



Request for Proposal
for
Appointment of Event Management Company (EMC) for
organization of Taj Mahotsav-2026 in Agra

18 to 27 February-2026

Issued by:

Taj Mahotsav Samiti

64, Taj Road, Agra-282001, Uttar Pradesh

Paper article will be attached here

Disclaimer

This e-Bid document for “*Appointment of Event Management Company (EMC) for organization of **Taj Mahotsav Near I Love Agra Ground, Agra***” contains brief information about the scope of work and selection process for the Successful Bidder/Applicant (or “*Company*”). The purpose of the e-Bid document is to provide the Bidder with information to assist the formulation of their application (“the Application”). The services related to provision of organization of Taj Mahotsav for the region envisaged by the Authority will further be known as “*the Project*”.

While all efforts have been made to ensure the accuracy of information contained in this Document, this Document does not purport to contain all the information required by the Bidder. The Bidder should conduct their own independent assessment, investigations and analysis and should check the reliability, accuracy and completeness of the information at their end and obtain independent advice from relevant sources as required before submission of their bid for the competition.

Taj Mahotsav Samiti, its employees and 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 restriction or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from, to be incurred or suffered on account of anything contained in this document 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 e-Bid or arising in any way in this selection process.

Taj Mahotsav Samiti reserves the right to accept or reject any or all applications without giving any reasons thereof. Taj Mahotsav Samiti will not entertain or be liable for any claim for costs and expenses in relation to the preparation of the entries to be submitted in accordance with the conditions listed in this e-Bid.

Data Sheet

1	Name of the Bid	Appointment of Event Management Company (EMC) for organization of Taj Mahotsav at Agra
2	Bid Processing Fee	INR 10,000 + GST@18% i.e. 11,800/- (Eleven Thousand Eight Hundred only) (Five Thousand and Nine Hundred only) <i>as per mentioned on the Portal (to be deposited in the account mentioned below through RTGS / NEFT or direct transfer – payment proofs to be submitted)</i>
3	EMD	INR 1,00,000/- (One Lakh Only) <i>(to be deposited in the account mentioned below through RTGS / NEFT or direct transfer - payment proofs to be submitted)</i>
4	Performance Security	INR 5,00,000/- (Five Lakh Only)
5	Name of the Authority's official for addressing queries and clarifications	Office of Secretary, Taj Mahotsav Samiti, UP Tourism, 64, Taj Road, Agra-282001 Contact: +91- 9532395445 E-mail: agrauptourism@gmail.com Website: http://www.tajmahotsav.org/
6	Payment Details	Office of Secretary, Taj Mahotsav Samiti, UP Tourism, Indian Overseas Bank, A/C No. 143301000006271 IFSC – IOBA0001433
7	Method of Selection	Least Cost based selection (L-1)
8	Bid Validity Period	120 days
9	Bid Currency	INR
10	Schedule of Bidding Process	
	Task	Key Dates
	Bid Start Date	19-12-2025
	Bid End Date	29-12-2025

	Pre-bid Meeting	Event Management Company - Taj Mahotsav Appointment of Event Management Company (EMC) for organization of Taj Mahotsav at Agra Tuesday, December 23, 2025 · 2:30 – 3:00pm
10	Consortium	Not allowed
11	Sub-contracting	Not allowed
12	Bid Opening Date (Technical)	29-12-2025

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1. Section I: General Information

1.1 Project Background

The Taj Mahotsav Samiti stands as the driving force behind the iconic cultural celebration held in the historic city of Agra. Committed to preserving and showcasing the rich heritage of India, this esteemed committee orchestrates the annual Taj Mahotsav—a vibrant carnival of art, music, dance, and traditional crafts. With a dedicated focus on promoting cultural diversity and fostering a sense of national pride, the Taj Mahotsav Samiti plays a pivotal role in bringing together artists, artisans, and enthusiasts from across the country, creating a tapestry of cultural brilliance against the backdrop of the magnificent Taj Mahal.

In 2026, from **18th Feb 2026 to 27th Feb 2026**, the Taj Mahotsav Samiti, intends to organize the Taj Mahotsav for Indian and Foreign Tourists and citizens of Agra and surrounding region. The tentative theme of this year's Taj Mahotsav is **Symphony of Sounds: Melodies Across the Nation / Digital Desi: Embracing Technology in Tradition/ Colours of India: A Kaleidoscope of Festivities / Heritage Odyssey: A Journey Through India's Past.**

The successful agency shall support in finalising the theme and the event shall revolve around the same. Pertaining to this, the Scope of Work as given in Section 2 of this document which includes the details of the activities/events planned as part of the planned Taj Mahotsav.

2. Section II: Terms of Reference

2.1. Event Brief

The spring season in the month of February in Agra is connotative of varied hues of jollification. The city of love is absorbed in extravaganza of art, craft, culture, cuisine, drama and music in the form of an enthusiastic and mesmerizing "Taj Mahotsav" and makes you experiences the reverberating effect of the annual episode of the Taj Mahotsav. Taj Mahotsav holds a unique significance by being organized in the vicinity of Taj Mahal. This mega festival finds a prominent place in the calendar of annual events of Ministry of Tourism, Government of India.

This cultural bonanza was started in year 1992 and since then its grandeur has reached to greater heights. In the year 2026, we are celebrating the 36th year of this Mahotsav. This festival also figures in the calendar of events of the Department of Tourism, Government of India. A large number of Indian and foreign tourists coming to Agra joins this festival. A 13 daylong event is organized at various places of Agra, having multiple events relating to arts & crafts, culture, cuisines and fun fairs.

Arts & Crafts

One of the objectives of this craft mela is to provide encouragement to the Artisans. It also makes available the magnificent work of art and craft at the most reasonable and authentic prices that are not inflated by high maintenance cost. Here at Taj Mahotsav about 400 legendary artisans from different parts of the country get an opportunity to display their exquisite works of art. To name a few among them are the wood/stone carvings from Tamil Nadu, Bamboo/cane work from North East India, Paper mash work from South India and Kashmir, the marble and zardozi work from Agra, wood carving from Saharanpur, brass wares from Moradabad, handmade carpets from Bhadohi, Pottery from Khurja, Chikan work from Lucknow, silk & zari work from Banaras, shawls & carpets from Kashmir/Gujarat and hand printing from Farrukhabad and Kantha stitch from west Bengal etc.

Culture

Apart from the exquisite craft work you can experience the majestic and magnetic performances by artistes from every walk of life. The soul-stirring performances will engulf you to the extent of casting a spell. Throughout the Mahotsav, one can experience a profusion of folk & classical music & dances of various regions, especially the Brij Bhumi, performed the way they used to be centuries ago. The experience is so enthralling that you would not stop yourself from joining with the folk dancers. Besides the folk, the Mahotsav also exhibit the performance from the world-renowned artistes from classical, semi-classical and popular art forms.

Cuisines

Besides being the right destination for the arts & crafts, the Mahotsav is also a delight for the connoisseurs of good food as it is the ideal place to pamper the taste buds of the visitors with endless varieties of scrumptious dishes. Some of the oldest exponents of the cuisine-

art prepare the lip-smacking dishes. One can also relish the typical preparations from the interiors of Uttar Pradesh.

Fun Fair

Funfair is the biggest attraction for children in the festival. It is a complete family entertainment which offers thrill and amusement for everyone. Teenagers and adults enjoy various rides and roller coaster while children are happy with small ride such as merry-go-round, Train-rides and Ferris wheel. So have fun at Taj Mahotsav with your whole family.

To ensure seamless execution of the grand cultural celebration, leveraging their expertise in coordinating logistics, entertainment, and guest experiences, Taj Mahotsav Samiti, Agra, intends to engage an Event Management Company for designing, executing, operating & managing the **Taj Mahotsav 2026**. The objective of this assignment to strategically plan paying attention to detail will elevate the event, creating a memorable and flawless experience for attendees.

The event is planned to be held in Agra on **18th Feb 2026 to 27th Feb 2026**. Locations for Taj Mahotsav are Near I love Agra Ground, Sadar Bazar and one day program at Bateshwar, Fatehpur Sikri.

The planned events would include myriads of activities -

- 1) **Cultural Events** (Cultural dance, drama, classical music performance, Bollywood night, Sufi night, Punjabi Night, Reality Show, talent Show, Stand-up Comedy Show, Qawwali Night etc.) at multiple locations
- 2) **Handicraft Fair** focusing on showcasing and sale of handcraft items from different parts of India / Uttar Pradesh Near I love Agra selfie point Field.
- 3) The selected agency shall design and execute a strategic communication plan to maximize awareness and engagement for Taj Mahotsav 2026. This includes impactful outreach to national and international media, driving maximum footfall from diverse geographies, and creating strong word-of-mouth within the target audience. The approach should focus on event-led, spokesperson-led, and influencer-led PR, ensuring a cohesive narrative that highlights the festival's cultural significance and unique attractions.

Key deliverables include creative designs, press meets, one-on-one media interactions, press releases, and event listings. The agency will also organize media and blogger FAM trips and implement robust social media campaigns across platforms such as X, Instagram, Facebook, YouTube, and LinkedIn. Collaborations with influencers and bloggers should be based on their reach and relevance, with associated costs reimbursed as actuals.



Reference images from previous Taj Mahotsav organized by Taj Mahotsav Samiti.

2.2. Scope of services

PART A

#	Location Name	Arrangements Required	Days
1	Near I love Agra Ground (1000 Capacity)	Stage, Sound system, Light system, Decoration, Pendals, German Hanger Barricading, Sitting Arrangement, Signage, etc. Arrangements for 350 stalls, barricading, signage, lighting, and sound arrangements	10 Days

PART B

#	Location Name	Arrangements Required	Days
1	Sadar Bazaar	Sound system, Light system, Decoration, Barricading, Sitting Arrangement, Signage, etc.	10 Days
2	Fatehpur Sikri (300 Capacity)	Stage, Sound system, Light system, Decoration, Pendals, Barricading, Sitting Arrangement, Signage, etc.	1 Days
3	Bateshwar Dham (500 capacity)	Decoration, Additional Sound and Lighting System if required	1 Days

The google images of all the sites and their photos are added in Annexure II.

Component 1 - Event Planning, Execution, and Management

1. Event Planning and management (for Large- and Small-Scale Events)

- 1) Pre-event planning as per the event requirements.
- 2) Planning and Execution as per event brief decided.
- 3) Concept development and presentation on suggested theme with rationale.
- 4) Set Designing and 3D rendering of the Set.
- 5) Printing & production of Invitation Card/ e-invites/ social media content
- 6) Sourcing of Event requisites such as giveaways/ mementos/ souvenirs etc.
- 7) Onsite Event Fabrication and Onsite Technical Setup.
- 8) Sourcing of specialists with technical competence for handling event and related activities and ushers as per event requirement.
- 9) Oversee the seamless execution and coordination of Taj Mahotsav events.
- 10) Ensure adherence to schedules, quality management, and efficient handling of unexpected situations.
- 11) Sourcing of any special equipment / Sound System / Tech Rider / Lighting equipment as per the event requirement for top-rated music bands etc. as per event requirement e.g. Music bands, motivational speakers, singers, dance troupes etc.
- 12) Arranging all required govt clearances/ permissions/ Licenses to conduct the event.
- 13) Local liaising with Hotel/ Location/ Stakeholders for smooth event setup and running of show.
- 14) Collaboration with Taj Mahotsav Samiti representative for the event flow or any special requirements.
- 15) Timely submission of event photographs, video etc. These must be submitted within 15 days of the event.
- 16) Timely event closure and submission of closure report. This report must mention date, time-duration, footfall, event-theme, expense report etc.
- 17) Airport and Hotel coordination for any branding requirement during arrival.
- 18) Take up necessary security measures including but not limited to deployment of the security personnel, baggage screening gadgets, personnel screening gadgets, CCTV, to the satisfaction of Taj Mahotsav Samiti.
- 19) Providing security guards at most important locations of the entire event venue which should include but not limited to entry gates, main arena, lunch area, etc.
- 20) Any other work related to event management or any other marketing related work Mahotsav Samiti may assign.

Component 2 - Overlay Planning and Supply Management (for Large Scale and Small Scale Events)

1) Creative Design –

Create, produce, and manage mementos, promotional materials, graphic designs, and visual elements specific to Taj Mahotsav as per the approval of the Samiti.

2) Stage, backstage, VIP, Guests, & General Sitting, Pandal, German Hangers, Lighting, Decoration, barricading etc.

- 3) Design and manage the main stage area at Ground Near I love Agra selfie point, Sadar Bazar, Bateshwar and Fatehpur sikri for a captivating and functional setup.
- 4) Oversee technical requirements, seating arrangements, and stage decoration for performances and events.
- 5) Develop detailed overlay plans for each location, considering unique setups, decorative themes, lighting, and sound arrangements.
- 6) Provide comprehensive stage, sitting, barricading and decoration solutions arrangements and ensure each location aligns with the event's ambiance and enhances visitor experience.
- 7) The infrastructure supply shall encompass all floral arrangements, thematic designs, lighting concepts, and sound systems across all designated locations.
- 8) Coordinate and manage logistics for the timely supply of materials, equipment, and resources required for the smooth operation of Taj Mahotsav across all locations.
- 9) Supervise, supply, execute and manage setup for sound systems, lighting arrangements, and technical support ensuring optimal quality and performance at each event location.
- 10) Collaborate closely with event stakeholders, suppliers, and local authorities to ensure compliance with regulations, smooth execution, and efficient operations.

Component 4 - High-End Decoration, Lighting, with Thematic features

The entrance gate will feature a grand Agra Cultural themed design using premium wood, metal, and fabric. Exhibition zones will include silk drapes, custom-printed backdrops, and prefabricated structures showcasing local handicrafts and sculptures. The stage and pavilion will have ornate designs with Mughal-style canopies, embroidered backdrops, and waterproof high-quality fabric coverings.

Garden decor will incorporate floral walls, fountains, hanging planters, and mandala patterns with lush greenery. The food court area will feature wooden and bamboo furniture, handmade lanterns, earthenware, and mini canopies. Eco-friendly biodegradable and recycled materials will be prioritized throughout.

Unique elements include live sculptures, a floral Taj Mahal replica, and selfie points reflecting Agra's cultural heritage. Fire-retardant materials and sturdy structures will ensure safety and durability. All materials will comply with ISO 9001 quality standards. *(as per Annexure-III for reference only)*

The event will feature high-powered RGB laser systems providing vibrant visual effects, dynamic patterns, and 3D projections. Controlled via DMX or computer systems, the lasers offer wide beam coverage for large outdoor venues. Safety-compliant Class 3B/4 lasers will be operated with protective measures, ensuring energy efficiency and backup power options for uninterrupted performance.

Mandate

The agency is tasked with generating extensive awareness about Taj Mahotsav 2026, attracting local residents, national tourists, and international audiences interested in Indian culture. The campaign must emphasize Agra's cultural

vibrancy and the festival's unique offerings to ensure maximum footfall and media coverage.

Tentative Bill of Quantities (BOQ) are mentioned in the Annexure 1.

The Event Management Company (EMC) shall be responsible for organizing and managing multiple events as specified in Clause 2.1 above and the scope shall include (but not limited to) the following activities:

1. Assistance in preparation of a detailed schedule (*Minute-to-Minute*) of events pertaining to the management and organization of the Taj Mahotsav under the non-exhaustive list as specified in Clause 2.1
2. Sponsorship / advertisement management – The EMC must assist Authority in securing sponsorships / advertisement opportunity for the event. The assistance required may involve but not limited to:
 - a. Creation of advertisement master plan for the event
 - b. Preparation of creatives
 - c. Preparation of decks and presentations for prospective sponsors
 - d. Identification of prospective sponsors
 - e. Workshops and meetings for sponsors at Taj Mahotsav Samiti office
 - f. Design sponsorship plans as per the market requirements to attract sponsors
3. Based on the inputs received from the Authority, preparation and presentation of detailed approved event plans. Plans to include event concept, event layout, event theme development, quality of visual appeal etc.
4. Designing of venue site plans, presentation and execution of the same post approval of the Authority.
5. Provision of the required overlay, light and sound for the events, inclusive of its bilization, installation & decommissioning and operations & maintenance.
6. Conceptualization and provision of Venue Décor and Branding plans, presentation of the concepts, designs and themes and post approval, execution of the same for every event Authority may organize during the Taj Mahotsav.
7. Design and printing of event specific branding material on flex/vinyl, post approval from the Authority. Please note the Branding and advertisement rights for the event rest with the Authority, and the Authority shall direct the EMC on the branding requirements.
8. Provision of DG sets for adequate power supply at the event venues, inclusive of their operating licenses and safety certificates, fueling and required technical operators.
9. Provision of event photography and videography services including post editing for the events along with the deployment of the required professional workforce and compilation of photographs and video reports of the event.

10. Provision, operations and maintenance of LED screens, plasma television screens and sound systems for all the events.
11. Diesel generator sets, LED boards, plasma screens, electrical works etc. as per requirement for the planned event.
12. Provision of electrical works, temporary lighting works and Air conditioning units with the required wiring and cabling along with the procurement of safety certificate and NOC's from the concerned regulatory authorities.
13. Scoping and provision of Male and Female ushers as per the requirement of event organized. The Ushers should be trained with adequate experience in events. The selected EMC shall bear the cost of the Ushers logistics, food & beverage arrangements, accommodation, travel including local travel, event uniforms etc. The uniform designs shall be approved by the Authority.
14. Scoping and Provision of service staff for Housekeeping, cleaning and waste management for the events in discussion. Their responsibilities shall be (but not limited to) –cleaning and waste management services for the venue and maintenance of all toilets deployed for the event. Procurement and supply of the required consumables shall be undertaken by the EMC. The Housekeeping staff should be trained with adequate experience. The selected EMC shall bear the cost of their logistics, food & beverage arrangements, accommodation, travel including local travel, their uniforms etc.

2.3. Project Considerations

1. The Authority shall nominate a point of contact from its management team or a team to liaise and coordinate with the selected EMC regarding planning, organization and execution of the events in discussion.
2. The selected EMC shall prepare a work plan and submit it to the Authority and its appointed representatives for review and deliberation, detailing the timelines of designing of event theme, mobilization of material, installation and de-commissioning schedule for the event.
3. All Equipment and material being installed by the selected EMC as per the requirement of the event in discussion shall be of superior quality and in excellent working condition with the required technical workforce and qualified personnel to certify the works being executed. The technical workforce shall be present during the commissioning and setup stage till the time of effective closure of the event. Details of the technical workforce shall be shared in writing with the Authority 5 days prior to the commencement of the event in discussion.
4. The event venue identified shall be made operational with all the agreed items and components 1 day prior to the commencement of the event in discussion for readiness and testing.
5. The selected EMC shall be responsible for obtaining all the necessary licenses, permissions and NOC's relating to the organization and conduct of the events in discussion and shall share copies of the permissions, licenses and NOC's to the

Authority and its appointed authorized representatives. All associated costs to be borne by the selected EMC. Any default in non-compliance of procurement of the required licenses from the concerned regulatory authority shall be the responsibility of the selected EMC, The Authority shall be identified of any such acts of Non-Compliance. The Authority shall facilitate the selected EMC in obtaining applicable licenses, permissions and NOC's.

6. The selected EMC shall digitally document the event preparation and setup process and document the proceedings of the event in a template/format which shall be shared with the Authority. A Minimum number of 100 high quality photographs per event shall be captured and submitted to the Authority digitally detailing all the aspects of the events in discussion no later than 7 days post the completion of Taj Mahotsav.
7. The selected EMC shall consider all environmental compliance requirements prior to the commencement of the fabrication works of all components. The selected EMC shall be responsible for the removal and disposal of all waste material produced. The identified venue for the event in discussion shall be retro fitted in the same way that it had been provided to the selected EMC. The Authority shall not be liable for any non-compliance on this act.
8. EMC shall not have any target-based liability for sponsorships. However, the EMC will be expected to assist the Authority with activities such as promoting the event, organizing meetings with the sponsors, utilize their market presence and contacts for securing sponsors for Taj Mahotsav Samiti.

2.4. Payment conditions

1. The selected EMC will be required to submit a Performance Bank Guarantee/ Performance Security upon acceptance of LOI/Work Order.

After award of the contract, if Taj Mahotsav Samiti in the interest of the project or because of any other need arising subsequently, at its own discretion may order in –lieu or any new item(s), subject to a condition that the value of such items(s) shall be arrived at through permissible price discovery modes. Moreover, the value of such items will not exceed 25% of the total contract value and will not give any undue benefit to shortlisted bidder.

3. Final payment will be made upon satisfactory completion of work and submission of bills with supporting documents like Photographs/Videography.

4. The Professional fee is inclusive of statutory taxes, duties, cess and levies except GST which will be paid extra by Taj Mahotsav Samiti at the rate applicable on the date of invoicing.

2.5. Technical Eligibility Criteria

Bidders must read carefully the minimum conditions of eligibility (the “Conditions of Eligibility”) provided herein. Applications of only those Bidders who satisfy the Conditions of Eligibility will be considered for review.

To be eligible for evaluation of its Application, the Bidder shall fulfil the following:

#	Eligibility criteria	Documentary proof to be submitted
1	The Bidder must be an entity legally registered for at least the last 10 years in India under the Companies Act, 1956/Partnership firm registered under the Partnership Act 1932 or Proprietorship firm or LLP under Limited Liability Partnership act of 2008.	A copy of LLP/Proprietorship/ Partnership/Company registration certificate, GST Certificate and Pan Card
2	The Bidder must have a minimum average annual turnover from Event Management Business of INR 5.00 Crores over the past three financial years.	Form 2 and financial statements from CA for the past 3 years
3	The Bidder must have provided event management services in the past 7 years for at least 3 large scale events with Government Departments of order value of minimum 1.0 Cr.	Form 3,4 & 5 and proof of execution i.e. Work Orders/completion certificate from Concerned Government Officer.
4	The Bidder should present its GSTN certificate department and should carry a valid PAN Number form the Income Tax Department.	Copy of Pan Card and GSTN Certificate
5	The Bidder must have labour registration, EPF and ESIC Registration Certificate.	Copy of Labor Registration and ESIC Registration
6	Bidder should not be blacklisted in any Government Department in last seven years	Self Declaration

Note :- Bidder who fulfill the above Technical Eligibility Criteria will be eligible for financial bid opening.

2.6. Final Bid Evaluation

Technically Qualified Bidders will be eligible for financial bid opening.

Bidder who is Technically Qualified and Financial bid is found lowest will be considered as successful bidder.

The client reserves the right to accept any proposal or reject any or all the proposals without assigning any reasons and any liability whatsoever including financial liability. The client also reserves the right to close or cancel the entire process of appointment at any point without assigning any reasons whatsoever and without any liability whatsoever.

3. Section III: Instructions to Bidders

3.1. General instructions

- i. A Bidder is eligible to submit only one Application for the Project.
- ii. The Bidder shall initiate, and actively pursue and involve itself in all investigations and enquiries, Authority feedbacks, information, convening of and attendance at meetings, and in any other activities as are or may be necessary for producing high quality work as per the requirements.
- iii. The Bidder shall carry out the services in compliance with the provisions of this Agreement. Any and all changes necessary to ensure that the Bidder's documents conform to the intent and purpose set out in the Agreement, shall be made at the Bidder's own expense. The Bidder represents that it is a professional and experienced company providing services related to organization of Taj Mahotsav in Agra, and hereby agrees to bear full responsibility for the correctness and technical merit of the services performed.
- iv. Bidders are encouraged to inform themselves fully about the assignment and the local conditions before submitting the e-Bid by paying a visit to the Authority and/or by sending written queries to
- v. Taj Mahotsav Samiti shall not be liable for any omission, mistake or error on the part of the Bidder in respect of any of the above or on account of any matter or thing arising out of or concerning or relating to e-Bid or the Selection Process, including any error or mistake therein or in any information or data given by Taj Mahotsav Samiti.
- vi. The Professional fee is inclusive of statutory taxes, duties, Cess and levies except GST which will be paid extra by Taj Mahotsav Samiti at the rate applicable on the date of invoicing.

3.1.1 Cost of Bidding

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

3.1.2 Acknowledgement by Bidder

It shall be deemed that by submitting the e-Bid, the Bidder has:

- ▶ made a complete and careful examination of the e-Bid;
- ▶ received all relevant information requested from Taj Mahotsav Samiti;
- ▶ acknowledged and accepted the risk of inadequacy, error or mistake in the information provided in the e-Bid or furnished by or on behalf of Taj Mahotsav Samiti;

- ▶ satisfied itself about all matters, things and information, necessary and required for submitting an informed Application and performance of all of its obligations thereunder;
- ▶ acknowledged that it does not have a Conflict of Interest; and
- ▶ agreed to be bound by the undertaking provided by it under and in terms hereof.

3.1.3 Availability of Bid Document

This Bid document is available on the web site <http://etender.up.nic.in> for the Bidders to view, download the e-Bid document and submit e-Bids online up to the last date and time mentioned in e-Bidder notice/ e-Bid document.

3.1.4 Clarifications of e-Bid

- i. During evaluation of e-Bid, the Authority may, at its discretion, ask the Bidder for a clarification of his/her e-Bid. The request for clarification shall be in writing.
- ii. In case the Bidder seeks for any queries, he shall send letter or e-mail to the correspondence address given in Data Sheet
- iii. However, the Authority shall not entertain any correspondence from the Bidders during the period of e-Bid opening to selection of the successful Bidder. Any wrong practice shall be dealt in accordance with the section 4.1.7 of this e-Bid document under Fraud and Corrupt Practices.

3.1.5 Amendment of e-Bid Document

- i. At any time prior to the deadline for submission of e-Bid, the Authority may, for any reason, whether at its on in iterative or in response to a clarification requested by a prospective Bidder, modify the e-Bid document by amendments. Such amendments shall be uploaded on the e-procurement website <http://etender.up.nic.in>, through corrigendum and form an integral part of e-Bid document. The relevant clauses of the e-Bid document shall be treated as amended accordingly.
- ii. It shall be the sole responsibility of the prospective Bidder to check the web site <http://etender.up.nic.in> Website from time to time for any amendment in the e-Bid documents. In case of failure to get the amendments, if any, the Authority shall not be responsible for it.
- iii. In order to allow prospective e-Bids a reasonable time to take the amendment into account in preparing their e-Bids, the Authority, at the discretion, may extend the deadline for the submission of e-Bids. Such extensions shall be uploaded on the e-procurement website <http://etender.up.nic.in> and Authorities website.

3.2. Preparation and submission of Bids

3.1.6 Language of e-Bid

The e-Bid prepared by the Bidder, as well as all correspondence and documents relating to the e-Bid exchanged by the Bidder and the Authority shall be written either in English or Hindi language. The correspondence and documents in Hindi must be

accompanied by embedded/separate Hindi font files. Only English numerals shall be used in the e-Bid.

3.1.7 Documents constituting the e-Bid

The e-Bid prepared by the Bidder shall comprise the following components:

- i. Financial e-Bid – Financial Bid as per the prescribed format given in Appendix 5.6

3.1.8 E-Bid form

The Bidder shall complete the e-Bid forms and the appropriate price schedule/BOQ furnished in the e-Bid document.

3.1.9 E-Bid currency

Prices shall be quoted in Indian Rupees only.

3.1.10 Formats and Signing of e-Bid.

- i. The Bidder shall prepare one electronic copy of financial e-Bid.
- ii. The e-Bid document shall be digitally signed, at the time of uploading, by the Bidder or a person or persons duly authorized to bind the Bidder to the contract. The latter's authorization shall be supported by attaching a scanned copy of valid proof of authorization like Power of Attorney/Board Resolution etc.

3.1.11 Deadline for submission of e-Bid

E-Bid must be submitted by the Bidder at e-procurement website <http://etender.up.nic.in> not later than the time specified on the prescribed date (as the server time displayed in the e-procurement website). The Authority may, at its discretion, extend this deadline for submission of e-Bid by amending the e-Bid document, in which case all rights and obligations of the Authority and Bidders previously subject to the deadline will thereafter be subject to the deadline as extended.

3.1.12 Submission of e-Bid

- i. The bid submission module of e-procurement website <http://etender.up.nic.in> enables the Bidders to submit the e-Bid online in response to this e-Bid published by the Authority.
- ii. Bid submission can be done only from the bid submission start date and time till the bid submission end date and time given in the e-Bid. Bidders should start the bid submission process well in advance so that they can submit their e-Bid in time.
- iii. The Bidder should submit their e-Bid considering the server time displayed in the e-procurement website. This server time is the time by which the e-Bid submission activity will be allowed till the permissible time on the last/end date of submission indicated in the e-Bid schedule.

- iv. Once the e-Bid submission date and time is over, the Bidders cannot submit their e-Bid. For delay in submission of e-Bid due to any reasons, the Bidders shall only be held responsible.

The Bidders have to follow the following instructions for submission of their e-Bid:

- i. For participating in e-Bid through the e-Bidding system it is necessary for the Bidders to be the registered users of the e-procurement website <http://etender.up.nic.in>. The Bidders must obtain a user login Id and password by registering themselves with U.P. Electronics Corporation Ltd., Lucknow if they have not done so previously for registration.
- ii. In addition to the normal registration, the Bidder has to register with his/her digital signature certificate (DSC) in the e-Bidding system and subsequently he/she will be allowed to carry out his/her e-Bid submission activities. Registering the digital signature certificate (DSC) is a one-time activity. Before proceeding to register his/her DSC, the Bidder should first log on to the e-Bidding system using the user login option on the home page with the login Id and password with which he/she has registered.
- iii. For successful registration of DSC on e-procurement website <http://etender.up.nic.in> the Bidder must ensure that he/she should possess class-2/class-3 DSC issued by any certifying authorities approved by controller of certifying authorities, Government of India, as the e-procurement website <http://etender.up.nic.in> is presently accepting DSC issued by these authorities only. The Bidder can obtain user login Id and perform DSC registration exercise given above even before the e-Bid submission date starts. The Authority shall not be held responsible if the Bidder tries to submit his/her e-Bid at the moment before end date of submission but could not submit due to DSC registration problem.
- iv. The Bidder can search for active Bids through "search active tenders" link, select a Bid in which he/she is interested in and then move it to 'My Tenders' folder using the options available in the e-Bid submission menu. After selecting and the Bid, for which the Bidder intends to e-Bid, from "My tenders" folder, the Bidder can place his/her e-Bid by clicking "pay offline" option available at the end of the view Bid details form. The Bidder should keep all the documents ready as per the requirements of e-Bid document in the PDF as per formats given in the RFQ cum RFP document.
- v. After clicking the 'pay offline' option, the Bidder will be redirected to terms and conditions page. The Bidder should read the terms & conditions before proceeding to fill in the Bid fee and EMD offline payment details. After entering and saving the Bid fee and EMD details form so that "bid document preparation and submission" window appears to upload the documents as per technical and financial schedules/packets given in the Bid details. The details of the RTGS should tally with

the details available in the scanned copy and the date entered during e-Bid submission time otherwise the e-Bid submitted will not be accepted.

- vi. Next the Bidder should upload the technical e-Bid documents for fee details (e-Bid fee and EMD), Qualification details. Before uploading, the Bidder has to select the relevant digital signature certificate. He may be prompted to enter the digital signature certificate password, if necessary. For uploading, the Bidder should click "browse" button against each document label in technical and financial schedules/packets and then upload the relevant PDF files already prepared and stored in the Bidder's computer. The required documents for each document label of technical and financial schedules can be clubbed together to make single different files for each label.
- vii. The Bidder should click "Encrypt" next for successfully encrypting and uploading of required documents. during the above process, the e-Bid document are digitally signed using the DSC of the Bidder and then the documents are encrypted/locked electronically with the DSC's of the bid openers to ensure that the e-Bid documents are protected, stored and opened by concerned bid openers only.
- viii. After successful submission of e-Bid document, a page giving the summary of e-Bid submission will be displayed confirming end of e-Bid submission process. The Bidder can take a printout of the bid summary using the "print" option available in the window as an acknowledgement for future reference.
- ix. Authority reserves the right to cancel any or all e-Bids without assigning any reason.

3.1.13 Late e-Bid

- i. Bids received by the Authority after the specified time on the Bid Due Date shall not be eligible for consideration and shall be summarily rejected.
- ii. The server time indicated in the bid management window on the e- procurement website <http://etender.up.nic.in> will be the time by which the e-Bid submission activity will be allowed till the permissible date and time scheduled in the e-Bid.
- iii. Once the e-Bid submission date and time is over, the Bidder cannot submit his/her e-Bid. Bidder has to start the bid submission well in advance so that the submission process passes off smoothly. The Bidder will only be held responsible if his/her e-Bid is not submitted in time due to any of his/her problems/faults, for whatsoever reason, during e-Bid submission process.

3.1.14 Withdrawal and resubmission of e-Bid

- i. At any point of time, a Bidder can withdraw his/her e-Bid submitted online before the bid submission end date and time. For withdrawing the Bidder should first log in using his/her login id and password and subsequently by his/her digital signature certificate on the e-procurement website <http://etender.up.nic.in>. The Bidder should then select "My bids" option in the bid submission menu. The page listing all the bids submitted by the Bidder will be displayed. Click "View" to see the details of the bid to be withdrawn. After selecting the "bid withdrawal" option the Bidder has to click

"Yes" to the message "Do you want to withdraw this bid?" displayed in the bid information window for the selected bid. The Bidder also has to enter the bid withdrawing reasons and upload the letter giving the reasons for withdrawing before clicking the "Submit" button. The Bidder has to confirm again by pressing "OK" button before finally withdrawing his/her selected e-Bid.

- ii. No e-Bid may be withdrawn in the interval between the deadline for submission of e-Bids and the expiration of period of e- bid validity. Withdrawal of an e-Bid during this interval may result in the forfeiting of Bidder's e-Bid security.
- iii. The Bidder can re-submit his/her e-Bid as when required till the e-Bid submission end date and time. The e-Bid submitted earlier will be replaced by the new one. The payment made by the Bidder earlier will be used for revised e-Bid and the new e-Bid submission summary generated after the successful submission of the revised e-Bid will considered for evaluation purposes. For resubmission, the Bidder should first log in using his/her login Id and password and subsequently by his/her digital signature certificate on the e-procurement website <http://etender.up.nic.in>. The Bidder should then select "My bids" option in the bid submission menu. The page listing all the bids submitted by the Bidder will be displayed. Click "View" to see the detail of the e-Bid to be resubmitted. After selecting the "bid resubmission" option, click "Encrypt & upload" to upload the revised e-Bids documents.
- iv. The Bidder can submit their revised e-Bids as many times as possible by uploading their e-Bid documents within the scheduled date & time for submission of e-Bids.
- v. No e-Bid can be resubmitted subsequently after the deadline for submission of e-Bids.

3.1.15 Authority's right to accept any e-Bid and to reject any or all e-Bids.

- i. Notwithstanding anything contained in this e-Bid, TAJ MAHOTSAV SAMITI reserves the right to accept or reject any Bid and to annul the Selection Process and reject all Bids, at any time without any liability or any obligation for such acceptance, rejection or annulment, and without assigning any reasons thereof.
- ii. The Authority reserves the right to reject any Bid if:
 - At any time, a material misrepresentation is made or uncovered, or
 - The Bidder does not provide, within the time specified by TAJ MAHOTSAV SAMITI, the supplemental information sought by TAJ MAHOTSAV SAMITI for evaluation of the e-Bid.
- iii. Such misrepresentation/ improper response may lead to the disqualification of the Bidder. If such disqualification /rejection occurs after the e-Bid have been opened and the highest-ranking Bidder gets disqualified / rejected, then the Authority reserves the right to consider the next best Bidder, or take any other measure as may be deemed fit in the sole discretion of the Authority, including annulment of the Selection Process.

3.1.16 Period of validity of e-Bid

- i. e-Bid shall remain valid for 90 days after the date of e-Bid opening prescribed by the Authority. An e-Bid valid for a shorter period shall be rejected by the Authority as non-responsive.
- ii. In exceptional circumstances, the Authority may solicit the Bidder's consent to an extension of the period of e-Bid validity. The request and the response thereto shall be made in writing. A Bidder may refuse the request without forfeiting its e-Bid security. A Bidder granting the request will not be required nor permitted to modify its e-Bid.

3.1.17 Correspondence with the Bidder

- i. Save and except as provided in this e-Bid, the Authority shall not entertain any correspondence with any Bidder or its Technical Partners in relation to acceptance or rejection of any e-Bid.
- ii. Subject to Clause 3.3.4 no Bidders or its Technical Partners shall contact TAJ MAHOTSAV SAMITI on any matter relating to his e-Bid from the time of Bid opening to the time contract is awarded.
- iii. Any effort by the Bidder or by its Technical Partners to influence TAJ MAHOTSAV SAMITI in the Bid evaluation, Bid comparison or contract award decisions, may result in the rejection of his Bid.

3.2 Earnest Money Deposit

- i. The Bid document should be accompanied with an Earnest Money Deposit (EMD) as mentioned in the Data Sheet of this document.
- ii. Any e-Bid not secured in accordance with above shall be treated as non-responsive and rejected by the Authority.
- iii. Unsuccessful Bidder's EMD will be returned promptly as possible after opening of the Price Bid.
- iv. The successful Bidder's e-Bid EMD will be adjusted with Performance Security to be submitted by the Bidder upon signing the contract.
- v. The EMD may be forfeited:
 - a) If Bidder (i) withdraws its e-Bid during the period of e-Bid validity specified by the Bidder on the e- bid form: or (ii) does not accept the correction of errors or (iii) modifies its e-Bid price during the period of e-Bid validity specified by the Bidder on the form.
 - b) In case of a successful Bidder, if the Bidder fails to sign the contract with the Authority.

3.3 Opening and evaluation of Bids

3.3.1 Opening of financial e-Bid

- i. The financial e-Bids of technically qualified shortlisted Bidders shall be opened in the presence of Bidders who choose to attend. The date and time for opening of financial bids will be as specified in the data sheet. The name of Bidders, percentage price quoted for various items etc. will be announced at the meeting.
- ii. The Authority will prepare the minutes of the e-Bid opening.

3.3.2 Correction of Errors

- i. Financial Bids determined to be responsive will be checked by TAJ MAHOTSAV SAMITI for any arithmetic errors. Where there is a discrepancy between the rate quoted in the Financial Bid, in figures and in words, the amount in words will prevail over the amounts in figures, to the extent of such discrepancy.
- ii. The amount stated in the Financial Bid will be adjusted by TAJ MAHOTSAV SAMITI in accordance with the above procedure for the correction of errors and shall be considered as binding upon the Bidder. If the Bidder does not accept the corrected quoted rate of e-Bid, his e-Bid will be rejected, and his Bid Security shall be liable for forfeiture in accordance with Clause 3.2v.

3.3.3 Method of Selection of Consultant:

- i. The Financial Proposals shall be opened for all technically qualified shortlisted Bidders.
- ii. Financial Proposals/Bids for all the technically qualified shortlisted Bidders will be ranked as L1, L2 and so forth.
- iii. The Bidder with the least cost proposal (L1) shall be selected and his Bid finalized after negotiation, if required. L1 Bidder shall be awarded the contract.
- iv. Financial Bids shall be opened publicly in the presence of the Bidder's representatives who choose to attend on the date as mentioned in the Data Sheet.
- v. The Evaluation Committee will correct any computational errors.

3.3.4 Contacting the Authority

- i. No Bidder shall contact the Authority on any matter relating to his/her e-Bid, from the time of the e-Bid opening to the time the contract is awarded. If the Bidder wishes to bring additional information to the notice of the Authority, he/she can do so in writing.
- ii. Any effort by a Bidder to influence the Authority in its decisions on e-Bid evaluation, e- bid comparison or contract award may result in rejection of the Bidder's e-Bid.
- iii. In the event of any information furnished by the Bidder is found false or fabricated, the minimum punishment shall be debarring /blacklisting and legal proceeding can also be initiated.

3.4 Award of Contract

3.4.1 Award Criteria

- i. The final Letter of Award (LoA) will be given to the Bidder with the least cost proposal (L1).

3.4.2 Notification of award

- i. Prior to the expiration of the period of e-Bid validity, the Authority will notify the successful Bidder in writing, by letter/e-mail/fax, that its e-Bid has been accepted.
- ii. The notification of award will constitute the formation of the contract.

3.4.3 Performance Security

- i. Prior to award of contract, to fulfill the requirement of performance security during the implementation period, the successful Bidder will deposit Performance Security amount equivalent to as mentioned in the Data Sheet of the financial Bid value in the form of Bank Guarantee drawn on any Nationalized Bank in favor of TAJ MAHOTSAV SAMITI valid for three months after completion of the Project.
- ii. Before the contract is awarded to the Bidder, an agreement will have to be signed by the Consultant at his cost on proper stamp paper.

3.4.4 Signing of contract

- i. At the same time as the Authority notifies the successful Bidder that it's e-Bid has been accepted, the successful Bidder shall have to sign the contract agreement with relevant documents. The agreement draft along with other related terms and conditions will be same as furnished in this e-Bid. Any refusal will not be allowed.

4. Section IV: General Condition of Contract

1. General Provisions

4.1.1 Definitions

- i) Unless the context otherwise requires, the following terms whenever used in this Contract have the following meanings:
 - a) “Consultant” means any private or public entity that will provide the Services to the Authority (“the Client”) under the Contract
 - b) “Contract” means the Contract signed by the Parties and all the attached documents, if any
 - c) “Government” means the Government of the Client’s country/state
 - d) “Party” means the Client or the Bidder, as the case may be, and “Parties” means both of them

4.1.2 Law Governing Contract

- i) This Contract, its meaning and interpretation, and the relation between the Parties shall be governed by the Applicable Law.

4.1.3 Language

- i) This Contract has been executed in English language, which shall be the binding and controlling language for all matters relating to the meaning or interpretation of this Contract.

4.1.4 Notices

- i) Any notice, request or consent required or permitted to be given or made pursuant to this Contract shall be in writing. Any such notice, request or consent shall be deemed to have been given or made when delivered in person to an authorized representative of the Party to whom the communication is addressed.
- ii) A Party may change its address for notice hereunder by giving the other Party notice in writing of such change to the address.

4.1.5 Authorized Representatives

- i) Any action required or permitted to be taken, and any document required or permitted to be executed under this Contract by the Client or the Advisor may be taken or executed by the officials specified in the Contract.

4.1.6 Taxes and duties

- i) The Professional fee is inclusive of statutory taxes, duties, cess and levies except GST which will be paid extra by TAJ MAHOTSAV SAMITI at the rate applicable on the date of invoicing.

4.1.7 Fraud and Corruption

- i) Definitions: defines, for the purpose of this provision, the terms set forth below as follows:

- a) "corrupt practice" means the offering, receiving, or soliciting, directly or indirectly, of anything of value to influence the action of a public official in the selection process or in contract execution;
 - b) "fraudulent practice" means a misrepresentation or omission of facts in order to influence a selection process or the execution of a contract;
 - c) "collusive practices" means a scheme or arrangement between two or more Bidders, with or without the knowledge of the Client, designed to establish prices at artificial, non-competitive levels;
 - d) "coercive practices" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in a procurement process, or affect the execution of a contract.
- ii) Measures to be taken
- a) The Client will cancel the contract if representatives of the Consultant are engaged in corrupt, fraudulent, collusive or coercive practices during the selection process or the execution of the contract;
 - b) The Client will sanction the Consultant, including declaring the Consultant ineligible, either indefinitely or for a stated period of time, to be awarded a contract if it at any time determines that the Consultant has, directly or through an agent, engaged in corrupt, fraudulent, collusive or coercive practices in competing for, or in executing, the said contract.

4.1.8 Limitation of Liability

- i) The Contract will require that the aggregate liability of the Consultant under this Contract, or otherwise in connection with the services to be performed hereunder, shall in no event exceed the total fees payable to the Consultant hereunder. The preceding limitation shall not apply to liability arising as a result of the Consultant's fraud in performance of the services hereunder.

2. Commencement, Completion, Modification and Termination of Contract

4.2.1 Effectiveness of Contract

- i) This Contract shall come into effect from the date the Contract is signed by both Parties. The date the Contract comes into effect is defined as the Effective Date.

4.2.2 Commencement of Services

- i) The Consultant shall begin carrying out the Services not later than 15 days after the Effective Date specified in the RFP or the Contract.

4.2.3 Expiration of Contract

- i) Unless terminated earlier pursuant to GC Clause 4.2.6 hereof, this Contract shall expire at the end of such time period after the Effective Date as specified in the RFP or the Contract.

4.2.4 Modifications or Variations

- i) Any modification or variation of the terms and conditions of this Contract, including any modification or variation of the scope of the Services, may only be made by written agreement between the Parties.

4.2.5 Force Majeure

- i) Definition

For the purposes of this Contract, “Force Majeure” means an event which is beyond the reasonable control of a Party and which makes a Party’s performance of its obligations under the Contract impossible or so impractical as to be considered impossible under the circumstances.

- ii) No Breach of Contract

The failure of a Party to fulfil any of its obligations under the Contract shall not be considered to be a breach of, or default, under this Contract insofar as such inability arises from an event of Force Majeure, provided that the Party affected by such an event (a) has taken all reasonable precautions, due care and reasonable alternative measures in order to carry out the terms and conditions of this Contract, and (b) has informed the other Party as soon as possible about the occurrence of such an event.

- iii) Extension of Time

Any period within which a Party shall, pursuant to this Contract, complete any action or task, shall be extended for a period equal to the time during which such Party was unable to perform such action as a result of Force Majeure.

- iv) Payments

During the period of their inability to perform the Services as a result of an event of Force Majeure, the Advisor shall be entitled to continue to be paid under the terms of this Contract, as well as to be reimbursed for additional costs reasonably and necessarily incurred by them during such period for the purposes of the Services and in reactivating the Service after the end of such period.

4.2.6 Termination

Either Party may terminate this Agreement with immediate effect by serving prior written notice to the other party if services are not possible to be rendered as per applicable laws or professional obligations.

- i) By the Authority

The Authority may terminate this Contract in case of the occurrence of any of the events specified in paragraphs (a) through (i) of this GC Clause 4.2.6.i). In such an occurrence the Client shall give a not less than thirty (30) days’ written notice of termination to the Consultant, and sixty (60) days’ in the case of the event referred to in (e).

- a) If the Consultant does not remedy a failure in the performance of their obligations under the Contract, within thirty (30) days after being notified or

within any further period as the Client may have subsequently approved in writing.

- b) If the Consultant becomes insolvent or bankrupt.
- c) If the Consultant, in the judgment of the Client has engaged in corrupt or fraudulent practices in competing for or in executing the Contract.
- d) If, as the result of Force Majeure, the Consultant is unable to perform a material portion of the Services for a period of not less than sixty (60) days.
- e) If the Client, in its sole discretion and for any reason whatsoever, decides to terminate this Contract.
- f) If the Consultant fails to comply with any final decision reached as a result of arbitration proceedings pursuant to GC Clause 4.3.ii) hereof.

ii) By the Consultant

The Consultant may terminate this Contract, by not less than thirty (30) days' written notice to the Authority, such notice to be given after the occurrence of any of the events specified in paragraphs (a) through (d) of this GC Clause 4.2.6.ii):

- a) If the Client fails to pay any money due to the Consultant pursuant to this Contract and not subject to dispute pursuant to GC Clause 4.6 hereof within forty-five (45) days after receiving written notice from the Consultant that such payment is overdue.
- b) If, as the result of Force Majeure, the Consultant is unable to perform a material portion of the Services for a period of not less than sixty (60) days.
- c) If the Client fails to comply with any final decision reached as a result of arbitration pursuant to GC Clause 4.3.2 hereof.

iii) Payment upon Termination

Upon termination of this Contract pursuant to GC Clauses 4.2.6.i) or 4.2.6.ii), the Client shall make the following payments to the Consultant:

- a) payment pursuant to GC Clause 4.5 for Services satisfactorily performed prior to the effective date of termination;
- b) except in the case of termination pursuant to paragraphs (a) through (c), and (f) of GC Clause 4.2.6.i), reimbursement of any reasonable cost incident to the prompt and orderly termination of the Contract, including the cost of the return travel of the Personnel and their eligible dependents.

3. Obligation of the Consultant

4.3.1 Standard of Performance

The Consultant shall perform the Services and carry out their obligations hereunder with all due diligence, efficiency and economy, in accordance with generally accepted professional standards and practices, and shall observe sound management practices,

and employ appropriate technology and safe and effective equipment, machinery, materials and methods. The Consultant shall always act, in respect of any matter relating to this Contract or to the Services, as faithful advisers to the Client, and shall at all times support and safeguard the Client's legitimate interests in any dealings with third Parties.

4.3.2 Confidentiality

Except with the prior written consent of the Client, the Consultant and the Personnel shall not at any time communicate to any person or entity any confidential information acquired in the course of the Services, nor shall the Consultant and the Personnel make public the recommendations formulated in the course of, or as a result of, the Services. Except as otherwise permitted by this Agreement, neither of the parties may disclose to third parties the contents of this Agreement or any information/report/advice provided by or on behalf of the other that ought reasonably to be treated as confidential and/or proprietary. Parties may, however, disclose such confidential information to the extent that it: (a) is or becomes public other than through a breach of this Agreement, (b) is subsequently received by the receiving party from a third party who, to the receiving party's knowledge, owes no obligation of confidentiality to the disclosing party with respect to that information, (c) was known to the receiving party at the time of disclosure or is thereafter created independently, (d) is disclosed as necessary to enforce the receiving party's rights under this Agreement, or (e) must be disclosed under applicable law, legal process or professional regulations. These obligations shall be valid for a period of 3 years from the date of termination of this Agreement.

4.3.3 Documents prepared by the Consultant to be the property of the Authority

- a) All plans, drawings, specifications, designs, reports, other documents and software submitted by the Consultant under this Contract shall become and remain the property of the Client, and the Consultant shall, not later than upon termination or expiration of this Contract, deliver all such documents to the Client, together with a detailed inventory thereof.
- b) The Consultant may retain a copy of such documents and software. Restrictions about the future use of these documents, if any, shall be specified in the Contract.
- c) Notwithstanding the above, it is agreed that nothing contained herein above shall be applicable to Consultant's pre-existing materials and working papers (i.e Materials owned by the Consultant which were created and developed prior to this Agreement without direct reference to the deliverables under this Agreement) which may now be incorporated by the Consultant into the final deliverables/reports or the like, supplied to the Client hereunder in the course of delivering the Services pursuant to this Agreement. However, in the event any such pre-existing material is used in the deliverables/reports provided to the Client by the Consultant, the Consultant hereby agrees to grant the Client an irrevocable, non-transferable, non-exclusive, paid-up, royalty free and perpetual license to use such pre-existing material as it exists in the deliverable/ reports prepared by the Consultant as a part of this Agreement.

4.3.4 Accounting, Inspection and Auditing

The Consultant (i) shall keep accurate and systematic accounts and records in respect of the Services hereunder, in accordance with internationally accepted accounting principles and in such form and detail as will clearly identify all relevant time changes and costs, and the bases thereof, and (ii) shall periodically permit the Client or its designated representative, up to two years from the expiration or termination of this Contract, to inspect the same and make copies thereof as well as to have them audited by auditors appointed by the Client, if so required by the Client as the case may be.

4. Obligation of the Client

4.4.1 Assistance and Exemptions

The Client shall use its best efforts to ensure that the Government shall provide the Consultant such assistance and exemptions as specified in the Contract.

4.4.2 Change in the Applicable Law Related to Taxes and Duties

If, after the date of this Contract, there is any change in the Applicable Law with respect to taxes and duties, then the remuneration and reimbursable expenses payable to the Consultant under this Contract shall be increased or decreased accordingly under this Contract.

4.4.3 Services and facilities

The Client shall make available free of charge to the Consultant the Services and Facilities as required by the Consultant to execute the Services.

5. Payments to the Consultant

Payments will be made to the account of the Consultant and according to the payment schedule stated in the Contract. The Professional fee is inclusive of statutory taxes, duties, cess and levies except GST which will be paid extra by TAJ MAHOTSAV SAMITI at the rate applicable on the date of invoicing. The payment will be made upon satisfactory completion of work and submission of bills with supporting documents like Photographs/Videography.

6. Good Faith and Indemnity

4.6.1 The Parties undertake to act in good faith with respect to each other's rights under this Contract and to adopt all reasonable measures to ensure the realization of the objectives of this Contract.

4.6.2 To the fullest extent permitted by applicable law and professional regulations, both the parties indemnify each other and their associates and employees against all claims by third parties (including each other's affiliates) and resulting liabilities, losses, damages, costs and expenses (including reasonable external and internal legal costs) arising out of the third party's use of or reliance on any report, deliverable, etc. disclosed to it by or through the parties as part of the regular interactions or for project/s purposes.

7. Settlement of Disputes

4.7.1 This Contract shall be governed by, and construed in accordance with, the laws of India.

4.7.2 Amicable Settlement

The Parties agree that the avoidance or early resolution of disputes is crucial for a smooth execution of the Contract and the success of the assignment. The Parties shall use their best efforts to settle amicably all disputes arising out of or in connection with this Contract or its interpretation.

4.7.3 Jurisdiction

Any dispute relating to this Contract or the Services shall be subject to the exclusive jurisdiction of the District court of Gautam Budhh Nagar, to which both the parties agree to submit for these purposes.

8. Fraud and Corrupt Practices

4.8.1 The Consultant and their respective officers, employees, agents and advisers shall observe the highest standard of ethics during the Selection Process. Notwithstanding anything to the contrary contained in this E-Bid, the Authority shall reject a Bid without being liable in any manner whatsoever to the Consultant, if it determines that the Consultant has, directly or indirectly or through an agent, engaged in corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice (collectively the "Prohibited Practices") in the Selection Process. In such an event, the Authority shall, without prejudice to its any other rights or remedies, forfeit and appropriate the Processing Fee, as the case may be, as mutually agreed genuine pre-estimated compensation and damages payable to the Authority for, inter-alia, time, cost and effort of the Authority, in regard to the E-BID, including consideration and evaluation of such Consultant's Proposal.

4.8.2 For the purposes of this Clause 4.8, the following terms shall have the meaning hereinafter respectively assigned to them:

- a) **"corrupt practice"** means (i) the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence the actions of any person connected with the Bidding Process (for avoidance of doubt, offering of employment to or employing or engaging in any manner whatsoever, directly or indirectly, any official of the Authority who is or has been associated in any manner, directly or indirectly, with the Bidding 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 the Authority, shall be deemed to constitute influencing the actions of a person connected with the Bidding Process); or (ii) save and except as permitted under the Clause 3.2.13 of this e-Bid, engaging in any manner whatsoever, whether during the Bidding Process or after the issue of the LOA or after the execution of the Concession Agreement, as the case may be, any

person in respect of any matter relating to the Project or the LOA, who at any time has been or is a legal, financial or technical adviser of the Authority in relation to any matter concerning the Project;

- b) “**fraudulent practice**” means a misrepresentation or omission of facts or suppression of facts or disclosure of incomplete facts, in order to influence the Bidding 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 Bidding Process;
- d) “**undesirable practice**” means (i) establishing contact with any person connected with or employed or engaged by the Authority with the objective of canvassing, lobbying or in any manner influencing or attempting to influence the Bidding Process; or (ii) having a Conflict of Interest; and
- e) “**restrictive practice**” means forming a cartel or arriving at any understanding or arrangement among Consultants with the objective of restricting or manipulating a full and fair competition in the Bidding Process.

9. Indemnity and Liability

- 4.9.1 To the fullest extent permitted by applicable law and professional regulations, both the parties indemnify each other and their associates and employees against all claims by third parties (including each other’s affiliates) and resulting liabilities, losses, damages, costs and expenses (including reasonable external and internal legal costs) arising out of the third party’s use of or reliance on any report, deliverable, etc. disclosed to it by or through the parties as part of the regular interactions or for project/s purposes.
- 4.9.2 The Contract requires that the aggregate liability of the selected Consultant under this Contract, or otherwise in connection with the services to be performed hereunder, shall in no event exceed the total fees payable to the Consultant hereunder.

5. Appendix

Form 1.1: Letter of the Proposal

Letter of Proposal

(On Bidder's letter head)

(Date and Reference)

To:

Secretary,

Taj Mahotsav Samiti,

64, Taj Road, Agra-282001, Uttar Pradesh

Sub: Submission of proposal for Appointment of Event Management Company (EMC) for organization of Taj Mahotsav at Agra in Feb 2026

Dear Sir,

With reference to your e-Bid Document dated DD-MM-YYYY, I/we, having examined all relevant documents and understood their contents, hereby submit our e-Bid for _____ (Insert name of Project)

The Bid is unconditional and unqualified.

All information provided in the Bid and in the Appendices is true and correct and all documents accompanying such Bid are true copies of their respective originals.

This statement is made for the express purpose of shortlisting for appointment as the Vendor for the aforesaid Project.

I/We shall make available to the Authority any additional information it may deem necessary or require for supplementing or authenticating the Bid

I/We acknowledge the right of the Authority to reject our application without assigning any reason or otherwise and hereby waive our right to challenge the same on any account whatsoever.

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

I/We declare that:

- I/We have examined and have no reservations to the RFP Documents, including any Addendum issued by the Authority;
- I/We have not directly or indirectly or through an agent engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice

or restrictive practice, as defined in Clause 4.8 of the E-Bid document, in respect of any Bid or request for proposal issued by or any agreement entered into with the Authority or any other public sector enterprise or any government, Central or State; and

- I/We understand that you may cancel the Selection Process at any time and that you are neither bound to accept any Bid that you may receive nor to select the Vendor, without incurring any liability to the Bidders;
- I/We certify that in regard to matters other than security and integrity of the country, we have not been convicted by a Court of Law or indicted or adverse orders passed by a regulatory authority which would cast a doubt on our ability to undertake the Project or which relates to a grave offence that outrages the moral sense of the community;
- I/We further certify that in regard to matters relating to security and integrity of the country, we have not been charge-sheeted by any agency of the Government or convicted by a Court of Law for any offence committed by us or by any of our Associates;
- I/We further certify that no investigation by a regulatory authority is pending either against us or against our Associates or against our CEO/Partners/Directors/Managers;
- I/We hereby irrevocably waive any right or remedy which we may have at any stage at law or howsoever otherwise arising to challenge or question any decision taken by Taj Mahotsav Samiti in connection with the shortlisting of Vendor or in connection with the Selection Process itself in respect of the above-mentioned Project;
- I/We agree and understand that the proposal is subject to the provisions of the E-BID document. In no case, shall I/we have any claim or right of whatsoever nature if the Project is not awarded to me/us or our Bid is not opened or rejected;
- I/We have studied e-Bid and all other documents carefully and also surveyed the Project site. We understand that, we shall have no claim, right or title arising out of any documents or information provided to us by the Authority or in respect of any matter arising out of or concerning or relating to the Selection Process including the award of the Project;
- I/We agree and undertake to abide by all the terms and conditions of the e-Bid Document.

In witness thereof, I/we submit this Bid under and in accordance with the terms of the e-Bid Document.

Date:

Place:

Yours faithfully,

(Signature, name and designation of the Authorized Signatory)

(Name and seal of the Bidder)

Form 1.2: Financial Proposal Submission Form (On Bidder's letter head)

(The bidder will submit this form duly signed and stamped with all details other than the financial quote. The financial quote will be uploaded only on the excel format shared with this RFP on the portal. Don't enclose financial quote with technical bid)

[Location, Date]

To,
Secretary,
Taj Mahotsav Samiti,
64, Taj Road, Agra-282001, Uttar Pradesh

Sub: Financial Bid for Appointment of Event Management Company (EMC) for organization of Taj Mahotsav at Agra in Feb 2026.

Dear Sir,

We, the undersigned, offer to provide the services for the above in accordance with your e-Bid dated _____, and our Bid (Response to Financial Bid). Our attached Financial Bid is as .XLS

We understand that the Authority reserves the right to negotiate the Financial Bid for the services as a whole or for individual sub components (Annexure A-Detailed Bill of Quantities) of the services.

We undertake that our Financial Bid shall be binding upon us subject to the modifications resulting from contract negotiations, up to expiration of the validity period of the Bid, i.e. 60 days from the date of submission of the e-Bid.

We undertake that, in competing for (and, if the award is made to us, in executing) the above contract, we will strictly observe the laws against fraud and corruption in force in India.

We understand you are not bound to accept any Bid you receive.

Yours sincerely,

Signature:

Name and title of Signatory:

Name & address of the Bidder

Form 2: Financial capacity of the Bidder *(on the letterhead of Bidder)*

Please provide with financial details about the Bidder along with necessary supporting documents with minimum turnover of Rs. 3 Cr every F.Y. Audited financial statement from C.A. for the last three (3) years must be attached as proof to the response. Along with that please provide financial information in the following format:

Financial Year	Annual Turnover <i>(in INR)</i>
2022 – 2023	
2023 – 2024	
2024 – 2025	

On Behalf of (Name of the Bidder)

Signature of the Authorized Person

Name:

Designation:

Contact No:

Email Address:

Form 3: Bidder's years of experience

(on the letterhead of Bidder)

The Bidder should provide events details to have a minimum 5 years of work experience in organization, planning, management and execution of events.

List of events:

#	Event/ assignment name:	Client name:	Date of event	Credential reference Page No.

Years of experience in organization, planning, management and execution of events:

.....Years

Note: Form V has to be filled for each event with necessary documentary evidence in support of the experience claimed

On Behalf of (Name of the Bidder)

Signature of the Authorized Person

Name:

Designation:

Contact No:

Email Address:

Form 4: Bidder's list of events

(on the letterhead of Bidder)

The Bidder should provide details of only those large-scale assignments/events that have been undertaken by it under its own name of minimum contract value of INR 1 Cr in the past 7 years with state or central level government departments/PSU's.

List of eligible events:

#	Assignment/ event name:	Client name:	Date of event:	Contract value (in figure & words)	Reference Page No.

Note: Form V has to be filled for each event with necessary documentary evidence in support of the experience claimed

On Behalf of (Name of the Bidder)

Signature of the Authorized Person

Name:

Designation:

Contact No:

Email Address:

Form 5: Credential format

(on the letterhead of Bidder)

[Using the format below, provide information on each assignment for which your firm, and each associate for this assignment, was legally contracted either individually as a corporate entity for carrying out Event Management services]

Assignment name/Client Name:	
Location of Event:	Total no of event setup days: Schedule of event:
Address of client:	Contract Value (INR)
Narrative description of the event with pictures:	

Note: Bidder need to provide all the supporting documents like WO/Completion certificate for each credential.

On Behalf of (Name of the Bidder)

Signature of the Authorized Person

Name:

Designation:

Contact No:

Email address:

Form 6: Declaration Letter 1

(on the letterhead of Bidder)

Declaration for not being 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 Submission.

Declaration Letter for “Appointment of Event Management Company (EMC) for organization of Taj Mahotsav at Agra in Feb 2026

Sir/Madam,

This is to notify you that our Company / LLP / Partnership / Society / Proprietorship <Please delete whichever is not applicable> intends to submit a proposal in response to “Expression of Interest for Appointment of Event Management Company (EMC) for organization of Taj Mahotsav 2026 at Agra RFP, we also declare that our Company / LLP / Partnership / Society / Proprietorship <Please delete whichever is not applicable> has not been blacklisted by any Central / State Government Department / Public Sector undertaking, as the case may be, from participating in any project, and the bar subsists as on the date of the Proposal Submission.

Sincerely,

(Signature of the Authorized Person)

(Board Resolution for the Nomination of Authorised Signatory to be submitted along with this form)

Name:

Designation:

Contact No:

Email Address:

Form 7: Declaration Letter 2

(on the letterhead of Bidder)

Declaration that, during the last three years, the Bidder has neither failed to perform on any agreement, 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 agreement nor have had any agreement terminated for breach by such Bidder.

Sir/Madam,

This is to notify you that our Company / LLP / Partnership / Society / Proprietorship <Please delete whichever is not applicable> intends to submit a proposal in response to “*Expression of Interest for Appointment of Event Management Company (EMC) for organization of Taj Mahotsav at Agra in Feb 2026*”, we also declare that our Company / LLP / Partnership / Society / Proprietorship <Please delete whichever is not applicable> has during the last three years, neither failed to perform on any agreement, nor has been evidenced by imposition of a penalty by an arbitral or judicial authority or a judicial pronouncement or arbitration award, nor been expelled from any project or agreement nor have had any agreement terminated for breach by us.

Sincerely,

(Signature of the Authorized Person)

Name:

Designation:

Contact No:

Email No:

Form 8: Financial Proposal (on the letterhead of Bidder)

(The bidder will submit this form duly signed and stamped with all details other than the financial quote. The financial quote will be uploaded only on the excel format shared with this RFP on the portal. Don't enclose financial quote with technical bid)

[Location, Date]

To,
Secretary,
Taj Mahotsav Samiti,
64, Taj Road, Agra-282001, Uttar Pradesh

Sub: Financial Bid for "Appointment of Event Management Company (EMC) for organization of Taj Mahotsav in Agra-2026

Dear Sir/Madam,

We, the undersigned, offer to provide the services for the above in accordance with your e-Bid dated _____, and our Bid (Response to Technical Bid and Financial Bid).

Our attached Financial Bid – in lumpsum rupees excluding GST / applicable taxes for the scope of work and deliverables, is as uploaded on e-bid portal in the .XLS format [inclusive of statutory taxes, duties, and levies during the contractual period except GST which will be paid extra by authority at the rate applicable on the date of invoicing, Amount in words and figures].

We understand that the Authority reserves the right to negotiate the Financial Bid for the services as a whole or for individual tasks of the services.

We undertake that our Financial Bid shall be binding upon us subject to the modifications resulting from contract negotiations, up to expiration of the validity period of the Bid, i.e. 180 days from the date of submission of the e-Bid.

We undertake that, in competing for (and, if the award is made to us, in executing) the above contract, we will strictly observe the laws against fraud and corruption in force in India.

We understand you are not bound to accept any Bid you receive.

Yours sincerely,

Signature:

Name and title of Signatory:

Name & address of the Bidder

Annexure I: Schedule of Works / Items

(Separate BOQs to be created for primary and secondary locations)

Sr.No	Description of Work / Item(s)	No.of Qty	Units
	VENUE CONSTRUCTION - FLOOR, MAIN STAGE		
1	Taj Mohotsav-10 Days Adjustable Stage decoration based on Theme (80'x 50') made with fireproof wooden ply, iron, mirror, clay, ceramic, POP, fiber resin mate etc. TECHNICAL SPECIFICATIONS : STAGE - Height from ground to Truss level 5 feet; Iron/ Steel Structure frame with Acrylic Floor / Stairs; Backdrop shall be made of Silk Screen fitted on wrought iron frame; Four wings. Masks are suggested to be molded with Fiber Glass and Colour Pigments; (Load Capacity apprx. 10 ton) Black masking on either side of stage, Stage design shall have sufficient space for logos of Sponsors.	1.00	Job
2	Banquet Table with Black cover	200.00	Nos
3	Other Closing Panel (to cordon off VVIP & ARTIST Access area) 100x8	10000.00	RFT
4	Tin Barricading/ Bamboo		
5	Mojo/Grill Barricading	10000.00	RFT
6	Step MOJO	1000.00	RFT
7	New Dark Grey / Green Agro / Red Carpet - Arena + backstage + Tracks	20000.00	Sqft
8	Venue Floor Carpeting		
9	WORKING AREA - OLD USED CARPET	5000.00	Sqft
10	Venue Floor Carpeting		
11	VIP CARPET	1500.00	Sqft
12	Venue Floor Carpeting		
13	DRY GRAY CARPET	2000.00	Sqft
14	Venue Floor Carpeting		
15	Bamboo + scaff support + Support Structure - 10' hgt for division of venue	1500.00	RFT
16	SEATING CLOSING-Black Masking		
	Stage Risers and Console		
18	Main Stage	1.00	Job
19	carpet with ply (Size : 80 x50x6) with carpet		
20	Main Stage Steps	2.00	Job
21	carpet with ply (Size: 16x8x6)		
22	Side Masking walls	1.00	Job
23	Size : 8x8		
24	Stage Extensions	2.00	Job
25	old used carpet with ply , Size : 16x12		
26	Sound Tower	2.00	Job
27	Size : 8x8		
28	Stage Skriting front	1.00	Job
29	Size : 60 x6		
30	Stage Skriting side	2.00	Job

31	Size : 40 x 6		
32	Side Steps	3.00	Job
33	as per requirement		
34	Cover lite side panel	2.00	Job
35	Size : 4x20		
36	Scaffolding	12.00	Job
37	Size : 20x 6 x 24		
38	Front Ramp	1.00	Job
39	Size : 12x8x6		
40	LED Screen Platform	1.00	Job
41	Platform with carpet on top Size : 50x4x6		
42	LED Screen Platform	2.00	Job
43	Platform with carpet on top Size: 12x4x2.5		
44	SFX STAGE	1.00	Job
45	with Dark Grey Carept / Black Flex finish, Size : 80x4x4		
46	SFX STAGE	1.00	Job
47	Skirting made up of wood with cloth finish - front, Size : 60x4		
48	SFX STAGE	2.00	Job
49	Skirting made up of wood with cloth finish - Sides, Size : 4x4		
50	Camera Riser	4.00	Job
51	Platform With Black Carpet, Black Masking - behind, Size :12x8x4		
52	Camera Riser	4.00	Job
53	Masking, Size : 4x6		
54	Truss base masking	8.00	Job
55	Size : 12x4		
56	Mesh Cloth for Covering	4.00	Job
57	Size : 80x80		
58	SIDE MASKING	4.00	Job
59	Black Masking - ARTIST ENTRY, Size : 12x16		
60	SIDE MASKING	1.00	Job
61	BEHIND SOUND TOWER, Size : 12x22		
62	SIDE MASKING	1.00	Job
63	LED WINDOW, Size : 20x22		
64	SIDE MASKING	2.00	Job
65	Black Masking, Size : 22x22		
66	DRUM - Rolling Riser - on Lockable Wheels	2.00	Job
67	Rolling Riser with Lockable Wheel, Size : 8x8x1.5		
68	DRUM - Rolling Riser - on Lockable Wheels	1.00	Job
69	Sides of Riser with Black Cloth & Step		
70	DRUM - Rolling Riser - on Lockable Wheels Sides of Riser with Black Cloth & Step	3.00	Job
71	Rolling Riser with Lockable Wheel, Size : 8x8x1.5		
72	DRUM - Rolling Riser - on Lockable Wheels Sides of Riser with Black Cloth & Step	1.00	Job
73	Sides of Riser with Black Cloth & Step		
74	Media Riser	1.00	Job
75	Size : 40x8x6		
76	Console Riser	1.00	Job
77	Size : 24x16x2.5		

78	Console Masking front	1.00	Job
79	Size : 24x6.5		
80	Console Masking side	2.00	Job
81	Size : 16x6.5		
82	Carpet on the floor	1.00	Job
83	Size : 48x24		
	SOUND REQUIREMENT		
85	PA System for 8000-10000 Pax - K2, KSL, E15, Panther OR SIMILAR	1.00	Job
86	Front fills	1.00	Job
87	Stage monitors	6.00	Nos
88	Side fills with subs	2.00	Pair
89	Subs (Drums)	1.00	Nos
90	Powered monitors for shoutout	2.00	Nos
91	IEMS - Sennheiser 2000 with Headphone	10.00	Nos
92	MICS - Sennheiser 6000 Series Wireless	12.00	Nos
93	MICS - Sennheiser E945	6.00	Nos
94	MICS - Sennheiser E835	6.00	Nos
95	MICS - Shure SM57	3.00	Nos
96	Drumkit microphone set - Sennheiser 900	1.00	Nos
97	DI - BSS	12.00	Nos
98	Sound Mixer / Programming Board	2.00	Nos
99	DiGiCo - SD10 OR PM7 with SD rack only		
100	Monitor Console	1.00	Nos
101	Venue S6L 32D/24 D (Along with server)SD-10, D-Live With all Assocries OR SIMILAR		
102	Sound Engineer	2.00	Nos
103	Pioneer CDJ Nexus 2	4.00	Nos
104	Pioneer DJM 900 Nexus 2	1.00	Nos
105	Wireless Microphone	1.00	Nos
106	Dj Headphone	1.00	Nos
107	PodiumGoose Neck mic	2.00	Nos
108	Cordless Mics - For Host / MC	2.00	Nos
109	Lapel Mics	2.00	Nos
110	Headset Mic	2.00	Nos
111	Sound distribution box - 16 / 24 chnnnel	1.00	Nos
112	DJ Gear - For Walkin Walkout Music	1.00	Set
113	CLEAR COM	8.00	Nos
114	Drumkit 6pcs. - Tama/Pearl Reference/Pearl	1.00	Nos
115	Keyboard - Montage 7/8 Amps	2.00	Nos
116	Keyboard - Roland KC550	2.00	Nos
117	Guitar - Fender Twin Reverb/Mesa Boogie/JCM	1.00	Nos
118	Bass - Hartke 4x10 Cabinet	1.00	Nos
119	Stands	1.00	Nos
120	Guitar Stands	2.00	Nos
121	Keyboard (Double stand) spider	1.00	Nos
122	Keyboard (Single stand)	1.00	Nos
123	Notation Stand	4.00	Nos
124	All Sound Cables & Connectors Should be Monster or Neutrik	1.00	Job
125	D.I. Box BSS	15.00	Nos

126	Cassette Deck Laptop with 1 TB RAM, 6 GB ROM, I5 Configuration	2.00	Nos
127	Graphic Equiliser	1.00	Nos
128	Podium (Transluscent)	1.00	Nos
129	Head Phone	2.00	Nos
130	Announcement system with loudspeakers	12.00	Nos
	Lighting Equipment -		
	To Include Necessary Dimmer Packs / Lighting Desk's / Cables & Technician		
133	Stage light and Sound Par Lights-	64.00	Nos
134	High-powered RGB laser systems providing vibrant visual effects, dynamic patterns, and 3D projections. Controlled via DMX or computer systems, the lasers offer wide beam coverage for large outdoor venues. Safety-compliant Class 3B/4 lasers will be operated with protective measures, ensuring energy efficiency and backup power options. (As per RFP Annexure IV: Photographs of Event Lighting) for stage and venue	4.00	N
135	Proper Cableing WITH CABLE MANAGER	1.00	Job
136	Truss 100x100 ft 1010mm x 520mm with multiple center beam, hight 45 ft with Water blast invclude all safty norms	1.00	Nos
137	Beam Lights Around	10.00	Nos
138	Vedio Projector with three cameras 4K Streaming	3.00	Job
139	Scapfold for support structure for backdrop & LEDS 100X40X2 layer with proper masking	1.00	Job
140	Medium	44.00	Nos
141	Narrow	50.00	Nos
142	WARM INDUSTRY STANDERD	50.00	Nos
143	Ground row with diffused filters	16.00	Nos
144	Lights with scrollers	8.00	Nos
145	Haze machines with blowers	4.00	Nos
146	Light Dimmers for stage	6.00	Nos
147	Flat Fluid spot 2.5 Kw.	2.00	Nos
148	Kramer Switcher	2.00	Nos
149	Kramer Spiliter	4.00	Nos
150	LED Par cansSTAGE + SIDE PANLES	96.00	Nos
151	Martin mac aura Moving washWash	36.00	Nos
152	Moving head spot 3in 1Led Moving Head	32.00	Nos
153	StrobeRGBW stobe	12.00	Nos
154	Haze Smoke FactoryHaze with Fan	6.00	Nos
155	DMX FansDMX FANS	4.00	Nos
156	Mole 4 wayMole 4 way	16.00	Nos
157	Profiles	12.00	Nos
158	Follow400W led	2.00	Nos
159	Lighting Programming BoardGrand Ma 3 Lite / Grand Ma 2	1.00	Nos
160	Lighting Operator Assistant	1.00	Nos
161	BussBar	1.00	Nos
162	HoistHOIST - (Fixed Speed Electric Hoist)	6.00	Nos

163	RGB 60 Watts Pure Diode - with standalone operation available with time switch,	4.00	Nos
164	ILDA in/through and LAN connection		
165	RGB 40 Watts Pure Diode - with standalone operation available with time switch,	2.00	Nos
166	ILDA in/through and LAN connection		
167	EFFECT LASER	6.00	Nos
	VIDEO REQUIREMENT		
169	LED Wall for main stage size 50' X 16' (P3) - days	800.00	sqft
170	LED Side Walls for main stage size 6' X 16 (6 No.)	576.00	sqft
171	I MAC DELAY LED 3.9mm - ourdoor10 X 8ft	2.00	Nos
172	Watchout / Resolum Serversas required	1.00	Job
173	LED Controllers / Processors - 4KAccordingly	1.00	Job
174	Seamless Switcher with SDI InputAccordingly	1.00	Job
175	Preview MonitorsAccordingly	2.00	Job
176	LaptopAccordingly	4.00	Job
177	42" plasmas with Teleprompter softwareAccordingly	2.00	Job
	Camera Set up		
179	HD Broadcast Camera - to include preview monitors & camera man - Including rehearsals days	3.00	Job
180	Online Editing setup	1.00	Job
181	Vision Mixer	1.00	Job
182	Photographer	2.00	Job
	SFX REQUIREMENT		
184	Magic Fx - CO2 Jets II	8.00	Job
185	Magic Fx - Stadium Shot II	4.00	Job
186	DMX Blowers	8.00	Job
187	XL - Circle Flamer / XL - Stright Flame	6.00	Job
188	Spark Machine	8.00	Job
189	Spark Fall	12.00	Job
190	Low Fog	6.00	Job
191	MA Dot2	1.00	Job
192	CO2 Cylinder	32.00	Job
193	Cloth framed screens with projector	4.00	Nos
194	For Shilpi Canteen Garden Chairs Without Armrest	100.00	Nos
195	Tables 3'X2' SqFeet	50.00	Nos
196	Kanat covering around shilpi canteen	1.00	Job
197	High arrangement LED Lights	50.00	Nos
198	Aluminum structure Roofing With decore for the audience Clear hight 35 ft	30000.00	Sqft
199	Mobile vacuum toilets for artists/ VIP	5.00	Nos
200	Cloth masking for back stage 160'x40'	1.00	Job
201	Sofa set (theme based) 3 seater	100.00	Nos
202	Banquet chairs with cover	3000.00	Nos
203	Garden Chairs	3000.00	Nos
204	Central table	20.00	Nos
205	Barricading with iron pipe (covered with cloth) and with iron jali of 4' to 5' height 2000 R/ft.	1.00	Job
206	Event barricades Mozzo 4' to 5' height 1000 R/ft.	1.00	Job

207	Projector Screen/LED Screen (High Resolution with optimum clarity, pole mounted) 12'x8' with complete operational system	12.00	Nos
208	Synthetic carpet (new) 120000 Sq. Ft.	1.00	Job
209	Food stall of 12'x15' size made of GI Tin covered with cloth on all sides	10.00	Nos
210	Stall allotment office/ Media center with furniture having size 18'X9'.	3.00	Nos
211	Fire Tender enclosure 18'x12'	2.00	Nos
212	First aid fire fighting systems (like Co2 type, ABC type etc) as per site requirement	1.00	Job
213	Police Thana and CCTV control room 30'x15'	1.00	Job
214	Establish a fully furnished VIP/Chairman's camp office with a 3-seater sofa set, three tables, two ceiling fans, and chairs. The setup should accommodate a minimum of 15 persons comfortably.	1.00	Job
215	Electricity control room 18'x20'	2.00	Nos
216	Tin boundary 24000 R/Ft.	1.00	Job
217	Reception/ Enquiry/ Control room 10'x10' with PA System	1.00	Job
218	Octonum Stalls Dimensions: 3x3 meters each Installation: Indoor placement within a secure space with a proper platform for safety and wind protection. Furnishings: 1 table and 2 chairs per stall Additional Features: Inside the tin frame included for enhanced aesthetics and structural integrity.	500.00	Nos
219	Printed Facia for Octonum Stalls & Pagoda with Shop numbers. Taj Mahotsav branding and other decorative elements. All stalls to be decorated using all the promotional material collateral of Taj Mohatsav 25 with exact size of the constructed stall, like side walls, back walls, side pillars, stall facia stall name.	500.00	Nos.
220	Pagoda Stalls (water proof) Dimensions 6X6 meters each Installation: Indoor placement within a secure space with a proper platform for safety and wind protection.	150.00	Nos.
221	Mirror 5'x3' for green rooms	4.00	Nos
222	Security personnel- Guard	60.00	Nos
223	Security personnel- Gun Man with legal license	10.00	Nos
224	Security personnel- Supervisor	5.00	Nos
225	Coloured CCTV camera with complete recording & operating system for Mela Ground and Parking Area (100 Nos.)	1.00	job
226	Walky-Talky (range 4 km.)	30.00	Nos
227	DFMD	6.00	Nos
228	Hand Held Metal Detector	6.00	Nos
229	Interior decoration based on theme , Decoration with statue, mask & wall painting /hanging in traditional / folk style, internal direction signages.	1.00	Job
230	Silent generators (AVR system) 62 KV with fuel	5.00	Job
231	Light Poles along with metal halide lights	100.00	Nos
232	Semi High Mast Lights	20.00	Nos
233	Halogen 500 watts	200.00	Nos

234	LED Lights 23 Watt (to be provided in all stalls and other places)	1200.00	Nos
235	Three phase main line (all underground wiring)	1.00	Job
236	Decoration lights (jhalar) on trees, front facade and boundary walls of the venue, light decoration from temporary gate to Mahotsav exit gate.	1.00	Job
237	Media Platform 12' height erected with ballis with 3'x3' top wooden platform with ladder and parapet of 3' height on the top	1.00	Job
238	Construction of Main Gate (design based on Theme) size 40' x 20' Material :- iron / steel /Wood & plywood / mix medium / structure frame, size of Entry Gate 6' x 15'	2.00	Nos
239	Attractive Platform for puppet show size 8*6 sqft, covered with cloth from three side, with PA sound system.	1.00	Nos
240	Making of proper ticket window with G.I. tin sheet covered with cloth on all sides with 8 counters, Display Boards, Table, chair with cloths.	2.00	Nos
241	Covered Dustbins (big size) for whole mela ground.	40.00	Nos
242	Adequate cleaning and picketing in the entire premises and proper disposal of garbage from the stalls. Cleaning of the toilets and sufficient staff.	1.00	Job
243	Two Green Rooms near main stage 25x15 ft each with two takhat (4x8 ft each), two mirror, four tables, 10 chairs mating floor and sheets.	1.00	Job
244	For main stage, A super stage 24x16 ft., with height about one feet with neat frills, carpet and cloth sheets. This would be used as per program requirment. Four labours must be kept in ready to go position during the program	1.00	Job
245	Barricading for open stall	1.00	Job
246	Police canteen Food stall	1.00	Job
247	Balli Barrier on road for traffic control.	1.00	Job
248	Arrangement of press conference catering for 200 person	1.00	Job
249	Balli Barrier on road for traffic control.	1.00	Job
250	Selfie points reflecting Agra's cultural heritage (10 nos.) , Flower spots (10 nos.), Refrence images as per RFP Annexure III Photographs of Event Décor and Selfe point.	1.00	Job
251	High end Decoration includiing silk drapes, custom-printed backdrops, and prefabricated structures showcasing local handicrafts and sculptures. decor will incorporate floral walls, fountains, hanging planters, and mandala patterns with lush greenery. Unique elements include live sculptures, a floral Taj Mahal replica, . Fire-retardant materials and sturdy structures will ensure safety and durability. All materials will comply with ISO 9001 quality standards.	1.00	Job

252	Light decoration Link roads, and Trees :- Chakari Running Light – 40 Nos., LED Parcans – 100 Nos. HMI White Light – 150 Nos., LED White Light – 175 Nos. LED Warm White Light – 100 Nos. LED Tube Light – 350 Nos., Mini Jhalar – 1500 Nos. Sharpy – 12 Nos. Color Pixel – 60 Nos. LED Bulb – 1200 Nos. SMD Light – 1200 Nos. T- Stand – 30 Nos. Change Over, Busbar. Whole venue to be lit up properly, it should look like Stadium in night. if required the EMA would install more light as per requirement of the Venue.	1.00	Job
253	Branding (Print)	10000.00	Sqft
254	Comfortable and Appropriate Working Office & VIP Lounge for a Minimum of 20 Persons.	1.00	Job
255	Appropriate/Comfortable Sitting Arrangement, Consultation desk, and necessary furniture for First Aid in (Permanent Structure as provided by Taj Mahotsav Committee) for First Aid along for one qualified Doctor & Nurse and necessary medicines, equipment's etc.	1.00	Job
256	Power Back up:-• Silent Generators with capacity of 125 KW each with operator and diesel. Arrangement for un interrupted power supply.	3.00	nos
257	Silent Generators with capacity of 63 KW each with operator and diesel. Arrangement for un interrupted power supply.	5.00	nos
258	Toilet Arrangements:-. 15 Portable Toilets to be installed for visitors (Ladies & Gents both).	1.00	job
259	If anything would be required any additional elements in technical than that would be charge on Actual (As per requirements of Artist)	1.00	job
260	Photography & Videography	1.00	job
261	Arrangement to organise the event in case of rain	1.00	job
262	On Stage / VIP Refreshment: EMA will provide Bisleri/ Aquafina/Patanjali water bottles for VIP's, artist on stage and green room. EMA will also make necessary refreshments arrangements for evening cultural program. Hi-tea for VVIP, Media, Sponsors & Artists tac. (18 Feb-27 Feb 2026) for 10 Days for 250 persons.	1.00	job
263	Fatehpur Sikri and Bateswar - 1 Day Each Stage	1.00	Job
264	Lighting	1.00	Job
265	Sound System	1.00	Job
266	Theme Based Decorations	1.00	Job
267	Photography - 1 Nos	1.00	Mandays
268	Videography - 1 Nos	1.00	Mandays
269	3 Staff	3.00	no
270	On Stage / VIP Refreshment: Hi-tea for VVIP, Media, Sponsors & Artists tac. EMA will provide Bisleri/ Aquafina/Patanjali water bottles for VIP's, artist on stage and green room. EMA will also make necessary refreshments arrangements for evening cultural program.	1.00	per day

271	Flower Decoration:- All Entrance and Exit Gates to be decorated with props and flowers for the Inaugural Function. Flora Design, One Big Floral Centre pieces. Stage Facia with Taj Mahotsav 2025 by original flowers.	1.00	job
272	Branding	1000.00	Sqft
273	Sadar Bazar - 13 Days Open Stage	1.00	Job
274	Stage Decoration	1.00	Job
275	Stage Furniture & other sitting Arragement - 400 nos	1.00	Job
276	Barricade with wooden Balli	200.00	Rmt
277	Branding	1000.00	Sqft
278	Lighting if required	1.00	Job
279	Sound System	1.00	Job
280	Photography - 1 Nos	13.00	Mandays
281	Videography - 1 Nos	13.00	Mandays
282	5 Staff	5.00	nos
283	Numbers of white double seater sofa with broad arm rest.	4.00	nos
284	Numbers of banquet dunlop chairs with white cover and tri-color ribbon.	500.00	nos
285	Other arrangements:- All necessary arrangements and required items for Opening Ceremony like decorative tray, scissor, ribbon, flower decoration, etc. One Large size Taj Mahotsav 2025 branding Gas Balloon to be anchored with ropeat the min height of 100 Ft.	1.00	per job

Annexure II: Site Location Details

1. Taj Mahotsav Venu - 27°09'58"N 78°03'16"E



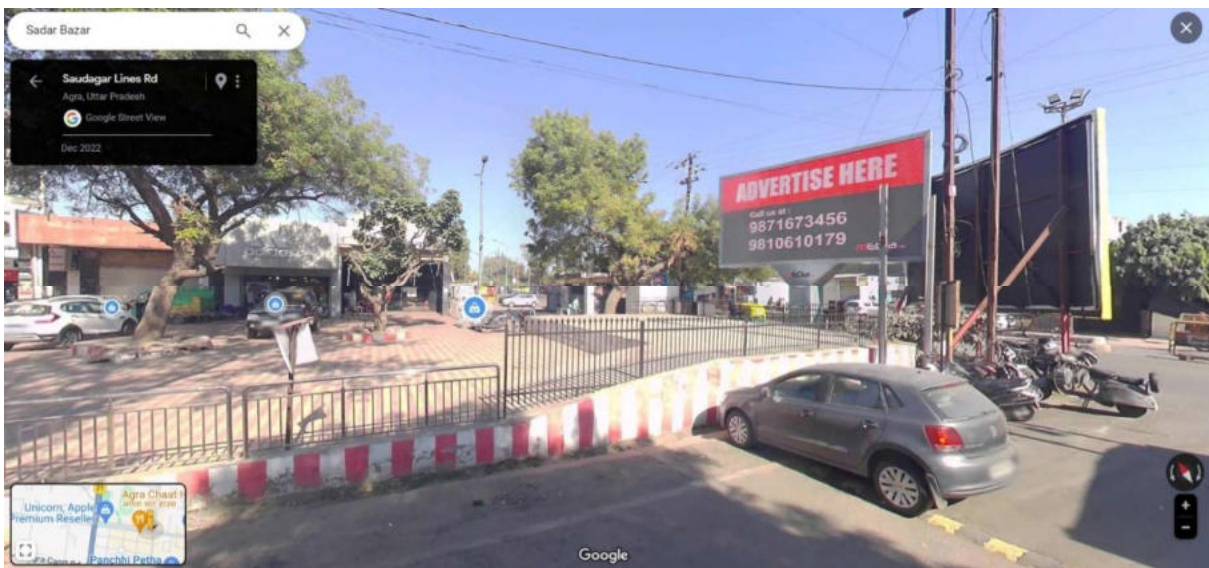
2. Bateswar,



3. Fatehpur Sikri,



5. Sadar Bazaar - 27.159060, 78.013202



Annexure III: Photographs of Event Décor and Selfe point.



Annexure IV: Photographs of Event Lighting

