

**North Eastern Region Community Resource Management Society  
North Eastern Council and Ministry of Development of North Eastern  
Region, Govt. of India**

**Destination North East 2019 at Varanasi (U.P.)  
from 23<sup>rd</sup> to 26<sup>th</sup> November 2019**

**Short Term Tender Notice  
Temporary Site Infrastructure Development**

**NERCORMP, House No. L/D 023, Lower Nongrim, Gora Line,  
Shillong - 793 003, Meghalaya**

# North Eastern Region Community Resource Management Society

## **A. Introduction**

North Eastern Community Resource Management Society (NERCRMS) is a registered society which is implementing the North Eastern Region Community Resource Management Project (NERCORMP) in the states of Arunachal Pradesh, Assam, Manipur and Meghalaya. NERCORMP is a livelihood and rural development project aimed to transform the lives of the poor and marginalized tribal families in North East (NE) India. NERCORMP is a developmental initiative of the North Eastern Council (NEC), Ministry of DoNER, Govt. of India.

Its broad objective can be summarized as follows –

*“To improve the livelihoods of vulnerable groups in a sustainable manner through improved management of their resource base in a way that contributes to the preservation and restoration of the environment.”*

The North Eastern Council, Ministry of DoNER, GoI has decided to organize its annual event Destination North East in Varanasi (U.P.).

## **B. Brief about the Project**

<b>Project Title</b>	Destination North East 2019 at Varanasi (U.P.)
<b>Implementing Agency</b>	North Eastern Community Resource Management Society (NERCRMS), Shillong
<b>Primary Objective</b>	<ul style="list-style-type: none"><li>• To promote the Tourism, People, Arts, Culture, Music and Ethnic Cuisines of North East India.</li><li>• To provide platform to the rural artisans, weavers and entrepreneurs for understanding urban market taste &amp; demand.</li></ul>
<b>Expected Outcomes</b>	Participants will be exposed to the urban market and prospective market linkages may develop.
<b>Venue</b>	IIT - BHU Technology Ground, Varanasi (U.P.)
<b>Funded by</b>	North Eastern Council, Ministry of DoNER, Govt. of India, Shillong
<b>Event Date &amp; Duration</b>	23 <sup>rd</sup> to 26 <sup>th</sup> Nov 2019 (4 days)

### C. Plan of the Event

1. The event will take place in Technology Ground, IIT - BHU, Varanasi from 23<sup>rd</sup> to 26<sup>th</sup> November 2019.
2. The temporary infrastructure work (involving hangar construction, food court, stage area development etc.) is proposed to start from 13<sup>th</sup> November 2019 and ends on 22<sup>nd</sup> November 2019.
3. The dismantling work is proposed to start on 27<sup>th</sup> November 2019 and ends on 1<sup>st</sup> December 2019.
4. The size of the venue is 150 mtr x 150 mtr.

### D. Activities involved in the Event -

1. Product/Services display and showcase.
2. Live kitchen - cooking and serving of ethnic cuisines of NER.
3. Summit/Workshops, B2B and C2C sessions.
4. Cultural Troops, Celebrity Bands and Singing Performances.

### E. Broad Scope of Work & Deliverables -

S. No	Particulars	Quantity (in nos.)	Unit
A	B	C	D
A	<b>Stage &amp; Allied</b>		
1	Stage 72'x36'x 4ft( Height) with Stairs for main performance	1	
2	Stage 30' x 20' x 4ft (Height) with Stairs for cultural performance	1	
3	Single Seater VVIP Sofa	20	
4	Leatherite 2 seater sofa	100	
5	Dunlop White Covered Chairs	1000	
6	Stainless Steel Barricading	2000	rft
7	VVIP Chairs on Stage with glass centre tables	40	
8	Full Carpeting		
9	Fibre chairs	4000	
10	Green Room 4 nos ( 2 Male + 2 Female)		
11	Masking at various places		
B	<b>Swiss Cottages Suit for CM/ PMO/ MD DONER/ CS NEC ( 14'x27')</b>	5	set

1	Comprises of one centre hall with one bedroom and attached toilet.		
2	Ply Wall all four sides with printed cover over the top		
3	Sofa set : 1 nos; Centre table : VIP chairs =10 nos; Double bed set complete ; side tables , 2 seater sofa with centre table.		
<b>C</b>	<b>Kitchen area</b>	4000	Sq ft
1	Normal Tin shade		
2	Pandal (72'x72')		
<b>D</b>	<b>German Roder make hanger 60mtr clear span</b>	<b>40000</b>	<b>Sq ft</b>
<b>D.1</b>	<b>Summit/Conference Area</b>	1	job
1	200 nos sitting with a riser		
2	Fully Carpeted inside the media area		
<b>D.2</b>	<b>Dignitary Dining Area</b>	1	job
1	20 round tables with 80 Dunlop Chairs		
2	Carpeting all over		
<b>D.3</b>	<b>Media Centre</b>	1	job
1	50 nos sitting with a riser		
2	Fully Carpeted inside the media area		
<b>E</b>	<b>Studio Kitchen</b>	<b>1</b>	<b>job</b>
1	Raised Platform 2ft height ( size 36'x32')		
2	Chairs for audience for viewing live kitchen : 50 nos		
3	Bamboo Food Court 18'x18'x 10 nos	10	nos
4	Round tables 10 nos with 50 chairs in total		
5	Masking and walling at various places as required.		
<b>F</b>	<b>Various Offices Medical/ Reception/ police/site office 1 / site office 2/site office 3</b>	8	set
1	Size 18'x18' waterproof with ceiling on the top		
2	3 side closed : executive table in each, revolving chairs: dunlop chairs: sofa s as required in the reception		
3	Fully Carpeted all over.		
<b>G</b>	<b>Pagodas</b>	<b>75</b>	<b>nos</b>
1	Top white covered pagodas, inside bamboo walling on 3 sides		
2	Front facia with bamboo frame and pillars		
3	2 tables with downside locking facility.		
4	Hangers for cloth hanging: 20 in each Pagoda		
5	3 side walling By cloth: 1 kanat will be provided to each stall for front covering at night		
6	6 shelves will be given in each stall (3 on either side).		

7	Carpet on Floor		
9	Carpeting at various places	200000	sqft
10	In case of shortage of Pagoda space area, the provision of Octonorm Stall shall be kept		
11	Highly Decorated Gate Fabrication and installation of bamboo installation along the side of main aisle. Size - 2400 x 6500 (H) mm	2	nos
12	Toilet / Urinals	10	nos
13	ENTRANCE PORTAL: Fabrication and installation of main gate entry portal fabricated with ms/bamboo section and lycra fabric on top. Size - 4000 x 5000 (H) mm		
14	WATER TANKER Provision of water tanker and passage as per site requirement	3.00	NOS.
15	FIRE EXTINGUISHER Provision of fire tender and passage as per site requirement	75.00	Nos.
16	ENTRANCE FOYER Fabrication and installation of bamboo installation along the side of main aisle. Size - 2400 x 6500 (H) mm	1.00	NOS.
17	Central Seating Element: Fabrication and installation of circular frame fabricated with bamboo and ms frame with outer dia of 10000 mm at a height of 4000 mm		
18	CENTRAL INSTALLATION: Fabrication and installation of circular frame fabricated with bamboo and ms frame with outer dia of 12000 mm and inner dia of 4000 mm at a height of 4500 mm	1.00	NOS.
19	Street Elements: Provision and Installation of Street Furniture, Public seating, Poles, Dustbins, Standies as per design and site requirement		

### **Sound and Lights**

<b>S. No.</b>	<b>Particulars</b>	<b>Quantity</b>
<b>A</b>	<b>B</b>	<b>C</b>
1	JBL VERTEC 4888 Line array 24nos	1
	JBL VERTEC 4888a subs : 16 nos	
	JBL VRX 915 Monitors : 20 nos	
	JBL SRX835P Side fill : 8 nos	
	BETA3 Stage SUBS : 4 nos	
	JBL VRX932 : 12 nos	
	40 RCF HDL20 Line array for delay speakers	
	16000 watt Amplifier	
	8 Pencil mike	

	3 nos SENNHEISER SKM 500/945 Cordless Mike	
	2 nos Shure u4d UHF Cordless microfone	
	01 DIGIDESIGN, Venue sc48 mixer	
	1 sound craft experince 3	
	1 lead guitar amplifier FANDER HOT ROD DEVILLE 410	
	01 BASS GUITAR AMPLIFIER HARKTE HA5500 CABINET 4X10	
	01 KEYBOARD AMPLIFIER ROLAND KC550	
	4 NOS SENNHEISER G3 IN EAR MONITORS	
	01 KLOTZ MICROPHONE SNACKE CABLE 48 CHANNEL	
	16 KLARCK & BSS TECHNIC DI BOX	
	20 SHURE & SENNHEISER CORDED MICROPHONE	
	01 SENNHEISER 901 DRUMKIT MICROPHONE WITH KICK IN	
	26 MICROPHONE STAND BIG & SMALL MIX	
2	LIGHTS	1
	01 BOX TRUSS 60X40X25	
	20 SHARPY 10R/MOVING HEAD	
	50 LED PAR RGB	
	40 PARCAN	
	06 BLINDER	
	02 SMOKE MACHINE	
	01 AVOLITE BOARD	
	100 CHANNEL DIMMER PACK	
	08 PROFILE SPOT	
	01 HMI FOLLOW LIGHT	
	05 DMX CONTROLLER	
	200 LED METAL LIGHT	
	06 GENERATOR 125 KVA WITH DEISEL FOR ALL 4 DAYS	
	CABLES AND DISTRIBUTION BOARD ALL OVER THE GROUND	
	WORKING LIGHT FOR ERECTION OF INFRASTRUCTURE.	
3	LED & allied	1
	LED WALL 8'X12'X 5 NOS	
	LED TV 42CM X 25 NOS	

**F. Ownership -**

**NERCRMS** will be the owner of entire creative content and its element.

## **G. Qualifying Criteria -**

1. The firm should have annual turnover of minimum Rs. 5 Crore only (each year for the last 3 years).
2. The firm should be in business of Temporary Site Infrastructure Development for events directly for at least 3 years.
3. The firm should be registered in PWD Varanasi. Certificate of registration should be attached.
4. The firm should have permanent godown in Varanasi for timely & any execution of works. Affidavit on Rs. 100/- stamp paper shall be given with address of godown in Varanasi.
5. The firm should submit solvency certificate of Rs. 50.00 Lakh only or more issued by DM, Varanasi.
6. The firm should have minimum 2 branch offices in the country covering the major cities.
7. The firm should have full time employee strength of over 50 across India.
8. The firm should have worked with a minimum of 2 Govt or Public Listed Entity or Private sector clients. Preference will be given to those firms who have successfully executed Hon'ble Prime Minister/Chief Minister event work in Varanasi. Relevant Certificate shall be attached.
9. The firm should be a profit-making entity in the last 3 years.
10. The firm should have single work order minimum of Rs. 3 Crore only or cumulative of 3 Work Orders of Rs. 3 Crore only received in the last three financial years. Audited balance sheet/profit & loss statement should be attached.
11. The firm shall submit EMD of Rs. 6,00,000/- only (through DD in favour of NERCRMS, Shillong) or MSME Registration and Exemption Certificate.
12. GST and PAN details.
13. S.No. 1 - 9 should be supported with proper relevant documents.

## **H. Payment Terms -**

50 % of the payment will be released along with the Work Order and balance will be released only after the completion of event & on submission of bills in triplicate.

## **I. How to Apply -**

1. Interested Firm may submit their proposal, **in two separate sealed cover envelopes for (a) Technical and (b) Financial bid**, (super scribed as Technical or Financial as the case may be). Financial bids of the shortlisted firms, based on their Technical proposals and Power Point Presentation, only shall be opened and evaluated. All bids have to be submitted on or before 11<sup>th</sup> November, 2019 [up to 4:00 pm] addressed to **The Managing Director, NERCORMP, House No. L/D 23, Lower Nongrim, Shillong - 793003, Meghalaya**. Further it is to mention that the technical bids will be opened on the 13<sup>th</sup> November, 2019 at 4:00 pm in the office of NERCORMP, Shillong followed by power point presentation of the firms.
2. The technical proposal amongst others may ideally contain (a) Profile of the firm/ Institution, copy of the Registration certificate (b) last 3 years audited statement of the firm (c) plan of work (d) plan / design of work (e) evidences of experiences and capabilities in undertaking the task and (h) CV of the key persons who will be involved in carrying out the work and (i) any other document the bidder may like to provide.
3. Both technical and financial bids need to have a breakup of the plan and cost
4. Financial bids of only shortlisted firms will be opened and evaluated.
5. NERCORMS reserves the right to reject any bidder if the proposal is found to be non-responsive in the context of the objectives.



**J. Evaluation of Proposals -**

Proposals will be evaluated using Quality cum Cost Based Selection giving weightage in the ratio of 70:30 for quality and cost of the proposal, respectively. **A sample Score Sheet for Technical evaluation for 70 points is given below:**

**Maximum points: 70 points**

<b>S. No.</b>	<b>Criteria and Sub - criteria</b>	<b>Points</b>
1	Specific experience of the firm relevant to the assignment <b>Maximum points (MP): 15</b>	
2	Technical Approach and Methodology (MP-20)	
3	Work Plan (MP-10)	
4	Organization and Staffing (MP-10)	
	<b>Total Points awarded for criterion (1 - 4)</b>	
5	<b>Key Professional Staff qualifications and competence for the assignment. Maximum points (MP) :15</b>	
	a. Team Leader (MP-5)	
	b. Experts and Others (MP-10)	
	<b>Total Points awarded for criterion (5)</b>	
	<b>TOTAL POINTS AWARDED</b>	

**Sheet for Financial evaluation for 30 points is given below:**

**Maximum points: 30 points**

<b>S. No.</b>	<b>Firm</b>	<b>Total Amount</b>
1.		
2.		

**Annexure - A**

**Letter of Application**

(To be submitted on letter head and signed by the authorized signatory)

To,

The Managing Director,

NERCORMP

Shillong - 793 003

**Subject - Submission of Technical / Financial Bid for Festival Design,  
Conceptualization & Execution Work.**

Sir,

I/We \_\_\_\_\_ hereby undertake that:

1. Our firm have annual turnover of minimum Rs. 6 Crore only (each year for the last 3 years).
2. Our firm is in the business of Event Design, Conceptualization & Execution Work directly / through its partners for at least 3 years.
3. Our firm have minimum 2 branch offices in the country at \_\_\_\_\_.
4. Our firm have full time employee strength of over 50 across India.
5. Our firm have worked with a minimum of 2 Govt or Public Listed Entity or Private sector clients.
6. Our firm is a profit-making entity in the last 3 years.
7. We have received single work order minimum of Rs. 3 Crore only / cumulative of 3 Work Orders of Rs. 3 Crore only received in the last three financial year.
8. We submit EMD of Rs. 6,00,000/- only (through DD in favour of NERCRMS, Shillong) / MSME Registration and Exemption Certificate.
9. GST and PAN details.

I/We hereby certify that the above information is/are correct and true to the best of my / our knowledge.

**Signature of the Authorized Signatory**  
**Mobile No.:**  
**Email:**

**Annexure - B**

**Profile of the Firm**

1. Name with address of the Head Office of the Agency with Telephone No., E-mail address.
2. Name of Managing Director, Directors and top management (Separate sheet may be enclosed with bio-data & other details).
3. Year of Establishment of the agency :
4. Details of Contact person : Name, Designation, Mobile No. e-mail address
5. Legal status of agencies (Proprietor/ Partnership/ Private Ltd./ Public Ltd./JV)
6. Have the agency been blacklisted/ debarred by any Central/ State Govt./ PSU/ Autonomous body of the Govt. in the last 05 years:        Yes/No  
If yes, give details.

Signature

Full Name

(In Capital letters)

Designation

Address

(To be signed by the Authorized signatory)