



Basic Details

| | | | |
|---|--|--|----------|
| Organisation Chain | Sports Authority of India SAI NRC Sonapat | | |
| Tender Reference Number | SAI/NRC-S/EMA/2025-26 | | |
| Tender ID | 2026_SAI_901296_1 | Withdrawal Allowed | Yes |
| Tender Type | Limited | Form of contract | Lump-sum |
| Tender Category | Services | No. of Covers | 2 |
| General Technical Evaluation Allowed | No | ItemWise Technical Evaluation Allowed | No |
| Payment Mode | Offline | Is Multi Currency Allowed For BOQ | No |
| Is Multi Currency Allowed For Fee | No | Allow Two Stage Bidding | No |

Payment Instruments

| Offline | S.No | Instrument Type |
|---------|------|-----------------|
| | 1 | Demand Draft |
| | 2 | FDR |

Cover Details, No. Of Covers - 2

| Cover No | Cover | Document Type | Description |
|----------|-----------------------|---------------|-------------|
| 1 | Fee/PreQual/Technical | .pdf | Technical1 |
| | | .pdf | Technical2 |
| | | .pdf | Technical3 |
| | | .pdf | Technical4 |
| | | .pdf | Technical5 |
| | | .pdf | Technical6 |
| 2 | Finance | .xls | Financial |

Tender Fee Details, [Total Fee in ₹ * - 0.00]

| | | | |
|-------------------------------------|------|-----------------------|-----|
| Tender Fee in ₹ | 0.00 | | |
| Fee Payable To | Nil | Fee Payable At | Nil |
| Tender Fee Exemption Allowed | No | | |

EMD Fee Details

| | | | |
|------------------------|------------------------------|------------------------------|---------|
| EMD Amount in ₹ | 1,35,000 | EMD Exemption Allowed | Yes |
| EMD Fee Type | fixed | EMD Percentage | NA |
| EMD Payable To | Executive Director, SAI, NRC | EMD Payable At | Sonipat |

[Click to view modification history](#)

Work /Item(s)

| | | | | | |
|---|--|----------------------------------|------------------------|------------------------------|-----------------|
| Title | Selection of an Event Management Agency for conducting FIT India Carnival Event by FIT India in SAI, NRC, Sonipat, Haryana | | | | |
| Work Description | as per tender documents | | | | |
| Pre Qualification Details | as per tender documents | | | | |
| Independent External Monitor/Remarks | NA | | | | |
| Show Tender Value in Public Domain | Yes | | | | |
| Tender Value in ₹ | 45,00,000 | Product Category | Miscellaneous Services | Sub category | NA |
| Contract Type | Tender | Bid Validity(Days) | 90 | Period Of Work(Days) | NA |
| Location | SAI NRC Sonipat | Pincode | 131021 | Pre Bid Meeting Place | NA |
| Pre Bid Meeting Address | NA | Pre Bid Meeting Date | NA | Bid Opening Place | SAI NRC Sonipat |
| Should Allow NDA Tender | No | Allow Preferential Bidder | No | | |

Critical Dates

| | | | |
|--|----------------------|--|----------------------|
| Publish Date | 06-Mar-2026 09:00 AM | Bid Opening Date | 12-Mar-2026 11:00 AM |
| Document Download / Sale Start Date | 06-Mar-2026 09:00 AM | Document Download / Sale End Date | 11-Mar-2026 11:00 AM |
| Clarification Start Date | NA | Clarification End Date | NA |
| Bid Submission Start Date | 06-Mar-2026 09:00 AM | Bid Submission End Date | 11-Mar-2026 11:00 AM |

Tender Documents

NIT Document

| | S.No | Document Name | Description | Document Size (in KB) |
|--|------|--------------------|-------------|-----------------------|
| | 1 | Tendernotice_1.pdf | NIT | 1380.32 |

| Work Item Documents | S.No | Document Type | Document Name | Description | Document Size (in KB) |
|---------------------|------|------------------|----------------|-------------|-----------------------|
| | 1 | BOQ | BOQ_947450.xls | BoQ | 309.50 |
| | 2 | Tender Documents | FITF.pdf | NIT | 1362.93 |

Limited Bidders List

| S.No. | Bidder Name | Bidder Login Id |
|-------|--|--------------------------------|
| 1. | DOT COMMUNICATION | dotcommunication01@gmail.com |
| 2. | Eventkraft Marketing Solutions Private Limited | perry@eventkraft.in |
| 3. | MAX PUBLICITY AND COMMUNICATION PVT LTD. | ravi.subrahmanyam@maxmudra.com |
| 4. | RESOURCES EVENTS AND PROMOTIONS | sumit.sharma@resourcesindia.co |
| 5. | SHRANKHALA | shrankhala100@gmail.com |
| 6. | Span Communications | delhispan@gmail.com |
| 7. | TATTVA CREATIONS PVT LTD | info@tattvacreations.com |
| 8. | Venus Conferences & Exhibitions Pvt. Ltd. | venusexhibition@gmail.com |

Bid Openers List

| S.No | Bid Opener Login Id | Bid Opener Name | Certificate Name |
|------|--------------------------|-----------------|------------------|
| 1. | asheeshsharma@ord.gov.in | Asheesh Sharma | ASHEESH SHARMA |
| 2. | meeta.bhardwaj@gov.in | Meeta Bhardwaj | MEETA BHARDWAJ |
| 3. | gaurav.raw@gov.in | Gaurav Rawat | GAURAV RAWAT |

GeMARPTS Details

| | |
|----------------------------|--------------|
| GeMARPTS ID | 40M9E2EAJXRK |
| Description | CARNIVAL |
| Report Initiated On | 28-Feb-2026 |
| Valid Until | 30-Mar-2026 |

Tender Properties

| | | | |
|--|--------|---|-----------------------|
| Auto Tendering Process allowed | No | Show Technical bid status | Yes |
| Show Finance bid status | Yes | Stage to disclose Bid Details in Public Domain | Technical Bid Opening |
| BoQ Comparative Chart model | Normal | BoQ Comparative chart decimal places | 2 |
| BoQ Comparative Chart Rank Type | L | Form Based BoQ | No |

TIA Undertaking

| S.No | Undertaking to Order | Tender complying with Order | Reason for non compliance of Order |
|------|------------------------------------|-----------------------------|------------------------------------|
| 1 | PPP-MII Order 2017 | Agree | |
| 2 | MSEs Order 2012 | Agree | |

Tender Inviting Authority

| | |
|----------------|--------------------|
| Name | Executive Director |
| Address | SAI NRC Sonipat |

Tender Creator Details

| | |
|---------------------|----------------------|
| Created By | Meeta Bhardwaj |
| Designation | Assistant Director |
| Created Date | 06-Mar-2026 08:17 AM |

Sports Authority of India

"REQUEST FOR PROPOSAL-LIMITED TENDER"

(RFP)

For

Selection of an Event Management Agency for conducting "FIT India Carnival" Event by FIT India in SAI, NRC, Sonipat, Haryana

Date of Publication: 06.03.2026

This is tender for Event Management Agencies for conducting FIT India carnival

Tender Reference No. SAI/NRC-S/EMA/2025-26

**Sports Authority of India (SAI)
Northern Regional Centre, Bahalgarh, Sonipat, Haryana-131021**

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DISCLAIMER

1. The information contained in this Request for Proposal Document (hereinafter known as "RFP Document") or any information subsequently provided to Bidders in documentary form by or on behalf of Sports Authority of India (SAI) or any of their representatives, employees, or advisors (collectively referred to as "Representatives"), is provided to Bidder(s) on the terms and conditions set out in this RFP Document and any other terms and conditions subject to which such information is provided.
2. This RFP Document is not an agreement and is not an offer or invitation by the Representative(s) to any party other than the entities, who are qualified to submit their Proposal ("Bid"). The purpose of this RFP Document is to provide the Bidder with information to assist the formulation of their Proposal. This RFP Document does not purport to contain all the information each Bidder may require. This RFP Document may not be appropriate for all persons, and it is not possible for SAI or its Representatives to consider the investment objectives, financial situation and needs of each party who reads or uses this RFP Document. Each Bidder should conduct their own investigations and analysis and should check the accuracy, reliability, and completeness of the information in this RFP Document and wherever necessary, obtain independent advice from appropriate sources.
3. This RFP contains information about the scope of work and the qualification process for the selection of the Bidder. The purpose of this RFP is to provide interested parties with information to facilitate the formulation of their bid pursuant to the Bid notice.
4. SAI and/or its Representatives make no representation or warranty and shall incur no liability under any law, statute, rules or regulations as to the accuracy, adequacy, correctness, reliability or completeness of the RFP.
5. Information provided in this RFP to the Bidders 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.
6. The Authority, its employees and advisers make no representation or warranty as to the accuracy, reliability or completeness of the information in this bid and shall have no liability to any person including any Bidder 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.
7. The Authority also accepts no liability of any nature whether resulting from negligence or otherwise, howsoever caused, arising from reliance of any Bidder 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 a Bidder or to appoint the Selected Bidder, as the case may be, and the Authority reserves the right to reject all or any of the Bids without assigning any reasons whatsoever.
8. The Authority reserves the right to, but without being under any obligation to do so, amend or supplement the statements, information, assessment or assumptions contained in this bid at any time during the bidding process by way of revision, deletion, update or supplement and annulment through issuance of appropriate addendum as the Authority may deem fit without assigning any reason thereof.
9. No objections raised by any Bidder(s) or any third party to such changes/modifications/additions/alterations as provided above, whether explicit or implicit,

shall be entertained. Any such objection by the Bidder shall make the Bidder's Bid liable for rejection by the Authority

10. The Bidder shall bear all its costs associated with or relating to the preparation and submission of its Bid 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 Bid. All such costs and expenses will remain with the Bidder and the Authority shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by a Bidder in preparation for submission of the Bid, regardless of the conduct or outcome of the Selection Process.
11. The Authority reserves its right to withdraw from the process at any stage of the process and/or modify the process or any part thereof or to vary any terms at any time or stage without assigning any reasons whatsoever. In such an event, no financial obligation of whatsoever nature shall accrue to SAI or any of its respective officers, employees, advisors or agents.
12. SAI also accepts 'no liability' of any nature, whether resulting from negligence or otherwise howsoever caused, arising from the reliance of any Bidder upon the statements contained in this RFP.

1. NOTICE INVITING TENDER

Sports Authority of India, (hereafter referred as "SAI") an autonomous organization established by Ministry of Youth Affairs & Sports, Government of India invites Online Bids from **Event Management Agencies** to associate with SAI as **Event Management Agency for conducting "FIT India Carnival" Event by FIT India SAI, NRC, Sonipat, Haryana**. The detailed scope of work and deliverables are mentioned in ANNEXURE 'I', Terms of Reference for the Consultancy Services (TOR), of this RFP.

2. BID SCHEDULE & DATA SHEET

| | |
|---|--|
| Date of Publication | 06.03.2026 |
| Bid submission end date | 11.03.2026 (11:00 AM) |
| Bid Opening Date | 12.03.2026 (11:00 AM) |
| Bid Validity Period | 90 Days |
| Earnest Money Deposit (EMD)/ Bid Security | INR 1,35,000.00 Hard copy of the same may be submitted to in the office of Sports Authority of India, Northern Regional Centre, Bahalgarh, Sonipat, Haryana-131021 |
| Event Place: | As per SAI NRC Sonipat |
| Event Date: | 3 rd Week of March, 2026 (Tentative) (Note: Minimum 3 days Prior required the plan) |
| Mode of Submission | Online-CPP Portal https://eprocure.gov.in/eprocure/app |
| Method of selection | Quality cum Cost Based Selection (QCBS) |
| JV/Consortium/Subcontracting | Not Allowed |
| E-mail for all correspondence | rcsonepat-sai@nic.in |

INSTRUCTIONS TO BIDDERS

3. GENERAL INSTRUCTIONS TO BIDDERS

The eligible Bidders can download this RFP from the website: <https://sportsauthorityofindia.nic.in> & CPP Portal website: <https://eprocure.gov.in/eprocure/app>. Subsequently, bid has to be prepared and submitted ONLINE ONLY as per the Bid Schedule as more particularly specified in Clause 2 of this RFP.

3.1. Definitions and Abbreviations: The following definitions and abbreviations, which have been used in these documents shall have the meanings as indicated below:

- 3.1.1. "Purchaser" means the organisation purchasing services as incorporated in this document i.e., Sports Authority of India (SAI).
- 3.1.2. "Bid" (including the term 'tender', 'offer', 'quotation' or 'proposal' in certain contexts) means an offer-to-offer services in accordance with the terms and conditions set out in this RFP.
- 3.1.3. Bidder" means Event Management Agencies for organising FIT India Carnival event 3 day event.
- 3.1.4. Bidding Documents" means all documents, including this RFP, provided to the interested Bidders to assist them in the preparation of their Bids in a uniform manner.
- 3.1.5. "Bid Security" or "Earnest Money Deposit (EMD)" means the amount deposited by bidders along with their proposal as a security for compliance with the bid process requirements.

- 3.1.6. "Agency", "Firm", "Company", "Bidder", "Consultant", "Service Provider" means any registered entity or person or associations of persons who submit their proposals for providing Services in accordance with this RFP.
- 3.1.7. "Government Authorities" shall mean any or all governmental authority / authorities of India or any subdivision thereof, whether national, federal, provincial, regional, state, county, municipal, local or other and any ministry, department, agency, entity or other body duly exercising executive, legislative, regulatory or administrative functions of government, including any other body which may exercise similar and any other municipal/ local authority having jurisdiction over the parties herein, and shall include any authority established through a statute or an act of the Government of India.
- 3.1.8. "Intellectual Property Rights (IPR)" means all rights related to patents, trademarks, copyrights, trade secrets, and any other form of intellectual property created or used in connection with the services under this contract.
- 3.1.9. "Liquidated Damages (LD)" means the predetermined compensation payable by the agency to SAI in case of failure to meet contractual obligations, including delays in service delivery.
- 3.1.10. "Services" means services as mentioned in this document and other such obligations of the supplier covered under the contract.
- 3.1.11. Terms of Reference (TOR) means the document included in the RFP which explains the scope of work, activities, and tasks to be performed.
- 3.1.12. "Notification of Award" or "NOA" means the letter issued by SAI to the Successful Bidder to undertake and execute the project in conformity with the terms and conditions set forth in the RFP and any subsequent amendments thereof.
- 3.1.13. "Contract" means the written agreement entered between the purchaser and the supplier, together with all the documents mentioned therein and including all attachments, annexure etc., therein.
- 3.1.14. "Party" means the Client or the Bidder, as the case may be, and "Parties" means both of them.
- 3.1.15. "RFP" means this Request for Proposal issued by Sports Authority of India for the purpose as mentioned in this document.
- 3.1.16. "Performance Security" means monetary or financial guarantee to be furnished by the successful bidder for due performance of the contract placed on it. Performance Security is also known as interest free Security Deposit.
- 3.1.17. Applicable Laws" shall mean the applicable central, state, and local laws of India, including the rules, regulations and guidelines issued by any governmental, regulatory, executive and judicial and other statutory authorities.
- 3.1.18. "Material Adverse Effect" with respect to a party means a material adverse change in or effect on the business, operations, financial condition, properties or liabilities of the party taken as a whole; provided, however, that a Material Adverse Effect shall not be deemed to include (i) changes as a result of the announcement of this transaction, (ii) events or conditions arising from changes in general business or economic conditions or (iii) changes in generally accepted accounting principles.
- 3.1.19. "Material Breach" refers to a substantial failure to perform a contractual obligation that defeats the purpose of the agreement or causes significant harm to the other party.

3.2. The Bidders participating for the first time for e-Tenders on e-Tendering portal will have to complete Online Registration Process on the e-Tendering portal as mentioned in Annexure VIII. This section also mentions the guidelines for submission of bids.

3.3. Due Diligence by the Bidders:

- 3.3.1. Bidders may before submitting their Proposals, examine the requirements at their own expense and obtain ascertain for themselves, at their responsibility and other information necessary for preparing Proposals.
- 3.3.2. Bidders shall be deemed to have full knowledge of the requirements of the work. SAI will not accept any responsibility or liability for any errors, omissions, inaccuracies, or errors of judgment concerning information or materials provided by SAI in this RFP Document or otherwise, with respect to this Project. Although such information and materials are to the best of the SAI's belief, however, their verification is the sole responsibility of Bidder.

- 3.3.3. Neither SAI, nor their employees make any representation or warranty as to the accuracy, reliability or completeness of the information provided nor will have any liability to any bidder which may arise from or be incurred or suffered in connection with anything contained in this RFP and the award of the work or otherwise arising in any way from the selection process.

4. LANGUAGE OF BID

The Bid submitted by the Bidder and all subsequent correspondence and documents relating to the Bid exchanged between the Bidder and SAI, shall be written in the English language. However, the language of any printed literature furnished by the Bidder in connection with its Bid may be written in any other language provided the same is accompanied by an English translation and, for purposes of interpretation of the Bid, the English translation shall prevail. In case of any ambiguity that may arise between the original document and its official translation, SAI may choose to decide on such ambiguity and such decision of SAI shall be final and binding on the Bidder.

5. DOCUMENTS TO BE SUBMITTED

- 5.1.** All the documents as detailed in Annexure II- 'Documents to be Submitted of this RFP are to be mandatorily uploaded online as per the instruction for online bid submission detailed in this RFP document.

6. AMENDMENT TO BID DOCUMENTS

- 6.1.** At any time prior to the deadline for submission of bid, the Purchaser may, for any reason whether at its own initiative or in response to a clarification required by a prospective bidder, modify the bid document by issuing suitable amendment(s) to it. Such an amendment to the bid document will be uploaded on SAI website: www.sportauthorityofindia.nic.in. Prospective bidders are advised in their own interest to regularly visit website of Sports Authority of India (SAI) for any amendment or information etc. before submitting their bids.
- 6.2.** In order to provide prospective bidders reasonable time to take into account the amendments in preparing their bids, SAI may, at its discretion, suitably extend the deadline for submission of bids.

7. MODIFICATION/WITHDRAWAL OF BIDS

The bidder, after submitting the bid, is permitted to submit alterations/modifications to the bid, so long such alterations/ modifications are received duly sealed and marked like original bid, up-to the date and time of submission of bid. No amendment/modification/withdrawal shall be permitted after the expiry prescribed date and time of receipt of bids i.e. during the Bid validity period that commences immediately upon the expiry of Bid Due date and time. The bidder shall be liable for severe actions and consequences including debarment/blacklisting and removal from the empanelment if Bid is withdrawn/amended during the bid validity period and no plea shall be entertained in this regard.

8. CLARIFICATION OF BID DOCUMENTS

- 8.1.** A bidder requiring any clarification or elucidation on any issue in respect of the bid document may take up the same with SAI in writing. SAI will respond in writing to such request provided the same is received (by SAI) not later than 2 days for the issuance of the RFP. All enquiries should be sent to SAI through email only at (rcsonepat-sai@nic.in). SAI shall not be responsible for ensuring that Bidder's enquiries have been received by them. SAI will endeavour to provide a complete, accurate, and timely response to all Bidders. However, SAI makes no representation or warranty as to the completeness or accuracy of any response, nor does SAI undertake to answer all the queries that have been posed by the Bidders. All responses given by SAI will be distributed/mailed to all the Bidders or posted on the online portal/website. All Bidders should regularly visit the portal for any updates/corrigendum.

- 8.2.** Any clarification issued by SAI in response to query (ies) raised by the prospective bidders shall form an integral part of bid document and it may amount to an amendment of the relevant clause(s) of the bid document.

9. Document to be Submitted

- 9.1.** Each Bidder should submit all the document as per Annexure II -

10. RFP PROCESS

- 10.1.** RFP issued by SAI constitutes a request for Bids from eligible Bidders to be Service Provider (after evaluation of eligible bidders), subject to the terms of this RFP, Tender Documents, and the Service Agreement.
- 10.2.** This RFP is no more than a request for proposal, and it does not and is not intended to constitute a contract or a grant of any rights or licenses, or an offer which is capable of acceptance by any Bidder or any other person. The grant of any rights or formation of any contractual relationship shall be conditional upon acceptance by SAI of the Bidder's Bid and the execution of the Service Agreement by both SAI and the Bidder/Service Provider.
- 10.3.** This RFP is only illustrative in nature and all narrations are intended to be used by the Bidder as preliminary background information. This RFP does not necessarily contain all the relevant information in relation to the Bid process and SAI reserves the right to withdraw the RFP and/ or add, amend, review the requirements or information contained in this RFP at any time prior to the submission of the Bid.
- 10.4.** Upon selection of a Bidder by SAI, the Service Provider shall enter into a detailed contract/agreement ("**Service Agreement**") incorporating the provisions of this RFP and the successful Bid.
- 10.5. Term of Association:** The term of association shall be from the date of execution until completion of all contractual obligation as per RFP, unless terminated earlier by mutual consent of the parties involved. SAI reserves the right to renew/extend the contract in writing for a further period at the same price.

11. BID VALIDITY

- 11.1.** The Bid shall remain valid for acceptance for a period of 90 days (Ninety days) after the date of Bid Submission as prescribed in the Bidding Document. Any Bid valid for a shorter period shall be treated as unresponsive and rejected. On completion of the validity period, if the contract is not finalised, SAI reserves the right to request for extension of bid validity without changes in any terms and conditions of the RFP.
- 11.2.** In exceptional cases, the Bidders may be requested by SAI to extend the validity of their Bids up to a specified period. The Bidders, who agree to extend the Bid validity, are to extend the same without any change or modification of their original Bid.
- 11.3.** In case the day up to which the Bids are to remain valid falls on or subsequently declared a holiday or closed day for SAI, the Bid validity shall automatically be extended up to the next working day.

12. BIDPRICES

- 12.1.** The Bidder providing services shall quote only in Indian Rupees.

- 12.2.** The Bidder shall indicate in the Price Schedule provided on CPP Portal all the specified components of prices shown therein. All the columns shown in the price schedule should be filled in as required.
- 12.3.** If any firm quotes NIL charges / consideration, the bid shall be treated as unresponsive and will not be considered.
- 12.4.** Firm Price: The prices quoted by the Bidder/finalised by the authority shall remain firm and fixed during the currency of the Contract and will not be subject to variation on any account.

13. EARNESTMONEY DEPOSIT

- 13.1.** The bidder shall furnish Bid Security for an amount of Rs1,35,000 (Rupees One Lakh and Thirty Five Thousand Only). The Bid Security is required to protect the Purchaser against any non-compliance, misconduct, or withdrawal by the Bidder. Failure to submit the bid Security in the prescribed manner and within the stipulated timeline shall result in outright rejection of the bid, without any further consideration.
- 13.2.** In case, as per notification of Government of India, the bidder falls in the category of exemption of Bid Security, it should furnish the relevant notification along with required documents like valid Registration Certificate etc.
- 13.3.** The bidder seeking EMD exemption, must submit the valid supporting document for the relevant category as along with the bid. Under MSE category, only manufacturers for goods and Service Providers for Services are eligible for exemption from EMD. Traders/resellers/distributors/authorized agents will not be considered for availing benefits under PP Policy 2012 for MSEs.
- 13.4.** The Bid Security shall be furnished in one of the following forms:
- a) Account Payee Demand Draft
 - b) Fixed Deposit Receipt
 - c) Banker's cheque / Pay Order
 - d) Bank Guarantee (including e-BG) from any of the commercial banks (as per the format at Annexure IV),
 - e) NEFT transfer to "Executive Director, SAI". Union Bank of India Account No: 117710100055779, IFSC No. UBIN0811777. (Bidder has to upload challan/proof along with Bid in CPP Portal).
 - f) Valid Insurance Surety Bonds
- 13.5.** The Demand Draft, Fixed Deposit Receipt, Banker's Cheque, Insurance Surety Bonds or Bank Guarantee shall be drawn on any Commercial Bank in India, in favour of the "**Executive Director, SAI, NRC**", payable at **Sonipat**. In case of Bank Guarantee, the same is to be obtained from any commercial bank in India as per the format specified under **Annexure X** of the Bid Document.
- 13.6.** The Bid Security shall be valid for a period of forty-five (45) days beyond the validity period of the bid. The Bid Security shall be valid for 120 days from the date of bid submission of the Technical Bid.
- 13.7.** Earnest Money is required to protect the purchaser against the risk of the bidder's conduct, which would warrant the forfeiture of the EMD. Earnest money of a bidder will be forfeited, if the bidder withdraws or amends its tender or impairs or derogates from the tender in any respect within the period of validity of its tender or if it comes to notice that the information/documents furnished in its tender is incorrect, false, misleading or forged without prejudice to other rights of the purchaser. The successful bidder's earnest money will be forfeited without prejudice to other rights of Purchaser if it fails to furnish the required performance security within the specified period.
- 13.8.** Bid Security of a bidder will be forfeited, if the bidder withdraws or amends its bid or impairs or derogates from the bid or is breach of any condition of the tender documents in any respect within the period of validity of its bid without prejudice to other rights of the Purchaser. Further, if successful bidder fails to furnish the required Performance Security and sign the contract / agreement within the period as specified by SAI in the Letter of Intent/ Notification of Award (NoA), its Bid Security/EMD will be forfeited.
- 13.9.** The EMD serves as a safeguard for the Procuring entity against any misconduct or non-compliance by the bidder. The Bid Security shall be forfeited without any further notice if

the bidder withdraws, amends, revises, or modifies its bid in any manner within the bid validity period. It shall also be forfeited if the bidder submits false, misleading, forged, or incorrect information or documents, whether deliberately or due to negligence. Additionally, if the successful bidder fails to furnish the required Performance Security within the specified period or engages in fraudulent practices, misrepresentation, or attempts to unduly influence the bidding process at any stage, the Bid Security will be forfeited. Moreover, non-compliance with any conditions outlined in the tender document, as determined by SAI, shall also result in forfeiture of the EMD.

- 13.10. Return of Bid Security/EMD:** Bid security should be released to unsuccessful bidders once the contract has been signed with the winning Successful Bidder at the earliest after expiry of final bid validity and latest on or before the 30th day after the award of the contract. However, in case of two packet or two stage bidding Bid securities of unsuccessful bidders during first stage i.e. technical evaluation etc should be returned within 30 days of declaration of result of first stage i.e. technical evaluation etc. EMD of the successful bidder should be returned after receipt of performance security as called for in the contract.

14. BIDDERS QUERIES AND RESPONSES THERETO

- 14.1.** All enquiries from the Bidders relating to this RFP must be submitted exclusively to the contact person on the email id: rcsonepat-sai@nic.in .The queries should necessarily be submitted on or before scheduled date and time mentioned in the following format:

| To, Sports Authority of India | | | |
|---|--|--|--|
| BIDDER'S REQUEST FOR CLARIFICATION | | | |
| Name of Organization submitting request | | Name & position of person submitting request | Full formal address of the organization including phone and email points of contact. |
| | | | Tel: |
| | | | Email: |
| Sl. No. | Bidding Document Reference(s) (Clause number/page) | Content of RFP requiring clarification | Points of Clarification required. |
| 1 | | | |
| 2 | | | |

- 14.2.** A Bidder requiring any clarification or elucidation on any issue of the Bidding Documents may take up the same with SAI in writing. SAI will respond in writing to such request. All enquiries should be sent to SAI through email only. SAI shall not be responsible for ensuring that Bidder's enquiries have been received by them. SAI will endeavour to provide a complete, accurate, and timely response to all questions to all the Bidders. However, SAI makes no representation or warranty as to the completeness or accuracy of any response, nor does SAI undertake to answer all the queries that have been posed by the Bidders. All responses given by SAI will be distributed/mailed to all the Bidders or posted on the online portal/website. Bidder should regularly visit the portal for any updates/corrigendum.

- 14.3.** Within reasonable time period from the issuance of the RFP.SAI will issue responses to all of the bidders' written queries, together with any other revised documents (if required).

14.4. Amendments to Bidding Documents:

- i. At any point of time, prior to the deadline for submission of Bids, SAI may, for any reason deemed fit by it, modify the Bidding Documents by issuing suitable amendment(s) to it. Prospective bidders are advised to check the same before submission of bids.
- ii. Such an amendment will be uploaded on SAI website: <https://sportsauthorityofindia.nic.in>, and CPP Portal website: <https://eprocure.gov.in/eprocure/app>. Bidders are, therefore, advised to refer to SAI website and CPP portal before submitting bids

15. SUBMISSION OF BIDS

- 15.1.** Bids to be submitted online as per instructions in Annexure VIII of the RFP.

- 15.2.** SAI will open (online) the Bids at the specified date and time and at the specified place as indicated in the Bid Schedule.
- 15.3.** In case the specified date of Bid opening falls on or is subsequently declared a holiday or closed day for SAI, the Bids will be opened at the appointed time on the next working day.
- 15.4.** Bidders must carefully read and understand all terms and conditions before submitting a bid. Submission of a bid shall be deemed as acceptance of all terms and conditions mentioned in the bid document.
- 15.5.** Authorized representatives of the Bidders, who have submitted Bids on time may attend the bid opening provided they have their Letters of Authority from the corresponding Bidders acknowledgement letter of bid submission at CPP Portal website: <https://eprocure.gov.in/eprocure/app..>
- 15.6.** The bid is to be opened at the prescribed time and date as indicated in RFP Bid schedule. During the Technical Bid opening, the Bid opening official(s) will read the Salient Features of the Bids like brief description of the services offered and any other special features of the Bids, as deemed fit by the Bid opening official(s).
- 15.7.** Financial bids of the technically qualified Bidders shall be opened online at the date, time and as intimated later on CPP Portal website: <https://eprocure.gov.in/eprocure/app..>. The authorized signatories/ representatives of such Bidders who wish to attend the financial bid opening may please do so by showing their bid acknowledgement slip.
- 15.8.** Late Bids: Bids received after the specified date and time of receipt of the Bid as mentioned in the Bid schedule mentioned in Clause 2 of the RFP shall not be considered.
- 15.9.** The Bidders are required to upload the documents as per Documents to be submitted in Clause Annexure II of this RFP.
- 15.10.** Bidders shall submit 'Online Bid' only in PDF/Scanned copy. Hard Copy of Bid documents will not be accepted.
- 15.11.** The Bids submitted must be without any overwriting, interlineations, corrections, double typing, etc.
- 15.12.** Bidder must ensure that the Technical Bid soft copies do not contain any Commercial items /prices.
- 15.13.** All terms and conditions in the bid document shall stand freeze on the date of opening of the bid.
- 15.14.** Each page of the bid documents submitted by the Bidder shall be signed and sealed by the Bidder or its authorized signatory.
- 15.15.** The proof of work orders for claim of relevant experience should be dated on or after the date of registration of the firm/ company/LLP etc.

16. SCRUTINY OF BIDS

The Purchaser/SAI will examine the Bids to determine whether they are complete, whether the documents have been properly signed, stamped and whether the Bids are generally in order. Purchaser will determine the responsiveness of each Tender to the TE Document without recourse to extrinsic evidence. Each page of the bid document submitted by bidder shall be signed sealed by the bidder or its authorized signatory.

- 16.1. Rejection of Technical Bids** - In addition to any other reasons stipulated in this RFP, technical Bids may be rejected under any of the following circumstances

- i. Incomplete bids that do not quote for the complete scope of work as indicated in the Bid-related documents, addendum (if any) and any subsequent information given to the Bidder.
- ii. Information that is found to be incorrect/misleading at any stage during the tendering process.
- iii. Incomplete Bids.
- iv. Inclusion of Financial/Price Bid details in a technical Bid, or technical Bids that reveal quotations, in any form
- v. Non-fulfilment of the eligibility criteria set out in this RFP, by the Bidder.
- vi. Any Bid that does not comply with the conditions laid down by SAI.
- vii. Any other reasons deemed fit by SAI.

16.2. Rejection of Financial/Price Bids -In addition to any other reasons stipulated in this RFP, financial/price Bids may be rejected under any of the following circumstances:

- i. Incomplete Bids that do not set out the Service Fee for the complete Scope of Work as indicated in the bidding documents, addendum (if any) and any subsequent information given to the Bidder.
- ii. Financial/Price Bids made through Tele fax/Telegraphic/Fax/E-mail/by post.
- iii. Bids which do not confirm unconditional validity of the bid for 90 days from date of opening of Bid.
- iv. Bids which do not conform to SAI bid format.
- v. Bids in respect to which the bidder does not accept SAI rectification of clerical/arithmetic discrepancies in the financial/price bid, if any.
- vi. Any Financial/Price Bid that does not comply with the conditions laid down by SAI

16.3. Other Reasons for Rejection of Bid-In addition to any other reasons stipulated in this RFP, Bids may be rejected under any of the following circumstances:

- i. Bids in which the Bidder seeks to influence the SAI bid evaluation, bid comparison, or contract award decisions.
- ii. In view of two bid systems, SAI may first open technical bids. If the same is not complete and lacking with respect to any requirement(s), the same would be rejected straightaway & without opening the Financial/Price bid.

16.4. Minor infirmity/irregularity/Non-conformity

If during the preliminary examination, the purchaser finds any minor infirmity and/ or irregularity and/ or non-conformity in a tender, the purchaser may reject or may convey its observation on such 'minor' issues to the bidder by registered / speed post/ e-mail etc. asking the bidder to submit their response by a specified date. If the bidder does not reply by the specified date or gives evasive reply without clarifying the point at issue in clear terms, that tender will be liable to be ignored.

16.5. Discrepancies in Prices

- 16.5.1. Bidders are advised to exercise adequate care in quoting the prices. No excuse for corrections in the quoted figures will be entertained after the submission of the Bid.
- 16.5.2. If, in the price structure quoted by a bidder, there is discrepancy between the unit price and the total price (which is obtained by multiplying the unit price by the quantity), the unit price shall prevail and the total price corrected accordingly, unless the purchaser feels that the bidder has made a mistake in placing the decimal point in the unit price, in which case the total price as quoted shall prevail over the unit price and the unit price corrected accordingly
- 16.5.3. If there is an error in a total price, which has been worked out through addition and/or subtraction of subtotals, the subtotals shall prevail and the total corrected, and
- 16.5.4. If there is a discrepancy between the amount expressed in words and figures, the amount in words shall prevail.
- 16.5.5. If, as per the judgment of the purchaser, there is any such arithmetical discrepancy in a tender, the same will be suitably conveyed to the bidder by registered/speed post/ e-mail etc. If the bidder does not agree to the observation of the purchaser, the tender is liable to be ignored.

- 16.5.6. Arithmetic errors in proposals will be corrected as follows: In case of discrepancy between the amounts mentioned in figures and in words, the amount in words shall prevail. The amount stated in the proposal form, adjusted in accordance with the above procedure, shall be considered as binding, unless it causes the overall proposal price to rise, in which case the proposal price shall govern.

17. EVALUATION CRITERIA

17.1 The Bids will be evaluated based on the Quality cum Cost Based Selection (QCBS) method, and the Document to be submitted Annexure II (A) and Annexure II (B)

- 17.1.** In case of minor deviation and/or minor irregularity and/or minor non-conformity in the Bid, SAI reserves the right to waive the same. If a Bid is not Substantially Responsive, it will be rejected by SAI.

18. DECLARATION OF SUCCESSFUL BIDDER

- 18.1.** Prior to the expiration of the validity period for the Bid, SAI will notify the successful Bidder in writing by Notification of Award that its Bid has been accepted. SAI will also send to the successful Bidder, a draft of the Service Agreement, along with the afore-mentioned notification. The successful Bidder and SAI shall discuss and enter into a mutually agreeable final written form of the Service Agreement and each party shall retain one original of the signed Service Agreement. It is clarified that the Service Agreement will incorporate the provisions and principles of the RFP and the Bid submitted by the successful Bidder and shall not have terms and conditions more onerous on the Service Provider than those contained in the RFP.
- 18.2.** The failure of SAI and the successful Bidder to agree to the terms and conditions of the Service Agreement shall constitute sufficient grounds for the annulment of the successful Bid, following which SAI may, in its sole discretion, either declare the next best Bid submitted in response to the RFP notice as the successful Bidder or call for fresh proposals.
- 18.3.** Upon the successful signing of the Service Agreement by the Bidder and SAI, and the Service Provider furnishing the Performance Security, SAI will promptly notify the name of the winning Bidder to each unsuccessful Bidder and refund their respective Earnest Money Deposits.
- 18.4.** Term of the Service Agreement: The Service Agreement shall commence on the date of its execution and shall be valid up to the conclusion of the Term.

GENERAL TERMS AND CONDITIONS OF CONTRACT

19. PERFORMANCE SECURITY

- 19.1.** In order to ensure the due performance of the awarded contract, the Service Provider/Successful Bidder shall, within Seven days of receiving the Notification of Award (NoA) and before signing of the Service Agreement with SAI, furnish an irrevocable bank guarantee (Annexure X) for an amount of 03% of the total accepted value of the contract ("Performance Security") failing which an amount of 0.1% of the Performance Security amount per day of delay shall be levied as penalty. The penalty shall not exceed further

seven (07) days beyond which SAI reserves the right to terminate the contract at its sole discretion without any liability, forfeit any payments due to the Bidder, and invoke the Performance Security, if applicable. In case of termination, the Bidder shall be debarred and blacklisted from bidding for any future tenders of SAI for a period of two (02) years and also shall be removed from the empanelled list of Event management agencies, without prejudice to any other rights and remedies available to SAI under the laws of the land.

- a) The Performance Security shall be submitted in the form of an unconditional Bank Guarantee or other valid formats like Fixed Deposit/Demand Draft/ Valid Insurance Surety Bonds/ NEFT Transfer shall be drawn from any Commercial Bank drawn in the favour of below account details, payable at "Executive Director, SAI". Union Bank of India Account No: 117710100055779, IFSC No. UBIN0811777.

Branch address- Sonipat and/or intimated to the office through mail.

- 19.2.** The Performance Security shall be valid for a period of 60 (Sixty) days from the date of expiry of all contractual obligations. The Performance Guarantee shall be revalidated and replenished immediately upon invocation by SAI. It may require revalidation from time to time as the case may be.
- 19.3.** All incidental charges whatsoever such as premium and commission with respect to the Performance Security shall be borne by the Service Provider. No interest will be payable on the Performance Security by SAI.
- 19.4.** In the event of any failure/any breach or violation on the part of the Service Provider, which is not cured within reasonable time from receiving a written notice of such failure from SAI, to comply with the requirements of the scope of work specified in this RFP, shall constitute sufficient grounds and entitlement for the enforcement of the Performance Security by SAI, terminate the agreement without further notice, recover damages, blacklist the Bidder and pursue any other remedies available under the law.
- 19.5.** The bid of the bidder shall stand expired only when the successful bidder has furnished the required performance security and signed the agreement.
- 19.6.** The successful bidder shall be deemed to have complied with all bid conditions only upon furnishing the required Performance Security and signing the Agreement with SAI. Failure to do so shall render the bid null and void, and SAI reserves the right to award the contract to the next eligible bidder without any liability towards the initially selected bidder.

20. SCOPE OF WORK &TIMELINES OF THE PROJECT

- 20.1** The term of association shall be from the date of execution until completion of all contractual obligation as per RFP,, unless terminated earlier by mutual consent of the parties involved.
- 20.2** The scope of the work requires the successful bidder to successfully execute services as mentioned in TOR. The scope of work as indicated is tentative and the requirements may evolve over time, SAI reserves the right to increase or decrease the quantity/work as per the requirement without any change in the unit price and other terms & conditions quoted by the bidder during the period of contract subject to a variation of 25% of the total cost of the tender. The tentative detailed scope of work during the contract period is mentioned in Annexure I.

21. TERMS OF PAYMENT

- 21.1.** Upon award of contract, duly constituted committee shall verify and certify the report of event for each Scheduled event post which payments shall be made. The committee shall also comment on the delay (if any) in readiness of the arrangements and setup. The penalties shall be as per clause 23.1 for the same.
- 21.2.** The Service Provider shall raise their Bills/Invoices in the name of SAI, corresponding to the Scheduled Event, and the same shall be submitted to SAI within three (07) working days from the date of the event.

- 21.3.** Payment will be made after satisfactory completion and acceptance of the required services as mentioned in Scope of Work. The invoices should be submitted along with satisfactory completion certificate from concerned authorities (constituted committee).
- 21.4.** Time and quality shall be the essence of the contract and payment will be made at actuals as per the completion of works.
- 21.5.** Service Provider should furnish details of the location from where they are going to raise their Bills / Invoices to SAI.
- 21.6.** Payment must be subjected to deductions of any amount for which the service provider is liable under the tender conditions. Further, all payments shall be made subject to deduction of TDS (Tax deduction at source) as per the current Income-Tax Act and /or any other Govt. Orders / rules. The service provider shall be liable for taxes such as GST or any other applicable tax.
- 21.7.** SAI will pay the amount as per the invoice by way of e-transfer/RTGS/NEFT through public financial management system, subject to satisfactory work and other parameters as may be defined by SAI

22. OTHER TERMS AND CONDITIONS OF THE BID

- 22.1.** All information / details submitted to SAI shall be supported by documentary proof duly certified by the authorized signatory of the Bidder. Any false, misleading, or incomplete information submitted by the Bidder shall render the Bid liable for rejection, and SAI shall have the right to blacklist and debar the Bidder from future participation in SAI tenders for a period of two (02) years and also remove the bidder from the empanelment list, without prejudice to any other remedies available under law.
- 22.2.** Save as expressly authorized by SAI in writing, the Service Provider shall not, without the prior express approval of SAI, directly or indirectly, incur any liabilities on behalf of SAI, pledge the credit of SAI or make any representations or give any warranty on behalf of SAI. Any violation of this clause shall be deemed a material breach, entitling SAI to immediately terminate the contract and claim damages.
- 22.3.** The mere submission of Bids in response to this RFP by a Bidder, or the rejection thereof by SAI, in its absolute discretion, shall not itself constitute any relationship, legal or otherwise, between SAI and the Bidder or give rise to or be deemed to give rise to any cause or grievance to the Bidder against SAI and further shall not for any reason or in any manner confer on the Bidder any right or entitlement to raise any claim regarding any term or condition contained herein nor in respect of any act or omission or decision taken by SAI. The Bidder waives any and all rights to challenge or contest any decision of SAI regarding the selection, rejection, or evaluation of any Bid, except as permitted under applicable law.
- 22.4.** The Bidder must strictly comply with all terms and conditions herein. SAI reserves the right to call upon any or all the Bidders to satisfy SAI regarding the correctness and genuineness of any document submitted or information furnished by the Bidder or may call for any additional documents / information from the Bidders to verify the information provided by the Bidder or may further seek any clarification or elaboration from the Bidder at any time prior to the finalization of the Bid. However, this shall not be construed to confer any kind of right or entitlement on the Bidder to submit any additional document / information after the submission of its Bid. Further, SAI may call upon any or all the Bidders to make a presentation to SAI in respect of the capabilities represented by the Bidder at any time prior to the finalization of the Bid. Any Bidder who refuses to or otherwise neglects to make such presentation to SAI shall not be considered for any further evaluation and shall stand immediately disqualified. Failure of any Bidder to comply with such requests or to provide the necessary documents or presentations shall result in immediate disqualification without any further consideration.

- 22.5.** The quality of services anticipated to be provided by the Bidder (to be determined primarily on the basis of the documents/information provided by the Bidder) shall be material criteria for awarding the contract as defined in Clause 14 of this document.
- 22.6.** The Bidder shall maintain and provide, at its own expense and to the reasonable satisfaction of SAI, such offices, and other premises, as may be necessary for the efficient and effective performance of its obligations under the scope of work. Any failure to meet the required service quality standards or operational timelines shall entitle SAI to levy penalties, withhold payments, and/or terminate the contract.
- 22.7.** Privileges: The following privileges shall be extended to the Service Provider:
- a. Performance certificate to be issued by SAI to the Service Provider upon the satisfactory discharge of its services in respect of each Phase of the project.
 - b. Successful completion certificate to be issued by SAI after completion of contract to the satisfaction of SAI.
- 22.8.** Governing Law and Jurisdiction: The RFP and the relationship between the Bidder and SAI shall be interpreted in accordance with the laws of India. The Courts of Sonapat, Haryana shall have exclusive jurisdiction over any dispute arising in relation to the RFP and/or the relationship between the Bidder and SAI.
- 22.9.** It will be the responsibility of each Bidder to fully acquaint itself with all operational and legal conditions and factors which may have any effect on the execution of the awarded contract as described in the RFP. SAI shall not entertain any request for clarification from the Bidder in relation to such operational or legal conditions. Further, no financial adjustments to the Bids shall be made subsequent to the submission of the Bid on any account whatsoever, including on account of the failure of the Bidder to apprise itself of any legal or local operational conditions / factors. The Bidder cannot be taken over/bought over by another company during the contract phase. SAI may, at any time, immediately terminate the contract by giving written notice to the successful Bidder without any compensation or liability, if the Bidder commits any breach of contract, has misrepresented, or becomes bankrupt or otherwise insolvent, and/or SAI is not satisfied with the work of the Bidder provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to SAI. However, in the event SAI, wishes to terminate for convenience, it shall serve a notice period of 30 days to the Bidder, without any cost and/or liability.
- 22.10.** The bidder must monitor and deploy sufficient skilled manpower to complete the deliverables as per timelines mentioned in Scope of Work. However, the manpower as deployed by the Bidder, shall remain in the employment of the Bidder for all purposes and there shall be no employer-employee relationship between SAI and personnel employed by the Bidder. The relationship between SAI and the Bidder shall be on principal basis only. Furthermore, SAI shall have no responsibility or liability concerning the deployed manpower, including but not limited to their welfare, performance, compensation, or any employment-related matters.
- 22.11.** The relationship between SAI and the Bidder shall be purely on a principal-to-principal basis. Nothing contained herein shall be construed to create any partnership, joint venture, agency, employment, or fiduciary relationship between the parties.
- 22.12.** The Bidder shall be solely responsible for ensuring timely payment to its employees, staff deployed in the project and for complying with all applicable laws, including but not limited to
- a. Labour laws
 - b. Minimum wage regulations
 - c. Provident fund and gratuity laws
 - d. Employee insurance
 - e. Any other statutory obligations applicable under Indian law

- 22.13.** The Bidder must not have been debarred, blacklisted, or disqualified by any court, regulatory authority, or government organization at the time of bidding or during the execution of the contract. Any concealment of such facts shall lead to immediate termination of the contract and forfeiture of any Performance Security or payments due.
- 22.14.** The bidder has to ensure proper deployment of resources at site during all phases and the deployment plan should be communicated to the purchaser in advance.

23. PENALTY

- 23.1.** The penalties shall also be applicable under following circumstances:
- The arrangements and setup for the event on the Event Day shall be in place completely and ready at least 1 hour prior to the event commencement time.
Ex: In the case of event commencing at 7 AM, the arrangements and setup shall be in ready condition by 6 AM on the event day. Any delay beyond 6 AM shall attract penalties as per the table below-

| SNO | Delay in mins for arrangements and setup at Venue | Penalty |
|-----|---|---|
| 1 | 30 Mins | 10% of the Invoice Value of that particular Sunday Event |
| 2 | 60 Mins | 50% of the Invoice Value of that particular Sunday Event |
| 3 | More than 60 Mins | 100% of the Invoice Value of that particular Sunday Event |

- If the agency fails to conduct the event, SAI shall terminate the contract, rights for which shall remain with SAI.
- 23.2.** No Penalty will be imposed on SAI for delay attributable to it and no Penalty will be imposed on either party for reasons which fall within the ambit of Force Majeure as per Clause 28 of this RFP.
- 23.3.** Not with standing anything to the contrary in this Agreement, in no event shall either Party be liable, whether in contract or in tort or otherwise for special, punitive, indirect or consequential damages, including without limitation, loss of profits or revenue arising under or in connection with this Agreement.
- 23.4.** SAI will make payments after necessary deductions of penalty (if any).

24. GENERAL TERMS AND CONDITIONS

- 24.1.** Any default or breach in discharging obligations under this RFP by the selected Bidder while rendering services / supplies to SAI, shall invite all or any actions / sanctions, as the case maybe. The decision of SAI arrived at as above will be final and no representation of any kind will be entertained on the above. Any attempt by any bidder to put pressure of any kind, may disqualify the bidder for the present RFP and the bidder may also be liable to be debarred from bidding for SAI /SAI RFPs in future for a period of at least three years.
- 24.2.** SAI reserves the right to modify and amend any of the stipulated condition/criterion given in this RFP, depending upon project priorities vis-à-vis urgent commitments.
- 24.3.** SAI also reserves the right to accept/reject a bid, to cancel/abort RFP process and/or reject all bids at any time prior to award of work without thereby incurring any liability to the affected agencies on the grounds of such action taken by SAI.
- 24.4.** SAI may not award any work to the any bidder at its own discretion without assigning any reason thereof.

- 24.5.** Any default by the bidders in respect of RFP terms & conditions will lead to rejection of the bid.
- 24.6.** The decision of SAI arrived during the various stages of the evaluation of the bids is final & binding on all bidders. Any representation towards these shall not be entertained by SAI. Reasons for rejecting a bid will be disclosed only when an enquiry is made by the concerned bidder.
- 24.7.** In case the bidder is found in-breach of any condition(s) of RFP at any stage during the course of project deployment period, the legal action as per rules/laws will be taken.
- 24.8.** Any attempt by bidder to bring pressure towards SAI's decision making process, such Bidder shall be disqualified for participation in the present RFP and those Bidders may be liable to be debarred from bidding for SAI /SAI RFPs in future for a period of at least three years.
- 24.9.** Printed/written conditions mentioned in the RFP bids submitted by Bidder will disqualify them and will not be binding on SAI.
- 24.10.** Upon verification, evaluation/assessment, if in case any information furnished by the Agency is found to be false/incorrect, their total bid shall be summarily rejected and no correspondence on the same, shall be entertained. SAI will not be responsible for any misinterpretation or wrong assumption by the Agency, while responding to this RFP.
- 24.11.** Only those bidders, who satisfy the eligibility requirements and accept the terms and conditions of this RFP document, shall be short-listed for further evaluation.
- 24.12.** It is urged through this RFP that misrepresentation of facts shall be dealt with seriously and may lead to debarring from bidding for SAI /SAI RFPs in future for a period of at least three years.
- 24.13.** Bidders are requested to share information which is true and based some tangible proofs.
- 24.14.** Effective Date of Contract: The Contract shall become effective on the date of issue of Notification of Award (NOA) (the "Effective Date") and shall remain in force until all obligations of both parties under the Contract have been fulfilled. The delivery of goods, supply of items, and performance of services shall commence from the effective date of the supply order.
- 24.15.** It is urged through this RFP that misrepresentation of facts shall be dealt with seriously and may lead to barring of the bidder from all Sports Authority of India tenders/RFPs for a period of 3 (three) years.

25. PATENTS, COPYRIGHT & INTELLECTUAL PROPERTY RIGHTS, SOURCE CODES

- 25.1.** Intellectual Property Rights for any property and documents (including creatives, design, banners etc.),if developed exclusively for this project shall lie with the Purchaser in perpetuity for all purposes. The Intellectual Property Rights of all the creatives, design, software code, data, algorithms, documentation, manuals, etc. generated as a part of implementation of this project shall solely vest with the SAI/Purchaser.
- 25.2.** The Bidder shall ensure that there is no infringement of any Intellectual Property Rights (IPR) of third parties. However, if a third party claims that a product delivered by the Bidder/ to Purchaser infringes that party's patent or copyright/IPR's in any form, the Bidder shall keep SAI/Purchaser fully indemnified in this regard and shall defend Purchaser against that claim at the Bidder's/ expense and pay all costs, damages, and attorney's fees that a court finally awards or that are included in a settlement approved by the Bidder.
- 25.3.** At the end of the contract period, final documentation along with all data (collected from SAI) shall be provided by the selected bidder to Purchaser with all updates and modifications failing which may lead to revoking the performance security by Purchaser.

25.4. The Bidder agrees and acknowledges that all Intellectual Property Rights of work created by the Bidder in pursuance to this RFP/Tender Documents shall stand vested in favour of SAI for all purposes.

26. HANDOVER

26.1. The selected bidder shall prepare a handover policy which shall be approved by Purchaser.

26.2. The handover shall be done by Purchaser at the end of the contract as per the policy document and other remedial changes required if any at the end of the contract period with the approval of Purchaser.

26.3. Handover shall include all official material (soft and hard copies), if any and any related documents.

26.4. Non-compliance may lead to forfeit of due payments and performance security/bank guarantee, and other necessary action as may deem fit to Purchaser.

27. REPRESENTATIONS AND WARRANTIES

27.1. SAI, along with its employees, representatives, advisers, make no representation or warranty and shall have no liability to any person including any Bidder 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.

27.2. SAI 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.

27.3. The Bidder declares that all the information provided are truthful information without concealment of any facts. In case, at any stage, it is found that any information given by the Bidder is false / incorrect / concealed, then SAI shall have the absolute right to take any action as deemed fit including but not limited to dropping the Bidder from consideration for award of work and/or debarment/blacklisting and removal from the empanelment list without incurring any liability to the affected bidder(s) on the ground of SAI/MYAS's action.

27.4. The Bidder declares that no effort has been used by the Bidder to influence the Bid comparison / evaluation / work award decision by way of overt / covert canvassing. Such an effort shall result in non-consideration / rejection of its Bid.

28. INDEMNIFICATIONS AND LIABILITIES

28.1. The bidder shall fully indemnify, hold harmless and defend MYAS/ SAI and its Officers/Employees/Agents/Stockholders/Affiliates from and against all claims, demands, actions, suits, damages, liabilities, losses, settlements, judgments, costs, and expenses (including but not limited to reasonable attorney's fees and costs), whether or not involving a third-party claim including claims for infringement of Intellectual Property Rights, which arise out of or relate to:

- i. any breach of any representation or warranty of the bidder contained in the RFP,
- ii. any breach or violation of any covenant or other obligation or duty of the bidder under this RFP. SAI accepts no liability of any nature whether resulting from negligence or otherwise however caused arising from reliance of any Bidder upon the statements contained in this RFP.

28.2. SAI reserves the right to accept or reject any or all proposal (s) or to annul the RFP process in to and reject all proposals at any time prior to award of contract without assigning any reason whatsoever and without thereby incurring any liability to the affected bidder (s) on the ground of SAI's action.

- 28.3.** The Bidder shall bear all its costs associated with or relating to the preparation and submission of its Bids including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by SAI or any other costs incurred in connection with or relating to its Bids. All such costs and expenses will remain with the Bidder and SAI shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by the Bidder in preparation or submission of the Bids, regardless of the conduct or outcome of the Selection Process.
- 28.4.** The Bidder hereby undertakes that SAI shall not be liable for or in respect of any damages or compensation payable to any workman or other person in the employment of Operator or any of his contractors/ sub-contractors/ sub-contractor. The Bidder shall indemnify and keep indemnified SAI against all such damages and compensation, all claims' proceedings, damages, costs, charges and expenses whatsoever in respect thereof or in relation thereto
- 28.5.** The Successful Bidder shall at all times indemnify and keep indemnified SAI against all claims/third party claims/damages etc. for any infringement of Intellectual Property Rights (IPRs) while providing its services under the Project.
- 28.6.** The Successful Bidder shall at all times indemnify and keep indemnified SAI against any claims in respect of any damages or compensation payable in consequences of any accident, demise, or injury sustained or suffered by its (the Successful Bidder's) employees or agents or by any other third Party resulting from or by any action, omission or operation conducted by or on behalf of the Successful Bidder.
- 28.7.** The Successful Bidder shall at all times indemnify and keep indemnified SAI against and any claims by Employees in respect of wages, salaries, remuneration, compensation, or the like.
- 28.8.** The Bidder shall indemnify and keep indemnified SAI for any losses/penalties on this account levied by any judicial/statutory authorities/courts on the Bidder.
- 28.9.** The Bidder hereby indemnifies SAI against any loss, damage or liabilities arising as a result of any act of omission or commission on part of Bidder or on part of its personnel or in respect of non-observance of any statutory requirements or legal dues of any nature.
- 28.10.** All claims regarding indemnity shall survive the termination or expiry of the Contract.

29. TERMINATION

- 29.1.** If the agency fails to conduct any of the scheduled Event, SAI shall have the right to terminate the contract.
- 29.2.** SAI may terminate the Service Agreement by serving written notice of 30 days:
- a. Immediately in case the Bidder/Service Provider is in direct breach of contractual terms and conditions and in the performance of its contractual obligations.
 - b. In the event services of the Bidder are not satisfactory or up to the mark.
 - c. If the Bidder/Service Provider becomes insolvent or goes into liquidation or receivership, whether compulsory or voluntary, and which has substantial bearing on providing services under the Service Agreement.
 - d. If the Bidder/Service Provider fails to comply with any final decision reached as a result of arbitration proceedings
 - e. If the Bidder/Service Provider is determined to have engaged in corrupt or fraudulent practices in competing for or in executing the Service Agreement.
 - f. If the Service Provider submits to SAI a false statement which has a material effect on the rights, obligations, or interests of SAI.
 - g. Any other reason as deemed fit by SAI
- 29.3.** Payment upon Termination: In the event of termination of this Agreement, SAI shall, after adjusting any outstanding amounts owed by the EMA, promptly make payment to the EMA for services satisfactorily rendered up to the effective date of termination. The payment

shall reflect the value of the services provided up to the termination notice, subject to any recoverable dues or adjustments.

- 29.4.** Consequences of termination: In the event SAI terminates agreement in whole or in part pursuant to conditions of agreement, SAI may procure, upon such terms and in such manner as it deems appropriate, services similar to those undelivered and the EMA shall be liable to SAI for any excess cost for such similar services. However, the EMA shall continue the performance of the agreement to the extent not terminated and the EMA shall have no claim to compensation for any loss that he may thus incur on account of the action of SAI.

30. FORCE MAJEURE

- 30.1.** For purposes of this Clause, "Force Majeure" means an event beyond the control of the Successful bidder and not involving the Successful bidder's fault or negligence and not foreseeable. Such events may include, but are not limited to, acts done in sovereign or contractual capacity, wars or revolutions, fires, floods, epidemics, pandemics quarantine restrictions lockdowns and freight embargoes. The Successful Bidder shall not be liable for imposition of any such sanction so long the delay and/or failure of the Successful Bidder in fulfilling its obligations under the contract is the result of an event of Force Majeure.
- 30.2.** If a Force Majeure situation arises, the Successful Bidder shall promptly notify SAI, NRC, Sonipat in writing of such conditions and the cause thereof within 7 (seven) days of occurrence of such event. Unless otherwise directed by SAI, NRC, Sonipat in writing, the Successful Bidder shall continue to perform its obligations under the contract as far as reasonably practical and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.
- 30.3.** If the performance in whole or in part or any obligation under this contract is prevented or delayed by any reason of Force Majeure for a period exceeding 7 (Seven) days, SAI may at its option terminate the contract without any financial repercussion on either side.
- 30.4.** During the period of the Successful Bidder's inability to perform the obligations under the Agreement as a result of an event of Force Majeure and timely intimation by the Bidder, SAI shall assess the situation and then decide the application of Force Majeure. Once the duration is defined under the Force Majeure category/ situation no payments are expected to be made by the Bidder.
- 30.5.** In case due to a Force Majeure event SAI, NRC, Sonipat is unable to fulfil its contractual commitment and responsibility, SAI,NRC, Sonipat will notify the Successful Bidder accordingly and subsequent actions taken on similar lines described in above sub- paragraphs.
- 30.6.** During the period of their inability to perform the obligations under the Agreement as a result of an event of Force Majeure and timely intimation by the Bidder, SAI shall assess the situation and then decide the application of Force Majeure. Once the duration is defined under the Force Majeure category/ situation no payments are expected to be made by the Bidder.

31. DISPUTE SETTLEMENT MECHANISM

- 31.1.** Any dispute, difference or controversy of whatsoever nature, arising out of or in relation to this RFP (including its interpretation) between the Bidder and SAI, and so notified through notice in writing addressed by either party to the other party, shall, in the first instance, be attempted to be resolved amicably in accordance with the mediation procedure set forth in Clause 31.2.
- 31.2. Mediation:** If any claim, disputes or differences of any kind whatsoever shall arise between the Successful Bidders and SAI hereto in connection with or arising out of this RFP including interpretation of its terms, the Successful Bidders and SAI hereto shall in good faith negotiate with a view to arrive at an amicable resolution and settlement in compliance with Mediation Act, 2023. However, if the disputes are not resolved by the discussions within a

period of fifteen (15) days from the date of receiving of notice by the other party, then the same shall be settled by binding arbitration.

- 31.3. Arbitration:** If any difference or disputes arises under this RFP and/or the Agreement, as the case may be, which cannot otherwise be amicable resolved between the parties through Mediation, then such dispute shall be settled by way of arbitration and either Party shall be entitled to refer the dispute to Arbitration under Arbitration & Conciliation Act, 1996 or any statutory modifications or re-enactment thereof in force. The Arbitration shall be conducted before Arbitral Tribunal comprising of a sole arbitrator to be appointed with the mutual consent of the Parties or appointed by Hon'ble High Court of Punjab & Haryana while deciding an application under Section 11 of the Act. The arbitration proceedings shall be conducted as per Arbitration and Conciliation Act, 1996, or any statutory modification or re- enactment then in effect.
- 31.4.** The venue for arbitration shall be Arbitration Center Chandigarh in accordance with the D.O. No. A-60011/50/2023-ADR dated 05.04.2024 and the courts of Sonipat, Haryana shall be vested with exclusive jurisdiction and the seat/venue of arbitration shall be at Chandigarh and the language of arbitration proceedings and that of all documents and communications between the parties shall be English.
- 31.5.** The arbitration award shall be final, and the judgment thereupon may be entered in the courts of competent jurisdiction or application may be made to such court for a judicial acceptance of the award and an order of enforcement, as the case may be.
- 31.6.** Each party shall bear the cost of preparing and presenting its case and the cost of arbitration, including fees and expenses of the arbitrator shall be shared equally by both the parties unless the award otherwise provides. It is further agreed between the parties hereto that such arbitration proceedings shall be completed within a period of eight (8) calendar months from the date of reference.
- 31.7.** The parties shall continue to perform their respective obligations under this contract during the pendency of the Arbitration proceedings except in so far as such obligations are the subject matter of Arbitration proceedings.
- 31.8.** SAI shall have the right to bring an action seeking injunctive or other equitable relief before the courts at Sonipat, India if it reasonably believes that damages may not be an adequate remedy for any breach by the Bidder.

32. APPLICABLE LAW

- 32.1.** The contract shall be governed by and interpreted in accordance with the laws of India for the time being in force.

33. RESERVED RIGHTS

- 33.1.** SAI reserves the right to;
- i. Accept/reject any of the RFP clause in full or part without assigning any reason thereof.
 - ii. Revise the requirement at a later stage as and when required.
 - iii. Amend, modify, relax, or waive/delete any of the conditions/ scope of work stipulated in the RFP wherever deemed necessary, even after award of work.
- 33.2.** In the event of any misstatement or misrepresentation being discovered or detected in the information furnished from the documents submitted by the Bidder in response to this RFP or at any later stage, or in the event of any contravention by the Bidder of any condition or criterion stipulated, SAI shall terminate or cancel the appointment / engagement of the Bidder, and nothing shall be payable or be paid by SAI to the Bidder as compensation/damages or penalty.
- 33.3.** SAI will not be liable for any costs, damages or losses incurred by any Bidder participating in this RFP, if SAI decides to cancel the RFP process or for any reason whatsoever.

- 33.4.** The Bidder shall be responsible for all costs incurred in connection with participation in the RFP process, including but not limited to costs incurred in conduct of informative and other diligence activities, participation in meetings / discussions / presentations, preparation of proposal or costs incurred for providing any additional information required by SAI to facilitate the evaluation process.
- 33.5.** The submission of a response to this RFP by any Bidder confirms the Bidder's acceptance of all terms and conditions of this RFP including the amended terms and conditions (if any). Further, by doing so, the Bidder acknowledges that it has:
- Understood and examined the extent of the Rights, scope of Work and other information made available in writing by SAI, for the purpose of this RFP.
 - Examined all information relevant to the risks, contingencies and other circumstances that could affect the RFP; and
 - Satisfy itself as to the correctness and sufficiency of the RFP.
 - Bidders to this RFP or their agents may not make any contact with any party employed by or directly associated with SAI or any of its government partners in relation to this RFP. Any clarifications and all information will be via e-mail only [to rcsonepat-sai@nic.in](mailto:rcsonepat-sai@nic.in). No queries shall be entertained by SAI after scheduled date and time mentioned in Bid schedule of the RFP.

34. CORRUPT OR FRAUDULENT PRACTICES

- 34.1.** It is required by all concerned namely the Bidders/Successful Bidders etc to observe the highest standard of ethics during the procurement and execution of such contracts. In pursuance of this policy, SAI: -
- i. Will reject a proposal for award if it determines that the Bidder recommended for award has engaged in corrupt or fraudulent or collusion or coercive practices in competing for the contract in question.
 - ii. Will declare a firm ineligible or debar/blacklist, either indefinitely or for a stated period of time, to be awarded a contract by SAI if it at any time determines that the firm has engaged in corrupt or fraudulent or collusion or coercive practices or gross/deliberate negligence in competing for, or in executing the contract.
 - iii. For the purpose of this clause, the following terms shall have the meaning hereinafter respectively assigned to them:
 - a. "corrupt practice" means the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence the actions of any person connected with the selection process (for avoidance of doubt, offering of employment to or employing or engaging in any manner whatsoever, directly or indirectly, any official of SAI who is or has been associated in any manner, directly or indirectly, with the selection process or the LoA or arising therefrom, before or after the execution thereof, at any time prior to the expiry of one year from the date such official resigns or retires from or otherwise ceases to be in the service of SAI, shall be deemed to constitute influencing the actions of a person connected with the selection process); or engaging in any manner whatsoever, whether during the selection process or after the issue of the LOA or after the execution of the Agreement, as the case may be, any person in respect of any matter relating to the LoA, who at any time has been or is a legal, financial or technical adviser of SAI in relation to any matter concerning the RFP;
 - b. "fraudulent practice" means a misrepresentation or omission of facts or suppression of facts or disclosure of incomplete facts, in order to influence the selection process;
 - c. "coercive practice" means impairing or harming, or threatening to impair or harm, directly or indirectly, any person or property to influence any person's participation or action in the selection process;
 - d. "undesirable practice" means establishing contact with any person connected with or employed or engaged by SAI with the objective of canvassing, lobbying or in any manner influencing or attempting to influence the selection process; or having a conflict of interest; and;

- e. "restrictive practice" means forming a cartel or arriving at any understanding or arrangement among Bidders with the objective of restricting or manipulating a full and fair competition in the selection process.

34.2. SAI reserves the right not to conclude the Contract and in case contract has been issued, terminate the same, if, found to be obtained by any misrepresentation, concealment, and suppression of material facts by the Bidder. In addition, Bid Security/Performance Security (as the case may be) deposited by the Bidder shall be forfeited and legal as well as administrative action for such misrepresentation, concealment & suppression of material facts shall be initiated."

35. CONFIDENTIALITY

35.1. The Bidder agrees and acknowledges that this RFP is confidential and the Bidder, by downloading the RFP document, agrees and undertakes that nothing contained in this RFP shall be disclosed in any manner whatsoever, except to the financial and legal advisors of such Bidder. The undue use by any Bidder of confidential information related to the Bid process may, at the sole discretion of SAI, result in the rejection of its Bid. The Bidder shall further ensure that such financial and legal advisors or any other employees, representatives of the Bidder maintain confidentiality of the RFP, and any information disclosed to them in relation thereto.

35.2. The Bidder is not authorized to waive or release any privileged information obtained from or on behalf of SAI. The Bidder is required to maintain the confidentiality of all privileged information. This requirement is perpetual i.e., it will continue even after the termination of the relationship between the Bidder and SAI. This requirement is also intended to prohibit the Bidder from using information obtained from or on behalf of SAI or its successors or assignees, including work product prepared at SAI's expense, for other clients of the Bidder without the prior written approval of SAI. The Bidder is not authorized to identify SAI as a client for the purposes of marketing or for advertising, without the prior written approval of SAI. Upon termination of the relationship, the Bidder agrees to return promptly all information obtained from or on behalf of SAI or any copies thereof to SAI. The Bidder is not authorized to communicate with the public, including the press, about any matter in relation to its relationship with SAI without the prior written approval of SAI.

35.3. All information and documents that are furnished by the Bidder will be treated as strictly confidential by SAI and shall not be disclosed by SAI to any other party, or otherwise used by itself, other than (a) for evaluating the Bids submitted; or (b) as required by Applicable Law.

36. CONFLICT OF INTEREST

A bidder shall not have conflict of interest that may affect the selection process or the consultancy. Any bidder found to have a Conflict of Interest shall be disqualified. In the event of disqualification, SAI shall forfeit and appropriate the EMD, if available, as mutually agreed genuine pre-estimated compensation and damages payable to SAI for inter-alia, the time, cost and effort of SAI including consideration of such bidder's proposal, without prejudice to any other right or remedy that may be available to SAI hereunder or otherwise.

37. TRANSFER AND SUB-LETTING

The Bidder shall have no right to assign, transfer, sell, sublet, or otherwise dispose of any part of its obligations under this RFP. The Bidder is also prohibited from allowing any third party to benefit from or take advantage of this Contract or any portion thereof.

38. NEGLIGENCE

If the firm neglects to execute the work with due diligence and expedition or refuses or neglects to comply with any reasonable order given in writing by the SAI in connection with Work order or shall contravene the provisions of the Work order, SAI may give 21 days' notice, in writing, to the firm to make good the failure, neglect or contravention

complained of and should the firm fail to comply with the notice within reasonable time from the date of service thereof, in case of failure, neglect or contravention capable of being made good, within that time or otherwise within such time as may be reasonably necessary for making it good, then and in such cases, SAI shall be at liberty to take the Contract wholly or partly out of the hands of the bidder and reconstruct at reasonable price with any other person or persons. In such an event it shall be lawful for SAI to retain any such balance which may otherwise be due by him to the firm on any account including the security money and apply the same towards the execution of the whole or balance of the works so re-contracted, as aforesaid. If no such balance is due by SAI to the firm or if due, is not sufficient to cover the amount thus recoverable from the firm, it shall be lawful for SAI to recover the whole or balance of the amount from the firm by action of law.

39. CODE OF INTEGRITY

SAI, bidders, suppliers, contractors and consultants should observe the highest standard of Integrity and not indulge in prohibited practices or other misdemeanours at any stage during the tender process or during the execution of contracts.

40. LIMITATION OF LIABILITY

Except in cases of criminal negligence or wilful misconduct, the aggregate liability of the SAI towards successful Bidder whether under the agreement, RFP, in tort or otherwise, shall not exceed the total contract price.

41. RIGHTS OF SAI TO RECOVER DAMAGES

SAI shall be entitled to recover damages for the short fall in performance and liquidated damages as detailed in this RFP. This clause does not limit SAI from imposing more than one damages under the contract and as such damages shall be applied concurrently. SAI shall also be entitled to recover "Risk and Cost" procurement from successful bidder in addition to the damages for default.

TERMS OF REFERENCE (TOR)

1. General

Sports Authority of India, (hereafter referred as "SAI") an autonomous organization established by Ministry of Youth Affairs & Sports, Government of India invites Online Bids from qualified Firms to associate with SAI as an Event Management Agency for conducting "FIT India Carnival" Event by FIT India, SAI .

2. About SAI

Sports Authority of India (SAI), under the aegis of Ministry of Sports & Youth Affairs has been entrusted with twin objectives of promoting sports and achieving sporting excellence at the National and International level. SAI has played a significant role in shaping India's sports development by providing training to elite athletes and at the same time operating a number of schemes for identification and development of young talent. Through its sports promotional schemes, SAI supports and nurtures talent amongst youth, and provides them with requisite infrastructure, equipment, coaching facilities, and competition exposure. In addition to promote sports, SAI has also been a key in promoting awareness among general public on adopting a fit and healthy lifestyle. Khelo India and Fit India are the programmes been implemented with the abovementioned objectives.

3. Objective:

The objective to engage an Event Management Agency (EMA) for the end-to-end implementation of all events **in 3-day Fit India Carnival at SAI, NRC, Sonipat for** the entire period of contractual obligations under the FIT India Mission to ensure seamless planning, coordination, and execution.

The Event Management Agency (EMA) will be responsible for the end-to-end planning, execution, and reporting of the 3-day Fit India Carnival at SAI, NRC, Sonipat, from 3rd week of March 2026. This includes route planning, stakeholder coordination, branding, digital promotions, on-ground logistics, medical and safety arrangements, cycle management, and post-event reporting. The EMA will deploy trained manpower, manage volunteers, and ensure the seamless execution of the 3-day event as per the schedule.

Their expertise will help maintain high safety standards, efficient crowd management, and a well-structured event experience. Additionally, they will enhance visibility through strategic marketing and media outreach, ensuring maximum participation and engagement.

The arrangements and setup for the scheduled events shall be in place completely and ready at least 1 hour prior to the event commencement time.

Ex: In the case of event commencing at 7 AM, the arrangements and setup shall be in ready condition by 6 AM on the event day. Any delay beyond 6 AM shall attract penalties as per the clause 23.

4. Scope of Work Conduct of "3- day Fit India Carnival at SAI, NRC, Sonipat 3rd week of March, 2026 (Morning) to (Evening)"

1. Event Planning, Management & Overall Coordination

1.1 The Event Management Agency (EMA) shall be responsible for end-to-end planning, coordination, execution, supervision, and completion **3- day Fit India Carnival event at SAI, NRC, Sonipat** in close coordination with SAI / FIT India.

1.2 The EMA shall submit a comprehensive Event Execution Plan at least three (03) days prior to the event, covering:

Venue layout and zoning
Activity flow and sequencing
Stage programming
Manpower deployment
Logistics and material movement plan
Safety and emergency arrangements

- 1.3 All activities shall be executed strictly in accordance with FIT India guidelines, approved scope, approved quantities, and instructions issued by SAI / FIT India.

2. Stage, Audio-Visual & Activity Infrastructure

- 2.1 The EMA shall design, supply, install, operate, and dismantle the following infrastructure: Main Stage, including stage structure, LED screen, professional sound system, microphones, and podium. Yoga Stage with adequate yoga mats for participants. Rope Skipping Stage, including stage platform and skipping ropes, Fitness & fun zone, wellness zone, stalls.

- 2.2 The EMA shall ensure:

Adequate power supply with backup arrangements
Sound clarity and uninterrupted operations
Structural stability and safety compliance

3. Flag-off & Ceremonial Arrangements

- 3.1 The EMA shall arrange the Flag-off Platform and Flag at the designated location as approved by SAI / FIT India.

- 3.2 Proper crowd management, barricading, and safety measures shall be ensured during the ceremonial flag-off.

4. Venue Infrastructure & Participant Facilities

- 4.1 The EMA shall provide, install, manage, and dismantle the following facilities as per approved quantities:

- Barricading for crowd regulation and route demarcation
- Registration desk canopies
- T-shirt distribution counters
- Fitness activities zone
- Game zones
- Cycle distribution and cycle parking areas with signage
- Hydration / refreshment zones
- Hi-tea area for VIPs, officials, and staff
- FIT India App demonstration desk

- 4.2 All facilities shall be adequately manned, clearly signposted, and maintained throughout the event duration.

5. Registration, Distribution & Participant Management

- 5.1 The EMA shall manage end-to-end participant facilitation, including:

- Registration and helpdesk operations
- Queue management
- Guidance through volunteers and signage

- 5.2 Distribution of T-shirts, cycles, and dummy/small certificates, if applicable, shall be carried out in an orderly, transparent, and systematic manner.

6. Event Activities & On-Ground Execution

- 6.1 The EMA shall coordinate and manage all approved on-ground activities, including:

- Yoga session
- Rope skipping activities
- Zumba session through a professional Zumba artist
- Recreational games such as Carrom Board, Beach volleyball and Football
- Cultural activities (Traditional dances, songs etc.)

- 6.2 A professional Emcee shall be engaged for announcements, activity coordination, and audience engagement throughout the event.

7. **Media, Documentation & Visibility**

7.1 The EMA shall provide comprehensive media coverage, including:

- Professional photographers and videographers
- Drone videography through a licensed operator, subject to statutory permissions
- Open jeeps/media vehicles for coverage and movement

7.2 Event branding shall be executed strictly as per approved branding items and FIT India branding guidelines. No unapproved branding shall be permitted.

8. **Security, Safety & Medical Arrangements**

8.1 The EMA shall deploy adequate:

- Security personnel and bouncers for crowd management
- Safety supervisors at critical locations

8.2 A designated medical area shall be set up in coordination with SAI / FIT India, ensuring availability of first aid and emergency response.

8.3 All applicable safety norms and protocols shall be strictly adhered to.

9. **Game Zone & Engagement Areas**

9.1 The EMA shall set up and manage the Game Zone as per approved line items.

9.2 Pickle ball setup shall be facilitated through the FIT India Partner, with EMA providing necessary on-ground coordination, space management, and support.

10. **Refreshment & Hospitality**

10.1 The EMA shall arrange:

Refreshments for approximately 500 participants for Sundays On Cycling event on 3rd week of March 2026 Morning and 600 each day for 3 days.

Hi-tea for approximately 300 VIPs / officials / staff, as per approved menu

10.2 All food and beverage arrangements shall strictly comply with hygiene, food safety, and quality standards.

11. **Manpower Deployment**

11.1 The EMA shall deploy sufficient, trained, and experienced manpower for:

- Stage and technical operations
- Registration and helpdesk
- Logistics and cycle management
- Branding installation
- Security coordination
- Overall event supervision

11.2 Adequate volunteers shall be deployed for smooth event operations.

11.3 All deployed personnel shall be properly briefed, identifiable, and suitably attired.

12. **Post-Event Activities**

12.1 Upon completion of the event, the EMA shall:

- Dismantle all infrastructure
- Clear all materials, equipment, and cycles
- Restore the venue to its original condition to the satisfaction of the venue authority

12.2 The EMA shall submit a Post-Event Completion Report, supported with photographs and videos, to SAI / FIT India.

13. **Additional Requirements**

13.1 Any additional requirement not covered above shall be undertaken only with prior written approval of the competent authority.

13.2 Payment for such additional items, if approved, shall be made as per GFR provisions, approved rates, and actual execution

ANNEXURE 'II' | Qualification Criteria

- 1. Overall weightage of 30% for Financial Bid and 70% weightage for Technical Bid shall be considered while calculating final score**
- 2. A Bidder comply all criteria as defined in Annexure II, Eligibility Criteria and must get a minimum of 60 marks (out of 100 marks) in the Technical Evaluation as per the Annexure II (A), Evaluation Criteria to proceed to opening of Financial/Price bid.**
- 3. The Bid of the Bidder who submits the lowest Financial/Price bid shall get the maximum weightage Fs, (100 marks) and the bids of the other Bidders shall be granted weights in proportion to the Bid of the highest Bidder (bidder who gets the maximum weightage, Fs):**

$$Fs-100 \times FL/F$$

where, Fs = The Financial score of the financial proposal being evaluated,
 FL= The price of lowest priced financial proposal and
 F= The price of financial proposal of the concerned bidder
- 4. The Bid of the Bidder, who obtains the highest total score (St= TSX 0.70+FS X0.30) across the technical bid and the Financial/Price bid, will be rated as the 'Best Bid' and will be declared as the successful Bidder. In the event that one or more Bidders have the same St value, the Bid with maximum financial weightage (FS), among the bidders with same St value will be rated as the 'Best Bid'.**
- 5. Further, in the event that one or more Bidders with the same St value also have the same financial weightage (Fs), the bid from the bidder with the highest Technical Score, Ts, will be rated as the 'Best Bid'. If tie still prevails, then the bidder with maximum average annual turnover during the last three financial years ending 31 March 2025 will be rated as the best bid**
- 6. In case of minor deviation and/or minor irregularity and/or minor non-conformity in the Bid, SAI, NRC, Sonipat reserves the right to waive the same. If a Bid is not Substantially Responsive, it will be rejected by SAI, NRC, Sonipat.**
- 7. Supporting documents for bid evaluation may also be verified during presentation. The bidders are advised to make their presentation strictly according to the evaluation criteria based on the credentials submitted above.**
- 8. Bidders [Service Providers] identifying as MSME and or start-up firms are exempted from fulfilling the Eligibility criteria related to EMD Only no relaxation will be provided in other parameters of the qualification/eligibility/Evaluation Criteria Annexure II (A) and II (B). Bidders claiming any exemption/preference should submit valid documentary proof along with the bid**

The following documents are to be submitted mandatory with the RFP. Upload online the scanned copies as per the instructions mentioned in [Annexuure-II\(A\)](#)

Annexure-II (A): Eligibility Criteria

| Sl. No. | Criteria | Documentary Evidence Required |
|---------|--------------------------|--|
| | EMD/ Bid Security | EMD/ Bid Security of Rs. 1,35,000/- Scanned Copy of Proof of submission of EMD. |
| 2. | Legal Entity | The bidder must be a company / firm / sole proprietor registered in India from last 5(Five) years as on the bid submission date. <ul style="list-style-type: none"> • Enclose copy of certificate of incorporation / registration issued by relevant authority in India. |

| | | |
|----|-------------------------------------|--|
| 3. | Authorized Signatory | Scanned copy of Power of Attorney in favor of Authorized signatory of Bidding Documents. OR Signed and scanned copy of Board resolution in favour of Authorized signatory of the bidder. (Sample Attached at <u>Annexure V</u>) |
| 5. | Bid Submission Form | Scanned copy of Signed and Stamped Bid Submission Form as per <u>Annexure III</u> . |
| 6. | FIT and Proper Person | Self-certificate and / or Letter of Undertaking to this effect on Bidder's letter head signed by Bidder's authorized signatory. Declaration of FIT and Proper Person as per Annexure – XIV |
| 7. | Turnover | Bidder must have minimum average annual turnover of INR 75 Lacs in the last 3 audited Financial Year sending March2025. <ul style="list-style-type: none"> Statutory Auditors/ Chartered accountant certificate and Balance Sheet & Profit and Loss Account for the last three financial years. Statutory Auditor's Certificate is mandatory. Providing Balance Sheet or Financial Statements is not sufficient for this requirement. |
| 8. | Relevant Experience | The bidder must have completed satisfactorily of similar scope of work / similar service for Central or State Government / Autonomous Bodies/ PSU/ any reputed Organization in the last 3 year from the proposal submission date with minimum contract value as mentioned below- One project of minimum Rs 75 Lakh OR Two projects of minimum Rs 50 Lakh OR Three projects of minimum Rs 35 Lakh <ul style="list-style-type: none"> The bidder shall submit copies of the relevant Supply/Work Orders along with satisfactory Completion Certificates and/or documentary evidence of full payment against the respective orders, issued by the concerned competent authority. In the absence of a Completion Certificate, a certificate from a Chartered Accountant duly certifying receipt of payment corresponding to the claimed project value from the client shall be furnished. |
| 6. | Net Worth | The net worth of the Bidder firm should not be negative on March2025 and should have not eroded by more than 30% (thirty percent) in the last three years, ending on March2025. <ul style="list-style-type: none"> Statutory Auditors/ Chartered accountant certifying positive net worth and certificate that net worth of the Bidder firm should have not eroded by more than 30% (thirty percent) in the last three years, ending on March 2025. Balance Sheet and Profit and Loss Account for the last three financial years |
| | Declaration for Blacklisting | Bidder should not stand debarred/blacklisted by any Central/State Government sector/ Public Sector Units/ Autonomous bodies/ Public Sector Banks/ Statutory bodies due to corrupt, fraudulent or any other unethical business practices as on date of bid submission. Even if the matter against the blacklisting/ debarment is under litigation and outcome of the litigation is not final, such bidder shall not be eligible. Declaration of non-blacklisting as per Annexure-XI |

| | | |
|----|-------------------------------------|---|
| 10 | Declaration of Local content | <p>Bidder should be Class I Local Supplier or Class II Local Supplier will be eligible to bid in this IFB. (As per 3 (b) of DPIIT order dated 16.09.2020). Class I Local Supplier means a supplier or service provider whose goods, services or works offered has local content equal to or more than 50% & Class II Local Supplier means a supplier or service provider whose goods, services or works offered has local content more than 20% but less than 50%. As per 9 (a) of the above order, bidders are required to submit a declaration indicating percentage of local content and provide self-certification that the item offered meets the local content requirement for Class I/II local supplier as the case may be.</p> <p>Declaration of Local Content as per Annexure-XIII</p> |
| 11 | Declaration for GFR 144xi) | <p>DECLARATION As per GFR Clause 144 (xi) added vide DoE order dated 23.07.2020: Any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. All terms as mentioned in the Department of Expenditure order dated 23.07.2020 and subsequent amendment thereto will be applicable.</p> <p>Declaration as per Annexure-XII</p> |
| 12 | Presentation | The presentation should be submitted along with the proposal in pdf format |
| 13 | Financial Bid | The Price Bid shall be submitted strictly in the prescribed format as provided at Annexure-VI (Price Bid Format). The Price Bids of only those bidders who are found to be technically qualified shall be opened and considered for further evaluation. The technically qualified bidders shall be duly intimated through email accordingly. |

Annexure-II (B): Evaluation Criteria

The technical Bid of each eligible Bidder shall be evaluated in accordance with the following methodology:

| S. NO. | CRITERIA | MAX. MARKS | DOCUMENT/EVIDENCE REQUIRED |
|--------|--|------------|---|
| 1. | <p>Experience of Agency in undertaking similar events* (International/National) in the last 5 Years as on the last date of bid submission to any Central/State Department/PSU/ National Sports Society/ National Sports Federation/Corporate Events in India:</p> <ul style="list-style-type: none"> ● Upto 3 events - 10 marks ● 4 to 8 events - 15 marks ● Above 8 events- 20 marks <p>*Similar events shall means experience in the following events:</p> <ul style="list-style-type: none"> ● Sports ● Awards function ● Business summit ● Corporate Events | 20 | Work Order/ LOA & Completion Certificate or certificate from Statutory Auditor. (Contract value & scope of work to be mentioned) |
| 2. | <p>Minimum average annual turnover during the last three financial years ending on 31st March 2025 of value as mentioned below-</p> <ul style="list-style-type: none"> ● Rs 2 crore to less than Rs 5 Crore- 8 Marks ● Rs 5 crore to less than Rs 8 crore- 10 Marks ● Rs 8 crore to less than Rs. 10 Crore- 12 Marks ● Rs. 10 Crore and above- 15 marks | 15 | Signed and scanned copy of Certificate from a Chartered accountant |
| 3 | <p>Experience in assisting State Governments/ Central Governments/ Sports Federations for hosting International / National level Sports/Corporate Events in the last 5 years as on bid submission date in as per scope.</p> <ul style="list-style-type: none"> ● 5 marks per international sports/fitness event ● 2.5 marks per national sports/fitness event | 15 | Work Order and Completion Certificate or certificate from Chartered Accountant for receipt of payment (Contract value & scope of |

| | | | |
|-------------------------|--|------------|---|
| | (Max. 15 Marks only) | | work to be mentioned) |
| 4 | <p>Experience of providing Event Management services including the scope of Venue Overlays or Venue Branding or Event Operations & Activities or any similar services thereof to any Central/State Department/PSU/ National Sports Society/ National Sports Federation/Corporate Events or Similar Project Type in India within the last 5 years as on the last date of bid submission with minimum contract value as mentioned below-</p> <p>One project of minimum Rs 1 Cr- 20 Marks Two projects of minimum Rs 62.5 Lacs- 10 Marks each Three projects of minimum Rs 50 Lacs- 7 Marks Each</p> <p>(Max. Marks- 20 Only)</p> | 20 | Work Order and Completion Certificate or certificate from Chartered Accountant for receipt of payment (Contract value & scope of work to be mentioned) |
| 5 | <p>Technical Presentation:</p> <ul style="list-style-type: none"> ● Understanding of Objectives, Terms of Reference “ToR” and understanding of the assignment and Providing presentation on Project (10 Marks). ● Approach and Methodology for overall scope of work, work Plan, Activity Schedule, Strength of Key Resources and management strategy for the event (10 Marks). ● The agency shall elaborate upon approach towards key aspects of the project related to (10 Marks): <ul style="list-style-type: none"> a) Venue Overlays b) Infrastructure & Venue Setup c) Event Logistics & Operations d) Branding & Communication e) Engagement & Activities <p>Note: The Bidders are required to submit the presentation as part of the Technical Bid only for evaluation by SAI. However, SAI reserves the right to call the bidders for presentation physically/Virtually.</p> | 30 | Copy of the presentation must be submitted with the Technical Bid |
| TOTAL | | 100 | |
| QUALIFYING MARKS | | | 60 |

ANNEXURE 'III' | BID SUBMISSION FORM

To,
Executive Director
Sports Authority of India.
NRC, Sonipat-131021

Sub: Selection of an Event Management Agency for conducting 3-day Fit India Carnival at SAI, NRC, Sonipat in 3rd week of March 2026.

Dear Sir,

With reference to the RFP dated _____ for the above captioned project, and clarification issued by SAI,NRC, Sonipat thereof, I/We _____, having examined all relevant documents and understood their contents, hereby submit our Proposal for **Selection of an Event Management Agency for conducting 3-day Fit India Carnival by FIT India** as per terms mentioned in this RFP.

1. All information provided in the Proposal and in the Appendices is true and correct and all documents accompanying such Proposal are true copies of their respective originals.
2. This statement is made for the express purpose of this RFP and for associating with SAI for the aforesaid Project.
3. I/We shall make available to SAI, any additional information it may deem necessary or require for supplementing or authenticating the Proposal.
4. I/We acknowledge the right of the SAI, to reject our application without assigning any reason or otherwise and hereby waive our right to challenge the same on any account whatsoever.
5. I/We agree to keep our Bid valid for acceptance for 90 (Ninety) days or for subsequently extended period, if any, agreed to by us. We also accordingly confirm to abide by this Bid up to the aforesaid period and this Bid may be accepted any time before the expiry of the aforesaid period. We further confirm that, until a formal contract is executed, this Bid read with your written acceptance thereof within the aforesaid period shall constitute a binding contract between us. I/ We, acknowledge and agree that SAI shall be entitled to forfeit the performance security without out protest and demur in case of any breach of terms and conditions of RPF/Agreement by us.
6. I/We certify that in the last three years, we or any of our Associates have neither failed to perform on any contract, as evidenced by imposition of a penalty by an arbitral or judicial authority or a judicial pronouncement or arbitration award against the Bidder, 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 certify that we fulfil the "Fit and Proper Person" criteria as mentioned in this RFP document.
8. I/we understand that SAI may cancel the Selection Process at any time and that SAI neither bound to accept any Proposal that SAI may receive nor to select the Bidder without incurring any liability to the Bidders.
9. The undersigned is authorized to sign the documents being submitted through this RFP. (A copy of Power of Attorney/Board Resolution is enclosed)
10. The information provided herewith is true and correct to our best knowledge. If any discrepancies are found in the information provided or if the information provided is not correct, our firm would be fully responsible for that. We understand in such cases our bids are liable to be rejected.

I declare that:

- a. I/We have examined and have no reservations to the RFP Documents, including any Addendum issued by SAI.
- b. 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, in respect of any tender or request for proposal issued by or any agreement entered into with SAI or any other public sector enterprise or any government, Central or State; and
- c. I/We hereby certify that we have taken steps to ensure that, no person acting for us or on our behalf will engage in any corrupt practice, fraudulent practice, coercive practice,

undesirable practice, or restrictive practice.

- d. It is certified that the bidder is not directly to any employee of Sports Authority of India/ Ministry of Youth Affairs and Sports. A person is deemed to be a relative of another if, and only, if
- a. They are members of a Hindu undivided family; or
 - b. They are husband and wife; or
 - c. The one is not legally related to the other Sister (including stepsister)

Yours faithfully,

(Signature, name, and designation of the authorized signatory)
(Name and seal of the Bidder)

ANNEXURE 'IV' | BANK GUARANTEE FORM FOR BID SECURITY

Whereas _____ (hereinafter called the "Bidder") has submitted its quotation dated _____ for the supply of _____ (hereinafter called the "Bid") against the purchaser's Bid Reference No. _____ Know all persons by these presents that we _____ of _____ (Hereinafter called the "Bank") having our registered office at _____ are bound unto Sports Authority of India, NRC, Sonipat-131021 (hereinafter called the "Purchaser") in the sum of _____ for which payment will and truly to be made to the said Purchaser, the Bank binds itself, its successors and assigns by these presents. Sealed with the Common Seal of the said Bank this _____ day of _____ 20___. The conditions of this obligation are:

- (1) If the Bidder withdraws or amends, breaches the terms and conditions of the tender document, impairs or derogates from the Bid in any respect within the period of validity of this Bid.

- (2) If the Bidder having been notified of the acceptance of his Bid by the Purchaser during the period of its validity: -
 - a) Fails or refuses to furnish the performance security for the due Performance of the contract.
 - or
 - b) Fails or refuses to accept/execute the Rate Contract.

We undertake to pay the Purchaser up to the above amount upon receipt of its first written demand, without the Purchaser having to substantiate its demand, provided that in its demand the Purchaser will note that the amount claimed by it is due to it owing to the occurrence of one or both the two conditions, specifying the occurred condition(s).

This guarantee will remain in force for a period of forty-five days after the period of Bid validity of _____ days i.e., for _____ days (_____ days + 45 days) from the date of Bid Opening and any demand in respect thereof should reach the Bank not later than the above date.

(Signature of the authorised officer of the Bank)

Name and designation of the officer

Seal, name & address of the Bank and address of the Branch

ANNEXURE 'V' | POWER OF ATTORNEY (SAMPLE)

(Note- Board resolution in case of company)

Know all men by these presents, we, (name of Firm and address of the registered office) do hereby constitute, nominate, appoint and authorize Mr. /Ms.....son/daughter/wife and presently residing at....., who is presently employed with us and holding the position ofas our true and lawful attorney (hereinafter referred to as the "Authorized Representative") 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 proposal for Engagement with SAI including but not limited to signing and submission of all applications, proposals and other documents and writings, participating in pre- proposal and other conferences and providing information/ responses to SAI, representing us in all matters before SAI, signing and execution of all contracts and undertakings consequent to acceptance of our proposal and generally dealing with SAI, in all matters in connection with or relating to or arising out of our Proposal for said Project and/or upon award thereof to us till the entering into of the Agreement with SAI.

AND we do hereby agree to ratify and confirm all acts, deeds and things lawfully done or caused to be done by our said Authorized Representative 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 Authorized Representative 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....., 2026.

For
(Signature, name, designation, and address)

Witnesses:

1.

2.

Notarized Accepted

.....
(Signature, name, designation, and address of the Attorney)

Notes:

The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executant(s) and when it is so required the same should be under common seal affixed in accordance with the required procedure. The Power of Attorney should be executed on a non-judicial stamp paper of INR 100 (Hundred) and duly notarized by a notary public.

ANNEXURE 'VI' | PRICE BID FORMAT/Scope of Work

| Price Bid (BoQ) for the FIT India Carnival event March 2026 for 3 days (3rd week of March 2026) | | | | | |
|---|---|--------------------|-----------------|---|--|
| S. No. | PARTICULARS | Unit | Quantity | UNIT COST in INR (B) (including GST and all other charges) | TOTAL AMOUNT INR (C = Ax B) (including GST and all other charges) |
| 1.00 | Stage Set-up | | | | |
| 1.01 | Main stage set up with skirting & Steps (4' Height) | 60x20 ft | 1 | | |
| 1.02 | Carpets | 1200 Sq Ft | | | |
| 1.03 | Stage lighting including 4 corner Truss | As per 60x20 Stage | 1 | | |
| 1.04 | General Lighting for entire stage | LS | 1 | | |
| 1.05 | CCTV CAMERA along with backup | 2 | 1 | | |
| 1.06 | Stage decoration Carnival Theme Décor | LS | 1 | | |
| 1.07 | Lamp for lamp lighting ceremony | LS | 1 | | |
| 2.00 | Technical | | | | |
| 2.01 | PA System (The Voltage power will be as per area and elements) | For 1000 Pax | 1 | | |
| 2.02 | Speakers (The Voltage power will be as per area and elements) | No.s | 12 | | |
| 2.03 | Woofers and Sub woofers (The Voltage power will be as per area and elements) | No.s | 4 | | |
| 2.04 | Amplifiers (The Voltage power will be as per area and elements) | LS | 1 | | |
| 2.05 | DJ music system (The Voltage power will be as per area and elements) | No.s | 1 | | |
| 2.06 | Cordless Mic (Handy and collar) | No.s | 8 | | |
| 2.07 | Manpower (Technician) | No.s | 2 | | |
| 2.08 | LED Screen with Riser & Side Masking (OUTDOOR)-FHD | 20x12 Ft | 2 | | |
| 2.09 | LED Screen with Riser & Side Masking-FHD | 10x8 Ft | 2 | | |
| 2.10 | Speakers (separate for stage) (As per site requirement) | LS | 1 | | |
| 2.11 | Podium Mic | No.s | 1 | | |
| 2.12 | Extra cords/cables of each items (As per site requirement) | LS | 1 | | |
| 2.13 | Digital registration Kiosk | No.s | 3 | | |
| 2.14 | CCTV CAMERA along with backup | No.s | 8 | | |

| | | | | | |
|-------------|---|-----------|------|--|--|
| 2.15 | Lighting for entire carnival (As per site requirement) | LS | 1 | | |
| 3.00 | Tentage | | | | |
| 3.01 | Pagoda style for (serial no. 3.02 to 3.11) | | | | |
| 3.02 | FIT India experience share Zone 5x5 Meter | 5x5 meter | 1 | | |
| 3.03 | Self Defence Game Zone 5x5 meter | 5x5 meter | 1 | | |
| 3.04 | Fitness Game Zone 5x5 meter | 5x5 meter | 1 | | |
| 3.05 | Indian Traditional Game Zone 5x5 meter | 5x5 meter | 1 | | |
| 3.06 | Digital Game Zone 5x5 meter | 5x5 meter | 1 | | |
| 3.07 | Nutrition Consultancy Zone 5x5 meter | 5x5 meter | 1 | | |
| 3.08 | Medical Support Zone 5x5 meter | 5x5 meter | 1 | | |
| 3.09 | Board Game Zone 5x5 meter | 5x5 meter | 1 | | |
| 3.10 | Food Stall 5x5 meter | 5x5 meter | 5 | | |
| 3.11 | Zoomba/Yoga Zone 5x5 meter | 5x5 meter | 1 | | |
| 3.12 | Canopies (Registration & other) 3x3 meter | 3x3 meter | 6 | | |
| 3.13 | Barricading | rft | 1000 | | |
| 3.14 | Entrance of carnival | No.s | 1 | | |
| 3.15 | Cushion Chairs for VIP | No.s | 50 | | |
| 3.16 | Tent chairs with pink cover for general public | No.s | 250 | | |
| 3.17 | Sofa sets for VIPs | No.s | 20 | | |
| 3.18 | Round tables for VIP's | No.s | 20 | | |
| 3.19 | Tent Tables for Stall | No.s | 20 | | |
| 4.00 | Media and event coverage (For complete coverage of event all three days) | | | | |
| 4.01 | Professional photographer | No.s | 2 | | |
| 4.02 | Professional Videographer | No.s | 2 | | |
| 4.03 | Drone shoots (drone operators) | No.s | 1 | | |
| 4.04 | Live streaming team with editors | No.s | 1 | | |
| 4.05 | Social media handlers | No.s | 2 | | |
| 4.06 | Media bytes professional | No.s | 1 | | |
| 5.00 | Branding | | | | |
| 5.01 | Welcome main entrance with arch setup | 16x12 ft | 1 | | |
| 5.02 | Branding familiarisation | 6x4 ft | 15 | | |
| 5.03 | Registration signage | 16x10 ft | 1 | | |
| 5.04 | Directions | 4x8 ft | 10 | | |
| 5.05 | Women's day branding | 16x10 ft | 1 | | |
| 5.06 | Stage side branding (standees and banners) | 400 sqft | 1 | | |

| | | | | | |
|-------------|---|--|------|--|--|
| 5.07 | Selfie points as per theme | 7x4 ft Normal Selfie Point with Backdrop & Cutouts | 5 | | |
| 5.08 | Selfie points as per theme | 10x10 ft with 3D Letters | 1 | | |
| 5.09 | Main backdrops as per theme | 10x10 ft | 15 | | |
| 5.10 | Route map | 8x8 ft for cycling | 1 | | |
| 5.11 | Washroom directions | 5x4 ft with iron Legs | 6 | | |
| 5.12 | Refreshment area | 4x8 ft | 1 | | |
| 5.13 | Yoga and Rope skipping 1 for each game | 10x10 ft | 2 | | |
| 5.14 | Media point | 10x10 ft | 1 | | |
| 5.15 | Labour and support | No.s | 1 | | |
| 5.16 | Stage Backdrop | 40x10 ft | 1 | | |
| 5.17 | Stage Wings | 5x10 ft | 4 | | |
| 5.18 | ZONES backdrop (with its positioning) | 16x10 ft | 10 | | |
| 5.19 | Hot air balloon (FIT India) 8ftx6ft | No.s | 1 | | |
| 5.20 | A Boards | 6x2 ft | 20 | | |
| 6.00 | Gifts (Printing and Fabrication) | | | | |
| 6.01 | Printed Goodie bags for participants | No.s | 500 | | |
| 6.02 | Wrist Bands paper bands for registration | No.s | 2000 | | |
| 6.03 | Caps printed with fit India logo | No.s | 2000 | | |
| 6.04 | Key Chain printed with fit India logo | No.s | 2000 | | |
| 6.05 | ID cards for officials, volunteers and EMA | No.s | 200 | | |
| 6.06 | Stationary (As per requirement) | LS | 1 | | |
| 6.07 | Bouquets for felicitation to VIPs | No.s | 50 | | |
| 6.08 | Stoles printed with fit India, SAI & NIS logo (Design would be as per SAI NS NIS requirement) | No.s | 100 | | |
| 6.09 | Mementos/Trophies printed with fit India, SAI & NIS logo (Design would be as per SAI NS NIS requirement) | No.s | 100 | | |
| 7.00 | Refreshment and other meals | | | | |
| 7.01 | HI Tea for VIPs | No.s | 300 | | |
| 7.02 | Food Box for participants for 8th March | Cycle Event | 500 | | |
| 7.03 | Food packets (Total for 3 days - 600 days per day) | No.s | 1800 | | |
| 7.04 | Food boxes for Inaugural session | No.s | 1000 | | |
| 7.05 | 250 ML water bottle | No.s | 500 | | |
| 8.00 | Power Source | | | | |

| | | | | | |
|--------------|--|------|----|--|--|
| 8.01 | DG sets with cables for entire power source silent mode. As per the site requirement, uninterrupted power supply for all three days of the event shall be ensured by EMA through DG sets, as no separate power supply will be provided by NSNIS. The voltage power will be as per area and elements. | LS | 1 | | |
| 8.02 | Electrical Cabling (As per site requirement & the Voltage) | LS | 1 | | |
| 9.00 | Other utilities | | | | |
| 9.01 | Dustbins big size | No.s | 20 | | |
| 9.02 | Providing and placing drinking water dispensers with 20-litre branded packaged drinking water jars Bisleri along with adequate paper disposable glasses for all three days of the carnival. The agency shall ensure continuous availability of water and glasses at all times. Empty jars must be replaced immediately, and no dispenser shall remain without water during the event period. | No.s | 15 | | |
| 9.03 | Housekeeping staff | No.s | 10 | | |
| 9.04 | Waste disposable vehicle | No.s | 1 | | |
| 9.05 | Portable toilets (HE/SHE) | No.s | 12 | | |
| 10.00 | Minimum Manpower Technical Team required to coordinate the carnival | | | | |
| 10.01 | Event Director | No.s | 1 | | |
| 10.02 | Event Managers | No.s | 1 | | |
| 10.03 | Production Manager | No.s | 1 | | |
| 10.04 | Sound Engineers | No.s | 1 | | |
| 10.05 | Light Technicians | No.s | 1 | | |
| 10.06 | LED Operators | No.s | 1 | | |
| 10.07 | Stage Crew | No.s | 4 | | |
| 11.00 | Operations & Crowd Management: | | | | |
| 11.01 | Supervisors with uniform | No.s | 4 | | |
| 11.02 | Registration Staff & Data collection professional with their uniform | No.s | 6 | | |
| 11.03 | Volunteers with badges | No.s | 15 | | |
| 11.04 | Security Personnel with necessary equipment including walkie+C136 & uniform | No.s | 10 | | |
| 11.05 | Barricade Marshals with uniform | No.s | 4 | | |

| | | | | | |
|-------|---|------|-----|--|--|
| 11.06 | Parking Staff with uniform | No.s | 3 | | |
| 11.07 | Pilot Vehicle only for 8th march 2026 | No.s | 1 | | |
| 11.08 | Cycle technician(Only for 8th March 2026) | No.s | 1 | | |
| 12.00 | Anchors & Program Team - for 3 days | | | | |
| 12.01 | Emcee/Anchor | No.s | 2 | | |
| 12.02 | Fitness Trainers | No.s | 1 | | |
| 12.03 | Yoga Instructors | No.s | 1 | | |
| 12.04 | Zumba/Aerobic Instructors | No.s | 1 | | |
| 12.05 | Self Defense Trainers | No.s | 1 | | |
| 12.06 | Nutrition counsellor and Wellness staff | No.s | 1 | | |
| 12.07 | Waiters | No.s | 4 | | |
| 12.08 | Cultrual program - everyday in the evening (Approx-45 Min) | LS | 1 | | |
| 12.09 | Mascot as per the FIT India Theme | No.s | 2 | | |
| 13.00 | Equipment and Game Zone - for 3 days | | | | |
| 13.01 | Rope Skipping | Nos. | 50 | | |
| 13.02 | Yoga Mats | Nos | 100 | | |
| 13.03 | Football | Nos | 5 | | |
| 13.04 | Badminton setup | LS | 1 | | |
| 13.05 | Badmintons racquets sets good quality | Nos | 6 | | |
| 13.06 | Badmintons Shuttles Minimum 3 Boxes (As per requirement) good Quality | LS | 1 | | |
| 13.07 | Tug of War Ropes | Nos. | 2 | | |
| 13.08 | Stopwatches | Nos | 2 | | |
| 13.09 | Whistles | Nos | 2 | | |
| 13.10 | Cycles on rent (required only 8th March 2026) | Nos | 100 | | |
| 14.00 | Board Games | | | | |
| 14.01 | Carrrom | Nos. | 4 | | |
| 14.02 | Chess | Nos. | 4 | | |
| 14.03 | Dart Game | Nos. | 2 | | |
| 14.04 | Ludo | Nos. | 2 | | |
| 15.00 | Fitness Games | | | | |
| 15.01 | Gym Cycle | Nos. | 2 | | |
| 15.02 | Pull up bar | Nos. | 1 | | |
| 15.03 | Hula Hoop | Nos. | 8 | | |
| 15.04 | Boxing arcade machine | Nos. | 1 | | |
| 16.00 | Traditional Games | | | | |
| 16.01 | Marble Ball Game (Set of 100 pcs) | Set | 5 | | |

| | | | | | |
|--------------|--|------|----|--|--|
| 16.02 | Stepu Game | Nos. | 1 | | |
| 16.03 | Big Tic Tac Toe | Nos. | 2 | | |
| 16.04 | Lefan Hopscotch | Nos. | 2 | | |
| 17.00 | Safety and Medical | | | | |
| 17.01 | Ambulance with basic life support system | Nos. | 1 | | |
| 17.02 | Medical support team | Nos | 2 | | |
| 17.03 | Doctors | Nos | 1 | | |
| 17.04 | Nurses | Nos | 2 | | |
| 17.05 | First Aid Kits | Nos | 4 | | |
| 17.06 | Fire Extinguishers | Nos | 10 | | |
| 17.07 | Emergency Exit Signage | Nos | 2 | | |
| | | | | | |

Note: The bidder must quote the rates inclusive of GST, transportation, loading/unloading, and all other applicable charges. No additional payment shall be made on any account.

The quantity as indicated is tentative and the requirements may evolve over time, SAI reserves the right to increase or decrease the quantity/work as per the requirement without any change in the unit price and other terms & conditions quoted by the bidder during the period of contract subject to a variation of 25% of the total cost of the tender.

Note:

- **Taxes will be applicable as per existing government norms.**
- **Bidder should consider all overhead costs while quoting.**

ANNEXURE 'VII' | - ANNUAL TURNOVER

| S. NO. | FINANCIAL YEAR | ANNUAL TURNOVER (INR) |
|---------------|-----------------------|------------------------------|
| 1. | 2022-23 | |
| 2. | 2023-24 | |
| 3. | 2024-25 | |

Certificate from the Statutory Auditor

This is to certify that the average turnover of the bidder from in the last three years is
Rs. _____ (In words)

Name of the audit firm:

Seal of the audit firm

Date:

(Signature, name and designation of the authorized signatory)

Note:

- In case the Bidder does not have a statutory auditor, it shall provide the certificate from its chartered accountant (CA) that ordinarily audits the annual accounts of the Bidder.

ANNEXURE 'VIII' | - INSTRUCTIONS FOR ONLINE BID SUBMISSION

Please refer to CPP Portal (<https://eprocure.gov.in/eprocure/app>) for instruction on online bid submission.

NNEXURE 'IX' | - DRAFT CONTRACT AGREEMENT FORMAT

Contract No _____ dated _____

This is in continuation to this office's Notification of Award No. _____ dated _____

1. Name & address of the Contractor: _____
2. SAI's Bidding Document/RFP No _____ dated _____ and subsequent Amendment No _____, dated _____ (if any), issued by the SAI.
3. Contractor's Bid No _____ dated _____ and subsequent communication(s) No _____ dated _____ (if any), exchanged between the Contractor and the SAI in connection with this Bid.
4. In addition to this Contract Agreement Form, the following documents etc, which are included in the documents mentioned under paragraphs 2 and 3 above, shall also be deemed to form and be read and construed as integral part of this contract:
 - (i) General Terms and Conditions of Contract as mentioned in above RFP
 - (ii) Scope of Services as mentioned in Terms of Reference of the RFP
 - (iii) Other Terms and Conditions of the RFP and Bid;
 - (iv) Bid Form furnished by the Contractor
 - (v) Price Schedule(s) furnished by the Contractor in its Bid;
 - (vi) SAI's Notification of Award
5. Some terms, conditions, stipulations etc. out of the above-referred documents are reproduced below for ready reference:

- (i) Brief particulars of services which shall be performed/ provided by the contractor are as under:

| Schedule No. | Brief description of services | Total Charges | Period of contract | Total contract value |
|--------------|-------------------------------|---------------|--------------------|----------------------|
| | | | | |

Taxes, if any _____

Total value (in figure) _____ (In words) _____

- (ii) Period of contract:
- (iii) Details of Performance Security:
- (iv) Payment terms:

(Signature, name and address of the SAI's authorised official)
For and on behalf of _____

Received and accepted this contract

 (Signature, name and address of the contractor's executive duly authorised to sign on behalf of the contractor)
 For and on behalf of _____
 (Name and address of the Contractor)

 (Seal of the Contractor)
 Date: _____

Place: _____

Note: The Contract Agreement must be executed on a non-judicial stamp paper of INR 100 (Rupees One Hundred only) and duly notarized by a Notary Public.

ANNEXURE 'X' | - BANK GUARANTEE FORM FOR PERFORMANCE SECURITY

To _____

WHEREAS _____ (Name and address of the supplier) (Hereinafter called "the supplier") has undertaken, in pursuance of Contract no _____ dated _____ for (description of services) (herein after called "the contract"). AND WHEREAS it has been stipulated by you in the said contract that the supplier shall furnish you with a bank guarantee from a scheduled commercial bank recognized by you for the sum specified therein as security for compliance with its obligations in accordance with the contract; AND WHEREAS we have agreed to give the supplier such a bank guarantee;

NOW THEREFORE we hereby affirm that we are guarantors and responsible to you, on behalf of the supplier, up to a total of _____ (Amount of the guarantee in words and figures), and we undertake to pay you, upon your first written demand declaring the supplier to be in default under the contract and without cavil or argument, any sum or sums within the limits of (amount of guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the supplier before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the contract to be performed there under or of any of the contract documents which may be made between you and the supplier shall in any way release us from any liability under this guarantee and we hereby waive notice of any such change, addition or modification.

This guarantee shall be valid up to-----days beyond the date of expiry of contract period as per RFP.

(Signature with date of the authorized officer of the Bank)

.....
.....
Name and designation of the officer
.....
.....
.....
.....

Seal, name & address of the Bank and address of the Branch

ANNEXURE 'XI' | - Format for Undertaking towards not being Blacklisted

I, _____ Authorized Signatory of M/s _____ hereby give undertaking that we, as a company are not black-listed by any Government Department/Regulatory body/CPSU/ PSU Banks/Autonomous Bodies/Statutory Bodies/ or any entity controlled by them under any Central/ State Govt/ PSU act/ rule or by National/ International financial institutions.

Further, if information furnished above stands false at any stage, we shall be completely liable for actions taken by SAI as per terms & conditions of the tender including disqualification and exclusion from future contracts/assignments.

(Signature of Authorized Signatory) Name:

Designation: Seal:

ANNEXURE 'XII' | - Format for Self Declaration regarding Restriction under Rule 144 (XI) of GFR 2017 (Land Border Sharing) (to be printed in letter head)

DECLARATION BY AUTHORISED SIGNATORY OF THE FIRM

I, the undersigned, _____ (full names), do hereby declare, in my capacity as _____ of M/s _____ (name of bidder entity), that:

1) I have read the Order (Public Procurement No.1, 2 & 3) dtd 23 Jul 2020 & 24 Jul 2020 office memorandum (OM) No. F.18/37/2020-PPD Dt:08.02.2021, OM NO. F.12/1/2021-PPD (Pt) dated 02.03.2021 and OM No. F.7/10/2021-PPD dated 08.06.2021 and OM No.F.7/10/2021-PPD dated 23.02.2023 on the subject of Restrictions under Rule 144 (xi) of the General Financial Rules (GFRs), 2017 regarding restrictions on procurement from a bidder of a country which shares a land border with India and comply to all the provisions of the Order.

2) I certify that M/s _____ (name of bidder entity) is not from such a country or, is from such a country (strike out whichever is not applicable), has been registered with the Competent Authority. I hereby certify that this SUPPLIER fulfils all requirements in this regard and is eligible to be considered. [Where applicable, evidence of valid registration by the Competent Authority is attached]

3) I understand that the submission of incorrect data and / or if certificate / declaration given by M/s _____ (name of bidder entity) is found to be false, this would be a ground for debarment and further legal action in accordance with law as per Clause 18 of Procurement Policy Division OM No.F.7/10/2021-PPD dated 23.02.2023.

AUTHORISED SIGNATURE: DATE: _____
Seal / Stamp of Bidder

ANNEXURE 'XIII' | - Format for MII declaration (to be printed in letter head)

Self-Certification under preference to Make in India order Certificate

1 . In line with Government Public Procurement Order No. P-45021/2017-PP (BE-II) dated 04.06.2020 and its amendments, we hereby certify that we M/s _____ are local suppliers and the offered item having local content of _____% (excluding Net Domestic Indirect Taxes, Transportation, Insurance, Installation, Commissioning, Training and after sales service support like AMC/CMC etc.) as defined in above orders for the material against Tender/Bid No. _____ Dated _____

2. Details of location at which local value addition will be made as follows:

3. We also understand, false declaration will be breach of the code of integrity under the rule 175(1)(i)(h) of the General Financial Rules for which a bidder or its successors can be debarred for up to two years as per rule 151 (iii) of the General Financial Rules along with such other actions as maybe permissible under law.

Thanking You

(Signature, name and designation of the authorized signatory)
(Name and seal of the Bidder)

ANNEXURE 'XIV' | - FIT AND PROPER PERSON

DECLARATION BY AUTHORISED SIGNATORY OF THE FIRM

Conditions for FIT and proper person for the purpose of determining whether a Bidder is a 'Fit and Proper Person', SAI may take the indicative criteria mentioned below:

- a. Financial integrity of the Bidder.
- b. Ability of the Bidder to undertake all obligations set out under this RFP.
- c. Absence of convictions or civil liabilities against the Bidder.
- d. Absence of any previous debarment of the Bidder, in accordance with the General Financial Rules, 2017, provided such debarment is still existing.
- e. Absence of any disqualification as specified below:
 - o Conviction of the Bidder or any of its respective directors, partners, executives, or key managerial personnel by any judicial body for any offence involving moral turpitude, economic offence, securities laws or fraud or any offence under the Prevention of Corruption Act, 1988 or the Indian Penal Code, or any other law for the time being in force, for causing any loss of life or property or causing a threat to public health as part of execution of a public procurement contract.
 - o Admission of an application for winding up or liquidation under the Insolvency and Bankruptcy Code, 2016 (IBC) or any Applicable Laws against the Bidder or any of its or their respective directors and partners.
 - o Any action or proceeding being initiated under the Insolvency and Bankruptcy Laws under the Applicable Law, including but not limited to declaration of Insolvency or Bankruptcy, disqualification or de-recognition by any professional body being initiated against the Bidder.
 - o Current or previous banning of the Bidder or its respective directors, partners, executives, or key managerial personnel by the governing body of any sport from involvement in the administration of or any form of participation in such sport, for any reason.
 - o Default by The Bidder or any of its or their respective directors, partners, executives, or key managerial personnel of any of its obligations to a financial institution or has defaulted on any of its obligations to a financial institution in the last 3 (three) financial years.
 - o The Bidder should not have been barred by the Central Government, any State Government, a statutory authority, or a public sector undertaking, as the case may be, from participating in any project, and the bar subsists as on the date of the Proposal.

Thanking You

(Signature, name and designation of the authorized signatory)

(Name and seal of the Bidder)

Note: Wherever applicable, the above documents shall be used for evaluation purpose as well. It is the responsibility of Bidder to go through the Bidding Document to ensure furnishing of all required documents in addition to above. All the Bids so submitted must be **unconditional**. SAI reserves its right to demand for original documents as and when required. Nonproduction of original documents shall be considered as a material deviation and may render the cancellation of bid followed by consequences such as forfeiture for Bid amount/Performance security at the discretion of SAI.

Empanelment with SAI as Event Management Agency for Category B (amount of work order size -Rs.10 Lakhs to 1 Cr.)

1. M/s Dot Communications & Marketing

209-210, 2nd Floor, Gagan Deep Building,
Rajendra Place, New Delhi – 110008
Email: dotcommunication01@gmail.com
Phone: 011-25713597

2. M/s Eventkraft Marketing Solutions

Flat # A-2, Plot No. 62-63, New Manglapuri, Mandi Road,
Opp. M.G. Road, New Delhi – 110030

3. M/s Max Publicity & Communication

Suncity Trade Tower, Suite # 304 & 305,
3rd Floor, Sector 21, Old Gurgaon Road,
Gurgaon – 122016
Email: Contact@maxmudra.com
Phone: +91-124-6614400

4. M/s Resources Events & Promotions

Plot No. 887, Industrial Park, Sector 82, Mohali,
SAS Nagar, Punjab – 140306

5. M/s Shrankhala

14-B, Asha Deep Apartment 9, Hailey Road,
New Delhi – 110001
Email: shrankhala100@gmail.com
Phone: 9990109000

6. M/s Span Communications

B-174, East of Kailash,
New Delhi – 110065
Email: delhi@spancom.in
Phone: 26332700

7. M/s Tattva Creations

D-595, 2nd Floor, C.R. Park, Main Road,
New Delhi – 110019
Email: info@tattvacreations.com
Phone: 9678085011

8. M/s Venus Conferences & Exhibitions

86, 2nd Floor, Old Rajinder Nagar Market,
Behind Kotak Mahindra Bank, New Delhi – 110060
Email: venusexhibition@gmail.com
Phone: 011-4164620
Mobile: 9999979293