklist the firm, either indefinitely or for a stated period of time, if at any time it is found that the firm has engaged in corrupt or fraudulent practices in competing for, or in executing the contract.
- 1.2.27. Notwithstanding anything contained in this RFP, BSTDC reserves the right to accept or reject any Proposal and to annul the bidding process and reject all Proposals at any time, without any liability or any obligation for such acceptance, rejection, or annulment, without assigning any reasons.

2 INSTRUCTIONS TO BIDDERS

2.1 General

2.1.1. General terms of Bidding

- 2.1.1.1. No Bidder shall submit more than one Bid for the Project.
- 2.1.1.2. A Bidder bidding individually shall not be entitled to submit another bid either individually or otherwise.
- 2.1.1.3. 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.
- 2.1.1.4. The Bid should be furnished in the format at Annexure 5 (in the e-proc portal), clearly indicating the bid amount in both figures and words, in Indian Rupees. In the event of any difference between figures and words, the amount indicated in words shall be taken into account.
- 2.1.1.5. The Bid shall consist of a technical and financial proposal, to be provided by the Bidder.
- 2.1.1.6. The Bidder shall furnish Tender Fee of INR 10,000/- (Ten Thousand Only) in the form of a demand draft payable in Patna as a tender fee.
- 2.1.1.7. The Bidder shall deposit a Bid Security of INR 2,00,000/- (Rupees Two Lakh only) in accordance with the provisions of this RFP. The Bidder shall provide the Bid Security as a Demand Draft.
- 2.1.1.8. The validity period of the Bid Security shall not be less than 90 (Ninety) 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 60 (sixty) days from the Bid Due Date except in the case of the Selected Bidder whose Bid Security shall be retained till the bidder has submitted a Bank Guarantee under the Agreement.
- 2.1.1.9. The Bidder should submit a Power of Attorney as per the format at Appendix–III, authorizing the signatory of the Bid to commit the Bidder.
- 2.1.1.10. 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.
- 2.1.1.11. The Bid and all communications in relation to or concerning the Bidding Documents and the Bid shall be in English language.
- 2.1.1.12. The documents including this RFP and all attached documents, provided by the Authority are and shall remain or become the property 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 clause shall also 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.

2.1.1.13. 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.

2.1.1.14. This RFP is not transferable.

2.1.1.15. Any award pursuant to this RFP shall be subject to the terms of Bidding Documents.

2.1.2. Cost of Bidding

2.1.2.1. The Bidders shall be responsible for all of the costs associated with the preparation of their Bids and their participation in the Bidding Process.

2.1.2.2. The Authority will not be responsible or in any way liable for such costs, regardless of the conduct or outcome of the Bidding Process.

2.1.3. Site visit and verification of information

2.1.3.1. 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.

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

- (a) Made a complete and careful examination of the Bidding Documents;
- (b) Received all relevant information requested from the Authority;
- (c) 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 to in Clause 2.1.2.1. above;
- (d) Satisfied itself about all matters, things and information including matters 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;
- (e) Acknowledged and agreed that inadequacy, lack of completeness or incorrectness of information provided in the Bidding Documents or ignorance of any of the matters 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;
- (f) Acknowledged that it does not have a Conflict of Interest; and

(g) agreed to be bound by the undertakings provided by it under and in terms hereof.

- 2.1.3.3. 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.

2.1.4. VERIFICATION AND DISQUALIFICATION

- 2.1.4.1. 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.

- 2.1.4.2. The Authority reserves the right to reject any Bid and appropriate the Bid Security if:

- (a) At any time, a material misrepresentation is made or uncovered, or
- (b) 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 occur after the Bids have been opened and the Successful Bidder gets disqualified / rejected, then the Authority reserves the right to:

- (a) Invite the remaining Bidders to submit their Bids in accordance with Clauses laid out in the document; or
- (b) Take any such measure as may be deemed fit in the sole discretion of the Authority, including annulment of the Bidding Process.

- 2.1.4.3. 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.

2.1.5. CLARIFICATIONS

- 2.1.5.1. 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, 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.
- 2.1.5.2. 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.
- 2.1.5.3. 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.
- 2.1.5.4. Bidders requiring specific points of clarification may communicate with BSTDC during the specific period using the following format. The queries can be submitted by email at: contactbstdc@gmail.com with name of assignment as the subject, in the following format:

Bidders Request for Clarification		
Name of Organization submitting request	Name and position of person submitting request	Details of person and organization
		Address: Tel: E-mail: Mobile:

Selection of Event Management Agency for installation of Tent city and other associated works at Pahleza (Chhapra) and Baba Garib Nath Temple, Muzaffarpur as well as other event related works at different places between both during Shrivani Mela - 2026

S. No	Bidding Document Reference (Number//Page)	Content of RFP requiring Clarification	Points of Clarification Required	Suggestions (If Any)
1				
2				
3				

2.1.6. Amendment of RFP

- 2.1.6.1. 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.
- 2.1.6.2. Any Addendum issued hereunder will be in writing and shall be sent to all the Bidders.
- 2.1.6.3. 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.

2.2 Preparation and Submission of Bid

2.2.1. Format and Signing of Bid

- 2.2.1.1. 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.

2.2.2. Sealing and Marking of Bids

- 2.2.2.1. For physical submission, the Bidder shall submit the Bid in the format specified at Appendix-I, and seal it in an envelope and mark the envelope as *"BID for Selection of Event Management Agency for Shrivani Mela"*. This envelope shall contain the Technical Bid only along with the RFP cost and EMD and must clearly mention the following on the top:

"RFP for Selection of Event Management Agency for installation of Tent city and other associated works at Pahleza(Chhapra) and Baba Garib Nath Temple,Muzaffarpur as well as other event related works at different places between both during Shrivani Mela - 2026"

and shall clearly indicate the name and address of the Bidder. Each of the envelopes shall be addressed to:

MD, BSTDC

**Bihar State Tourism Development Corporation Limited
Sikh Heritage Bhawan, Daroga Rai Path
Patna-800001**

- 2.2.2.2. If the envelopes are not sealed and marked as instructed above, the Authority assumes no responsibility for the misplacement or premature opening of the contents of the Bid

Selection of Event Management Agency for installation of Tent city and other associated works at Pahleza (Chhapra) and Baba Garib Nath Temple, Muzaffarpur as well as other event related works at different places between both during Shravani Mela - 2026 submitted and consequent losses, if any, suffered by the Bidder.

- 2.2.2.3. Bids submitted by fax, telex, telegram or e-mail shall not be entertained and shall be rejected.

2.2.3. Bid Due Date

- 2.2.3.1. Bids should be submitted before the Bid Due Date at the address provided in the manner and form as detailed in this RFP
- 2.2.3.2. 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.

2.2.4. Late Bids

- 2.2.4.1. Bids received by the Authority after the specified time on the Bid Due Date shall not be eligible for consideration and shall be summarily rejected.

2.2.5. Contents of the Bid

- 2.2.5.1. The Bid shall be furnished in the format in the Appendices
- 2.2.5.2. Generally, the Project will be awarded to the Bidder with the lowest financial quotations.
- 2.2.5.3. The opening of Bids and acceptance thereof shall be substantially in accordance with this RFP.

2.2.6. Modifications/ Substitution/ Withdrawal of Bids

- 2.2.6.1. The Bidder may modify, substitute, or withdraw its Bid after submission, provided that written notice of the modification, substitution or withdrawal is received by the Authority prior to the Bid Due Date. No Bid shall be modified, substituted, or withdrawn by the Bidder on or after the Bid Due Date.
- 2.2.6.2. The modification, substitution or withdrawal notice shall be prepared, sealed, marked, and delivered with the envelopes being additionally marked "MODIFICATION", "SUBSTITUTION" or "WITHDRAWAL", as appropriate.
- 2.2.6.3. Any alteration/ modification in the Bid or additional information supplied subsequent to

the Bid Due Date, unless the same has been expressly sought for by the Authority, shall be disregarded.

2.2.7. Rejection of Bids

- 2.2.7.1. 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 therefor. 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.
- 2.2.7.2. 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 thereof.

2.2.8. Validity of Bids

- 2.2.8.1. The Bids shall be valid for a period of not less than 90 (ninety) days from the Bid Due Date. The validity of Bids may be extended by mutual consent of the respective Bidders and the Authority.

2.2.9. Confidentiality

- 2.2.9.1. Information relating to the examination, clarification, evaluation and recommendation for the Bidders shall not be disclosed to any person who is not officially concerned with the process or is not a retained professional advisor advising the Authority in relation to, or matters arising out of, or concerning the Bidding Process. The Authority will treat all information, submitted as part of the Bid, in confidence and will require all those who have access to such material to treat the same in confidence. The Authority may not divulge any such information unless it is directed to do so by any statutory entity that has the power under law to require its disclosure or is to enforce or assert any right or privilege of the statutory entity and/ or the Authority or as may be required by law or in connection with any legal process.

2.2.10. Correspondence with the Bidder

- 2.2.10.1. 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.

2.3 Bid Security

- 2.3.1. The Bidder shall furnish as part of its Bid, a Bid Security in the form of online payment, NEFT/IPG/Online Net Banking or Bank Guarantee in favor of Bihar State Tourism Development Corporation Ltd. The Authority shall not be liable to pay any interest on the Bid Security deposit so made and the same shall be interest free.
- 2.3.2. Any Bid not accompanied by the Bid Security shall be summarily rejected by the Authority as non-responsive.
- 2.3.3. 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 60 (sixty) days from the Bid Due Date.
- 2.3.4. The Selected Bidders Bid Security will be returned, without any interest, upon the Operator signing the Agreement and furnishing the Bank Guarantee in accordance with the provisions thereof. The Authority may, at the Selected Bidders option, adjust the amount of Bid Security in the amount of Bank Guarantee to be provided by him in accordance with the provisions of the Agreement.
- 2.3.5. The Authority shall be entitled to forfeit and appropriate the Bid Security as Damages inter alia in any of the events. 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.
- 2.3.6. 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) Bidder submits a non-responsive Bid;
 - (b) Bidder engages in a corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice as specified in the RFP;
 - (c) 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;
 - (d) The Selected Bidder fails within the specified time limit –
 - a. To sign and return the duplicate copy of LOA; or
 - b. To sign the Agreement; or
 - c. To furnish the Bank Guarantee within the period prescribed therefor in the agreement.
 - d. The Selected Bidder, having signed the Agreement, commits any breach thereof prior to furnishing the Performance Security.

2.4 Delays to the Project

2.4.1. The completion period of the entire work shall be agreed upon between the Agency 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 up to a maximum cap of 20% of the total value of the contract.

2.4.2. 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.

2.4.3. 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.

2.4.4. The successful applicant shall not assign sub-let or transfer their interest in this agreement.

2.4.5. Penalties for non-compliance

In the event of the agency's failure to perform the specified tasks, the following penalties shall apply:

a. Toilet Maintenance and Repair: This includes the maintenance and repair of fittings and fixtures, ensuring separate entries for male and female toilets with permanent doors, and completing repair and restoration work promptly. A penalty of INR 10,000 per hour per location will be imposed for any Malfunction or delay in these tasks.

b. Cleaning and Sanitation of Bathrooms and Toilets: Failure to maintain the cleanliness and sanitation of bathrooms and toilets will attract a penalty of INR 10,000 per hour per location.

c. Water Supply Motors Backup: The agency must ensure the backup of five water supply motors at all times. Failure to do so will result in a penalty of INR 10,000 per hour per location.

d. Waste Management: Inadequate waste management at any location will attract a penalty of INR 10,000 per hour per location.

e. Safety Management: Failure to perform safety management tasks will incur a penalty of INR 10,000 per hour per location.

f. Electrical Tasks: Failure to perform any electrical-related tasks will attract a penalty of INR 10,000 per hour per location.

g. Provision of Required Manpower: If the agency fails to provide the required manpower, a penalty equivalent to the daily salary of the respective resources, as per the monthly fee quoted by the agency, shall be imposed.

2.4.6. 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

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Structural soundness of the works. Certificate of authorized structural engineer pertaining entire scope of works and related structures and installations shall have to be completed duly furnished **at least 3 days prior to the start of the event** and kept operated till the completion of the event i.e., till the Kanwar Yatra runs. **Start date of the event is 09th July 2026 and will be commenced and end date as per scheduled.**

3 SCOPE OF WORK

- 1. Arrangements of Tent city at Pahleza (Point of origin) for seating capacity of 500 People only with all amenities such as Toilets and Bathrooms duly marked for Male & Female and facilities like arrangement of fan, cooler, chair, Table, safety and security, CCTV etc. as required and necessary with special attention on Friday, Saturday and Sunday.**
- 2. Setting up a Temporary Tourist Information Centre at Goraul or Bithauli or at location provided by BSTDC. with special attention on days mentioned above.**
- 3. Design, construct, operate & maintain a tented city of Seating capacity 1000 people only near Baba Garib nath Temple, Muzaffarpur with all amenities such as Toilets and Bathrooms duly marked for Male & Female and facilities and special attention on days mentioned for Pahleza Ghat.**
- 4. Design, construct, operate & maintain a tented city of Seating capacity 200 each and 20 Nos. bed at locations Goraul, Bithauli, Rajla Temple and Turkey with all amenities such as Toilets and Bathrooms duly marked for Male & Female and facilities and special attention on days mentioned for Pahleza Ghat.**
- 5. Medical camp at tented city location of Pahleza Ghat, near Baba GaribNath Temple and TIC (Goraul or Bithauli).**
- 6. Selected agency shall install Signages gate at every 2.5 KM throughout the route.**
- 7. The signages near the tent cities and TIC must mention complete information regarding facilities provided by Tourism Department, Govt.of Bihar in whole kawar yatra route (Between Pahleza and Baba Garib nath Temple,Muzaffarpur) including capacities of tent city.**
- 8. The signages must have name & logo of Bihar Tourism.**
- 9. Fifty number of hoardings of size 10ft. x 8ft. mentioning facilities provided in route and branding of BSTDCL.**

3.1. Setting up Tourist Information Center (TIC)

- a. To design, construct, operate & maintain temporary Tourist Information Center (TIC) at location and land provided by BSTDCL.
- b. LED TV (42-inch UHD TV) to be provided at TIC for branding of Bihar Tourism & Shravani Mela and displaying other travel information
- c. All locations to have Bihar Tourism Logo prominently displayed.
- d. Public announcement system to play recorded messages on Bihar Tourist destinations with live announcement facility

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- e. Security arrangement and minimum two number staff members for operation and maintenance needs to be deployed at TIC to ensure availability of required support to visitors 24x7 during the event.
- f. CCTV Cameras in TIC.
- g. Fire extinguishers in TIC.
- h. TIC shall have 4-inch-thick hard wooden platform/ floor.
 - I. To provide adequate nos. of Fan and cooler in TIC.
 - II. To provide sitting arrangement of 100 people at TIC.
 - III. To provide RO drinking water facility at TIC.
 - IV. To construct and install bamboo kanwar stand.

3.2. Design, construct, operate & maintain a tented city at following Five locations for Seating capacity only :

- I. Pahleza (Disst- Saran)– tented city for seating capacity of 500 People only.**
 - II. Bithauli - tented city for seating capacity of 200 People only.**
 - III. Goraul - tented city for seating capacity of 200 People only.**
 - IV. Turkey - tented city for seating capacity of 200 People only.**
 - V. RDS college, Muzaffarpur – tented city for seating capacity of 1000 People only.**
- a. The successful applicant shall design, construct, operate & maintain a tented city at the above mentioned locations for the duration of the entire event.
 - b. The above mentioned sites may change according to the availability/suitability of the land. In case District Administration feels that the locations may be changed for some of the Cottages/ accommodation the orders need to be complied with.
 - c. The operator shall manage the German-hangar type tented facilities including housekeeping like maintaining toilets, drinking water facility, water supply, electricity supply, cleanliness, garbage disposal, security, up keeping of the structures etc. efficiently and the facility shall be constructed on a 4-inch-thick hard wooden platform/ floor.
 - d. Construction of Bamboo Kanwar Stand – same as **seating capacity provided for different locations e.g Pahleza, Bithauli, Goraul, Turkey and RDS college Muzaffarpur** (payment on actual construction on pro-rata basis as directed by the authority)
 - e. It is envisaged that locations shall at the minimum comprise of the following elements including preparation of the ground:
 - (i) **Tented accommodation for seating only at Pahleza, Bithauli, Goraul, Turkey and RDS college Muzaffarpur** for comfortable seating & other facilities such as night

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lights, fans (at proper height) charging points, mirror, etc. The tent facility should be waterproof.

- (ii) **Entrance gate** with Bihar Tourism branding (**Creative to be provided by Selected Agency**)
- (iii) **CCTV cameras** – Minimum 20 Nos. CCTV CAMERS at each places.
- (iv) **LED TV (65 inch UHD TV)** - Branding of Bihar Tourism & Shravani Mela and display of other Travel information at all five locations,
- (v) **LED Screen at Tent City of all locations.**
- (vi) Minimum **30 bathrooms and 30 toilets each at tent city Pahleja & RDS college, Muzaffarpur and 10 bathrooms and 10 toilets each at tent city Bithauli, Goraul, and Turkey.** Ladies' and Gents' bathroom and toilets should have distinct markings.
- (vii) **Reception area** with adequate seating areas.
- (viii) **Kanwar Stands** to be provided for the Kanwaris to keep their Kanwars while they are resting.
- (ix) **German Hangar** of adequate size for **Tent City** .
- (x) Appropriate **Public Announcement systems** for recorded and live announcements
- (xi) **Drinking (RO) water stations** of adequate capacity and **covered dustbins** (minimum 65 L capacity) at regular intervals across the site
- (xii) Continuous electricity **power supply** and keeping **100% power back** up in the event of failure of electricity.
- (xiii) Appropriate **branding** for guidance on facilities to be provided as approved.

f. Successful Bidders shall in their proposal provide details of layout at designated areas of components expected from the bidders as listed below:

(i) German Hangars

- Design should be in harmony to the existing local structure.
- Provision for adequate comfortable chairs.
- Adequate thick wooden flooring (min. 4 inch) to be provided on the base of each of the tent.
- Adequate number of Fans and coolers to be provided in each tent.
- Appropriate provision for drinking (RO water) station in the area.
- CPWD/PWD specification shall be followed unless specified otherwise, for infrastructure and all semi-permanent works.
- Defective, cracked or torn materials shall not be used.

- All tents shall be firmly grounded and stable against wind force, and dead-loads, considering the surrounding environment, wind force & rains.
- Tents/Hangers shall be designed and executed considering adverse weather conditions.
- Joinery and supports should be properly engineered, firm and with good finish. No water should seep inside the tents .
- Separate areas provisioning for bath of pilgrims 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.
- A certificate by District Fire officer will have to be submitted before making the accommodation operational. 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.
- All the furniture should be firm, comfortable, traditional and as per functional requirements.
- 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.
- Adequate care and measures to be taken to prepare the area and structures for rain and air circulation keeping in mind the weather condition during the period of the event.
- Agency shall deploy one resource on every 10 seats for proper cleaning of toilets.
- All consumables required for cleaning such as soaps, cleaning agents, pest control material and the equipment and machinery shall be provided by the agency at no additional cost.
- Agency shall ensure that there is proper ventilation in the toilets.
- Temporary construction will be permissible and be preferred for the bathroom units the design for the same shall be approved prior to construction of such structures at the venue.
- Care to be taken for all plumbing and elevation on platforms to be done properly to minimize spillage of water outside these units.
- Proper elevation to be given to the drainpipes to avoid clogging and seeping of waste into the soil.

(i) Cleaning & sanitation of Bathrooms & Toilets

- Toilets shall be provided with necessary P-traps, Floor traps, Gully traps chamber with cover. The drainpipes connecting the toilets/bathrooms to have adequate movement place for the sweepers/cleaners.
- The Bathrooms & Toilets provided in the different premises are to be cleaned and to be kept neat & in hygienic condition regularly.
- It is to be ensured that no water seepage or water stagnation occurs either in front or on the back of the Toilets/bathrooms.
- Necessary disinfectant is to be used for cleaning of toilets/ urinals/wash basins & flooring. Liquid soap, deodorizer 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.
- The Daily chart for cleaning of Bathrooms and Toilets shall be available on demand by the Bidder or the Authority.
- The fittings installed in bathroom & Toilets shall be checked in each shift and status for any damage, theft shall be handed over to next shift and be reported to Authority's staff. However, all fittings etc. need to be replaced promptly to keep all installations operational. There will be no extra charges provided for the same.
- The drainpipes to be properly leveled, to avoid accumulation of waste. If there are blockages in the Sewage/water supply pipes they shall be attended immediately and to be made functional within an hour of malfunction. 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 rectified immediately. If any fitting required for replacement, the Operator shall make his own arrangements with the approval of Authority.
- The washbasins, cisterns etc. if overflows due to blockage or due to any defects in the fittings should be attended immediately. The overflow in water tanks shall attend immediately.
- Toilets shall be made of fiber / sunglass and roofing with fiber of suitable size as per standard Indian/Western Commode pan with footrests. Water tap lighting

&ventilation provision shall be made. Compartments shall also have septic tank/bio digester facility.

- Water supply arrangements with sufficient storage capacity shall be made.
- **The agency should ensure water supply at each location including boring, availability of spare submersible motor pump.**
- Sufficient number of Mugs and Buckets are to be provided in toilets and bathrooms for use by the pilgrims.
- Urinals will have facility for collection tank and attached to soak pits.
- Round the clock maintenance of the toilets shall be done with Housekeeping (well dressed and groomed attendant) in each shift equipped with all cleaning equipment and cleaning material (male attendant for gents and female for ladies' toilets).
- After completion of the program the entire structure shall be removed from the site and site should be cleared.
- The sewerage shall have to be connected to nearest available drain/sewer manhole/soak pit; if not available proper arrangement shall be made for emptying soak pits at suitable duration. Scope of works includes complete arrangement for solid waste disposal works which are technically & structurally sound and as per approval of Authority/Competent Authority.
- Waste management at all places to be the responsibility of the agency.

(ii) Ecological Balance

- 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.
- 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.
- 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 smoothened and graded in a manner to confirm to natural appearance of the landscape as directed by the Engineer.
- 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.

- 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
- 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
- Operator shall use Environment friendly chemical / detergents /reagents, for the purpose of Cleaning.

(iii) Safety Management and Responsibilities

- Successful applicant shall take all necessary safety measures to work where required and also maintain first aid arrangements for emergency.
- For all the works successful applicant shall ensure proper rigid railings with spacing of members/openings not exceeding 150 mm, preferably chain-link fencing.
- 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 ensure safety requirements are properly observed. Smoking & Consumption of Liquor in any form is not allowed on site.
- The Operator is responsible to ensure that necessary and adequate personal protective equipment are all the times available for the service personnel working.
- 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.
- The Operator shall take necessary safety measures to work where required
- Operator shall maintain first aid kit for emergency.

(iv) Electrical

- 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
- In any case, CPWD electrical specifications for material and workmanship should be followed as a minimum requirement
- Where explicit specifications are not available, the work shall be executed as per the instruction of the Authority
- The private operator or his Sub-operator must have Electrical License from Govt. body
- Electrical Power should be taken from the mains provided by electricity department by the selected bidder and silent DG sets including AMF Panel with Auto-Start Facility should be used as 100% standby power source irrespective of the availability of supply by the selected bidder.
- All approvals regarding temporary power connection and electrical installations from the concerned authorities are in the scope of successful Bidder
- Mains Wiring and cabling (with Servo Stabilizer/stabilizer)
 - ❖ Mains of halogen should be taken from nearest power distribution board. Size of mains should be adequate according to the circuit load.
 - ❖ All wiring should be in rigid PVC conduit & suitable size of FRLS type. All circuits should be protected with 30mA ELCB.
 - ❖ 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.
 - ❖ All cable or wire joints should be in proper manner with connector or jointing kits. Wiring along with cloth should be done within conduit.
 - ❖ 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.
 - ❖ All cables must be laid underground with proper depth.
 - ❖ All cables should be properly gladded and terminated with proper size of lugs.
 - ❖ 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.

- ❖ 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.
- ❖ Point Wiring in Structures (LIGHT, FAN & PLUG) should be properly done as per the approval of the concerned engineer.
- ❖ The point wiring shall be conforming 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.
- ❖ 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.
- ❖ The point wiring shall be carried out in under mentioned manner:
 - Supply, installation, fixing of conduits with necessary accessories, junction/inspection/switch/outlet boxes.
 - Supplying and drawing of wires of required size including insulated earth continuity wire.
 - Supply, installation and connection of Modular switches, sockets, switch plates, fan regulators etc. as specified.
 - The point shall be complete with branch wiring from the first switch board to the outlet point through another loop. Switch boards if necessary, in a circuit, conduit with accessories, junction, inspection boxes, control switch, socket outlet boxes, ceiling roses, connector etc.
 - 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/trucking etc. as specified.
 - 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.

- 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.
 - The switches and socket outlets shall be Modular type with silver-coated contacts with ISI marked IS: 3854
 - 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
 - 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
- 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
 - There should not be any connection outside Distribution board. Every neutral wire should be properly connected to neutral strip
 - All fuse used must be properly rated. Rewiring of damaged fuses is not allowed. All Power DB should be properly earthed.
- (v) Earthing**
- Each Power Distribution board should have pipe earthing
 - All metallic structures of the venue should be properly earthed
 - 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 and in presence of Engineer in Charge. The earthing resistance of each earth plate should be measured by resistance mugger in the presence of Engineer in Charge.
- The general and technical specification given in the tender booklet shall be considered as a part of agreement. The material shall be approved as per relevant IS specification and shall be approved by the Electrical Engineer in charge before executing the work.

(vi) Fire

- The successful bidder shall apply fire resistant coating which shall be non-allergic, odorless, non-toxic, VOC free, non-carcinogenic, and earth friendly clear fire retardant of “Flame 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.
- The approval of District Fire officer should be obtained for all the structure and erections. The instructions of the fire department need to be complied fully.

(vii) Authority to work

- The Operators supervisor is responsible for ensuring that the workers comply with the safety rules at work.

(viii) Accidents

- It shall be the sole responsibility of the Operator to adopt all the safety measures & deploy personnel who are adequately trained in safety.
- 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.
- 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 Operator's bill.

(ix) Measures against Insect and Pest Nuisance

The Operator shall at all times take the necessary precautions to protect all staff and labor 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 applicant shall comply with all the regulations of the local health authorities and shall arrange to spray thoroughly with approved insecticide all buildings erected on the Site. Such treatment shall be carried out at least once or as instructed by such authorities". The applicant shall install repellent at site as required.

(x) Alcoholic Liquor or Drugs

The applicant 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.

(xi) 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.

(xii) Other Instructions

- The Operator would have to incur expenditure necessary to prepare the site (including leveling), provide, set up, run and manage the tents and related infrastructure as one point solution provider for the entire duration of the event
- 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 well before the beginning of the event
- Successful Bidder should comply and obtain all statutory approvals required per law, including environmental clearance, licensed electrical Operator, clearances & License from Labor department etc.
- 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
- 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
- The operator shall undertake the execution of all related ancillary services such

as:

- (i) Plumbing, Liquid & Solid sanitation & solid waste management
- (ii) Electrical supplies and connections etc.
- (iii) Water works
- (iv) Interior and exterior furnishings with customary decorations
- The operator shall have to bear all the 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
- 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.
- In case of non-availability of such facilities, operator shall manage to get these facilities on his own cost & resources
- Any other charges/ statutory tolls/levies/ dues not covered above shall also be payable by operator
- 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 Electrical, and Plumbing Professional persons required for the facility
- 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.
- 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.
- The successful applicant shall have to do liaison, to arrange for Fire Fighters, through concerned authorities if required
- 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
- The complete soak pit & relevant network shall have to be connected to nearest available drain/sewer manhole at operators cost
- Quality and finishing of all structures will be reviewed after final execution of work

- 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 Authority
- 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
- The Tent Provider shall clear the site on possession and hand over back the site once the tent facility is over into pre-tent facility condition within seven days of the completion of event
- In case of 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.
- 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 operator.
- 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.
- The Successful Bidder shall keep sufficient number of stands by equipment as per his experience to meet the exigencies like equipment failure etc.
- 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.
- Tent Provider shall not permit any member of his staff to cook, wash himself, his clothes or utensils anywhere inside the tent's area/clusters.
- The selected bidder shall ensure adherence to Covid protocol at all times while executing the works and carrying out tasks during the project period.
- If any other additional work is added the Operator will be required to take prior written approval along with the cost from the Authority.

- 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.
- Any other charges/ statutory tolls/levies/dues not covered above shall also be payable by operator.
- Agency shall visit the site before bidding for RFP. Agency shall arrange for necessary site clearance leveling and other activities on its own, any cost associated with the site preparation shall be borne by the operator.
- 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.
- Tent Provider shall not, without the written sanction of the Authority, make any deviation in the approved plans, details, specifications, etc.
- 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.
- 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.
- 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 Tent Provider shall be eligible for payment of such works, subject to such written orders by the Authority.
- 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.

b. Responsibility of the Authority

- 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”.
- Authority will provide necessary administrative support to assist operator to get approvals for electricity, water and related services required to operate the

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tents by operator.

- The Authority shall pay a lump sum fee quoted to the operator on satisfactory conclusion of the event minus any deductions for service deficiencies during the contract period.
- 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 bidder in a time bound manner, failure to do so shall result in suitable penalty.

4 EVALUATION OF BIDS

4.1 Opening and Evaluation of Bids

- 4.1.1. The Authority shall open the Bids on the Bid Due Date, at the Department of Tourism address in Factsheet and in the presence of the Bidders who choose to attend.
- 4.1.2. The Authority will subsequently examine and evaluate the Bids in accordance with the provisions set out in this Section 3.
- 4.1.3. The Authority intends to follow a “two stage” bid process for selection of the successful agency. as outlined in this RFP.
Technically Qualified Bidder having quoted the lowest lump sum price will be awarded work.
- 4.1.4. To facilitate evaluation of Bids, the Authority may, at its sole discretion, seek clarifications in writing from any Bidder regarding its Bid.

4.2 Tests of Responsiveness

- 4.2.1. 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 signed, sealed, bound together in hard cover and marked;
 - (c) it is accompanied by appropriate Bid Security as specified;
 - (d) it is accompanied by appropriate tender fee
 - (e) it is accompanied by the Power(s) of Attorney, as the case may be;
 - (f) it contains all the information (complete in all respects) as requested in this RFP and/or Bidding Documents (in formats same as those specified);
 - (g) it does not contain any condition or qualification; and it is not non-responsive in terms hereof.

4.3 Eligibility Criteria

S.No.	Criteria	Supporting Documents
1	The Bidder should be a registered Company / Partnership / LLP having a minimum experience of five (5) years providing similar services (i.e. event management, accommodation hospitality, tented services.) Joint venture (JV)/ Consortium is not allowed	Certificate of Incorporation/ Partnership deed/ equivalent document Constitution documents (relevant extracts of Articles of Association and memorandum of association)
2	Minimum Average Annual Financial Turnover from similar services of INR 1 crore per year in past 5 years (2020-21, 2021-22,2022-23, 2023-24 and 2024-2025)	<ul style="list-style-type: none"> • Turnover Certificate issued by CA • Audited Financial Statements: Balance Sheets and P&L Statements Duly approved by the CA.
3	The Bidder should have undertaken a Single project of at least INR 25 Lakh of similar Nature in last 10 Years	Certificate of Completion
4	The Bidder should have erected & run at least one tented city or equivalent project with related infrastructure & hospitality services at a national or state level with Government client (Any state or central) in India or PSU (Any state or central) for 500 people.	Certificate of Completion
5	Should not be blacklisted by any Department / Agency / PSU in any State/ Government of India or its agencies/ PSUs	Undertaking in this regard needs to be submitted

Note:

- **Digital/ virtual events will not be considered as experience.**
- 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.

4.4 Selection of Bidder

4.4.1. Technical Evaluation

- 4.4.1.1. Bidders shall be evaluated by the details of tent & relevant services as per annexure as submitted with technical bid document.
- 4.4.1.2. 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 as sample and run it for 3 days for checking the completeness of details & facilities proposed by Bidder – as part of shortlisting procedure at this stage.

4.4.2. Financial Evaluation

- 4.4.2.1. The Financial Bids of technically qualified Bidders will be opened on the prescribed date in the presence of Bidder representatives who wish to be present.
- 4.4.2.2. The Bidder shall quote for all the scope mentioned in the RFP document in their financial quotations including transportation and other associated costs.
- 4.4.2.3. The Bidder shall quote the lump-sum fees 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 fees quoted for the complete job for the location.
- 4.4.2.4. The payment shall be made subsequent to the completion of job to the satisfaction of BSTDC.
- 4.4.2.5. Additional Tents - The same shall be used by the Authority for calculation purposes if demand for any additional tents arises during the event. All the bidders compulsorily have to quote for additional tents as well.
- 4.4.2.6. The Technically eligible bidder quoting the lowest financial bid for a site shall be finally awarded the work
- 4.4.2.7. Cost should include all costs related to carrying out the tasks under the scope of work successfully including tent, TIC and other structures erection, required displays and arrangements for audio visual support, deploying necessary manpower for security and housekeeping, equipment, facilities, structures, services etc., shall have to be carried out by the successful bidder.
- 4.4.2.8. Technically qualified Bidder having quoted the lowest price will be awarded work for the site.
- 4.4.2.9. In the event the financial bid is same, the Bidder having higher technical score will be awarded the contract.

4.4.3. Selection Process

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- 4.4.3.1. In the event that the Successful Bidder withdraws for any reason the Authority may either retender or grant the 2nd second lowest bidder the opportunity to match the Financials quoted by the lowest Bidder.
- 4.4.3.2. 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 3 (three) 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.
- 4.4.3.3. After acknowledgement of the LOA as aforesaid by the Selected Bidder, it shall cause the Operator to execute the Agreement. The Selected Bidder shall not be entitled to seek any deviation, modification or amendment in the Agreement.
- 4.4.3.4. On receipt of a letter of intent from the Authority, the Authority successful Bidder will furnish a **bank guarantee** or deposit of Bank Draft by way of performance security, equivalent to **10 percent** of the total contract value, on or before the signing of the subsequent contract, typically within 3 days 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 encase the EMD furnished by the Bidder, in addition to any other right available to it under this RFP.
- 4.4.3.5. 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.
- 4.4.3.6. The Authority may invoke the Performance Guarantee in the event of a material breach by the successful Bidder leading to termination for material breach.

5 PAYMENT TERMS

(a) Terms

- Each payment shall be subject to invoice and details of task carried out
- Actual Payments shall be based on the final tasks assigned and quantities finalized
- Payments shall include all cost borne by the bidder related to transportation, levies, taxes etc.
- No additional payments shall be made on account of aforementioned heads

6 FRAUD AND CORRUPT PRACTICES

- (a) The Bidders and their respective officers, employees, agents and advisers shall observe the Successful 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.
- (b) 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.
- (c) For the purposes of this Clause 4, the following terms shall have the meaning hereinafter respectively assigned to them:
 - (i) **“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 under the Clause 2.1.15 of 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;

- (ii) "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;
- (iii) "Coercive practice" means impairing or harming, or threatening to impair or harm, directly or indirectly, any person or property to influence any person's participation or action in the Bidding Process;
- (iv) "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
- (v) "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.

7 PRE-BID CONFERENCE

- (a) Pre-Bid Conference(s) of the Bidders shall be convened at the designated date, time and place.
- (b) 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.

8 MISCELLANEOUS

- (a) 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.
- (b) The Authority, in its sole discretion and without incurring any obligation or liability, reserves the right, at any time, to;
 - (i) 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;
 - (ii) Consult with any Bidder in order to receive clarification or further information;
 - (iii) Retain any information and/ or evidence submitted to the Authority by, on behalf of, and/ or in relation to any Bidder; and/ or
 - (iv) 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.
- (c) 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.
- (d) The Bidding Documents and RFQ 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:
 - (i) the Bidding Documents;
 - (ii) the RFP i.e. the Bidding Documents above shall prevail over the RFP

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9 CHECKLIST

S. No.	Documents Against	Supporting Document	Yes/ No
1	Eligibility Criteria 1	Certificate of Incorporation/ Partnership deed/ equivalent document Constitution documents (relevant extracts of Articles of Association and memorandum of association) <ul style="list-style-type: none"> PAN GST 	
2	Eligibility Criteria 2	<ul style="list-style-type: none"> Turnover Certificate issued by CA Audited Financial Statements: Balance Sheets and P&L Statements Duly approved by the CA. 	
3	Eligibility Criteria 3	Certificate of Completion	
4	Eligibility Criteria 4	Certificate of Completion	
5	Eligibility Criteria 5	Undertaking of no-blacklisting	
6	Annexure 1	Letter comprising the Bid	
7	Annexure 2	Bank Guarantee	
8	Annexure 3	Power of Attorney	
9	Annexure 4	Relevant Experience with supporting documents	

ANNEXURE - 1: Letter comprising the Bid

(On the letterhead of the bidder)

To,
Managing Director,
Bihar State Tourism Development Corporation Ltd., Patna
R- Block, Beer Chand Patel Path Patna.

Dated:

Dear Sir,

Ref: - Bid for the Selection of Event Management Agency for Shravani Mela - 2026

1. With reference to your RFP document. 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.
2. 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.
3. This statement is made for the express purpose of our selection as Operator for the development, construction, operation and maintenance of the aforesaid Project.
4. I/ We shall make available to the Authority any additional information it may find necessary or require to supplement or authenticate the Bid.
5. 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.
6. 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.
7. 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 Section 5 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.
8. 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.
 9. I/We believe that if we satisfy(s) the technical criteria and meet(s) the requirements as specified in the RFP document our financial bid shall be opened.
 10. I/We certify that in regard 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.
 11. 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.
 12. 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.
 13. 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.
 14. 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.
 15. I/ We offer a Bid Security of INR 3,00,000 (Rupees Three Lakhs only) to the Authority in accordance with the RFP Document.
 16. The Bid Security in the form of a Demand Draft/ Bank Guarantee is attached.
 17. The documents accompanying the Bid, as specified in the RFP, have been submitted in a separate envelope and marked as "Enclosures of the Bid".
 18. 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

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awarded to me/us or our Bid is not opened or rejected.

19. 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.
20. I/ We agree and undertake to abide by all the terms and conditions of the RFP document.
21. I/ We shall keep this offer valid for 90 (ninety) 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.

Name of the Bidder

Date:-

Signature of Authorized Signatory

(Name and Seal of Bidder)

ANNEXURE – 2: Bank Guarantee

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 fulfillment 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 fulfill 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 fulfillment 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 fulfill 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 further agree that the Authority shall be the sole judge to decide as to whether the Bidder is in default of due and faithful fulfillment 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 fulfillment 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 unrealized.

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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 authorized official.

(Signature of the Authorized Signatory)

(Official Seal)

ANNEXURE – 3: 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 authorize 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

Notarized

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

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ANNEXURE – 4: 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. Nondisclosures 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 Department	Location & Description of Work	Value of Contract	Period of Execution
1				
2				
3				