

**REQUEST FOR PROPOSAL
FOR
SELECTION OF EVENT MANAGEMENT AGENCY FOR ORGANIZING "Madhya Pradesh Travel Mart"**

Date- 03rd April 2019

Pre-Bid Queries and Answers

S.No.	RFP Reference and Provision	Tender Clause	Query / Suggestion	Authority Response
1	Clause No. 2.2 Eligibility of Bidders	The Bidder/ Agency should have organized at least 3 Travel Mart in Last 3 Years	Kindly Consider the Experience in Organizing Tourism Event/ Tourism Exhibitions/ Tourism Fairs.	Clause Amended.
2	Clause 2.2 Eligibility of Bidders Pont no. 7	The agency should have executed minimum 5 National/ International Travel Marts/ Trade Fairs Exhibitions in last 2 Years.	Include Tourism Related Events like Festivals and conventions.	Clause Amended.
3	Clause 2.2 Eligibility of Bidders Pont no. 8	Empanelment with other government Tourism Boards or Departments for Organizing Travel Mart will be preferred.	Preference may be given to agency who is empaneled with other government tourism Department for Organizing tourism Related Events.	Not Accepted.
4	Clause 3.3 Shortlisting of Bidders	Presentation Marks - 40	Presentation Marks -50	No Change.
5	Clause No. 2.2 Eligibility of Bidders	The Bidder/ Agency should have organized at least 3 Travel Mart in Last 3 Years	Clause should be removed.	Not Accepted.
6	Clause 2.2 Eligibility of Bidders Pont no. 7	The agency should have executed minimum 5 National/ International Travel Marts/ Trade Fairs Exhibitions in last 2 Years.	Clause should be removed.	Not Accepted.
7	Clause 2.2 Eligibility of Bidders Pont no. 8	Empanelment with other government Tourism Boards or Departments will be preferred	Clause should be removed.	Accepted.
8	Clause 2.19 Performance Security & EMD	Submission of EMD and Performance Security	MSME/ NSIC Should be given relief for EMD and Performance Security.	Not Accepted.

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08/08/19
**Madhya Pradesh Tourism Board
Bhopal**

MADHYA PRADESH TOURISM BOARD

**ADDENDUM TO THE
REQUEST FOR PROPOSAL (RFP)**

**Selection of Event Management Agency for Organizing
"Madhya Pradesh Travel Mart"**


Secretary
Madhya Pradesh Tourism Board
Bhopal

**ADDENDUM TO THE
REQUEST FOR PROPOSAL (RFP)**

**FOR
SELECTION OF EVENT MANAGEMENT AGENCY FOR ORGANIZING "MADHYA PRADESH TRAVEL MART"**

Tender Reference No. 1049, Tender ID No. - 2019_MPTB_24349, Bhopal, Dated: 08/03/2019

**THE FOLLOWING ARE THE MODIFICATIONS TO THE REQUEST FOR PROPOSAL
THE DELETIONS FROM THE EARLIER TEXT OF THE REQUEST FOR PROPOSALS ARE INDICATED AS STRIKETHROUGHS
AND THE ADDITIONS ARE UNDERLINED.**

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Sl. No.	Clause No.	Provision of the Request for Proposals																				
(i)	Clause no. 1.2, OBJECTIVE Point no. 1.2.1	Clause no. 1.2.1 is revised as under: Madhya Pradesh Tourism Board (MPTB), proposes to organize the sixth edition of Madhya Pradesh Travel Mart from 11th—13th October <u>2019 February 2020</u> in Bhopal, Madhya Pradesh. Primary objective of this meet is to market and promote Madhya Pradesh as a destination throughout the year. The focus will be on increasing domestic and inbound traffic into the State.																				
(ii)	Clause no. 1.3 Point No. 1.3.1 Tentative Schedule of Event	Point no. 7 of Clause no. 1.4 Scope of Work & Terms and Conditions is revised as under: <table><tr><th>S.No</th><th>Date</th><th>Programme</th><th>Place</th></tr><tr><td>1.</td><td>Day 1, 01st October <u>11th</u></td><td>Inaugural Cultural Programme followed by dinner</td><td>To be decided</td></tr><tr><td>2.</td><td>Day 2, 02nd October <u>12th</u></td><td>Official inaugural function of Travel Mart</td><td>At the Venue</td></tr><tr><td>3.</td><td>Day 2, 02nd October <u>12th</u></td><td>B2B meetings Full day</td><td>At the Venue</td></tr><tr><td>4.</td><td>Day 2, 02nd October <u>12th</u></td><td>Culture Programme followed by</td><td>To be decided</td></tr></table>	S.No	Date	Programme	Place	1.	Day 1, 01st October <u>11th</u>	Inaugural Cultural Programme followed by dinner	To be decided	2.	Day 2, 02nd October <u>12th</u>	Official inaugural function of Travel Mart	At the Venue	3.	Day 2, 02nd October <u>12th</u>	B2B meetings Full day	At the Venue	4.	Day 2, 02nd October <u>12th</u>	Culture Programme followed by	To be decided
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By 08/03/19
**Madhya Pradesh Tourism Board
Bhopal**

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(iii)	Clause 1.4 Scope of Work Point No. 1.4.2 (C)	<p>Point no. 1.4.2 (C) of Clause 1.4 Scope of Work is revised as under: -</p> <p>A mini-pantry with refrigerator, Water dispenser and Coffee vending Machine equipped with all required materials.</p> <p>Point Removed</p>																		
(iv)	Clause 1.4 Scope of Work Point No. 1.4.4 (D) of SELLERS	<p>Point No. 1.4.4 (D) of Sellers of Clause no. 1.4 Scope of Work is revised as under: -</p> <p>The agency shall be required to organize structured pre-fixed B2B meetings between the buyers and sellers.</p> <p>i. B2B Session (Full Day) will be conducted on 12th-Oct-2019 Day 1.</p> <p>ii. B2B Session (Half Day) will be conducted on 13th-Oct-2019 Day 2 (First Half)</p> <p>iii. B2C Session (Half Day) will be conducted on 13th-Oct-2019 Day 2 (Second Half)</p>																		
(v)	Clause 1.4 Scope of Work Point No. 1.4.6 (A) of Road Show	<p>Point No. 1.4.6 (A) of Road Show of Clause no. 1.4 Scope of Work is revised as under: -</p> <p>Arrange pre-event media briefings/road shows one each in Delhi and Mumbai in which media, travel tour operator and other personalities from tourism fraternity will be included. The event will be organized in a 4/ 5 Star Hotel with all amenities followed by <u>Dinner Cocktail Dinner</u>. The Number of participants may be approx. 125-150. The venue to be decided in consultation with MPTB. A Media Kit to be given to all participants.</p>																		

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Bhopal

By *[Signature]*
26/09/19

(vi)	Clause 1.4 Scope of Work Point No. 1.4.13 (A) of Miscellaneous	Point No. 1.4.6 (A) of Road Show of Clause no. 1.4 Scope of Work is revised as under: - To arrange and provide cultural programs followed by cocktail dinner on 14 th Day 1 and 12 th Day 2 and only dinner on 13 th Day 2 October for participants from sponsorship.
(vii)	Clause 2 Instructions of Bidders Point No. (1) of 2.2 Eligibility of Bidders	Point No. (1) of 2.2 of Clause no. 2 Instructions of Bidders is revised as under: - The bidder/ Agency should have organized at least 3 travel marts <u>2 Travel Marts</u> in last three financial years i.e. 2018-19, 2017-18, and 2016-17.
(viii)	Clause 2 Instructions of Bidders Point No. (7) of 2.2 Eligibility of Bidders	Point No. (7) of 2.2 of Clause no. 2 Instructions of Bidders is revised as under: - The agency should have executed minimum 5 National / International Travel Mart Tourism Events/ Trade Fairs / Exhibitions, Except Travel Mart during last 2 years.
(ix)	Clause 2 Instructions of Bidders Point No. (8) of 2.2 Eligibility of Bidders	Point No. (8) of 2.2 of Clause no. 2 Instructions of Bidders is revised as under: - Empanelment with other Government tourism department or boards will be preferred for organizing Travel Marts. Membership of Event Related National associations / Bodies (like EEMA, ICPB, IESA, IFEA, IEIA etc.) up to 31 st March 2019.
(x)	Clause 3.3 Short listing of Bidders Point No. 3.3 (b)	Point No. 3.3 (b) of Clause no. 3.3 Short listing of Bidders Point is revised as under: - The ratio of weight towards quality (technical bid) and cost (financial bid) shall be 60:40 <u>70:30</u> . Revised Segregation of Marks for Clause no. 3.3 Shortlisting of bidders is attached below.
(xi)	Points to be Added in Clause 1.4 Scope of Work Point No. 1.4.13 Miscellaneous	Point to be Added to Point no. 1.4.13 Miscellaneous of Clause no. 1.4 Scope of Work as under: - L. Agency should Make arrangement of A Craft Bazaar to Exhibit and Promote Art and Crafts of Madhya Pradesh. The Artisans and Exhibitors will be Finalized as Approved by Authority. M. Agency should Make Arrangements of 3 Knowledge Sessions for 100 Pax. These Sessions will be about Different Tourism Topics approved by Authority; the speakers


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will be finalized by Authority.

3.3 Short listing of Bidders.

- The Bidder shall be shortlisted on the basis of scoring obtained.
- The minimum qualifying marks shall be 70 out of 100 marks.
- The segregation of marks shall be as follows:

Criteria	Maximum Marks	Marks Obtained
The bidder should have organized at least 2 travel marts in last three financial years i.e. 18-19, 17-18 and 16-17.	15	
Experience of Organizing Travel / Tourism Exhibitions / Fairs / Festivals Except Travel Mart in Last 2 Years 2017-18 and 2018-19. Minimum 5 Events / Exhibitions / Fairs / Festivals: 5 Marks 3 Marks Additional for Every Event / Exhibition / Fair / Festival up to 15 Marks	20	
Membership of Event Related National Associations / Bodies (like EEMA, ICPB, IESA, IFEA, IEIA). Note: Memberships up to 31st March 2019 will qualify for the shortlisting.	5	
Financial Capability: The agency should have minimum average annual turnover of Rs 5.00 cr. for Three (3) financial years (2017-18, 2016-2017, 2015-16). Rs.5.00 Crore: 5 Marks Above Rs. 5.00 Crore 1 Mark Additional for every Rs. 2.00 Crore up to 20 Marks	20	
Presentation	40	
Total	100	

Note: Travel Mart is a Platform for Business 2 Business Meeting Opportunity for a Particular State / Destination, which includes;

- Hosted Buyers (International and National)
- Sellers (From State / Destination)

Madhya Pradesh Tourism Board
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18/11/2019

3. Hosted Media (International and National)

REVISED COST SHEET FOR ANNEXURE IX						
S. No	Clause No.	Sub Clause	Component	Unit	Quantity	Rate pe Unit
1	2	3	4	5	6	7
1	1.4.1	"a to h"	Cost of Venue/ Pavilion	Sq. ft.	38000	
2	1.4.2	"a to h"	Cost of MP stand	Sq. ft.	2000	
3	1.4.3	"a to h"	Cost of Buyers		XXXXX	XXXXX
			I. National	Number	175	
			ii. International	Number	75	
4	1.4.4	"a " to "e"	Cost of seller, if any, excluding stall and registration charges	Number	75	
5	1.4.5		Cost of Media Management		XXXXX	XXXXX
		"a " to "f"	I. National media	Number	15	
		"a " to "f"	ii. International media	Number	10	
		"a " to "f"	I. National travel media	Number	10	
		"a " to "f"	ii. International travel media	Number	5	
6	1.4.6		Cost of Road Show	Number	2	
7	1.4.7		Cost of Publicity		XXXXX	XXXXX
		i.	Hoardings	Number	10	
		ii.	Folding Standaees	Number	25	
8	1.4.8		Cost of Kit Bag	Number	450	
9	1.4.9		Cost of Publicity Material	Number	500	
10	1.4.10		Cost of website	Lump sum		

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11	1.4.11	"a" to "h"	Cost of Inaugural Program	Lump sum			
12	1.4.12		Cost of Post event Report		XXXXX	XXXXX	XXXXX
		"a"	Cost of Pictorial booklet and	Number	500		
		"c"	Cost of film	Minute	10		
		"b" & "d"	Cost of other services	Lump sum			
13	1.4.13	"a" to "k"	Miscellaneous	Lump sum			
		"l"	Craft Bazaar				
		"m"	Knowledge Session				
14			Other cost, if any, please specify				
15			Total				
16			Taxes				
17			Grand Total				


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