



JAIPUR METRO

JAIPUR METRO RAIL CORPORATION LIMITED

(A Government of Rajasthan Undertaking)

Directorate of Corporate Affairs

2nd Floor, A-Wing, Admin Building, Metro Depot

Bhrihu Path, Mansarovar, Jaipur-302020

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Azadi Ka
Amrit Mahotsav

No.F.1 (A-687)/JMRC/DC/Foundation 1D/2024/7466

Dated: 14.03.2024

14 MAR 2024

NOTICE INVITATION BID

M/S Chandra Entrepreneurs Pvt.Ltd,

Chandra House 28, Indra Colony,

Bani Park, Jaipur (Raj.)

Phone no. 0141-2282512, 2282712

E-mail ID:-ad.jaipur@chandraindia.com

Sub: Engagement of Event Management Agency, on single source procurement basis for 'Foundation Stone Laying Ceremony' for Jaipur Metro **Phase 1D** to be conducted through Virtual /Digital mode at RIC, Jhalana Doongri, Jaipur.

Dear Sir/ Madam,

Jaipur Metro intends to conduct 'Foundation Stone Laying Ceremony' for Phase 1D Jaipur, which is proposed be conducted on 15-03-2024 at 4:00 PM at Rajasthan International Centre (RIC) Jhalana Doongri,. Hon'ble UDH Minister along with dignitaries will unveil the foundation stone through Virtual mode.

In this regard, JMRC intends to hire your services as an Event Management Agency (on the basis of your empanelment with Department of Tourism GoR vide letter no.F.4(85) F&F/DT/Emp.Ev.Mgr./2018/11272-75 dated 27.10.2023 and letter of Dept. Of Planning GoR Ref. No. F17(9)20/RJAA/EMA/2022/339 dated 22.02.2024 & as per RTPP Act and Rules.

SCOPE OF WORK:

The scope of work for the said event are as under:

1. Arrangement with the items as required to welcome Hon'ble UDH Minister and other VVIPs i.e. bouquet, and other items etc, as applicable as per requirement.
2. Elegant flower arrangements and beautification of stage/dais as applicable as per requirement.
3. Arrangement of High tea for dignitaries, VIPs, Press media etc. For apporx 500 people including supporting staff, police, drivers etc.
4. Stage and Dias management, as applicable as per requirement.
5. Provision of temporary manpower, anchors, ushers, hosts, guides, security guard etc, as applicable as per requirement.
6. Arrangement of drinking water facility at various locations for public as required.
7. Arrangement of Mementos for VIPs as per requirement and as per design finalised by JMRC.
8. Branding as per requirement.
9. Arrangement of videography and photography at proposed locations of the route, functions as required.



10. Arrangement of temporary control room for the function at the location as decided, as applicable as per requirement.
11. Cleaning and ensuring proper hygiene and sanitation at location of the program before and after.
12. PR related activities as per requirement.
13. Any other relevant / ancillary activities as per the essentials requirement of the programme as mutually agreed .

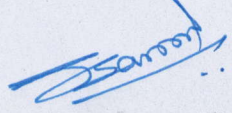
This programme will be attended by the highest level dignitaries of Rajasthan Government, therefore the services and infrastructure for the function shall be of highest standards and protocols security to the best industry practices encompassing all infrastructure and services related to organisation of a function of this magnitude, thereby ensuring aesthetics & safety of the events. The indicative list of services and infrastructure towards conducting the foundation stone ceremony shall be as per the 'Scope of Work'. Any other requirement as communicated through Competent Authority as and when required shall have to be arranged on immediate basis which shall be paid extra as per prevailing market rates.

Important Terms & Conditions:

1. Please indicate your financial quote including all expenses, duties & taxes except GST.
2. No advance payment shall be made.
3. Performance Security: 5% of the work order value in the form of DD/Bankers Cheque.
4. Execution of agreement: On Rs. 500/- Non Judicial Stamp Paper.
5. Your firm should not be debarred/blacklisted by any GoR Department/PSU /Board etc.
6. In case of any deficiency in quality of services, penalty of maximum 10% of the contract value may be deducted.

You are requested to submit your quote in prescribed format (Annexure-I) in a sealed envelope within 1 day (i.e. on or before 15.03.2024 by 10:00 AM) from the issuance of this letter. It is advised that site visit may be conducted by you for actual assessment.

This bid is invited as per the provisions of RTPP Act, 2012 and RTPP Rules, 2013 and the estimated cost is approx Rs. 15.00 Lakhs + GST.


(Sanjay Bansal)

Executive Director (Corp. Affairs)

Copy to: 7467-7471 / dated 14/08/2024

1. PS to CMD, JMRC
2. Director (CA/Finance/O&S/Project), JMRC
3. JE (IT Cell) for uploading on SPPP Portal and JMRC website
4. Notice Board of JMRC.
5. Guard File.



Annexure-I

Sub: Engagement of Event Management Agency for Foundation Laying Ceremony for Jaipur Metro **Phase 1-D**

Financial Quote

S. No.	Item Description		Rate (Rs.)
1.	Arrangement of complete event management for the foundation laying ceremony of JMRC project phase 1-D at the prescribed location and as per scope mentioned in the Notice inviting Bid.	In Digits	
		In Words	

Note:

1. Above rate is inclusive of all expenses, incidental expenses, taxes & duties etc. except GST.
2. GST, as applicable will be paid extra by JMRC.

**Authorized Signatory
With Signature and Seal**

