**Request for Proposal (RFP)**

**Proposal for selection of agency**

**For creating of Pandal for**

**“RAJKIYA SHRAMIK DIVAS” ON 17TH SEPETEMBER 2022**

**AT GURUGRAM**

**By**

**Labour Department**

**Schedule for the Tender Process :-**

|  |  |  |
| --- | --- | --- |
| 1 | Issue of tender | **12th SEP. 2022 at 10 am** |
| 2 | Last date of submission | **13th SEP. 2022 at 5 pm** |
| 3 | Opening date | **13th SEP. 2022 at 5:15 pm** |
| 4 | Allotment of work oder | **13th SEP. 2022 at 6.00 pm onwards** |
| 5. | Commencement of the work at the event site by the successful bidder | **14th SEP. 2022 at 7.00 am onwards** |

**INSTRUCTIONS TO BIDDERS**

The labour Department, Gurugram invites short notice duration tender quotation in sealed cover for management of Rajkiya Shramik Divas on 17th Sep. 2022.

**The quotation tender addressed to the Labour Commissioner, Haryana, in an sealed envelop by the respective bidder shall be submitted to the office of Assistant Labour Commissioner, Gurugram – VI, Room no. 402 Mini Secretary, Gurgaon as per dates mentioned below.**

**Selection criteria : Lowest financial bidder who completes all the documents shall be declared L1 bidder and shall be allotted the work order.**

**Due to short and urgent requirement If a single participant comes then committee can allot to single participant.**

Mode of Payment:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Stage | SI. No. | Milestone | % paym  ent | Cumulative percentage payment |
| Phase 1 |  | Execution Period |  |  |
|  | I. | After Getting the work order from the authority as soon as the items reach the venue the payment has to be released. | 50 | 50 |
| Phase 2 |  | During the Event |  |  |
|  | I. | After successfully Final completion of Event and recommended by event management | 40 | 90 |
| Stage- 3 |  | Closing Period |  |  |
|  | 1. | After the completion of event, dismantling all temporary structure from venue and restoration of all damages etc & handed over venue to leave the main venue site and other venue and recommended by event management consultant & certified by Competent Authority after approval. | 10 | 100 |

### Scope of Work

* + 1. **Creation of main pandal for culture programme and provide end to end management services for the Cultural Events Venue**
       1. Set up and maintenance of the infrastructure for the venue of the Cultural Evening which would include:
          - Design, conceptualization and setup of the stage
          - Minimum seating of 5,000 people, VVIP’s, VIP’s and media lounges
          - Green rooms for the artist
          - Water-proof hangers for the entire venue
          - Installation of LED Screens as per BOQ
          - Proper arrangement of electricity/illuminations and sound system for setup as per BOQ and ensure the proper supply of power along with alternate power backup.

The infrastructure should be as per the BOQ

* + - 1. Ambience creation for the venue for the cultural events as designed approved by the committee constituted for this purpose.
      2. Fresh & good quality flower decoration/bunches for the entire venue. The firm shall get the samples checked of all types of flowers to be used for this job from the committee constituted for this purpose.

Our Financial Proposal is given below as per the BOQ:-

|  |  |  |
| --- | --- | --- |
| S.NO. | ITEMS | RATE |
| 1 | ALLUNIMUM HANGER |  |
| 2 | WOODEN FLOORING |  |
| 3 | RED CARPET |  |
| 4 | GREEN CARPET OUTSIDE |  |
| 5 | AIR CONDITIONER |  |
| 6 | 3 PHASE WIRE FITTING |  |
| 7 | GLASS DOOR |  |
| 8 | STEPS FOR STAGE |  |
| 9 | GENERAL LIGHTING |  |
| 10 | HANGER LIGHTING |  |
| 11 | MOJO BARRICADING |  |
| 12 | TEEN BARRICADING @ 8FT HEIGHT |  |
| 13 | SCAFFOLDING STAGE @ 6FT HEIGHT (MAIN STAGE) |  |
| 14 | SCAFFOLDING STAGE @ 4FT HEIGHT (CULTURAL STAGE) |  |
| 15 | OCTORNOM STALLS |  |
| 16 | BANQUET CHAIRS |  |
| 17 | CHAIR COVERS |  |
| 18 | SOFA PER SEATER |  |
| 19 | CENTER TABLE |  |
| 20 | VIEW CUTTER |  |
| 21 | BOX TYPE GATE |  |
| 22 | ROAD BARRICADING |  |
| 23 | VVIP FURNITURE |  |
| 24 | DEEP |  |
| 25 | LED WALLS (12X8) |  |
| 26 | PLASMA |  |
| 27 | LED PLATFORM |  |
| 28 | VVIP TOILETS |  |
| 29 | TOILETS |  |
| 30 | VANITY VAN |  |
| 31 | D.DECOR |  |
| 32 | MAIN STAGE DÉCOR |  |
| 33 | CULTURAL STAGE DÉCOR |  |
| 34 | FLOWER GATE |  |
| 35 | BRANDING (INSIDE HANGER) |  |
| 36 | BRANDING (OUTSIDE HANGER) |  |
| 37 | RANGOLI |  |
| 38 | ROOF TOP COVERING |  |
| 40 | TABLE WITH FRILL |  |
| 41 | HANGER CLOTH |  |
| 42 | PODIUM |  |
| 43 | SOUND FOR MAIN STAGE |  |
| 44 | SOUND FOR CULTURAL STAGE |  |
| 45 | SUPER STRUCTURE |  |
| 46 | LOAD DISTRIBUTION/ MAINS/ SUBMAINS AS REQUIRED AT SIGHT DISTRIBUTION PANELS FOR ALL ELECTRIAL MATERIALS FOR DFMD AND OTHER EQUIPMENTS |  |
| 47 | LINE ARRY VTX LINE |  |
| 48 | SUBS JBL G28 |  |
| 49 | JBL STX 800 |  |
| 50 | CLIP ON SENNHEISER E900 |  |
| 51 | CORDLESS MIC SENNHEISER G3 500 |  |
| 52 | HEADSET MIC SENNHEISER G3500 |  |
| 53 | PODIUM MIKE SHURE |  |
| 54 | SM58 SHURE CODED MIC |  |
| 55 | SM57 SHURE CORDED MIC |  |
| 56 | DRUM MIKE KIT SENNHEISER 900 SERIES |  |
| 57 | PICKUP MIC AKGC411 |  |
| 58 | BASS GUITAR AMP HARTKE |  |
| 59 | SHARPY |  |
| 60 | PROFILE |  |
| 61 | LED PARCANS |  |
| 62 | PAR 64 |  |
| 63 | WASH |  |
| 64 | BLINDERS |  |
| 65 | MOVING HEADS |  |
| 66 | RALLING FOR THE STEPS |  |
| 67 | METAL LIGHTS |  |
| 68 | LED LIGHTS |  |
| 69 | PROTOCAL MANAGEMENT |  |
| 70 | FULL CHADDAR |  |
| 71 | LABOUR FOR FIXING |  |
| 72 | LABOUR FOR LOADING AND UNLOADING |  |
| 73 | TRANSPORTATION BOTH SIDES |  |
| 74 | WATER ARRANGMENTS FOR TOILETS |  |
| 75 | WATER ARRANGMENTS |  |
| 76 | WATCH OUT FOR LED SCREEN FOR LIVE |  |
| 77 | LED PLASMA |  |
| 78 | FASCIA NAME FOR OCTORNOM STALL |  |
| 79 | BEAUTIFICATION OF COMPLETE VENUE |  |
| 80 | ELEMETS FOR BEAUTIFICATION OF THE VENUE |  |
| 81 | WATER CAMPER FOR PEOPLE |  |
| 82 | GEN SET AS PER REQ. |  |

**Terms and conditions to the Bidder:-**

Before the allotment of the work order, the successful bidder

1. Shall have to submit the PAN No. and GST No. of Haryana.
2. Shall have to submit the relevant documents to claim the holding of such arrangements with the State Govt / Central Govt. agency in the last three years.
3. The successful bidder should have 5cr. Turnover in last 5 years attested by C.A.
4. The bidder should have done a govt. event for 1cr. In last 3 years till current date.

Chairman Tentage Committee

On behalf of

Labour Commissioner, Haryana