

SRTEPC

REQUEST FOR PROPOSAL FOR APPOINTMENT OF OFFICIAL STAND CONTRACTOR FOR SOURCE 2019 EXHIBITION

Bid Reference: SOURCE INDIA 2019/RFP03

DISCLAIMER

This request for RFP is not an offer by SRTEPC, but an invitation to receive responses from eligible companies for providing services for organising the event.

No contractual obligation whatsoever shall arise from the RFP process unless and until a formal contract is signed and executed between SRTEPC and the bidder concerned. This RFP is being issued with no financial commitment and SRTEPC reserves the right to withdraw the RFP and change or vary any part thereof or foreclose the same at any stage.

Schedule for Submission of RFP for Official Stand Contractor

1. Availability of RFP Document at SRTEPC website
17 May 2019
2. Last date and time for submission of completed RFP document
27 May 2019 – 17:00 hrs
3. Opening of Technical Bid
28 May 2019
4. Presentations
28 May 2019 (2:00pm-5:00pm)
4. Opening of Financial Bid
To be advised
5. Award of Contract
To be advised

The RFP document can be downloaded from the website:
HYPERLINK <http://www.srtepc.org>

The completed application (response document), containing Technical and Financial Bid (printed, signed and bound copies) should be submitted in a sealed cover super scribed with the title “Request for Proposal for providing **Official Stand Contractor services for SOURCE INDIA 2019**” before the last date and time at the following address:

Mr. S. Balaraju
Executive Director
The Synthetic & Rayon Textiles Export Promotion Council
Resham Bhavan,
78, Veer Nariman Road, Mumbai - 400020, India.
Phone: (+91-22) 62318282

Late Applications: Any application received after the last date and time for submission for the same, i.e., 27 May 2019, 1700 hours, shall not be accepted. Applications received after the last date shall be summarily rejected and returned unopened.

SCOPE OF WORK

SRTEPC is the lead agency nominated by The Ministry of Commerce, Government of India to organise SOURCE INDIA 2019 exhibition at Bombay Exhibition Centre in August 2019. Over 125 exhibitors are expected to participate in the show.

Services of a **Official Stand Contractor** are required to provide for successful execution of the event.

Event Schedule:

Venue: Hall 2 – Bombay Exhibition Centre
Build Up: 19 Aug 2019 (10:00am onwards) & 20 Aug 2019
Event Dates: 21/ 22 / 23 Aug 2019 till 5:00 pm
Breakdown: Uptil 23 Aug 2019, till 23:59 pm

Please quote as per attached [Design File](#) (In PDF) and [BOQ sheet in Excel](#)

VALIDITY OF RFP RESPONSE

The RFP response submitted by the applicants shall remain valid for a period of 3 months after the date of RFP response opening prescribed in this document. A RFP response valid for shorter period may be rejected as non-responsive. SRTEPC may solicit applicants' consent to an extension of RFP response validity.

SUBMISSION OF TECHNICAL & FINANCIAL BIDS

The Bidder will be required to submit the technical bid and the financial bid in two separate and sealed envelopes, Technical proposal shall be marked "Technical Proposal". Financial Proposal shall be marked "Financial Proposal".

Both the proposals should be put up in a bigger envelope and marked as "Request for Proposal for providing **OFFICIAL STAND CONTRACTOR SERVICES for SOURCE INDIA 2019**" and submitted before the last date and time at the following address:

Mr. S. Balaraju
Executive Director
The Synthetic & Rayon Textiles Export Promotion Council
Resham Bhavan,
78, Veer Nariman Road, Mumbai - 400020, India.
Phone: (+91-22) 62318282

Technical Proposal & Presentation

70 points

Previous Performance: 30

Presentation: 20

Capability to handle Source India 2019: 20

Price Proposal

30 points

In preparing the financial bid, the bidder shall take into account the requirements of different events, man power required, all administrative charges, travels, etc. as per the scope of work

The bids will be opened in front of the bidders who will be present. Evaluation of Financial Bid will be done based on total cost quoted.

Contract will be awarded to the bidder in case the bid has been determined as the lowest evaluated bid, economically feasible and responsive subject to approval of the competent authority. Negotiations will be held with qualified and selected bidder.

Payment Terms

30% of the contract value

At the time of award of contract

40% of the contract value

Before 01 Aug 2019

Balance

Within 10 days of conclusion of event and settlement of bills

QUERIES

Any queries relating to this RFP can be addressed to:

Mr. S. Balaraju

Executive Director

The Synthetic & Rayon Textiles Export Promotion Council

Resham Bhavan,

78, Veer Nariman Road, Mumbai - 400020, India.

Phone: (+91-22) 62318282

SRTEPC

REQUEST FOR PROPOSAL FOR APPOINTMENT OF OFFICIAL TRAVEL SERVICES PARTNER FOR SOURCE INDIA 2019 EXHIBITION

Bid Reference: SOURCE INDIA 2019/RFP04

DISCLAIMER

This request for RFP is not an offer by SRTEPC, but an invitation to receive responses from eligible companies for providing services for organising the event.

No contractual obligation whatsoever shall arise from the RFP process unless and until a formal contract is signed and executed between SRTEPC and the bidder concerned. This RFP is being issued with no financial commitment and SRTEPC reserves the right to withdraw the RFP and change or vary any part thereof or foreclose the same at any stage.

Schedule for Submission of RFP for OFFICIAL TRAVEL SERVICES PARTNER

1. Availability of RFP Document at SRTEPC website
17 May 2019
2. Last date and time for submission of completed RFP document
27 May 2019 – 17:00 hrs
3. Opening of Technical Bid **28 May 2019**
4. Presentations **28 May 2019 (2:00pm-5:00pm)**
4. Opening of Financial Bid **To be advised**
5. Award of Contract **To be advised**

The RFP document can be downloaded from the website:
HYPERLINK <http://www.SRTEPC.org>

The completed application (response document), containing Technical and Financial Bid (printed, signed and bound copies) should be submitted in a sealed cover super scribed with the title **“Request for Proposal for providing Official Travel Services**

Partner for SOURCE INDIA 2019” before the last date and time at the following address:

Mr. S. Balaraju
Executive Director
The Synthetic & Rayon Textiles Export Promotion Council
Resham Bhavan,
78, Veer Nariman Road, Mumbai - 400020, India.
Phone: (+91-22) 62318282

Late Applications: Any application received after the last date and time for submission for the same, i.e., 27 May 2019, 1700 hours, shall not be accepted. Applications received after the last date shall be summarily rejected and returned unopened.

SCOPE OF WORK

SRTEPC is the lead agency nominated by The Ministry of Commerce, Government of India to organise SOURCE INDIA 2019 exhibition at Bombay Exhibition Centre in August 2019. Over 125 exhibitors are expected to participate in the show.

Services Required for 100-150 Overseas buyers

- a. Booking of International Air Tickets for approved Buyers (Please quote service charges per ticket)
- b. Foreign Exchange Reimbursements (Please quote foreign exchange commission for USD)
- c. Hotel to Venue to Hotel Transfers by AC bus (Please quote 10 hrs / 100 km basis)
- d. Innova / Swift Desire cars on 10 hrs / 100 km basis

VALIDITY OF RFP RESPONSE

The RFP response submitted by the applicants shall remain valid for a period of 3 months after the date of RFP response opening prescribed in this document. A RFP response valid for shorter period may be rejected as non-responsive. SRTEPC may solicit applicants' consent to an extension of RFP response validity.

SUBMISSION OF TECHNICAL & FINANCIAL BIDS

Bidder will be required to submit the technical bid and the financial bid in two separate and sealed envelopes, Technical proposal shall be marked "Technical Proposal". Financial Proposal shall be marked "Financial Proposal".

Both the proposals should be put up in a bigger envelope and marked as “**Request for Proposal for providing OFFICIAL TRAVEL SERVICES for SOURCE INDIA 2019**” and submitted before the last date and time at the following address:

Mr. S. Balaraju
Executive Director
The Synthetic & Rayon Textiles Export Promotion Council
Resham Bhavan,
78, Veer Nariman Road, Mumbai - 400020, India.
Phone: (+91-22) 62318282

Technical Proposal & Presentation **50 points**

Previous Performance: 25 points
Capability: 25 points

Price Proposal **50 points**

In preparing the financial bid, the bidder shall take into account the requirements of different events, man power required, all administrative charges, travels, etc. as per the scope of work

The bids will be opened in front of the bidders who will be present. Evaluation of Financial Bid will be done based on total cost quoted.

Contract will be awarded to the bidder in case the bid has been determined as the lowest evaluated bid, economically feasible and responsive subject to approval of the competent authority. Negotiations will be held with qualified and selected bidder.

Payment Terms

Please quote

QUERIES

Any queries relating to this RFP can be addressed to:

Mr. S. Balaraju
Executive Director
The Synthetic & Rayon Textiles Export Promotion Council
Resham Bhavan,
78, Veer Nariman Road, Mumbai - 400020, India.
Phone: (+91-22) 62318282

SRTEPC

REQUEST FOR PROPOSAL FOR APPOINTMENT OF EXHIBITION SECURITY SERVICES FOR SOURCE INDIA 2019 EXHIBITION

Bid Reference: SOURCE INDIA 2019/RFP05

DISCLAIMER

This request for RFP is not an offer by SRTEPC, but an invitation to receive responses from eligible companies for providing services for organising the event.

No contractual obligation whatsoever shall arise from the RFP process unless and until a formal contract is signed and executed between SRTEPC and the bidder concerned. This RFP is being issued with no financial commitment and SRTEPC reserves the right to withdraw the RFP and change or vary any part thereof or foreclose the same at any stage.

Schedule for Submission of RFP for EXHIBITION SECURITY SERVICES

1. Availability of RFP Document at SRTEPC website
17 May 2019
2. Last date and time for submission of completed RFP document
27 May 2019 – 17:00 hrs

The RFP document can be downloaded from the website:
<http://www.SRTEPC.org>

The completed application (response document), containing Technical and Financial Bid (printed, signed and bound copies) should be submitted in a sealed cover super scribed with the title **“Request for Proposal for providing EXHIBITION SECURITY SERVICES for SOURCE INDIA 2019”** before the last date and time at the following address:

Mr. S. Balaraju
Executive Director
The Synthetic & Rayon Textiles Export Promotion Council

**Resham Bhavan,
78, Veer Nariman Road, Mumbai - 400020, India.
Phone: (+91-22) 62318282**

Late Applications: Any application received after the last date and time for submission for the same, i.e., 27 May 2019, 1700 hours, shall not be accepted. Applications received after the last date shall be summarily rejected and returned unopened.

SCOPE OF WORK

SRTEPC is the lead agency nominated by The Ministry of Commerce, Government of India to organise SOURCE INDIA 2019 exhibition at Bombay Exhibition Centre from 21-23 August 2019. Over 125 exhibitors are expected to participate in the show.

Experienced Security companies are requested to send us their proposals with per shift rates for:

- a. Security Guards (Male)
- b. Security Guards (Female)
- c. Supervisor
- d. Bouncer (Male)
- e. Bouncer (Female)
- f. Hand Held Metal Detector
- g. Door Frame Metal Detectors

VALIDITY OF RFP RESPONSE

The RFP response submitted by the applicants shall remain valid for a period of 3 months after the date of RFP response opening prescribed in this document. A RFP response valid for shorter period may be rejected as non-responsive. SRTEPC may solicit applicants' consent to an extension of RFP response validity.

SUBMISSION OF TECHNICAL & FINANCIAL BIDS

Bidder will be required to submit the technical bid and the financial bid in two separate and sealed envelopes, Technical proposal shall be marked "Technical Proposal". Financial Proposal shall be marked "Financial Proposal".

Both the proposals should be put up in a bigger envelope and marked as "**Request for Proposal for providing EXHIBITION**

SECURITY SERVICES for SOURCE INDIA 2019” and submitted before the last date and time at the following address:

Mr. S. Balaraju
Executive Director
The Synthetic & Rayon Textiles Export Promotion Council
Resham Bhavan,
78, Veer Nariman Road, Mumbai - 400020, India.
Phone: (+91-22) 62318282

Technical Proposal **50 points**
Previous Performance: 50 points

Price Proposal **50 points**
In preparing the financial bid, the bidder shall take into account the requirements of different events, man power required, all administrative charges, travels, etc. as per the scope of work

The bids will be opened in front of the bidders who will be present. Evaluation of Financial Bid will be done based on total cost quoted.

Contract will be awarded to the bidder in case the bid has been determined as the lowest evaluated bid, economically feasible and responsive subject to approval of the competent authority. Negotiations will be held with qualified and selected bidder.

Payment Terms	
50% of the contract value	At the time of award of contract
Balance	Within 10 days of conclusion of event and settlement of bills

QUERIES

Any queries relating to this RFP can be addressed to:

Mr. S. Balaraju
Executive Director
The Synthetic & Rayon Textiles Export Promotion Council
Resham Bhavan,
78, Veer Nariman Road, Mumbai - 400020, India.
Phone: (+91-22) 62318282

SRTEPC

REQUEST FOR PROPOSAL FOR APPOINTMENT OF HOUSEKEEPING SERVICES PROVIDER FOR SOURCE INDIA 2019 EXHIBITION

Bid Reference: SOURCE INDIA 2019/RFP06

DISCLAIMER

This request for RFP is not an offer by SRTEPC, but an invitation to receive responses from eligible companies for providing services for organising the event.

No contractual obligation whatsoever shall arise from the RFP process unless and until a formal contract is signed and executed between SRTEPC and the bidder concerned. This RFP is being issued with no financial commitment and SRTEPC reserves the right to withdraw the RFP and change or vary any part thereof or foreclose the same at any stage.

Schedule for Submission of RFP for HOUSEKEEPING SERVICES PROVIDER

1. Availability of RFP Document at SRTEPC website
17 May 2019
2. Last date and time for submission of completed RFP document
27 May 2019 – 17:00 hrs

The RFP document can be downloaded from the website:
<http://www.SRTEPC.org>

The completed application (response document), containing Technical and Financial Bid (printed, signed and bound copies) should be submitted in a sealed cover super scribed with the title **“Request for Proposal for providing EXHIBITION HOUSEKEEPING SERVICES for SOURCE INDIA 2019”** before the last date and time at the following address:

Mr. S. Balaraju
Executive Director
The Synthetic & Rayon Textiles Export Promotion Council

**Resham Bhavan,
78, Veer Nariman Road, Mumbai - 400020, India.
Phone: (+91-22) 62318282**

Late Applications: Any application received after the last date and time for submission for the same, i.e., 27 May 2019, 1700 hours, shall not be accepted. Applications received after the last date shall be summarily rejected and returned unopened.

SCOPE OF WORK

SRTEPC is the lead agency nominated by The Ministry of Commerce, Government of India to organise SOURCE INDIA 2019 exhibition at Bombay Exhibition Centre in August 2019. Over 125 exhibitors are expected to participate in the show in Hall 2 from 21-23 August 2019

Experienced Housekeeping companies are requested to send us their proposals with their rates for:

- a. Pre Event Cleaning 19 & 20 Aug 2019
- b. During Event Cleaning 21-23 Aug 2019
- c. Post Event Cleaning

VALIDITY OF RFP RESPONSE

The RFP response submitted by the applicants shall remain valid for a period of 3 months after the date of RFP response opening prescribed in this document. A RFP response valid for shorter period may be rejected as non-responsive. SRTEPC may solicit applicants' consent to an extension of RFP response validity.

SUBMISSION OF TECHNICAL & FINANCIAL BIDS

Bidder will be required to submit the technical bid and the financial bid in two separate and sealed envelopes, Technical proposal shall be marked "Technical Proposal". Financial Proposal shall be marked "Financial Proposal".

Both the proposals should be put up in a bigger envelope and marked as "**Request for Proposal for providing EXHIBITION HOUSEKEEPING SERVICES for SOURCE INDIA 2019**" and submitted before the last date and time at the following address:

**Mr. S. Balaraju
Executive Director
The Synthetic & Rayon Textiles Export Promotion Council**

**Resham Bhavan,
78, Veer Nariman Road, Mumbai - 400020, India.
Phone: (+91-22) 62318282**

Technical Proposal

50 points

Previous Performance: 50 points

Price Proposal

50 points

In preparing the financial bid, the bidder shall take into account the requirements of different events, man power required, all administrative charges, travels, etc. as per the scope of work

The bids will be opened in front of the bidders who will be present. Evaluation of Financial Bid will be done based on total cost quoted.

Contract will be awarded to the bidder in case the bid has been determined as the lowest evaluated bid, economically feasible and responsive subject to approval of the competent authority. Negotiations will be held with qualified and selected bidder.

Payment Terms

50% of the contract value	At the time of award of contract
Balance	Within 10 days of conclusion of event and settlement of bills

QUERIES

Any queries relating to this RFP can be addressed to:

**Mr. S. Balaraju
Executive Director
The Synthetic & Rayon Textiles Export Promotion Council
Resham Bhavan,
78, Veer Nariman Road, Mumbai - 400020, India.
Phone: (+91-22) 62318282**

**SRTEPC
REQUEST FOR PROPOSAL FOR APPOINTMENT OF
TEMP STAFF SERVICES FOR
SOURCE INDIA 2019 EXHIBITION**

Bid Reference: SOURCE INDIA 2019/RFP07

DISCLAIMER

This request for RFP is not an offer by SRTEPC, but an invitation to receive responses from eligible companies for providing services for organising the event.

No contractual obligation whatsoever shall arise from the RFP process unless and until a formal contract is signed and executed between SRTEPC and the bidder concerned. This RFP is being issued with no financial commitment and SRTEPC reserves the right to withdraw the RFP and change or vary any part thereof or foreclose the same at any stage.

**Schedule for Submission of RFP for
TEMP STAFF SERVICES**

1. Availability of RFP Document at SRTEPC website
17 May 2019
2. Last date and time for submission of completed RFP document **27 May 2019 – 17:00 hrs**

The RFP document can be downloaded from the website:
<http://www.SRTEPC.org>

The completed application (response document), containing Technical and Financial Bid (printed, signed and bound copies) should be submitted in a sealed cover super scribed with the title **“Request for Proposal for providing TEMP STAFF SERVICES for SOURCE INDIA 2019”** before the last date and time at the following address:

Mr. S. Balaraju
Executive Director
The Synthetic & Rayon Textiles Export Promotion Council
Resham Bhavan,
78, Veer Nariman Road, Mumbai - 400020, India.
Phone: (+91-22) 62318282

Late Applications: Any application received after the last date and time for submission for the same, i.e., 27 May 2019, 1700 hours, shall not be accepted. Applications received after the last date shall be summarily rejected and returned unopened.

SCOPE OF WORK

SRTEPC is the lead agency nominated by The Ministry of Commerce, Government of India to organise SOURCE INDIA 2019 exhibition at Bombay Exhibition Centre from 21-23 August 2019. Over 125 exhibitors are expected to participate in the show.

Experienced Temp staff companies are requested to send us their proposals with per shift rates for:

- a. Temp Staff (Male)
- b. Temp Staff (Female)
- c. Supervisor

VALIDITY OF RFP RESPONSE

The RFP response submitted by the applicants shall remain valid for a period of 3 months after the date of RFP response opening prescribed in this document. A RFP response valid for shorter period may be rejected as non-responsive. SRTEPC may solicit applicants' consent to an extension of RFP response validity.

SUBMISSION OF TECHNICAL & FINANCIAL BIDS

Bidder will be required to submit the technical bid and the financial bid in two separate and sealed envelopes, Technical proposal shall be marked "Technical Proposal". Financial Proposal shall be marked "Financial Proposal".

Both the proposals should be put up in a bigger envelope and marked as "**Request for Proposal for providing TEMP STAFF for SOURCE INDIA 2019**" and submitted before the last date and time at the following address:

Mr. S. Balaraju
Executive Director

The Synthetic & Rayon Textiles Export Promotion Council
Resham Bhavan,
78, Veer Nariman Road, Mumbai - 400020, India.
Phone: (+91-22) 62318282

Technical Proposal **50 points**
Previous Performance: 50 points

Price Proposal **50 points**

In preparing the financial bid, the bidder shall take into account the requirements of different events, man power required, all administrative charges, travels, etc. as per the scope of work

The bids will be opened in front of the bidders who will be present. Evaluation of Financial Bid will be done based on total cost quoted.

Contract will be awarded to the bidder in case the bid has been determined as the lowest evaluated bid, economically feasible and responsive subject to approval of the competent authority. Negotiations will be held with qualified and selected bidder.

Payment Terms

50% of the contract value	At the time of award of contract
Balance	Within 10 days of conclusion of event and settlement of bills

QUERIES

Any queries relating to this RFP can be addressed to:

Mr. S. Balaraju

Executive Director

The Synthetic & Rayon Textiles Export Promotion Council

Resham Bhavan,

78, Veer Nariman Road, Mumbai - 400020, India.

Phone: (+91-22) 62318282

SRTEPC

REQUEST FOR PROPOSAL FOR APPOINTMENT OF REGISTRATION SERVICES FOR SOURCE INDIA 2019 EXHIBITION

Bid Reference: SOURCE INDIA 2019/RFP08

DISCLAIMER

This request for RFP is not an offer by SRTEPC, but an invitation to receive responses from eligible companies for providing services for organising the event.

No contractual obligation whatsoever shall arise from the RFP process unless and until a formal contract is signed and executed between SRTEPC and the bidder concerned. This RFP is being issued with no financial commitment and SRTEPC reserves the right to withdraw the RFP and change or vary any part thereof or foreclose the same at any stage.

Schedule for Submission of RFP for REGISTRATION SERVICES

1. Availability of RFP Document at SRTEPC website
17 May 2019
2. Last date and time for submission of completed RFP document **27 May 2019 – 17:00 hrs**

The RFP document can be downloaded from the website:
<http://www.SRTEPC.org>

The completed application (response document), containing Technical and Financial Bid (printed, signed and bound copies) should be submitted in a sealed cover super scribed with the title **“Request for Proposal for providing REGISTRATION SERVICES for SOURCE INDIA 2019”** before the last date and time at the following address:

Mr. S. Balaraju
Executive Director
The Synthetic & Rayon Textiles Export Promotion Council
Resham Bhavan,
78, Veer Nariman Road, Mumbai - 400020, India.
Phone: (+91-22) 62318282

Late Applications: Any application received after the last date and time for submission for the same, i.e., 27 May 2019, 1700 hours, shall not be accepted. Applications received after the last date shall be summarily rejected and returned unopened.

SCOPE OF WORK

SRTEPC is the lead agency nominated by The Ministry of Commerce, Government of India to organise SOURCE INDIA 2019 exhibition at Bombay Exhibition Centre from 21-23 Aug 2019. Over 125 exhibitors are expected to participate in the show.

Experienced Registration companies are requested to send us their proposals for:

- | | |
|---|-----------------------|
| a. Pre Event Exhibitors Regn | 2 Counters for 2 days |
| b. During Event Regn | 6 Counters for 3 days |
| c. Unit Rate of Exhibitor Badge+Pouch+Lanyard | 800 nos |
| d. Unit Rate of Event Badge+Pouch+Lanyard | 1000 nos |
| e. Paper Contractor badges with string | 600 nos |
| f. Database preparation | |

VALIDITY OF RFP RESPONSE

The RFP response submitted by the applicants shall remain valid for a period of 3 months after the date of RFP response opening prescribed in this document. A RFP response valid for shorter period may be rejected as non-responsive. SRTEPC may solicit applicants' consent to an extension of RFP response validity.

SUBMISSION OF TECHNICAL & FINANCIAL BIDS

Bidder will be required to submit the technical bid and the financial bid in two separate and sealed envelopes, Technical proposal shall be marked "Technical Proposal". Financial Proposal shall be marked "Financial Proposal".

Both the proposals should be put up in a bigger envelope and marked as “**Request for Proposal for providing REGISTRATION SERVICES for SOURCE INDIA 2019**” and submitted before the last date and time at the following address:

Mr. S. Balaraju
Executive Director
The Synthetic & Rayon Textiles Export Promotion Council
Resham Bhavan,
78, Veer Nariman Road, Mumbai - 400020, India.
Phone: (+91-22) 62318282

Technical Proposal **50 points**
Previous Performance: 50 points

Price Proposal **50 points**

In preparing the financial bid, the bidder shall take into account the requirements of different events, man power required, all administrative charges, travels, etc. as per the scope of work

The bids will be opened in front of the bidders who will be present. Evaluation of Financial Bid will be done based on total cost quoted.

Contract will be awarded to the bidder in case the bid has been determined as the lowest evaluated bid, economically feasible and responsive subject to approval of the competent authority. Negotiations will be held with qualified and selected bidder.

Payment Terms

50% of the contract value At the time of award of contract

Balance Within 10 days of conclusion of event and settlement of bills

QUERIES

Any queries relating to this RFP can be addressed to:

Mr. S. Balaraju
Executive Director
The Synthetic & Rayon Textiles Export Promotion Council
Resham Bhavan,
78, Veer Nariman Road, Mumbai - 400020, India.
Phone: (+91-22) 62318282

SRTEPC

REQUEST FOR PROPOSAL FOR APPOINTMENT OF EVENT PERMISSIONS PROCURER FOR SOURCE INDIA 2019 EXHIBITION

Bid Reference: SOURCE INDIA 2019/RFP09

DISCLAIMER

This request for RFP is not an offer by SRTEPC, but an invitation to receive responses from eligible companies for providing services for organising the event.

No contractual obligation whatsoever shall arise from the RFP process unless and until a formal contract is signed and executed between SRTEPC and the bidder concerned. This RFP is being issued with no financial commitment and SRTEPC reserves the right to withdraw the RFP and change or vary any part thereof or foreclose the same at any stage.

Schedule for Submission of RFP for EVENT PERMISSIONS PROCURER

1. Availability of RFP Document at SRTEPC website
17 May 2019
2. Last date and time for submission of completed RFP document **27 May 2019 – 17:00 hrs**

The RFP document can be downloaded from the website:
<http://www.SRTEPC.in>

The completed application (response document), containing Technical and Financial Bid (printed, signed and bound copies) should be submitted in a sealed cover super scribed with the title **“Request for Proposal for providing EVENT PERMISSIONS PROCURER for SOURCE INDIA 2019”** before the last date and time at the following address:

Mr. S. Balaraju
Executive Director
The Synthetic & Rayon Textiles Export Promotion Council
Resham Bhavan,
78, Veer Nariman Road, Mumbai - 400020, India.
Phone: (+91-22) 62318282

Late Applications: Any application received after the last date and time for submission for the same, i.e., 27 May 2019, 1700 hours, shall not be accepted. Applications received after the last date shall be summarily rejected and returned unopened.

SCOPE OF WORK

SRTEPC is the lead agency nominated by The Ministry of Commerce, Government of India to organise SOURCE INDIA 2019 exhibition at Bombay Exhibition Centre from 21-23 August 2019. Around 125 exhibitors are expected to participate in the show.

Experienced companies are requested to send us their proposals for providing Event Permissions.

VALIDITY OF RFP RESPONSE

The RFP response submitted by the applicants shall remain valid for a period of 3 months after the date of RFP response opening prescribed in this document. A RFP response valid for shorter period may be rejected as non-responsive. SRTEPC may solicit applicants' consent to an extension of RFP response validity.

SUBMISSION OF TECHNICAL & FINANCIAL BIDS

Bidder will be required to submit the technical bid and the financial bid in two separate and sealed envelopes, Technical proposal shall be marked "Technical Proposal". Financial Proposal shall be marked "Financial Proposal".

Both the proposals should be put up in a bigger envelope and marked as "**Request for Proposal for providing EVENT PERMISSIONS for SOURCE INDIA 2019**" and submitted before the last date and time at the following address:

Mr. S. Balaraju
Executive Director
The Synthetic & Rayon Textiles Export Promotion Council
Resham Bhavan,
78, Veer Nariman Road, Mumbai - 400020, India.
Phone: (+91-22) 62318282

Technical Proposal **50 points**
Previous Performance: 50 points

Price Proposal **50 points**

In preparing the financial bid, the bidder shall take into account the requirements of different events, manpower required, all administrative charges, travels, etc. as per the scope of work

The bids will be opened in front of the bidders who will be present. Evaluation of Financial Bid will be done based on total cost quoted.

Contract will be awarded to the bidder in case the bid has been determined as the lowest evaluated bid, economically feasible and responsive subject to approval of the competent authority. Negotiations will be held with qualified and selected bidder.

Payment Terms

50% of the contract value at the time of award of contract

Balance Within 10 days of conclusion of event and settlement of bills

QUERIES

Any queries relating to this RFP can be addressed to:

Mr. S. Balaraju
Executive Director
The Synthetic & Rayon Textiles Export Promotion Council
Resham Bhavan,
78, Veer Nariman Road, Mumbai - 400020, India.
Phone: (+91-22) 62318282

SRTEPC

REQUEST FOR PROPOSAL FOR APPOINTMENT OF VENUE BRANDING CONTRACTOR FOR SOURCE INDIA 2019 EXHIBITION

Bid Reference: SOURCE INDIA 2019/RFP10

DISCLAIMER

This request for RFP is not an offer by SRTEPC, but an invitation to receive responses from eligible companies for providing services for organising the event.

No contractual obligation whatsoever shall arise from the RFP process unless and until a formal contract is signed and executed between SRTEPC and the bidder concerned. This RFP is being issued with no financial commitment and SRTEPC reserves the right to withdraw the RFP and change or vary any part thereof or foreclose the same at any stage.

Schedule for Submission of RFP for VENUE BRANDING CONTRACTOR

1. Availability of RFP Document at SRTEPC website
17 May 2019
2. Last date and time for submission of completed RFP document **27 May 2019 – 17:00 hrs**

The RFP document can be downloaded from the website:
<http://www.SRTEPC.org>

The completed application (response document), containing Technical and Financial Bid (printed, signed and bound copies) should be submitted in a sealed cover super scribed with the title **“Request for Proposal for providing VENUE BRANDING for SOURCE INDIA 2019”** before the last date and time at the following address:

Mr. S. Balaraju
Executive Director
The Synthetic & Rayon Textiles Export Promotion Council
Resham Bhavan,
78, Veer Nariman Road, Mumbai - 400020, India.
Phone: (+91-22) 62318282

Late Applications: Any application received after the last date and time for submission for the same, i.e., 27 May 2019, 1700 hours, shall not be accepted. Applications received after the last date shall be summarily rejected and returned unopened.

SCOPE OF WORK

SRTEPC is the lead agency nominated by The Ministry of Commerce, Government of India to organise SOURCE INDIA 2019 exhibition at Bombay Exhibition Centre from 21-23 August 2019. Over 125 exhibitors are expected to participate in the show. Hall 2 has been selected as the venue.

Experienced companies are requested to send us their proposals for providing Exhibition ENTRY / EXIT Gates, Venue Branding, Inside Hall Hoardings and Buntings etc.

VALIDITY OF RFP RESPONSE

The RFP response submitted by the applicants shall remain valid for a period of 3 months after the date of RFP response opening prescribed in this document. A RFP response valid for shorter period may be rejected as non-responsive. SRTEPC may solicit applicants' consent to an extension of RFP response validity.

SUBMISSION OF TECHNICAL & FINANCIAL BIDS

Bidder will be required to submit the technical bid and the financial bid in two separate and sealed envelopes, Technical proposal shall be marked "Technical Proposal". Financial Proposal shall be marked "Financial Proposal".

Both the proposals should be put up in a bigger envelope and marked as "**Request for Proposal for providing VENUE BRANDING for SOURCE INDIA 2019**" and submitted before the last date and time at the following address:

Mr. S. Balaraju
Executive Director
The Synthetic & Rayon Textiles Export Promotion Council
Resham Bhavan,
78, Veer Nariman Road, Mumbai - 400020, India.
Phone: (+91-22) 62318282

Technical Proposal **50 points**
Previous Performance: 50 points

Price Proposal **50 points**

In preparing the financial bid, the bidder shall take into account the requirements of different events, man power required, all administrative charges, travels, etc. as per the scope of work

The bids will be opened in front of the bidders who will be present. Evaluation of Financial Bid will be done based on total cost quoted.

Contract will be awarded to the bidder in case the bid has been determined as the lowest evaluated bid, economically feasible and responsive subject to approval of the competent authority. Negotiations will be held with qualified and selected bidder.

Payment Terms

50% of the contract value	At the time of award of contract
Balance	Within 10 days of conclusion of event and settlement of bills

QUERIES

Any queries relating to this RFP can be addressed to:

Mr. S. Balaraju
Executive Director
The Synthetic & Rayon Textiles Export Promotion Council
Resham Bhavan,
78, Veer Nariman Road, Mumbai - 400020, India.
Phone: (+91-22) 62318282