



## Madhya Pradesh Tourism Board

Corporate Identification Number (CIN):

U75302MP2017NPL043078

6<sup>th</sup> Floor, Lily Trade Wing, Jehangirabad Bhopal

Madhya Pradesh, India. Pincode – 462008

Website: [www.tourism.mp.gov.in](http://www.tourism.mp.gov.in)

### Request for Proposal (RFP) for “Organizing Adventure and Leisure Events at River Narmada”

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No. /MPTB/EAM/2019

Bhopal, Dated: 08/03/2019

Tender Reference No. 1048

Tender ID No. – 2019\_MPTB\_24348

Madhya Pradesh Tourism Board invites offers for “Organizing Adventure and Leisure Events at River Narmada”.

The detailed RFP document will be available to download from the date **20/03/2019** on the websites:- [www.mptenders.gov.in](http://www.mptenders.gov.in) or [www.tourism.mp.gov.in](http://www.tourism.mp.gov.in)

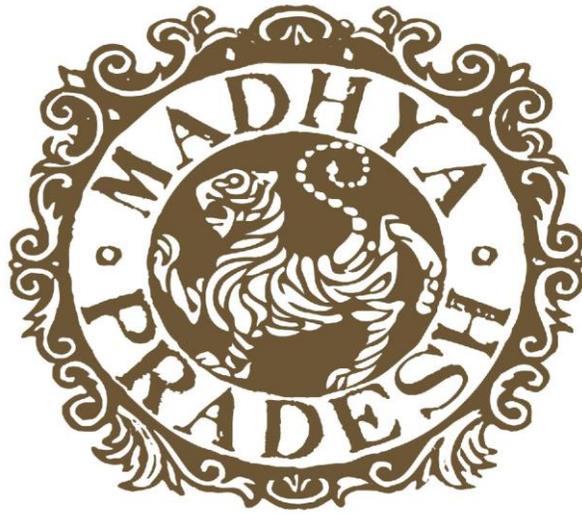
Interested Bidders eligible as per qualification criteria may submit their response to the RFP through M.P e-procurement portal [www.mptenders.gov.in](http://www.mptenders.gov.in)

For any other information, contact **0755-2780600** or email on [marketing@mptourism.com](mailto:marketing@mptourism.com). For any technical issues related to tender process contact, M.P. Government E- Procurement Toll free number – 0120-4001 002 or email at: [support-eproc@nic.in](mailto:support-eproc@nic.in)

**Managing Director**



**REQUEST FOR PROPOSAL  
FOR  
SELECTION OF EVENT MANAGEMENT AGENCY  
FOR ORGANIZING  
ADVENTURE AND LEISURE EVENTS AT RIVER NARMADA**



The heart of  
**Incredible India**

**Madhya Pradesh Tourism Board  
Bhopal, India**

## DISCLAIMER

The information contained in this RFP document ("RFP") or subsequently provided to Applicants, whether verbally or in documentary or any other form by or on behalf of the Authority or any of its employees or advisers, is provided to Applicants on the terms and conditions set out in this RFP and such other terms and conditions subject to which such information is provided.

This RFP is not an agreement or an offer by the Authority to the prospective Applicants or any other person. The purpose of this RFP is to provide interested parties with information that may be useful to them in the formulation of their Proposals pursuant to this RFP. This RFP includes statements, which reflect various assumptions and assessments arrived at by the Authority in relation to the Agency. Such assumptions, assessments and statements do not purport to contain all the information that each Applicant may require. This RFP may not be appropriate for all persons, and it is not possible for the Authority, its employees or advisers to consider the objectives, technical expertise and particular needs of each party who reads or uses this RFP. The assumptions, assessments, statements and information contained in this RFP, may not be complete, accurate, adequate or correct. Each Applicant should, therefore, conduct its own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments and information contained in this RFP and obtain independent advice from appropriate sources.

Information provided in this RFP to the Applicants may be on a wide range of matters, some of which may depend upon interpretation of law. The information given is not intended to be an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. The Authority accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on the law expressed herein.

The Authority, its employees and advisers make no representation or warranty and shall have no liability to any person including any Applicant under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this RFP or otherwise, including the accuracy, adequacy, correctness, reliability or completeness of the RFP and any assessment, assumption, statement or information contained therein or deemed to form part of this RFP or arising in any way in this Selection Process.

The Authority also accepts no liability of any nature whether resulting from negligence or otherwise however caused arising from reliance of any Applicant upon the statements contained in this RFP.

The Authority may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumption contained in this RFP.

The issue of this RFP does not imply that the Authority is bound to select an Applicant or to appoint the Selected Applicant, as the case may be, for the Agency and the Authority reserves the right to reject all or any of the Proposals without assigning any reasons whatsoever and cancel the entire bidding process.

The Applicant shall bear all its costs associated with or relating to the preparation and submission of its Proposal including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by the Authority or any other costs incurred in connection with or relating to its Proposal. All such costs and expenses will remain with the Applicant and the Authority shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by an Applicant in preparation for submission of the Proposal, regardless of the conduct or outcome of the Selection Process.

## DATA SHEET

1	Name of the Authority: Managing Director, Madhya Pradesh Tourism Board (MPTB) Bhopal
2	Method of Selection: <b>QCBS</b> (Quality and Cost Based Selection)
3 4	Financial proposal to be submitted Online only A Site Visit and Pre-Bid Meeting will be held: <b>Yes</b> Site Visit: From 02/04/2019 till 04/04/2019 Pre Bid Meeting: Date: 10/04/2019 Time: 1500 hrs <b>Venue:</b> Madhya Pradesh Tourism Board, 6 <sup>th</sup> Floor, Lily Trade Wing, Jahangirabad Bhopal Madhya Pradesh, India. Pincode – 462008 Email: marketing@mptourism.com
5	Proposal should remain valid for <b>180 days</b> from the proposal due date
6	The Agency/Firm is required to include with its Proposal written confirmation of authorization to sign on behalf of the Firm: <b>Yes</b>
7	The Agency/Firm must submit: i. Technical Proposal (To be submitted Online Only) ii. Financial Proposal (To be submitted Online Only)
8	The Agency/Firms are required to submit Technical & Financial Proposals Online Only.
9	Cost of RFP document to be paid: Yes, <b>Rs.5900/- (Rs. Five Thousand Nine Hundred only)</b> including GST to be paid online only through MP Govt. e-procurement portal towards non-refundable Tender Document Fees and Fees levied by e-procurement portal towards non-refundable e-procurement processing fees through online payment at <a href="http://mptenders.gov.in">http://mptenders.gov.in</a>
10	The Amount for EMD: <b>Rs. 2,00,000/- only (Rupees Two Lakhs only)</b> to be submitted Online Only through MP Govt. e-procurement portal ( <a href="http://mptenders.gov.in">http://mptenders.gov.in</a> ) only along with technical proposal.

11	EMD of the bidders not selected will be returned not later than <b>180 days</b> from Proposal Due Date. The selected bidder's EMD shall be returned upon submission of performance security. Bids not accompanied by the EMD shall be rejected.
12	All correspondence shall be addressed to:  Managing Director, Madhya Pradesh Tourism Board, 6 <sup>th</sup> Floor, Lily Trade Wing, Jahangirabad Bhopal Madhya Pradesh, India. Pincode – 462008 Tel: 0755-2780600 Website: <a href="http://www.tourism.mp.gov.in">www.tourism.mp.gov.in</a>
13	Date for Opening of Technical Proposal: 27/04/2019, 1500hrs
14	Expected date for Presentations: will be informed to shortlisted bidders.
15	Opening of Financial Bid: will be informed to shortlisted/ qualified bidders.

## **1.0 INTRODUCTION & BACKGROUND**

### **1.1 INTRODUCTION**

Madhya Pradesh can easily be described as the best state of the nation, in terms of richness and diversity of tourism destinations. The state has three world heritage sites namely Sanchi, Bhimbetka and Khajuraho. Madhya Pradesh is not called the 'heart of India' only because of its location in the centre of country. It has been home to cultural heritage of Hinduism, Buddhism, Jainism and Islam. Innumerable monuments, exquisitely carved temples, stupas, forts and palaces are dotted all over the State. The natural beauty of Madhya Pradesh is equally varied. Consisting largely of a plateau, the State has everything. Spectacular mountain ranges, meandering rivers, huge water bodies and miles of dense forests. But perhaps the best part about MP is its accessibility. It is equally close to major tourist destinations from the North, South, East and West.

In the last few years, the Government of Madhya Pradesh has initiated a number of measures to position the state as the leading tourism state globally.

### **1.2 OBJECTIVE**

1.2.1. MPTB invites offers from reputed companies for operating Adventure and leisure Activities at river Narmada for a period of 31 days i.e. 1<sup>st</sup> October 2019 to 31<sup>st</sup> October 2019 at Hanuwantiya District Khandwa.

The event is to be organized on the theme of river Narmada on PPP mode providing amenities and enhanced tourists experience. It includes a plethora of activities like land, water and air based adventure activities, leisure events, sports, cultural activities, art, craft, and cuisine. It has greatly stimulated the local economic providing both employment and entrepreneurship opportunities to the locals of the Madhya Pradesh. The overall objective of the agency is to operate Adventure activities, sports activities, cultural events, food stalls, art & craft (display and workshops).

### **1.3 Schedule of event**

1.3.1 Event Dates- 1<sup>st</sup> October, 2019 to 31<sup>st</sup> October, 2019

1. Adventure Activities must be operational on each day from Sunrise to Sunset.
2. Art & craft, Food stalls must be operational on each day from 10AM to 10 PM
3. Art & craft workshops must be operational during day time.
4. Cultural events to be organized in the evening.
5. Grand cultural program to be organized on Saturday, Sunday evenings only.

## 1.4 Scope of work and Terms & Conditions:-

1. MPTB shall make available the land, marked out, for the activities under this tender. Selected agency shall be setting up their activities at site, as per direction of MPTB. Selected bidder should work in coordination with the agency operating tent city at Hanuwantiya and on approval from MPTB (Madhya Pradesh Tourism Board) and MPSTDC (MP State Tourism Dev. Corp. Ltd.).
2. All other infrastructure support like ticketing counter, power supply, and various permissions shall be arranged by selected agency. However, administrative support to get approvals etc shall be provided by MPTB. Any activity/activities requiring permanent set up or infrastructure shall not be permitted under this tender.
3. The operations shall be run in the name of "AGENCY / OPERATOR". MPTB shall provide marketing support for the event. The Selected Agency will ensure that all activities are started and opened for tourists from 1st October, 2019.
4. **Land:** Necessary land required for the operations of event will be made available by MPTB. No activities requiring permanent set up or infrastructures are permitted.
5. **Check-In Counters:** Reception area for activity zone. Completely branded with details of the activities and small pamphlets for activity info, rates etc.
6. **Capacity.** It is expected that on an average 500 - 1000 people will reach per day at the site.
7. **Adventure Activity areas:** Separate areas for daily Air, Water and Land Activities With all high standard safety and security measures for overall operation of the activity allocating appropriate skilled manpower for operating and maintaining the activity, Ticket Counters etc.

### List of Adventure activities:-

- (a) All-Terrain Vehicle (ATV)/ 4x4 Off-roading safaris
- (b) Trekking and Hiking
- (c) High rope course
- (d) Zip line/ Canopy tour from tower
- (e) Zorbing- Land activity
- (f) Parasailing- Air activity
- (g) Hot Air Ballooning-Air activity
- (h) Para Motor - Air activity
- (i) Bird watching
- (j) Paint Ball Arena
- (k) Bungee jumping/ejector
- (l) Archery
- (m) Air gun Shooting
- (n) Go-karting
- (o) Kids Zone with small activities for kids such as battery operated cars, bouncing alleys etc.

**Note:** All the above mentioned activities can be enjoyed by the tourists/ guests on chargeable basis. The agency will levy nominal charges directly from them. All permissions and safety measures to be taken by the agency only. Rates of the activities should be as per norms, universal as per applicable rates. Any other activity can be organized subject to approval from MPTB.

8. **Leisure Activity areas:** Separate areas for daily conducting Leisure Activities, Art & Craft Zones having minimum 10 stalls, Food Zone having minimum 10 stalls with all high safety and standard security measures for overall operation of the activity allocating appropriate skilled manpower for operating and maintaining the activity, Counters etc.

**Indicative List of Leisure activities:-**

- (a) Bullock Cart ride
- (b) Cycling
- (c) Kite flying show
- (d) Horse Riding
- (e) Indoor Gaming- Pool/Snooker, Video Games, Chess, Table Tennis
- (f) Art & Craft workshops –Pottery, Painting
- (g) Narmada Aarti
- (h) Rural games- Kabaddi, Sitolia, Kho-Kho

**Note:** All the above mentioned activities can be enjoyed by the tourists/ guests on chargeable basis except (g) Narmada Aarti which will be open for all. The agency will levy nominal charges directly from the guests. Rates of the activities should be as per norms, universal as per applicable rates.

9. **Evening Entertainment Arena.** Arena should have a grand stage including comprehensive world-class audio/ visuals, speakers, LED screens (min. 2 screens of size 12 x 10), Lights, AV Console with technician support and sitting arrangements in theatre formats to accommodate a minimum of 500 people for cultural and other entertainment (approx. size 15000 sq.ft area).

**Cultural eves:** Each day there will be State based performances.

**Grand Cultural eves:** On each Saturday and Sunday evening there will be National level performances by inviting reputed celebrities and artists of India.

**Note:** Artist/Celebrity management charges will be borne by MPTB.

10. **Lounge Area.** Lounge area must accommodate 100 or more people, lounge chairs, couches, tables, etc. with the thematic décor.
11. **Sustainability.** Successful Bidder and/or Venue will accommodate a sustainable focus for the event (water cisterns vs. bottled water, recycling packaging material, no plastics, no straws etc).
12. **Bulk Insurance:** The Selected agency shall be responsible to take bulk insurance for the tourists/guests as well as operating staff and other technical staff and the copy of the same shall have to be deposited with the MPTB before start the operation. MPTB shall not be responsible in event of any mishap or unforeseen event/accident for operation of such activities by selected parties.
13. **Quality Assurance:** The Selected agency shall install necessary equipments and should ensure they are of good quality conforming to international standards. The Selected agency should furnish quality certificate from competent authority for these equipment.  
Poor spare parts, if any, should be replaced immediately and safety certificate with validity should be obtained from the authorized State Govt. Safety Officer and produced before operation.

The Authority shall have the right to inspect the premises and also the books of accounts, etc. of the selected agency at any time. Selected agency may be required to submit the accounts as and when directed by the Authority, which the selected agency cannot deny and the same shall be provided by the selected agency within a reasonable time not later than 3 days.

14. **Permissions:** All sanctions, permissions, no objections, letters of intent, consent, licenses, clearance, approvals etc. shall be obtained by the selected agency at their cost and such document shall be kept effective and in force at all material times throughout the operation period.

The selected agency has to confine his activities only within the specified area handed over to them by MPTB.

All costs, charges, including stamp duty and registration charges, etc. shall be borne by the selected bidder / operator.

The MPTB will not be vicariously liable for any act of the selected agency and the selected agency shall alone be liable for violation of any law and the selected agency agrees to indemnify the MPTB from all claims.

The selected agency should arrange electricity, water and maintenance and other facility at their own cost. MPTB will facilitate the process of paperwork with govt agencies.

15. **Thematic Décor:** The Event site should essentially reflect a river Narmada theme décor and ambience with, at the same time; a professional type layout as per the requirement of the event.
  - 15.1 Visible, prominently and easily accessible information counter (May I Help you) for the event.
  - 15.2 Easy accessibility and visible, double sided signage's for all participants.
  - 15.3 Separate Areas for Air, Water and Land activities and other activities such as cultural event, food stalls, handicraft display/demonstration and other leisure activities.
- 16 The agency shall provide access control through entry tickets. Different access for each activity. Agency shall also provide ID Cards & uniforms for staff working in the event. Selected bidder will deploy the workers having medical certificate along with police verification.
- 17 Fire safety equipments in and around the activity area with fire, electrical safety audit certificate. The succesful bidder will take all legal permissions or clearances for conducting the event. Fire brigade, Ambulance, First Aid medical facilities with physician. MPT will assist the agency.
- 18 The Selected bidder should work in coordination with the agency operating tent city at Hanuwantiya agency and must provide the facilities/activities to tourists/guests of the Tent City at Hanuwantiya on chargeable basis.
19. **Security:** Successful Bidder will provide full and adequate support to ensure an appropriate level of security for Team, Contractor staff and all associate participants to prevent and/or mitigate known human and health threats. Successful bidder will provide a security plan. Security and safety of the equipments and tools of agency are to be installed at their own risk. The security arrangements for the same shall be sole responsibility of the agency. MPTB shall pay no extra amount in case of any loss, damage, theft or accident.
20. The selected agency shall made their own arrangements for boarding, Lodging, food & transport etc for their staff at their own cost. No such facilities shall be provided by MPTB.
21. The event management team will be connected with Walkie-talkies.
22. The bidder shall arrange for silent DG Set of sufficient capacity as per requirement.

### **23. CONTRACTOR STAFFING**

1. Consistent Contact. Successful Bidder will provide at least one (1) consistent primary contact and one (1) secondary back-up contact for the entire term of this agreement. Successful Bidder will provide contact names upon signature of the agreement.
2. Successful Bidder Contacts. Successful Bidder will provide all names, phone, and email address information for all key contacts associated with event.
3. Successful Bidder Staffing/Volunteers. Successful Bidder will provide support team to work at the venue and other places to assist tourists/guests as per requirement.

### **24. Post event report**

- a) Hi-res photos and 15-20 minute high quality film covering the event and activities shall also be submitted to MPTB.
- b) Post event report covering each activity and as per scope of work including details like media coverage etc. of event in both hard and soft copies within 15 days from the close of the event.

### **25. Miscellaneous**

**The agency shall also be responsible for the following deliverables:**

- a. Successful bidder shall open a temporary office at the event site before the event and deploy minimum 1 senior person staff and one technical person to coordinate and organize the activities of the event.
- b. The supervisory head of the staff placed at the station should necessarily be a full time employee of the agency selected from a managerial position only.
- c. Any other non-financial assistance /logistics support what so ever found feasible by the department from time to time.
- d. Any other activity and additions to the event as instructed by MPTB.
- e. After the event, the venue shall be handover duly neat and clean to the concerned authority.

### 1.5 BRIEF DESCRIPTION OF THE SELECTION PROCESS

The Authority has adopted Online Tendering or E- Tendering System with Single-Stage, Two bidding process (collectively referred to as the “Bidding Process”) for selection of the bidder for award of the Project assignment. The first stage of the evaluation (the “Qualification-Technical Proposal Stage”) of the process involves Qualification of interested parties (the “Bidder”), in accordance with the provisions of this RFP.

At the end of first stage, the Authority will announce a list of all pre- qualified Bidders who are qualified and eligible for evaluation in the Second stage (The Financial Proposal Stage) and whose financial bids can be opened and evaluated in accordance with the provisions of the RFP.

The Financial Bid is to be submitted Online only. The Financial Bids of all the short listed/qualified bidders will be opened on a concerned date and time. The Bidder will be selected on the basis of QCBS (Quality and Cost Based Selection) Method.

### 1.6 Schedule of Bidding Process:-

S.No	Activity	Date and Time
1.	Publish Date	08/03/2019
	Document download/ Sale Start date	20/03/2019, 1900hrs
2.	Site visit	02/04/2019 to 04/04/2019
3	Pre Bid Meeting	10/04/2019, 1500hrs
4.	Document download/ Sale End date	15/04/2019, 1500hrs
5.	Bid Submission Start Date	15/04/2019, 1500hrs
6.	Bid Submission End Date	26/04/2019, 1500hrs
7.	Bid Opening Date	27/04/2019, 1500hrs
8.	Presentation	To be informed
9.	Opening of Financial Bids	To be informed

## INSTRUCTIONS TO BIDDERS

### A. GENERAL

#### 2.1 RFP document

The document can be downloaded from the official website of the Authority [www.tourism.mp.gov.in](http://www.tourism.mp.gov.in) and through MP E procurement portal: [www.mptenders.gov.in](http://www.mptenders.gov.in). The bidder will have to pay RFP Document Fees Rs. 5,900/- (Rupees Five Thousand Nine Hundred only) including GST online only through MP E-procurement portal.

#### 2.2 Eligibility of Bidders

1. The proposed bidder should be a Proprietorship /Partnership firm / Company. Incorporation/registration certificate should be furnished as documentary proof.
2. The bidder should have a minimum average **Annual Turnover of Rs. 5 crores (of last 3 financial years i.e. 2015-16, 2016-17 & 2017-18. (Chartered Accountant certificate required)**
3. The bidder should have organized at least 1 National / International Adventure Event in last three financial years i.e. 15-16, 16-17, and 17-18.
4. The Agency should have an experience of at least three (03) years in the field of adventure activities conducting any three activities as listed in point no. 7 of scope of work.
5. List of skilled personnel (CV with detailed qualification, training and relevant experience of personnel duly signed to be enclosed).
6. The Agency shall not have been be blacklisted by any Central/ State Government/ Public Sector Undertakings. There should be no statutory / legal proceedings pending against the agency. The Agency shall not have been involved in any major litigation that may have an impact affecting or compromising the delivery of services required.
7. The agency must enclose credentials with regards to the above parameters at the time of submitting the technical bid.

**Note: All necessary documents in support of qualification claim (eligibility criteria) shall be attached with the application.**

## **2.3 General Terms of Bidding**

- 2.3.1 All documents submitted by the Applicant(s) will be treated as confidential.
- 2.3.2 Authority reserves the right to accept or reject any or all applications, without thereby incurring any liability to the affected Applicant(s) or any obligation to inform the Applicant(s). Authority also reserves the right not to award or enter into any contract or agreement with any Applicant(s), and may terminate the procurement process at any time without thereby incurring any liability to any Applicant.
- 2.3.3 Failure by any Applicant(s) to provide all of the information required in the proposal or any additional information requested by Authority may lead to rejection of the Applicant's proposal in its entirety.
- 2.3.4 Applicants have an obligation to disclose any actual or potential conflict of interest. Failure to do so may lead to disqualification of the Applicant or termination of its Contract at any stage.
- 2.3.5 A recommendation for award of Contract will be rejected if it is determined that the recommended Firm has directly, or through an agent, engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the contract in question; in such cases the Authority will declare the Firm and/or members of the consortium ineligible, either indefinitely or for a stated period of time and will be blacklisted.
- 2.3.6 Wherever required by applicable laws, Authority shall deduct taxes at source, from the amounts payable, and shall provide to the firm/Agency the appropriate tax deduction certificate evidencing payment of such taxes.
- 2.3.7 It may be noted that the Bidders cannot prescribe any time limit for the validity of all the rates quoted in the financial bid.

## **2.4 Cost of Bidding**

- 2.4.1 The Bidders shall be responsible for all of the costs associated with the preparation of their Bids and their participation in the Bidding Process. The Authority will not be responsible or in any way liable for such costs, regardless of the conduct or outcome of the Bidding Process.

## **2.5 Right to accept and to reject any or all bids**

Notwithstanding anything contained in RFP, MPTB reserves the right to accept or reject any Bid and to annul the Bidding process and reject all Bids, at any time prior to award of contract, without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or Bidders of the grounds for the MPTB's action.

## **B. DOCUMENTS**

### **2.6 Contents of the RFP**

- 2.6.1 The proposal should be submitted as follows:- Technical Proposal to be submitted online only with the format includes Annexure I to V).

## **2.7 Site visit & Clarifications**

- 2.7.1 Site Visit of the venue can be scheduled as per clause 1.6. A Team from Madhya Pradesh Tourism will accompany the visit.
- 2.7.2 Agency may request a clarification on any of the bid documents on the pre bid meeting date indicated in the Data Sheet. Any request for clarification must be sent in writing by email to MPTB at the email address indicated in the Data Sheet atleast one day prior to the pre-bid meeting. MPTB will uploading the same on the tender section of MP E-procurement portal: [www.mptenders.gov.in](http://www.mptenders.gov.in) and on [www.tourism.mp.gov.in](http://www.tourism.mp.gov.in) and may send the copies of the response to all agencies/ firms attending the prebid meeting. At any time before the submission of Proposals, MPTB may, for any reason, whether at its own initiative or in response to a clarification request by a firm, modify the bid documents (RFP) by amendment. The amendment will be notified through MPTB website i.e. [www.tourism.mp.gov.in](http://www.tourism.mp.gov.in) & on MP E-procurement portal [www.mptenders.gov.in](http://www.mptenders.gov.in) tender section and will be binding on them. MPTB may, at its discretion, extend the deadline for the submission of Proposals.

## **2.8 Amendments Modification of RFP**

- 2.8.1 At any time prior to the deadline for submission of RFP, Authority may, for any reason, whatsoever at its own initiative or in response to clarifications requested by Bidder, modify the RFP by the issuance of Addenda and the same shall be notify through website i.e. [www.tourism.mp.gov.in](http://www.tourism.mp.gov.in) and in tender section of MP E-procurement portal.
- 2.8.2 Any Addendum thus issued will be notified to all those who have purchased the RFP though e procurement portal. All such amendments/addendum will become part of the bidding document.
- 2.8.3 In order to afford the Bidders a reasonable time for taking an Addendum into account, or for any other reason, Authority may, at its own discretion, extend the Bid Due Date.

## **C. Preparation & submission of Bids**

### **2.9 Language**

- 2.9.1 The Bid and all related correspondence and documents in relation to the Bidding Process shall be in English language. Supporting documents and printed literature furnished by the Bidder with the Bid may be in any other language provided that they are accompanied by translations of all the pertinent passages in the English language, duly authenticated and certified by the Bidder. Supporting materials, which are not translated into English, may not be considered. For the purpose of interpretation and evaluation of the Bid, the English language translation shall prevail.

### **2.10 Format & signing of Bid**

- 2.10.1 The Bidder shall prepare original copy of the documents comprising the Bid as described in the TENDER. The Bidder bidding for the project has to submit Technical Bid of the Project along with all relevant required documents and EMD through E Procurement portal only.
- 2.10.2 The Bid shall be signed by a person or persons duly authorized to sign on behalf of the Bidder.
- 2.10.3 The Bid shall contain no alterations, omissions or additions, except those to comply with instructions issued by the Authority, or as necessary to correct errors made by the Bidder, in which case all such corrections shall be initialed by the person or persons bidder to sign the Bid.

### **2.11 Submission & marking of Bid**

The Bidder shall submit the Bid in two Parts as below:

I: Technical Bid

The Technical Bid is to be uploaded to be submitted online only through the website [www.mptenders.gov.in](http://www.mptenders.gov.in)

II. Financial Bid:

The Financial Bid is to be submitted online only through the website: [www.mptenders.gov.in](http://www.mptenders.gov.in)

The Bidder shall submit its Financial Bid online only as per the prescribed format.

### **2.12 Bid Due Date**

2.12.1 Bids should be submitted on the Bid Due Date at the address provided in the RFP in the manner and form as detailed in this RFP.

2.12.2 The Authority may, in its sole discretion, extend the Bid Due Date by issuing an Addendum in accordance with the RFP uniformly for all Bidders.

### **2.13 Late Bids**

2.13.1 Bids received by the Authority after the specified time on the Bid Due Date shall not be eligible for consideration and shall be summarily rejected.

### **2.14 Modifications/ Substitution/ Withdrawal of Bids**

2.14.1 The Bidder may modify, substitute or withdraw its Bid after submission, provided that written notice of the modification, substitution or withdrawal is received by the Authority prior to the Bid Due Date. No Bid shall be modified, substituted or withdrawn by the Bidder on or after the Bid Due Date.

2.14.2 The modification, substitution or withdrawal notice shall be prepared, sealed, marked, and delivered with the envelopes being additionally marked "MODIFICATION", "SUBSTITUTION" or "WITHDRAWAL", as appropriate and be sent to the authority at the address as mentioned in the RFP.

2.14.3 Any alteration/modification in the Bid or additional information supplied subsequent to the Bid Due Date, unless the same has been expressly sought for by the Authority, shall be disregarded.

### **2.15 Rejection of Bids**

2.15.1 The Authority reserves the right to accept or reject all or any of the Bids without assigning any reason whatsoever. It is not obligatory for the Authority to accept any Bid or to give any reasons for their decision.

2.15.2 The Authority reserves the right not to proceed with the Bidding Process at any time, without notice or liability, and to reject any Bid without assigning any reasons.

### **2.16 Validity of Bids**

2.16.1 The Bids shall be valid for a period of not less than 180 (one hundred and eighty) days from the Bid Due Date. The validity of Bids may be extended by mutual consent of the respective Bidders and the Authority.

## **2.17 Confidentiality**

2.17.1 Information relating to the examination, clarification, evaluation and recommendation for the Bidders shall not be disclosed to any person who is not officially concerned with the process or is not a retained professional advisor advising the Authority in relation to, or matters arising out of, or concerning the Bidding Process. The Authority will treat all information, submitted as part of the Bid, in confidence and will require all those who have access to such material to treat the same in confidence. The Authority may not divulge any such information unless it is directed to do so by any statutory entity that has the power under law to require its disclosure or is to enforce or assert any right or privilege of the statutory entity and/ or the Authority.

## **2.18 Correspondence with the Bidder**

2.18.1 The Authority shall not entertain any correspondence with from any Bidder in relation to acceptance or rejection of any Bid.

## **D. EARNEST MONEY DEPOSIT (EMD) and PERFORMANCE SECURITY:**

### **2.19 Earnest Money Deposit**

2.19.1 The Bidder shall furnish, as part of its Bid, an Earnest Money Deposit (EMD) amount of Rs. 2,00,000/- (Rupees two Lakh only) to be submitted Online Only. The EMD shall be refundable to unsuccessful bidder not later than 120 (one hundred and twenty) days from the Bid Due Date. Except in case of the 2<sup>nd</sup> ranked bidders. EMD of the 2<sup>nd</sup> ranked bidder shall be returned on signing of the agreement with the selected bidder. The selected bidder's EMD shall be returned upon submission of Performance Security. Bids not accompanied by the EMD shall be rejected.

2.19.2 Any Bid not accompanied by the EMD shall be summarily rejected by the Authority as non-responsive.

2.19.3 The EMD of unsuccessful Bidders will be returned promptly without any interest.

2.19.4 The EMD shall be forfeited as Damages without prejudice to any other right or remedy that may be available to the Authority under the Bidding Documents and/ or under the Agreement, or otherwise, under the following conditions:

- a) If the Bidder withdraws its Bid during the Bid Validity Period as specified in this RFP and as extended by mutual consent of the respective Bidder(s) and the Authority;
- b) If the Bidder submits a conditional Bid which would affect unfairly the competitive position of other Bidders who submitted substantially responsive Bids.
- c) If a Bidder engages in a corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice;
- d) In the case of the Preferred Bidder, if the Bidder fails within the specified time limit to:
  - i) Sign and return the duplicate copy of LOI;
  - ii) Furnish the required Performance Security within the period prescribed there;
  - iii) Sign the Agreement.
- e) Any other conditions, with respect to the Preferred Bidder, for which forfeiture of Bid Security has been provided under this RFP.

### **2.20 Performance Security**

2.20.1 The successful Bidder will Deposit 10% Performance Security of the total value of the contract in the form of Account Payee Demand Draft or a Bank Guarantee from a Commercial Bank in an acceptable form or in the form of a Fixed Deposit Receipt pledged to the Madhya Pradesh Tourism Board.

2.20.2 The Performance Security should remain valid for a period of 60 days beyond the completion of the period of contract.

### **3. EVALUATION OF BIDS**

#### **3.1 Opening & Evaluation of Bids**

- 3.1.1 The Authority will open all the Bids received (within stipulated time) containing the Technical Bid and announce the names of (i) Bidders. In the event of specified date of Bid opening being declared as a holiday for the Authority, the Technical Bid will be opened at the appointed time and location on the next working day.
- 3.1.2 Technical Bid shall then be opened. Evaluation of Technical Bid and Determination of Responsiveness of the same.
- 3.2.1 Prior to evaluation of Technical Bids, the Authority will determine whether the Bid is accompanied by the required EMD and Tender Fee submitted online.
- 3.2.2 If the EMD furnished does not conform to the amount and validity period as specified in this RFP document and has not been furnished in the form specified in the RFP, the Bid shall be rejected by the Authority as non-responsive.
- 3.2.3 Test of Responsiveness- Prior to evaluation of Bids, the Authority (MPTB) shall determine whether each bid is responsive to the requirements of the RFP. A bid shall be considered responsive only if;
- a) it is received in as per the formats provided in the RFP
  - b) it is received by the Bid due date including any extension there of
  - c) it is duly signed and marked as stipulated in the RFP
  - d) it is accompanied by EMD as stipulated specified in this RFP
  - e) it is accompanied by the Power of Attorney as specified in the RFP
  - f) it contains all the information and documents (complete in all respect) as required in the RFP and/or bidding document (in the same format as those specified)
  - g) it does not contain any conditions or qualifications, and
  - h) it is non-responsive thereof;
  - i) it contains certificates from its statutory auditors in the formats as specified
- 3.2.4 The Technical Bid will further be examined to determine whether the Bid has been properly signed, meets the eligibility and qualification criteria in terms hereof, has the required financial capabilities as set out in this RFP, is accompanied by the requisite certificates, undertaking and other relevant information specified in this RFP document and is substantially responsive to the requirement of the Bidding Documents and provides any clarification for ascertaining the correctness of the information/details that the Authority may require.
- 3.2.5 If the Technical Bid of any Bidder is not substantially responsive, the Bid of such Bidder will be rejected by the Authority and the Bidder will not subsequently be allowed to make its Bid responsive by correction or modification or withdrawal of the non-conforming deviation or reservation. The authority may ask the bidder for any document and clarification as and when required.
- 3.2.6 The Authority shall inform, the Bidders, whose Technical Bid is found to be responsive for and who are short listed based on qualification criteria as detailed out in the RFP for presentation .

3.2.7 The presentation shall be evaluated on the basis of following parameters:

- (a) Planning of the activities
- (b)** Concept, theme and design
- (c) Site planning for activities
- (d) Different cultural evening ideas, stage, theme décor
- (e) Branding at the event site
- (f) Walk through of the event through graphics
- (g) Best use of eco friendly practices
- (h) Quality of the products, machines, equipments and material to be used during the activities
- (i) Value additions to the Activities

### 3.3 Short listing of Bidders.

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

Criteria	Max. Marks	Marks Obtained
<p>The bidder should have organized at least 1 National / International Adventure Event in last three financial years i.e. 15-16, 16-17, and 17-18.</p> <p>Minimum 1 National / International Adventure Event: 10 marks, Above 1 National / International Adventure Event 2marks for each event maximum up to 20 marks</p>	<b>20</b>	
<p>Financial Capability: The agency should have minimum average annual turnover of Rs 5.00/- crores in the last three financial years (15-16, 16-17, and 17-18).</p> <p>Rs.5 crore: 10 marks Above Rs.5 crore upto 2 marks for every rs. 2.00 crores maximum up to 20 marks</p>	<b>20</b>	
<p>The Agency should have an experience of at least three (03) years in the field of adventure activities conducting any three activities as listed in point no. 7 of scope of work.</p> <p>Three years: 4 marks Above three years upto 2 marks for every year experience maximum up to 20 marks</p>	<b>10</b>	
<p><b>Presentation</b></p> <ol style="list-style-type: none"> <li>(a) Planning of the activities</li> <li>(b) Concept, theme and design</li> <li>(c) Site planning for activities</li> <li>(d) Different cultural evening ideas, stage, theme décor</li> <li>(e) Branding at the event site</li> <li>(f) Walk through of the event through graphics</li> <li>(g) Best use of eco friendly practices</li> <li>(h) Quality of the products, machines, equipments and material to be used during the activities</li> <li>(i) Value additions to the Activities</li> </ol>	<b>50</b>	
<b>Total</b>	<b>100</b>	

- d) The bidders are required to score **minimum 70 technical points** (technical marks + presentation) to qualify for opening of financial proposal. On the basis of technical assessment which includes presentation, the financial bids of only the top 3 selected agencies who scores maximum marks in technical qualification will be opened, in the presence of authorized representatives of the agencies. In case, more than 3 bidders secures maximum marks, the financial bids of all the bidders shall be opened. In case, only two agencies qualifies; Financial Bids of the two agencies will be opened on the basis of QCBS system. At the descretion of the management Financial Bid may be opened in case of single tender.

- e) The ratio of weight towards quality (technical bid) and cost (financial bid) shall be **70:30**.
- f) The agency which scores highest aggregate marks (H1), after adding the scores for the technical and financial evaluation, will be awarded the contract for organizing the event.
- g) The Authority will notify the selected firm/Agency in writing by registered letter, e-mail etc. After finalization of detailed scope of work, terms & conditions, schedule, and professional fee for the services, the firm selected will be required to enter into a contract agreement with the Authority to provide the envisaged services described in the Scope of work.
- h) The final authority lies at the sole discretion with the Managing Director, MPTB.

### **3.4 Opening of Financial Bids**

- 3.4.1 The Authority will consider the 'Financial Bid' of only those Bidders who's Technical Bids have been determined to be substantially responsive in accordance with the RFP and determined to fulfill the qualification criteria as detailed out in the RFP.
- 3.4.2 The Bidders or their representatives who are present shall sign attendance sheet evidencing their presence.

### **3.5 Examination of Financial Bids and Determination of Responsiveness of Financial Bid**

- 3.5.1 MPTB will determine responsiveness of each Financial Bid in accordance with the price quoted.
- 3.5.2 A substantially responsive Financial Bid is one which conforms to all the terms, conditions and specifications of the bidding documents.
- 3.5.3 If the Financial Bid of any Bidder is not substantially responsive in terms hereof, the Bid of such Bidder shall be rejected by MPTB and the Bidder shall not subsequently be allowed to make its Bid responsive by correction or withdrawal of the non-conforming deviation or reservation.

### **3.6 Correction of Errors**

- 3.6.1 Financial Bids determined to be substantially responsive will be checked by MPTB for any arithmetic errors. Arithmetic errors will be rectified on the following basis:-
  - i) Where there is a discrepancy between the amount quoted in the Financial Bid, in figures and in words, the amount in words will prevail over the amounts in figures, to the extent of such discrepancy
  - ii) The amount stated in the Financial Bid will be adjusted by MPTB in accordance with the above procedure for the correction of errors and shall be considered as binding upon the Bidder. If the Bidder does not accept the corrected amount of Bid, his Bid will be rejected, and his EMD may be forfeited.

### **3.7 Evaluation and Comparison of Financial Bids**

- 3.7.1 In preparing the Financial Proposal, Agencies are expected to take into account the requirements and conditions outlined in the RFP document  
This Fee will cover costs / expenses for undertaking work as detailed in the Scope of Work.
- 3.7.2 MPTB will evaluate and compare only those Financial Bids which are determined to be substantially responsive. For final evaluation (QCBS), total cost of financial proposal will be considered.  
The Authority will determine whether the financial proposals are complete, correct and free from any computational errors and indicate correct prices in local currency (Indian Rupee).

3.7.3 In evaluating the Financial Bids, MPTB will determine for each Financial Bid the amount quoted by the Bidder. The Financial Bid shall not include any conditions attached to it and any such conditional financial proposal shall be rejected summarily.

### **3.8 Clarification of Bids**

3.8.1 To assist in the examination, evaluation and comparison of Bids, MPTB may, at its discretion, ask any Bidder for authentication the correctness of the information/details furnished by him in his Bid. Such request by MPTB and the response by Bidder shall be in writing or by cable/fax, but no change in the price or substance of the Bid shall be sought, offered or permitted except as required to confirm the correction of arithmetical errors discovered by MPTB in the evaluation of the Bids.

3.8.2 Subject to Sub Clause in the RFP, no Bidders shall contact MPTB on any matter relating to his Bid from the time of Bid opening to the time contract is awarded.

3.8.3 Any effort by the Bidder to influence MPTB in the MPTB's Bid evaluation, Bid comparison or contract award decisions may result in the rejection of his Bid.

### **3.9 Process to be Confidential**

3.9.1 Information relating to the examination, clarification, evaluation and recommendation for the Bidders shall not be disclosed to any person who is not officially concerned with the process or is not a retained professional advisor advising the Authority in relation to or matters arising out of, or concerning the Bidding Process. The Authority will treat all information, submitted as part of the Bid, in confidence and will require all those who have access to such material to treat the same in confidence. The Authority may not divulge any such information unless it is directed to do so by any statutory entity that has the power under law to require its disclosure or is to enforce or assert any right or privilege of the statutory entity and /or the Authority or as may be required by law or in connection with any legal process.

### **3.10 Award of Contract**

#### **3.10.1. Selection & Award Criteria**

- a) The evaluation committee shall evaluate the Technical Proposals on the basis of responsiveness to the Terms of Reference, applying the evaluation criteria, sub-criteria, and point system specified in the tender. Each responsive Proposal will be given a technical score (St). A Proposal shall be rejected at this stage if it does not respond to important aspects of the RFP, and particularly the Terms of Reference or if it fails to achieve the minimum technical score indicated in the tender.
- b) The Client shall evaluate each technical proposal taking into account several criteria. Each criterion shall be marked on a scale of 1 to 100. Then the total points shall be weighted to become scores.
- c) The points and the criterion have been specified in the RFP.
- d) The bidders are required to score **minimum 70 technical points** (technical marks + presentation) to qualify for opening of financial proposal. On the basis of technical assessment which includes presentation, the financial bids of only the top 3 selected agencies who scores maximum marks in technical qualification will be opened, in the presence of authorized representatives of the agencies. In case, more than 3 bidders secures maximum marks, the financial bids of all the bidders shall be opened. In case, only two agencies qualifies; Financial Bids of the two agencies will be opened on the basis of QCBS system. At the descretion of the management Financial Bid may be opened in case of single tender.

- e) The ratio of weight towards quality (technical bid) and cost (financial bid) shall be **70:30**.
- f) The agency which scores highest aggregate marks (H1), after adding the scores for the technical and financial evaluation, will be awarded the contract for organizing the event.
- g) The Authority will notify the selected firm/Agency in writing by registered letter, e-mail etc. After finalization of detailed scope of work, terms & conditions, schedule, and professional fee for the services, the firm selected will be required to enter into a contract agreement with the Authority to provide the envisaged services described in the Scope of work.
- h) The final authority lies at the sole discretion with the Managing Director, MPTB.

### 3.10.2 Public Opening & Evaluation of Financial Proposals

After the technical evaluation (quality) is completed, MPTB shall notify those agencies whose proposals did not meet the minimum qualifying mark or were considered non-responsive to the RFP and Scope of work and the financial proposals of such bidders will be returned unopened after the signature of the contract.

MPTB shall simultaneously notify the agencies that have secured the minimum qualifying mark, the date, time and place set for opening the financial proposals or as mentioned in the RFP, to enable the agencies to attend the opening of the financial proposals.

The financial proposals shall be opened publicly in the presence of representatives of the agencies who choose to attend. The name of the agencies, the technical points, and the prices quoted shall be read out by MPTB.

The proposal with the lowest cost (Fm) shall be given financial score (Sf) of 100 points.

The financial scores of other proposals should be computed as follows:

$$Sf = 100 \times Fm/F$$

Where F= amount of financial proposal

Combined Quality and Cost Evaluation

The total score shall be obtained by weighting the combined quality/technical and cost scores and adding them, as follows:

$$S = St \times Tw + Sf \times Fw$$

Where S = total score

St = combined technical score

Sf = combined financial score

Tw= weight assigned to technical score i.e. 0.7

Fw= weight assigned to financial score i.e. 0.3

The successful bidder shall be the bidder having the highest score. In the event two or more bidder have same score in the final ranking, the bidder with higher/highest technical score shall be considered as successful bidder. In case two or more bidder have same score in the final ranking and technical score, the bidder with higher/ highest turnover in preceding year shall be considered as successful bidder.

The firm obtaining the highest total score shall be the successful agency.

#### **4.0 LETTER OF INTENT**

- 4.1 After selection , a Letter of Intent (the "LOI") shall be issued, in duplicate, by the Authority to the Agency shall, within 7 (seven) days of the receipt of the LOI, sign and return the duplicate copy of the LOI in acknowledgement thereof. In the event the duplicate copy of the LOI duly signed by the Agency is not received by the stipulated date, the Authority may, unless it consents to extension of time for submission thereof, appropriate the EMD of such Bidder as loss and damage suffered by the Authority on account of failure of the Agency to acknowledge the LOI, and the Authority may select the next Agency in the rank.

After acknowledgement of the LOI as aforesaid by the Agency, it shall cause the successful Bidder to execute the Agreement. The Agency shall not be entitled to seek any deviation, modification or amendment in the Agreement. The Agreement shall be on year to year basis.

#### **5.0 Total Duration of Service :**

From date the award of Letter of Intent till the completion of event and relevant liabilities as per scope of work.

#### **6.0 FEE PAYMENT STRUCTURE**

- 6.1 Payment will be made to the selected agency as per following schedule:
- a. Payment of **25%** of the total amount will be on completion of adventure site.
  - b. Payment of further **25%** of the total amount will be made on successful completion of Event, dismantling the Pavilion and clearing of the site.
  - c. Payment of balance **50%** of the value of the project will be made after receiving completion report.
  - d. In case of purchase of International air tickets the payment shall be made in INR only.
  - e. The amount of Air and Train ticket shall be reimbursed on actual basis on submission of proof of payment to the vendor.
- 6.2 In reference to clause 6.1 (e. & f.), 50% advance may be paid to the successful bidder.
- 6.3 The agency shall be paid as per the aforesaid payment schedule.
- 6.4 If scope of work is altered then payment shall be made in proportion of bid value of specific item. In case of any other item not provided in Price bid then the amount shall be paid on prevailing market price.
- 6.5 MPTB will issue Work Orders/Release Order, if any, through letter by post or Emails only for the activities required by MPTB under the scope of work and payment will be made only for completing these activities satisfactorily.
- 6.6 Agency shall submit two copies of the detailed invoices of the work completed along with credit/debit notes in addition to supporting documents of such invoices.
- 7.0 Liquidated Damages:** In the event of contractor's failure to complete the work and providing various services within the specified time, the MPTB may, without prejudice to any other rights hereunder, recover from the supplier, as Liquidated Damages, the sum of 5% of the contract price.

**8.0 Termination by Default:** MPTB reserves the right to terminate the contract of any agency in case of change in the Government procedures or unsatisfactory services.

**9.0 Risk – Purchase Clause:** If the contractor, after submission of RFP and the acceptance of the same, fails to abide by the Terms and Conditions of the RFP document or fails to complete the work within the specified time or at any time repudiates the contract, the MPTB will have the right to:

- a) Forfeit the EMD.
- b) Invoke Security Deposit/Performance Bank Guarantee
- c) In case of completion through alternative sources and if price is higher, the contractor will pay the balance amount to MPTB.
- d) For all purposes, the work order accepted by the bidder and issued by MPTB will be considered as the formal contract.

## **10.0 Arbitration**

10.1 All matters of dispute arising out of this shall be governed by Indian law and subject to the jurisdiction of Courts at Bhopal.

10.2 All Disputes between the Parties arising out of or relating to or in connection with this Agreement, including the performance or non-performance of the obligations set out herein shall, so far as is possible, be settled amicably between the Parties within thirty (30) days after written notice of such Dispute has been given by one Party to the other Party. The venue of the amicable settlement proceeding shall be the Head Office of MPTB at Bhopal.

10.3 If any dispute or difference of any kind whatsoever shall arise in connection with or arising out of this contract or the execution of work or maintenance of the works there under, whether before the commencement or during the progress of works or after the termination, abandonment or breach of contract, and it is not amicably settled within 60 days of the notice being served on the other party, it shall be referred to arbitration before a Sole Arbitrator appointed by mutual consent of both parties and as per the provisions of the Arbitration and Conciliation Act, 1996. The venue of the arbitration proceedings shall be at Bhopal. Upon any and every reference as aforesaid, the assessment of costs and incidental expenses in the proceedings for the award shall be at the discretion of the Arbitrator.

## **11.0 LEGAL**

Any legal dispute shall be subject to the jurisdiction of Bhopal courts only.

**ANNEXURE - I**  
**Letter Comprising the Bid**

Ref.  
Date:

To,  
The Managing Director  
Madhya Pradesh Tourism Board  
6<sup>th</sup> Floor, Lily Trade Wing, Jehangirabad Bhopal  
Madhya Pradesh, India.  
Pincode – 462008

**Sub: - RFP FOR “ORGANIZING ADVENTURE AND LEISURE EVENTS AT RIVER NARMADA”.**

Dear Sir,

Being duly bidder to represent and act on behalf of \_\_\_\_\_ (hereinafter referred as the "**Bidder**"), and having reviewed and fully understood all of the qualification requirements and information provided, the undersigned hereby expresses its interest and apply for qualification for undertaking the “Selection of Event Management Agency for Organizing Adventure and Leisure Events at River Narmada” (**‘Project’**).

We are enclosing our Bid, in conformity with the terms of the RFP, and furnishing the details as per the requirements of the Bid Document, for your evaluation.

The undersigned hereby also declares that the statements made and the information provided in the Proposal is complete, true and correct in every detail.

We confirm that the application is valid for a period of 180 days from the due date of submission of application and is unconditional.

We hereby also confirm the following:

1. The Proposal is being submitted by M/s \_\_\_\_\_ \*...+ (*name of the Bidder*, in accordance with the conditions stipulated in the RFP.

2. We have examined in detail and have understood the terms and conditions stipulated in the RFP Document issued by MPTB (hereinafter referred as the “**Authority**”) and in any subsequent communication sent by Authority.

3. We agree and undertake to abide by all these terms and conditions. Our Proposal is consistent with all the requirements of submission as stated in the RFP or in any of the subsequent communications from Authority)

4. The information submitted in our Proposal is complete, is strictly as per the requirements stipulated in the RFP, and is correct to the best of our knowledge and understanding. We would be solely responsible for any errors or omissions in our Proposal.

5. We confirm that we have studied the provisions of the relevant Indian laws and regulations required to enable us to prepare and submit this Proposal for undertaking the Project, in the event that we are selected as the Preferred Bidder.

6. We certify that in the last three years, we have neither failed to perform on any contract, as evidenced by imposition of a penalty by an arbitration tribunal or a judicial authority or judicial pronouncement or arbitration award, nor been expelled from any project or contract by any public authority nor have had any contract terminated by any public authority for breach on our part.

7. I/ We declare that:

a. I/ We have examined and have no reservations to the Bidding Documents, including any Addendum issued by the Authority; and

b. I/ We do not have any conflict of interest in accordance with the RFP document; and

c. I/We have not directly or indirectly or through an agent engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice, as defined in the RFP document, in respect of any RFP or request for proposal issued by or any agreement entered into with the Authority or any other public sector enterprise or any government, Central or State; and

8. I hereby certify that we have taken steps to ensure that in conformity with the provisions of the RFP, no person acting for us or on our behalf has engaged or will engage in any corrupt

practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice;

9. I/ We understand that you may cancel the Bidding Process at any time and that you are neither bound to accept any Bid that you may receive nor to invite the Bidders to Bid for the Project, without incurring any liability to the Bidders

10. I further certify that in regard to matters relating to security and integrity of the country, we, have not been convicted by any Court of Law or indicted or adverse orders passed by the regulatory authority which could cast a doubt on our ability to undertake the Project or which relates to a grave offence that outrages the moral sense of community.

11. I further certify that in regards to matters relating to security and integrity of the country, we have not been charge-sheeted by any agency of the Government or convicted by the Court of Law.

12. I further certify that no investigation by a regulatory authority is pending either against us or against our Associates or against our CEO or any of our Directors/ Managers/ employees.

13. I hereby irrevocably waive any right which we may have at any stage at law or howsoever otherwise arising to challenge or question any decision taken by the Authority in connection with the selection of the Bidders, or in connection with the Bidding Process itself, in respect of the above mentioned Project and the terms and implementation thereof.

14. In the event of me being declared as the Preferred Bidder, I agree to enter into a Authorization Agreement in accordance with the draft that has been provided to me prior to the Bid Due Date. We agree not to seek any changes in the aforesaid draft and agree to abide by the same.

15. I have studied all the Bidding Documents carefully and also surveyed the project details. We understand that except to the extent as expressly set forth in the License Agreement, we shall have no claim, right or title arising out of any documents or information provided to us by the Authority or in respect of any matter arising out of or concerning or relating to the Bidding Process including the award of Authorization.

16. The amount has been quoted by me/ after taking into consideration all the terms and conditions stated in the RFP, our own estimates of costs and after a careful assessment of the identified locations of the proposed Centers and all the conditions that may affect the Bid.

17. I agree and understand that the Bid is subject to the provisions of the Bidding Documents. In no case, I shall have any claim or right of whatsoever nature if the Project / Authorization is not awarded to me or our Bid is not opened or rejected

18. I agree and undertake to abide by all the terms and conditions of the RFP document which inter alia includes payment of Project Development Expenses and Project Development Fees (Success Fee) and furnishing of the Performance Security to the Authority in the manner provided in respect thereof in the RFP.

19. We confirm that all the terms and conditions of the Proposal are firm and valid for acceptance for a period of 120 days from the Proposal Due Date.

20. I/we offer an Earnest Money Deposit (EMD) of **Rs. 2,00,000 (Two Lakhs Rupees Only)** to the authority through MP E-Procurement Portal.

21. I agree and undertake to abide by all the terms and conditions of the RFP document. In witness thereof, I submit this Bid under and in accordance with the terms of the RFP document.

Thanking You,

Yours Sincerely,

Date: \_\_\_\_\_

Place: \_\_\_\_\_

**For and on behalf of:** (name of the Bidder and the Company Seal)

**Signature:** (Bidder Representative & Signatory)

**Name of the Person:**

**Designation**

**ANNEXURE - II**  
**RFP FOR**  
**“ORGANIZING ADVENTURE AND LEISURE EVENTS AT RIVER NARMADA”**  
**Detail of Bidder**

Sr. No.	Particulars	Remarks/Details (Page No.)
1.	Name of Agency/ Applicant	
2.	Details about office of agency :	
	Address :	
	Phone No :	
	Fax :	
	E-Mail ID :	
	Website :	
	Contact person:	
	Mobile No. and contact person:	
3.	Details about registered office of Applicant and Contact No.	
4.	Status of Applicant [partnership firm/ Pvt. Ltd. Co. / Public Ltd Co. etc]	
5.	Details about Director/Partners List to be attached	
6.	Copy of Memorandum to be attached	
7.	Total experience of applicant [No. of years]	
8.	Certified copy of the Turnover of Agency/ Applicant during last financial three years	
9.	P.A.N. No. (Copy to be attached)	
10.	GST No.(Copy of certificate to be attached)	
11.	Credentials	
12.	Details of RFP Fees attached	
13.	Details of EMD attached	

**Signature & Seal of the Bidder**

**Date:**

**DECLARATION**

1. I / We have read the instructions appended to the Pro forma and I/We understand that if any false information is detected at a later date, any contract made between ourselves and MPTB on the basis of the information given by me/us can be treated as invalid by the MPTB and I / We will be solely responsible for the consequences.
2. I/We agree that the decision of MPTB in selection of contractors will be final and binding to me/us.
3. All the information furnished by me/us above here is correct to the best of my/our knowledge and belief.
4. I / We agree that I / We have no objection if enquiries are made about the work listed by me/us here in above and/or in the accompanying sheets.

Place.

Date.

SIGNATURE:

Name & Designation

& seal of the Company:

**Annexure III**

**Statement of Legal Capacity**

(To be forwarded on the letterhead of the Bidder)

Ref.

Date

To,  
The Managing Director  
Madhya Pradesh Tourism Board  
6<sup>th</sup> Floor, Lily Trade Wing, Jahangirabad Bhopal  
Madhya Pradesh, India.  
Pincode – 462008

**Sub: Bid for “RFP FOR ORGANIZING ADVENTURE AND LEISURE EVENTS AT RIVER NARMADA”.**

Dear Sir,

We hereby confirm that we satisfy the terms and conditions laid out in the RFP document.

We have agreed that \_\_\_\_\_ (insert individual's name) will act as our representative and has been duly bidder to submit the RFP.

Further, the bidder signatory is vested with requisite powers to furnish such letter and authenticate the same.

Thanking you,

Yours faithfully,

For and on behalf of  
Bidder signatory

**Annexure IV  
Power of Attorney for signing of Application**

Know all men by these presents, We \_\_\_\_\_  
(name of the firm and address of the registered office) do hereby irrevocably constitute, nominate, appoint and bidder Mr./ Ms (name), \_\_\_\_\_ son/daughter/wife of \_\_\_\_\_ and presently residing at \_\_\_\_\_, who is [presently employed with us and holding the position of \_\_\_\_\_], as our true and lawful attorney (hereinafter referred to as the "Attorney") to do in our name and on our behalf, all such acts, deeds and things as are necessary or required in connection with or incidental to submission of our Bid for the \*\*\*\*\* Project\*s+ proposed or being developed by the \*\*\*\*\* (the "Authority") including but not limited to signing and submission of all applications, bids and other documents and writings, participate in Pre-Applications and other conferences and providing information/ responses to MPTB, representing us in all matters before MPTB, signing and execution of all contracts including the Authorization Agreement and undertakings consequent to acceptance of our bid, and generally dealing with MPTB in all matters in connection with or relating to or arising out of our bid for the said Project and/ or upon award thereof to us and/or till the entering into of the Authorization Agreement with MPTB.

AND we hereby agree to ratify and confirm and do hereby ratify and confirm all acts, deeds and things lawfully done or caused to be done by our said Attorney pursuant to and in exercise of the powers conferred by this Power of Attorney and that all acts, deeds and things done by our said Attorney in exercise of the powers hereby conferred shall and shall always be deemed to have been done by us.

IN WITNESS WHEREOF WE, \_\_\_\_\_, THE ABOVE NAMED PRINCIPAL HAVE EXECUTED THIS POWER OF ATTORNEY ON THIS \_\_\_\_ DAY OF \_\_\_\_\_, 20\*\*

For -----  
(Signature)  
(Name, Title and Address)

Witnesses:  
1 1. [Notarized]  
2 Accepted

(Signature)  
(Name, Title and Address of the Attorney)

**Notes:**

*The mode of execution of the Power of Attorney should be in accordance with the procedi if any, laid down by the applicable law and the charter documents of executant(s) and when it is so required, the same should be under common seal affixed in accordance with the required procedure.*

*Also, wherever required, the Bidder should submit for verification the extract of the charter documents and documents such as a resolution/ power of attorney in favor of the person executing this Power of Attorney for the delegation of power hereunder on behalf of the Bidder. For a Power of Attorney executed and issued overseas, the document will also have to be legalized by the Indian Embassy and notarized in the jurisdiction where the Power of Attorney is being issued.*

**Annexure V**

**RFP FOR  
ORGANIZING ADVENTURE AND LEISURE EVENTS AT RIVER NARMADA**

**EXPERIENCE IN RELATED ACTIVITIES**

<b>S. No.</b>	<b>INTERNATIONAL ADVENTURE EVENT - NAME</b>	<b>DATE</b>	<b>PLACE</b>	<b>NO. OF DELEGATES( FOREIGN/LOCAL)</b>		<b>SUPPORTING DOCUMENT ENCLOSED</b>

<b>S. No.</b>	<b>NATIONAL ADVENTURE EVENT - NAME</b>	<b>DATE</b>	<b>PLACE</b>	<b>NO. OF DELEGATES( FOREIGN/LOCAL)</b>		<b>SUPPORTING DOCUMENT ENCLOSED</b>

**FOOTNOTE**

1. For the purpose of marking, only those events, managed by the agency for the past three financial years, will be considered which are supported by documentary evidence like copies of agreements, work orders, letter of intent, completion certificates, etc. The documents should be duly notarized and submitted along with the above proforma.

**Signature & Seal of the Bidder  
Date:**

**Annexure VI**

**RFP FOR ORGANIZING  
ADVENTURE AND LEISURE EVENTS AT RIVER NARMADA**

**FINANCIAL BID LETTER & FORMAT FOR FINANCIAL OFFER**

To,  
The Managing Director  
Madhya Pradesh Tourism Board  
6<sup>th</sup> Floor, Lily Trade Wing, Jahangirabad Bhopal  
Madhya Pradesh, India  
Pincode – 462008

**Sub: Financial Bid for ‘RFP FOR ORGANIZING ADVENTURE AND LEISURE EVENTS AT RIVER NARMADA’**

Dear Sir,

As a part of the Bid for ‘Organizing Adventure and Leisure Events at River Narmada’, we hereby make the following Financial Offer (Price Bid) to Madhya Pradesh Tourism Board for the project.

We agree to be bind by this offer and Terms, if we are selected as the preferred bidder.

FOR AND ON BEHALF OF \_\_\_\_\_

SIGNATURE \_\_\_\_\_

**Other Terms:-**

- MPTB may take services from the selected agency as per requirement, different work orders for different activities will be issued and payment will be made accordingly.
- Due to change in the quantity as proposed in the financial bid, the charges shall be adjusted accordingly and payment shall be made on prorata basis.
- Successful bidder has to submit the individual charges of all activities as mentioned in scope of work . Any other activity proposed by the bidder or any modification in any activity can be implemented post approval from MPTB.
- The authority (MPTB) reserves the right to operate/ cancel any of the activity on its own or through any other agency as proposed in the financial bid.
- QCBS Evaluation will be done on the Grand Total amount as quoted in the Financial Bid.

(Financial Bid to be submitted through MP Govt. e-procurement portal: - [www.mptenders.gov.in](http://www.mptenders.gov.in) only)

S.no.	Clause no. of Scope of work and terms and conditions	Clause of Scope of work and terms and conditions	Quantity	Amount in Rs. (in figures)
1	5	Check in Counters	2	
2	7	<b>Adventure Activity areas:</b> Separate areas for daily Air, Water and Land Activities With all high standard safety and security measures for overall operation of the activity allocating appropriate skilled manpower for operating and maintaining the activity, Ticket Counters etc.	-	
3		(a) All-Terrain Vehicle (ATV)/ 4x4 Off-roading safaris	1	
4		(b) Trekking and Hiking	-	
5		(c) High rope course	1	
6		(d) Zip line/ Canopy tour from tower	1	
7		(e) Zorbing	1	
8		(f) Parasailing- Air activity	1	
9		(g) Hot Air Ballooning-Air activity	1	
10		(h) Para Motor - Air activity	1	
11		(i) Bird watching	-	
12		(j) Paint Ball Arena	1	
13		(k) Bungee jumping/ejector	1	
14		(l) Archery	-	
15		(m) Air gun Shooting	-	
16		(n) Go-karting	-	
17		(o) Kids Zone with small activities for kids such as battery operated cars,bouncing alleys etc.	1	
18	8	<b>Leisure Activity areas:</b> Separate areas for daily conducting Leisure Activities, Art & Craft Zones having minimum 10 stalls, Food Zone having minimum 10 stalls with all high safety and standard security measures for overall operation of the activity allocating appropriate skilled manpower for operating and maintaining the activity, Counters etc.		
19		(a) Bullock Cart ride	3	
20		(b) Cycling	50	
21		(c) Kite flying show	-	

22		(d) Horse Riding	1	
23		(e) Indoor Gaming Zone- Pool/Snooker, Video Games, Chess, Table Tennis	1	
24		(f) Art & Craft workshops – Ceramic Pottery, Painting	–	
25		(g) Narmada Aarti	–	
		(h) Rural games Zone- Kabaddi, Sitolia, Kho-Kho	1	
26	9	<b>Evening Entertainment Arena</b>	1	
31	1-4,6,10-22,23-25	<b>As per scope of work</b>	–	
	<b>Grand Total</b>			

We quote Rs. \_\_\_\_\_ (in words) towards Project Cost which is inclusive of all Taxes



