

# **Request for Proposal (RFP)**

**Proposal for selection of agency  
For creating of Pandal for  
“RAJKIYA SHRAMIK DIVAS” ON 17<sup>TH</sup>  
SEPTEMBER 2023  
AT VISHWAKARMA SKILL UNIVERSITY,  
DUDHOLA, DISTT.-PALWAL**

**By  
Labour Department**

**Schedule for the Tender Process:-**

1	Issue of tender	5 <sup>th</sup> SEP. 2023 at 10 am
2	Last date of submission	7 <sup>th</sup> SEP. 2023 at 5 pm
3	Opening date	7 <sup>th</sup> SEP. 2023 at 5:15 pm
4	Allotment of work order	7 <sup>th</sup> SEP. 2023 at 6.00 pm onwards
5.	Commencement of the work at the event site by the successful bidder	8 <sup>th</sup> SEP. 2023 at 7.00 am onwards

**INSTRUCTIONS TO BIDDERS**

The labour Department invites short notice duration tender quotation in sealed cover for management of Rajkiya Shramik Divas on 17<sup>th</sup> Sep. 2023.

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

The bidders have to submit the following documents with the financial bid. After verifying the below documents, the financial of the successful bidder will be opened.

1. The bidder shall have to submit the relevant documents to claim the execution of a similar function/event of Labour Department of any state govt. or central govt. amounting to at least 2 crore in the last one year involving installation of a hangar structure of 120000 sq.ft. with wooden flooring and fully air conditioning arrangements. (as per BOQ requirement of this RFP).
2. The bidder should have average 5 crore Turnover in each of the last 3 years (2020 -21, 2021-22, 2022-23) certified by C.A (attach P&L)
3. The bidder should have an ISO certificate (9001-2015).
4. The bidder should have to submit the PAN No. and GST No. of Haryana.

Interested bidders should send the quotations addressed to the Labour Commissioner, Haryana in a sealed envelope as per afore cited schedule to the following address:-

**Joint Director(IS&H)**  
**Room No. 403, Labour Court Complex,**  
**Sector-12, Faridabad.**

**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	S.NO	Milestone	% payment	Cumulative percentage payment
Phase I		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 3		Closing Period		
	I.	After the completion of event	50	100

1.1. Scope of Work

1.1.1. Creation of main pandal for culture programmed and provide end to end management services for the Cultural Events Venue

a) 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

b) Ambience creation for the venue for the cultural events as designed approved by the committee constituted for this purpose.

c) 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	QTY
1	ALLUNIMUM HANGER	120000 sqft
2	BIG JUMBO	10
3	RED CARPET	160000 sqft
4	GREEN CARPET OUTSIDE	75000 sqft
5	AIR CIRCULATOR	50
6	3 PHASE WIRE FITTING	5000 rft
7	GLASS DOOR	20
8	STEPS FOR STAGE	3
9	GENERAL LIGHTING FOR 6 DAY	L.S.
10	HANGER LIGHTING	L.S.
11	MOJO BARRICADING	12500 rft
12	TEEN BARRICADING @ 8FT HEIGHT	2500 rft
13	SCAFFOLDING STAGE @ 6FT HEIGHT (DOUBLE PLY)	2400 sqft
14	SCAFFOLDING STAGE @ 4FT HEIGHT (DOUBLE PLY)	1120 sqft
15	OCTORNOM STALLS	40
16	BANQUET CHAIRS	5000
17	CHAIR COVERS	5000
18	SOFA PER SEAT	100
19	CENTER TABLE	40
20	VIEW CUTTER	85000 sqft
21	BOX TYPE GATE	2
22	ROAD BARRICADING	600 sqft
23	VVIP SOFA	50
24	DEEP	1
25	LED WALLS P2 (16X10)	10
26	PLASMA	6
27	LED PLATFORM	10
28	VVIP TOILET VAN	4

29	PORTABLE TOILETS	50
30	VANITY VAN	1
31	D.DECOR (Mause and marigold)	850ft
32	MAIN STAGE DÉCOR (Mause and marigold)	480ft
33	CULTURAL STAGE DÉCOR (Marigold Laddi)	24ft
34	FLOWER GATE (Marigold Laddi)	16ft
35	STAR FLEX BRANDING (INSIDE HANGER)	8500 sqft
36	STAR FLEX BRANDING (OUTSIDE HANGER)	50000 sqft
37	RANGOLI	1600 sqft
38	VVIP CHAIRS	30
40	TABLE WITH FRILL	100
41	HANGER CLOTH	120000 sqft
42	PODIUM	2
43	INTERNET FOR V.C.	L.S.
44	VIDEOGRAPHY, PHOTOGRAPHY OF COMPLETE EVENT	L.S.
45	SUPER STRUCTURE	9000 sqft
46	LOAD DISTRIBUTION/ MAINS/ SUBMAINS AS REQUIRED AT SIGHT DISTRIBUTION PANELS FOR ALL ELECTRICAL MATERIALS FOR DFMD AND OTHER EQUIPMENTS	L.S.
47	LINE ARRAY VTX LINE	16
48	SUBS JBL G28	12
49	JBL STX 800	12
50	CLIP ON SENNHEISER E900	8
51	CORDLESS MIC SENNHEISER G3 500	4
52	HEADSET MIC SENNHEISER G3500	6
53	PODIUM MIKE SHURE	8
54	SM58 SHURE CODED MIC	12
55	SM57 SHURE CODED MIC	10
56	DRUM MIKE KIT SENNHEISER 900 SERIES	4
57	PICKUP MIC AKGC411	2
58	BASS GUITAR AMP HARTKE	2
59	SHARPY	20
60	PROFILE	10
61	LED PARCANS	5
62	PAR 64	15
63	WASH	12
64	BLINDERS	2
65	MOVING HEADS	20
66	RALLING FOR THE STEPS	450 sqft
67	METAL LIGHTS	50
68	LED LIGHTS	75
69	PROTOCOL MANAGEMENT	25
70	FULL CHADDAR	50
71	LABOUR FOR FIXING	L.S.
72	LABOUR FOR LOADING AND UNLOADING	L.S.
73	TRANSPORTATION BOTH SIDES	L.S.
74	WATER ARRANGMENTS FOR TOILETS	L.S.
75	WATER ARRANGMENTS FOR VIP	L.S.
76	WATCH OUT FOR LED SCREEN FOR LIVE	10
77	LED PLASMA FOR STAGE	2
78	FASCIA NAME FOR OCTORNOM STALL	40
79	BEAUTIFICATION OF COMPLETE VENUE	L.S.
80	ELEMETS FOR BEAUTIFICATION OF THE VENUE	L.S.
81	WATER CAMPER FOR PEOPLE	500 jars
82	GEN SET( 125kv) with diesel 8hrs <ul style="list-style-type: none"> <li>• 16 SEP.2022</li> <li>• 17 SEP.2022</li> </ul>	10 gen set 40 gen set
83	HI TEA / LUNCH	1500 ppl
84	3D DESIGN OF THE VENUE	1

85	PAGORA (5m)	15
86	AIR CONDITIONER	2250 TON
87	WOODEN FLOORING D.P.	120000 sqft
88	Levelling, filling, cleaning of the venue ground at Vishwakarma University Dudhola, Distt-Palwal	Approx 4 acre of uneven land

**Chairman Tentage Committee  
On behalf of  
Labour Commissioner, Haryana**