Request to Bid (Tender)

for

Selection of Agency

for Organizing and Managing

Vibrant Gujarat Global Trade Show

2027 on turnkey basis.

Doc No.
IEB/VGGTS2027/2026/01

BID INVITING ORGANISATION

iNDEXTb
Industrial Extension Bureau
Block No.18, 2nd Floor
Udyog Bhavan, Sector-11
Gandhinagar, Gujarat.

Chapter 1

Notice Inviting Proposal

1. **Bid invited by:**

   Industrial Extension Bureau (iNDEXTb), is a Govt. of Gujarat Organization under Industries and Mines Department of Government of Gujarat and is acting as the nodal organization for organizing Vibrant Gujarat Global Summits since 2003.

2. **Description of work:**

   Selection of Agency for Organizing and Managing on turnkey basis Vibrant Gujarat Global Trade Show 2027 to be organized as a part of Vibrant Gujarat Global Summit 2027 in Gandhinagar in the Month of January 2027 on turnkey basis. Proposed dates for the Summit are 10-12, January, 2027 and the exhibition/tradeshow will be organized concurrently from 9th to 13th January 202 2027.

3. **Schedule**

Issue of RFP document	01.09.2026, 1600 HRS
Online bid submission deadline	16.09.2026, 1600 HRS
Deadline for physical submission of technical bid documents	16.09.20266, 1600 HRS
Pre-bid meeting at iNDEXTb office in Gandhinagar	08.09.2026, 1600 HRS
Opening of technical bid online	16.09.2026, 1600 HRS
Opening of financial bid	Will be intimated later

4. **Access to bid documents**

   Bid documents are available online on organizations website www.indextb.com and on www.nprocure.com portal

5. **Tender fee**

   a) Tender fee is ₹ 10,000/- non-refundable

6. Tender fee to be deposited by Demand draft in the favour of “Industrial Extension Bureau” payable at Gandhinagar

7. **Earnest Money Deposit (EMD)**

   a) Earnest money deposit is ₹ 20,00,000/- Refundable (without interest)

   b) EMD to be deposited by Demand draft in the favour of “Industrial Extension Bureau” payable at Gandhinagar from nationalized scheduled bank

   c) EMD can be deposited in the form of BG (bank Guarantees).

8. **Submission of RFP**

a) Technical bid documents including documents proving eligibility criteria to be submitted in hard copy to the iNDEXTb office as per the deadline mentioned

b) Tender fee and EMD Demand Draft to be submitted to iNDEXTb office (as per the deadline mentioned) after uploading its details online on www.nprocure.com portal

c) Financial bid to be submitted online only on www.nprocure.com portal as per the deadline mentioned

9. Eligibility criteria

a) Relevant Experience

i. Bidder should have minimum **10 years** of experience in the field of organizing and managing exhibitions as on last date of bid submission

ii. Joint ventures are not allowed

b) Financial standing

i. Bidder should have an average annual turnover of **₹ 75 Crore** for three financial year 2022-23, 2023-24 and 2024-25.

ii. Bidder Firm should not have suffered any financial loss for more than one year during these three years, ending on 'The Relevant Date'.

iii. Bidder submitting their bid shall not be under liquidation, court receivership or similar proceeding.

c) Capability

i. Bidder should have completed similar work as mentioned in the "Schedule of Requirement" in last 5 years with total area of 1,00,000 Sq. mt. net saleable area (in various exhibitions) with following provision

a. For calculating 1,00,000 Sq. mt area, only those events having net saleable area greater than 15,000 sq.mt will be considered;

ii. The experience in marketing, selling, designing and setting up of exhibition / trade show/BSM will be given preference.

d) Other eligibility criteria

i. The bidder should be an income tax payer and should have filed IT returns for the above three assessment years

ii. Bidder must have valid GST registration number

iii. The bidder should not have been blacklisted by any State Government, Central Government or any other Public sector undertaking or a Corporation or any other Autonomous organization of Central or State Government

10. Right to amend or withdraw

The Department reserves the right to amend or withdraw any of the terms and conditions contained in the Tender Document or to reject any or all tenders without assigning any reason. The decision of the Industrial Extension Bureau in this regard shall be final and binding on all.

11. Registration for bidding

Bidders who wish to participate in this e-tender will have to register on https://indextb.nprocure.com. In case, the bidders need any clarification or for training requirement for participating in e-tender, they may contact the following office:

(n)Code Solutions (A DIVISION OF GNFC LTD.)
403, GNFC Info Tower, S. G. Road, Bodakdev, Ahmedabad – 380 054 (Gujarat)
Phone: 079-2685 7316 / 17 / 18 (Ext.: 515, 565, 525)

Managing Director

Industrial Extension Bureau (iNDEXTb)

Chapter 2
Introduction

a) Vibrant Gujarat Global Trade Show

The Government of Gujarat biennially organizes global summit - Vibrant Gujarat Summits – since year 2003. Over the years, this Summit has emerged as one of the important Summits taking place in India and having participation from International and National Companies, Academicians, Technocrats, Administrators, Policy Makers, etc.

On behalf of the Government of Gujarat, Industrial Extension Bureau (iNDEXTb) – a Government of Gujarat Organization under the Industries and Mines Department of the Government of Gujarat is acting as the nodal agency for the Summits since the first such summit organized in the year 2003.

Concurrently with the Summit, an Exhibition is also organized for about 4-5 days, where in companies, organizations, governments, institutions from India and abroad participate to showcase their technologies, innovations, investment opportunities, investment potential etc and to have meaningful business to business interactions.

Over the years, the exhibition has witnessed increased participation and has been organized in larger areas year after year.

Exhibition concurrent to Previous Summits	Gross Area (Sq. Mtr)
2013	~1,04,000
2015	~1,25,000
2017	~1,50,000
2019	~2,00,000
2022	Postponed
2024	~1,60,000

The 10th edition of the Summit was organized in the year 2024 (January 2024). During the exhibition organized along with the Summit, more than 1100 national and international companies participated and more than 16,00,000 footfalls during the course of 05 days of the exhibition occurred. Visitors included representatives of Leading Companies participating in VG: 2024 Summit, foreign delegates, representatives of SMEs in various sectors across the country, young entrepreneurs, academic institutes, etc.

Next Summit would be organized in January 2027 in Gandhinagar, Gujarat. For this Summit, it has been planned to organize a Vibrant Gujarat Global Trade Show 2024 in an area of over 1,60,000 sq. mt. at Exhibition Ground, Sector 17, Gandhinagar, Gujarat.

The exhibition during 2019 Summit was organized by setting up of combination of semi-permanent and temporary structures. All the structures were air-conditioned. 2024 exhibition would also be organized in already existing semi-permanent

domes and by setting up of additional temporary structures with air-conditioning facilities by successful applicant, if required.

Gujarat, in addition to promote new investment, is also committed to promote business in the State and India through increased trading activities in agriculture, manufacturing and services sectors. Also Government is committed to promote exports from the State thereby contributing to the Indian economy. Thus, under Vibrant Gujarat Summit, Government of Gujarat may organize Buyers-Seller Meets, Reverse Buyers Sellers Meet and Vendor Development as part of the Vibrant Gujarat Global TradeShow 2027.

Support from various organization is envisaged in making the organizing of the above events successful especially from Ministry of Commerce and Industry, Government of India; various trade promotion councils, chamber of commerce and industry, etc.

iNDEXTb as Nodal Organization for Government of Gujarat for organizing the Summit will be coordinating various activities related to the same with different committees, and government departments and its organization.

b) Objective of the RFP

The purpose of the RFP is to invite interested and qualified agencies as applicants to submit proposals for the right to provide services to iNDEXTb. Services are sought in connection with organizing the Vibrant Gujarat Global Trade Show concurrently with Vibrant Gujarat Global Summit 2027 as described in Scope of Work mentioned in Chapter 6 and on the terms and conditions set out in the bid document.

The successful agency will be allowed to collect and retain the rental received from the participating organizations in the Trade Show/Exhibition. Rental for participation will be charged at the finalized rates for various categories mentioned in this RFP.

Against the allowing of retaining the proceedings received from rental and participation, the successful agency will have to incur expenditure towards venue booking (for the period as mentioned in this document), for all other works mentioned in the scope of work.

The successful agency will have to bid for the royalty amount they will provide to the Government of Gujarat / Nodal Organization on behalf of Government of Gujarat. The bidder bidding for highest amount of Royalty above the minimum amount may be adjudged successful after the outcome of QCBS Process of selection.

Chapter 3

Instructions to Bidders (ITB)

1. Clarification of Tender Document

a) A prospective bidder requiring clarification on the tender documents may notify to iNDEXTb in writing 48 hours before the bid closing date and time.

b) If there is any ambiguity or contradiction found/observed in the RFP document between technical proposal and financial proposal, the bidder shall bring it to the notice of the iNDEXTb/Consultant appointed by the iNDEXTb 48 hours before the bid closing date and time.

c) A response to the query will be published on the iNDEXTb website.

2. Amendment of the tender document

a) At any time prior to the date of submission of bids, iNDEXTb may, whether at his own initiative or in response to a clarification sought by a prospective bidder, amend bid documents by issuing a corrigendum.

b) The corrigendum shall be published on the iNDEXTb website.

c) When the amendment/modification changes the requirement significantly and /or when there is not much time left for the tenderers to respond to such amendments, and prepare a revised tender, the time and date of submission of tenders are also to be extended suitably, along with suitable changes in the corresponding timeframes for receipt of the tender, tender validity period, and so on, and validity period of the corresponding EMD/bid security.

3. Bid validity

a) A bid shall remain valid for 90 days

b) In exceptional circumstances, the consent of the bidder may be requested in writing for an extension to the period of bid validity. Such requests will be made much before the expiry of the bid validity. The bid security provided shall also be suitably extended.

c) A bidder accepting the request and granting extension shall not be permitted to modify his bid.

4. Tender Fee

a) Tender fee is 10,000/- non refundable

5. Tender fee to be deposited by Demand draft in the favour of “Industrial Extension Bureau” payable at Gandhinagar.

6. Earnest Money Deposit (Bid Security)

a) The Earnest Money Deposit is required to protect the Purchaser's interests against the risk of bidder's conduct, which would warrant forfeiture of the bid security.

b) Earnest money deposit is ₹ 20,00,000/- Refundable

c) EMD to be deposited by Demand draft in the favour of “Industrial Extension Bureau” payable at Gandhinagar.

d) The amount deposited as bid security shall carry no interest during the entire period it remains with iNDEXTb.

e) EMD of the unsuccessful owner will be refunded without interest within reasonable time after final decision of the tender

f) EMD of the successful bidder will also be returned without interest within reasonable time after final decision of the tender or will be adjusted against the Security Deposit, royalty sum payable.

g) EMD shall be forfeited:

I. If the bidder withdraws his bid during the period of bid validity; or

II. In the case of a successful bidder, if the bidder fails to sign the contract and/or fails to furnish performance guarantee in accordance to the relevant clauses of the documents(s).

7. Withdrawal, substitution and modification of Tenders

a) The tenderer, after submitting the tender, is permitted to withdraw, substitute or modify the tenders in writing without forfeiture of Bid Security/EMD, provided these are received duly sealed and marked like the original tender, up to the date and time of receipt of the tender.

b) Any such request received after the prescribed date and time of receipt of tenders will not be considered.

c) No bid may be withdrawn in the interval between the deadline for submission of bids and expiration of the period of bid validity. Withdrawal of a bid during this period will result in forfeiture of the bidder's bid security (EMD) and other sanctions.

8. Cost of bidding

a) The Bidder shall bear all costs associated with the preparation and submission of the bid.

b) iNDEXTb in no case will be responsible for these costs regardless of the conduct or outcome of the bidding process.

9. Language

a) All Proposals, correspondence and documents related to proposals, shall be written in the English language.

b) Supporting documents and printed literature furnished by the Bidder may be in another language; provided they are issued by competent agencies and their English translation is provided

10. Currency of bidding

a) Price shall be quoted in Indian Rupees (₹)only

11. Summary rejection of bid

a) One or more of the following reasons will render a bid liable to be rejected summarily:

I. A bid not secured in accordance with EMD.

II. If Demand Draft towards the tender document fee is not submitted before the date and time as mentioned in the notice inviting RFP.

III. A Conditional bid or a bid with conditions other than those specified in the RFP documents

IV. A bid received with validity for a shorter period than prescribed.

V. Documents establishing eligibility are not submitted.

VI. Any attempt to negotiate directly or indirectly by bidder with the authority to whom the tender is submitted or with the authority who is competent to accept the tender or endeavours to secure interest for actual or prospective tender or to influence by any means will disqualify the tender and same will be summarily rejected

VII. Each bidder shall submit only one bid. A bidder who submits or participates in more than one Bid (other than as a subcontractor or in case of alternatives that have been permitted or requested) will cause all the proposals with the Bidder's participation to be disqualified

12. Correction of errors

a) Bids determined to be sub-sequentially responsive will be checked by the Owner for any arithmetic errors in computation and summation, Errors will be corrected by the Owner as follows:

I. Where there is discrepancy between amounts in figures and in words, the amount in words will govern.

II. Where there is a discrepancy between the unit rate and the total amount derived from the multiplication of the unit rate and the quantity, the unit rate as quoted will govern, unless in the opinion of the Owner there is an obviously gross misplacement of the decimal point in the unit rate, in which event the total amount as quoted will govern and the unit rate will be corrected.

b) The amount stated in the Bid Form will be adjusted by the Owner in accordance with the above procedure for the correction of errors and shall be considered as binding upon the bidder. If the bidder does not accept the corrected amount of Bid, his Bid will be rejected and the EMD forfeited.

13. Filling of bid document

The Bidder's Details, Declarations and Documents in support of Eligibility Criteria shall be either typed and printed or neatly hand written and should be signed and stamped by the person duly authorised by the Bidding Company. .

14. Submission of bid

a) The bid along with the necessary documents should be uploaded in the https://indextb.nprocure.com portal as per guidelines mentioned in the portal

b) Financial bid will have to be submitted online at https://indextb.nprocure.com in two bid systems

c) All the forms mentioned in the standard format chapter are mandatory to be filled and submitted as a part of technical bid submission.

d) Hard copies of all documents of technical bid are to be sent on or before last date of bid submission in an envelope named as "Technical Bid". Each paper of technical bid shall be duly signed and stamped by signatory authority, given page number at the bottom and bound properly

e) iNDEXTb would not be responsible for any delays occurred during the transit of the initial proposal to reach by the stipulated time and date as mentioned in the timetable for submission of the proposal.

f) Financial bid to be submitted **online** only. No physical submission should be carried out.

g) Both the EMD and tender fees demand drafts, shall be placed in a separate single envelope named as " EMD and Tender Fees"

h) Both "Technical bid" envelopes and "EMD & Tender Fee Envelope" are to be placed in a third envelope which is to be sent to following address on or before due date for submission of bid.

Managing Director,

Industrial Extension Bureau

Block No 18, 2nd Floor, Udyog Bhavan

Sector 11, Gandhinagar, Gujarat

Pin Code 382010

Chapter 4

Appendix to Instructions To Bidders (AITB)

1. Venue for the event

a) Venue for the Vibrant Gujarat Global Trade Show 2027 will be the Helipad Exhibition Ground, Sector 17, Gandhinagar- 382 017, Gujarat, India.

b) Booking of the Venue including payment of rental for the halls, other infrastructure and open areas would be carried out by the shortlisted/successful agency. Moreover, all other facilities as per the guidelines of GARUD including the deposit and guarantees towards the safety, security, operations, and no-damage are to be borne by the selected agency including but also not limited electricity, water, construction in open area etc.

c) The terms and condition for working at Venue is attached as Annexure to this document.

d) Necessary facilitation in booking of the venue will be provided by the Nodal Organization of the Government of Gujarat.

e) The agency shall market and sell the space solely through its own efforts.

2. Site Visits

a) Bidder is advised to depute a suitable team to visit the proposed venue of the Vibrant Gujarat Global Trade Show 2027 to fully understand the venue and ascertain the difficulties that may be encountered during execution of works and for obtaining all information for himself on his own responsibility that may be necessary for preparing the bid and entering into contract. The site visits shall be entirely at bidder's own expense.

b) Bidder has to undertake a detailed meeting with GARUD prior to the bidding process and submit the consent of the detail understanding of terms & conditions of working at the venue and an undertaking to execute all other required works for successful completion of the event.

c) For the purpose of the visit the interested bidder may contact iNDEXTb office mentioning the tender description

3. Local conditions

a) Each Bidder is expected to get fully acquainted with the local conditions and factors, such as historical, geographical, social, political, legal, administrative, and/or infrastructure etc., which would have any effect on the performance of the contract and /or the cost.

b) The Bidder is expected to know all conditions and factors, which may have any effect on the execution of the contract after issue of Letter of Award as described in the bidding documents.

c) Owner shall not entertain any request for clarification from the Bidder regarding such local conditions. It is the Bidder's responsibility that such factors have properly been investigated and considered while submitting the bid proposals and no claim whatsoever including those for financial adjustment to the contract awarded under the bidding documents will be entertained by the owner. Neither any change in the time schedule of the contract nor any financial adjustments

arising thereof shall be permitted by the owner on account of failure of the Bidder to know the local laws / conditions.

d) The Bidder is expected to visit and examine the location of work site and its surroundings and obtain all information that may be necessary for preparing the bid at their own interest and cost.

4. Minimum area of the exhibition

a) Minimum net sealable area for the exhibition is 40,000 Sq. Mtr.

5. Royalty

a) The applicant would provide the proposal stating the Royalty amount that it would be providing to the iNDEXTb – the nodal agency on behalf of Government of Gujarat in Industries and Mines Department for the exhibition for minimum 40,000 Sq. Mtr.

b) The bidder shall have to offer additional Royalty for the increase of the display area beyond initial proposal on pro-rata basis unless exempted by the employer

c) The quote should be exclusive of taxes, i.e. the bidder would have to pay the applicable tax extra beyond the quoted amount.

6. Visitor fees for exhibition

a) The applicant would have to incur expenditure necessary to market, set up and manage the exhibition and related services. The applicant would also be entitled to charge to the participants for their participation. **However, there would be no visitors' fees allowable to be charged by the applicant.**

7. Booking and payment of Exhibition venue

- The Successful Agency shall be responsible for booking the Helipad Exhibition Centre (HEC), Gandhinagar, from the authorized operator/agency of HEC for the entire required exhibition period, including the period required for installation, dismantling and other preparatory/post-event activities.
- The Successful Agency shall make payment of all applicable venue rent/booking charges by the HEC operator as per the terms and conditions prescribed by the HEC operator. The agency shall also be responsible for obtaining the necessary booking confirmation, permissions and related documents from the HEC operator.
- The venue rent and other applicable charges shall be borne by the Successful Agency. No separate claim towards venue rent or booking charges shall be entertained by iNDEXTb/Authority.
- The agency shall ensure that the venue is booked and made available within the timelines specified by iNDEXTb/Authority and shall coordinate with the HEC operator for all matters relating to possession, use of premises, utilities, access, installation, dismantling and handover of the venue. Please refer to Annexure III- Schedule of rates for venue required for exhibition/Trade Shaw (no. of days only). The Successful Agency shall be responsible for booking the Helipad Exhibition Centre (HEC), Gandhinagar, on its own efforts and at its own responsibility.

Chapter 5

Eligibility & Qualification Criteria

a) Relevant Experience

1) Bidder should have minimum 10 years of experience in the field of organizing and managing exhibitions as organiser as on last date of bid submission.
2) Joint ventures are not allowed
3) Supporting documents to be submitted are
   I. Certificate of registration; or
   II. Copy of relevant work orders for 10 years on the name of bidding company

b) Financial standing

1) Bidder should have an average annual turnover of 75 Crore for three financial years (2023-24, 2024-25 and 2025-26)
2) Bidder Firm (manufacturer or principal of authorised representative) should not have suffered any financial loss for more than one year during the above three years, ending on 'The Relevant Date'.
3) Bidder submitting their bid shall not be under liquidation, court receivership or similar proceeding.
4) Supporting documents to be submitted are
   I. Certificate from CA stating turnover for last three years; and
   II. Copy of balance sheet for three FYs 2023-24, 2024-25 and 2025-26

c) Capability

1) Bidder should have completed similar work as mentioned in the "Schedule of Requirement" in last 5 years with total area of 1,00,000 Sq. Mtr. net sealable area (in various exhibitions as organiser and collect the receivable in agency account) with following provision
   a. For calculating 1,00,000 Sq. Mtr. area, only those events having net sealable area greater than 15,000 sq.mt will be considered.
2) The experience in designing, setting up, marketing and selling of exhibition / trade show/RBSM.
3) Supporting documents to be submitted are
   I. Work order copy of work mentioned with value; and
   II. Work completion certificates of work mentioned with value from competent authority; and
   III. Brochure of the event claimed; and
   IV. Layout of the exhibition area with quantification of net sealable area

d) Other eligibility criteria

1) The bidder should be an income tax payer and should have filed IT returns for the last three assessment years

2) Bidder must have valid GST registration number
3) The bidder should not have been blacklisted by any State Government, Central Government or any other Public sector undertaking or a Corporation or any other Autonomous organization of Central or State Government.
4) Supporting documents to be submitted are
   I. Income tax returns for last three assessment years; and
   II. GST registration certificate
   III. Undertaking for not being black listed as per prescribed format mentioned in the tender document

Chapter 6

Schedule of Requirement

Interested agency would have to take up all the activities on a turnkey basis as may be required for organizing and managing an exhibition of international standards. Inter alia, the scope of services to be provided includes (but not limited to) the following:

- **Trade Show**

a) Theme design, Strategic planning & Coordination

- Necessary conceptualizing, designing, planning, execution and related activities for the exhibition.
- Developing the Strategy for organizing the Exhibition in sync with the Theme for the 2027 Summit
- Trade Show/ Exhibition will be organised theme based includes Artificial intelligence, Quantum technologies, Biotech, Wellness and longevity, space tech & space travel, Simulations…etc.
- Trade Show/Exhibition will also include key features like International Theme Pavilions (incl. Partner Country Pavilions), Partnership Pavilions (including VDP and RBSM), BharatHub (Curated experiential zones and cultural showcase), Highlights and outcomes of VGRCs, Showcase major developments, sectoral strengths & achievements of the State post the previous edition of VGGS and focus on private participation.
- Propose sectors for display and finalize in consultation with iNDEXTb/Govt. of Gujarat
- Layout preparation for Vibrant Gujarat Global Trade Show 2027. The agency would have to provide for a planning of area as per the plan and area mentioned in Annexure I & II.
- Organizing the inaugural function of Vibrant Gujarat Global Trade Show 2027, as per the discussion with the VGGTS Committee of the Government of Gujarat. Take up necessary event management related activities such as preparation of invitations, seating arrangements, dais plan and setting up of the same, preparation of name plates, provision and functioning of seating and aisle arrangements, security, floral decoration, all activities related inauguration of trade show etc.
- Other activities related to inauguration are making provision of necessary plaque, technology driven announcement of opening of the exhibition which include show opening, ribbon cutting light and sound effects, remote control opening of gates, etc or any other activities as planned and finalized with the Committee
- Liaison with necessary authority such as local governing bodies, Health Department for first-aid Room, etc for all applicable statutory approvals for organizing the exhibition.
- Successful applicant shall have to provide the layouts of the exhibition alongwith the schedule for saleable area upon receiving the letter of intent for approval to iNDEXTb. Further, the successful applicant shall not, without the written sanction of iNDEXTb, make any deviation in the approved plans, details, specifications, resulting in decrease of net sellable area, etc

b) Infrastructure development

- Civil Work
  - Provision and managing of following facilities (constructed/ temporary) including provision of water and drainage.
    - Toilet blocks (constructed/ temporary / mobile),
    - First aid counters,
    - Security cabins,
    - CCTV command & control room,
    - Information booth,
    - Registration counters,
    - Technical control room,
    - Help desk,
    - Announcement centres,
    - Labour Colony,
    - Food Court etc.
    - VIP Lounge, Officers Lounge and iNDEXTb office setup with necessary stationery.
    - All type Badges/passes distribution centres
  - If required, necessary provision for exhibition in open area.
  - Repairs to the damages incurred / carried out while putting exhibition in place are to be taken up and efforts to be made to complete within **15 Days** after the dismantling of temporary structure in consultation with authorities. The bidder would have to carry out the work under the necessary supervision of officials of Exhibition Committee and GARUD or any authority as may be informed to the bidder.
  - Setting up of necessary foundation and preparing the floor befitting the display which includes but not limited to having concrete flooring, laying of paver blocks inside and outside the dome, etc.
- **Temporary Structures**
  - Ambience creation for the Vibrant Gujarat Global Trade Show 2027 based on the theme including but not limited to creation of Façade for pavilions, murals, potted plants and plantation, soft and hard landscaping, water bodies, floral decoration, flags (event flags and flags of various countries within exhibition area).
  - Setting up of air conditioned dome, if required.
  - Complete management of the activities related to necessary furniture/fixtures including but not limited to providing, preparation of facia, etc.
  - To take up any additional landscaping and beautification work as per the presentation to the committee for selection of the prospective bidder.
  - To take up the necessary beautification in the existing layout and provisions.

- Various beautification activities as may be necessary to beautify the surroundings in terms of laying of paver blocks, beautification in terms of potted plants, flags, paintings, theme lighting, cut-outs, masking, etc.
- Setting up mobile toilets in sufficient nos. or as directed by the Exhibition committee of GoG

▪ **Resources**

- Electricity supply to all the stalls in the exhibition
- Water and compressed air to be provided if required by the exhibitor
- Depute adequate manpower for Housekeeping for maintain clean entire venue for trade show.

▪ **Air Conditioning**

- Provision of necessary capacity of Air-conditioning infrastructure on temporary basis for each of the 13 nos. of domes meant for exhibition and other permanent structure towards admin building, medical room and other small offices, lounges available at the site. The type and the quantum of air-condition would be as per the directions of engineer-in-charge or the committee for organizing the Exhibition.
- All necessary activities related to supply, installation, commissioning, testing and maintaining of the air-conditioning so supplied for the exhibition.
- Setting up of the air-conditioned temporary structures as may be required

▪ **Electricity and lighting**

- Necessary arrangements and managing of sufficient power supply at the venue site including but not the limited to necessary cabling, earthing, DG sets for backup, necessary electrical protection system, existing electrical system and all the consumables with necessary cabling, and related payments towards temporary service line charges, security deposit, inspection charges and all other associated payments for exhibition area as well as parking and as such required or directed by Engineer-in-charge.
- The successful applicant shall liaise with Torrent Power for temporary power or any changes in the permanent power so available, vis a vis the requirement for the exhibition. Also it shall provide for generator back-up for the Event for critical functions and services. The successful applicant shall have to do liaison, arrange and bear the cost of arranging Torrent Power connection and usage bills.
- Liaison with necessary authority such as local governing bodies, chief electrical inspector, etc for statutory approvals for organizing the exhibition and should be obtained in advance.
- Ambience creation for the Vibrant Gujarat Global Trade Show 2027 based on the theme including but not limited to creation of Façade for pavilions, day and night lighting, theme lighting, stage lighting, general lighting, etc.

- The successful bidder would ensure that the work of electrical installations is carried out as per the guidelines of the operator of the venue

- **ELV (Extra Low Voltage) Systems**
  - Take up necessary security measures including but not limited to deployment of the security personnel, baggage screening gadgets (~12 nos.), DFMD and HHMD, CCTV cameras at various locations, CCTV room, round the clock security of the exhibits & gadgets during the exhibition period, etc. and maintaining them in consultation and direction by the local police.
  - All necessary setup of LED Screens, Video wall, Public Address System, AV System, Public announcement system, other sound system, Watch-out etc. at exhibition area as well as at defined parking area as may be required as per the proposed design or directed by the Exhibition committee.
  - Organizing the inaugural function of Vibrant Gujarat Global Trade Show 2027. Take up necessary event management related activities such as provision and functioning of AV Equipment, Sound Systems, LED Screens, Video walls, etc. as may be required or directed by officer-in-charge.
- **Fire Mitigation Arrangements/Risk Mitigation**
  - Provision of necessary firemen in each dome and other exhibition areas throughout the exhibition. Firemen deployment subject to verification by local fire department.
  - Provision of sufficient number of fire extinguishers of type and size as may be directed by the fire authority of Government of Gujarat.
  - Liaison with necessary authority such as local governing bodies, fire, utility providers, state security agencies, etc for statutory approval for organizing the exhibition in advance.
  - The successful applicant shall apply fire resistant coating which shall be non-allergic, odorless, non-toxic, VOC free, non-carcinogenic, and earth friendly clear fire retardant of 'Flame Resist' or equivalent as approved by the Committee members/ iNDEXTb /Consultants on all internal and external structures wherever applicable including stage and as and where specified by Consultants/Client.
- **Internet**
  - The bidder will have to ensure adequate bandwidth availability free of cost for exhibitors, visitors, VVIPS, administration work, security, etc. throughout the event.
  - Bidder shall have to arrange for dedicated bandwidth on a chargeable basis as per the requirement of exhibitor at respective stalls.
- **Food-court and Refreshment Arrangements**
  - Making provision of food court at multiple location within the venue as per the guidelines of the venue and the directions of the Exhibition committee

- Lunch arrangements for dignitaries (~ 1000 Pax) for all days of the event
- Setting up of kiosks for snacks and hot and cold beverages inside area allotted.
- The scope also includes provision of water, wash area, drainage, utilities such as electricity, fixtures, etc. in the extra temporary food courts
- Provision for food and refreshment at the VVIP Lounge or at any appropriate place for visiting dignitaries.

- **Parking & Vehicle movement Arrangements**
  - Finalizing the vehicle moving plan during the exhibition days.
  - Making the vehicle movement plan for public consumption.
  - Liaison with traffic police for vehicle, public and VIP movement.
  - Provision of necessary barricades for movement.
  - Necessary arrangements at the parking venues which includes marking of parking space, provision of electricity, public address system, toilets, drinking water facility, etc.
  - Provision of necessary manpower at each and every parking locations and on the routes for all kind of traffic managements.
  - Necessary arrangements at the transfers of exhibitors and visitors between exhibition and parking venues.
  - Provision of necessary services such as fire mitigation, pest control, insecticides, disinfecting at parking areas
  - Provision of internal venue transportation sufficient arrangements like EV Rickshaw, Golf cars, E -scooters for the entire event.

c) Affiliated services

- **Covid – 19 Protocol**
  - To make necessary arrangements as per the COVID 19 Protocol of the Government of Gujarat / Government of India.
  - Provision of sanitizer dispensing machines
  - Provision for checking of vaccination certificates
  - Provision for physical infrastructure Rapid Antigen Testing at the site.
  - Necessary barricading to maintain social distancing
- **Mobile Application and website for Visitor Engagement and Exhibition Navigation**

  The successful agency shall design, develop, deploy, operate and maintain a user-friendly, informative and interactive mobile application for VGGTS 2027. The mobile application shall provide a seamless digital experience to visitors, exhibitors, delegates and other stakeholders. The application shall, at minimum, include the following features:

- Visitor Registration & Profile: Online visitor registration, profile creation and access to relevant exhibition information.
- Interest-Based Stall Search: Visitors shall be able to select/search their areas of interest (e.g. sector, industry, product, technology, company, etc.) and receive a list of relevant exhibitors/stalls.
- Stall & Exhibitor Information: Detailed information of each participating exhibitor/stall, including company profile, products/services, sector, stall number, location and other relevant details.
- Interactive Exhibition Map: Digital/interactive floor plan showing halls, stalls, important facilities, help desks, food courts, meeting areas, washrooms, emergency exits and other visitor facilities.
- Stall Navigation: The application should enable visitors to easily locate and navigate to their selected/relevant stalls from their current location within the exhibition venue.
- Showcase Details: Information regarding products, technologies, innovations, projects and other showcases displayed by exhibitors.
- Search & Filter Facility: Users shall be able to search and filter exhibitors/stalls based on sector, industry, company name, product, technology, location/hall and other relevant parameters.
- Personalized Recommendations: Based on the visitor's selected interests, the application should recommend relevant exhibitors, stalls, showcases, sessions and other activities.
- Event & Programme Information: Details of VDP (Vendor Development Programme), RBSM (reverse Buyer Seller Meet) and others like (conferences, seminars, B2B/B2G meetings, cultural programmes, demonstrations and other events, including venue, date and time.
- Notifications & Alerts: Real-time notifications regarding important events, programme changes, announcements, visitor activities and other relevant information.
- Exhibitor/Visitor Connect: Provision for visitors to save/favourite exhibitors and, wherever approved by the Authority, facilitate communication or meeting requests with exhibitors.
- The facility shall include event-wise schedule, date, time, venue, available capacity, slot availability, online slot booking/registration, confirmation and automated notifications/reminders. The system shall prevent overbooking and provide the Authority with a backend dashboard for managing slots, registrations, cancellations and attendance
- Feedback Facility: Online facility for visitors to provide feedback, suggestions and ratings regarding the exhibition and facilities.
- Multi-Language Support: The application should preferably support English and Gujarati, with provision for additional languages as directed by the Authority.
- Admin/Backend Dashboard: A comprehensive backend dashboard shall be provided to the Authority for updating and managing exhibitor, stall, showcase, event, programme and other relevant information in real time.
- Data Integration: The application shall be capable of integration with the VGGTS 2027 website, visitor registration system, exhibitor database and other digital platforms, as required by the Authority.
- Performance & Security: The application shall be secure, scalable, mobile-responsive and capable of handling high visitor traffic during the Trade Show.

- Post-Event Data: The agency shall provide relevant analytics/reports, including visitor searches, most searched sectors/stalls, popular exhibitors/showcases and application usage statistics, as required by the Authority.
- Development and integration of a secure online payment gateway with the exhibitor registration and stall/space allotment system including facility for exhibitors to make payments through UPI, debit/credit cards, net banking and other approved digital payment modes and Generation of online payment status, payment acknowledgement/receipt immediately after successful payment.
- The application shall be developed in consultation with iNDEXTb/Exhibition Committee and shall be subject to approval by the Authority before deployment. All development, hosting, maintenance, technical support, updates and related costs during the Trade Show/Exhibition period shall be borne by the successful agency.
- The website should be integrated with the Summit website

- **Certificate of participation and appreciation/award**
  - Selected agency to design and issue participation certificate to all the exhibitor of the trade show as per the approved design of the certificate by the Exhibition committee appointed by GoG
  - Agency also has to design and provide appreciation certificates and mementos for the exhibitors for their at par level performance for stall preparation. Category of the award and nos. will be decided by the exhibition committee appointed by GoG. Approximately 15-16 categories will be there and in each category 5 participants will be selected for award.
  - Design of all certificates and mementos to be presented to the Exhibition committee for approval
- **Videography/Photography during inaugural function and exhibition days**
  - Necessary Videography/Photography during Inaugural and exhibition days.
  - Use of drone cameras in consultation with concern authorities.
  - Special photographic point/selfie zone to be setup.
  - Photography of visiting VVIPs.
  - Arrangements for the interviews/Media bites.
- **Housekeeping**
  - Regular upkeep of the complete area of the exhibition including toilets, food court, parking area earmarked for exhibition during the exhibition days including but not limited to making provisions for cleaning through necessary personnel, machines and consumables.
  - The successful bidder has to liaison with the local municipal bodies for the proper and designated disposal of waste and debris within the venue and city municipal limits.

- Payment of necessary fees & charges as may be applicable to be paid to Municipal Corporation or any other authorities. This is likely to be revised and applicable charges are required to be borne by the bidder.

- **Security Services**
  - Agency shall provide security services during all event days and non-event days
  - VIP and VVIP security related arrangements including barricading but not restricted to shall have to be worked out by the successful applicant with the Police and relevant department, the cost of such arrangements shall be borne by the applicant.
  - 20 nos. of watch towers to be installed (Temporary) without manning.
  - Provision of minimum 50 nos. of Mojo barricades in the venue public management during VVIP movement
  - Provision of the space for police control room and senior personnel lounge in Pagoda structure (minimum 02 nos.) or any suitable structure including water and electricity arrangement
  - To set up a dust-free CCTV control room (10mx8m) near Admin block or any other location within the venue made up of steel fabricated structure/dome having octanorm structure partitions with air conditioning, electrical supply and landline telephone facility
  - Setting up of seven nos. of pagoda structure at different places in the venue with necessary provision for electricity supply and fixes.
  - Provision of necessary security personnel for screening of exhibitors exhibits & material and frisking
  - Printing and distribution of different categories of badges which includes but not limited to 1) permanent and temporary labour 2) visitors 3) Exhibitors 4) VVIP 5) Govt. officials 6) Service providers 7) Volunteers and any others etc. All categories of badges/passes shall be issued in consultation with Gujarat Police. The Agency shall prepare a Standard Operating Procedure (SOP) for the issuance of badges/passes for all categories. The SOP shall be submitted for approval to the competent authority (Exhibition Committee/iNDEXTb/Gujarat Police) prior to implementation.
  - Providing stickers for vehicles having completed BDDS check. Approximate quantity 2000 nos.
  - Providing tags for security check. Approximate quantity is 50,000
  - Providing stickers for authorised vehicle entry
  - Character and history verification of the private security personnel to be undertaken from the Gujarat Police.
  - Setting up of ladies enclosure.
  - Setting up of cloak room.
  - Provision of view cutter and cue mangers.
- **Battery operated vehicles for dignitaries & differently abled people**

- Arrangements of necessary numbers of Golf Carts not less 20 nos.
- Wheel chairs for differently abled people (Minimum 20 nos.)

▪ **Insurance**

- The successful bidder will have to take insurance towards the following from the nationalized insurance company.
  - manpower
  - animal lives,
  - damage to flora and fauna
  - plants, machinery, equipment, etc.
  - Existing structure

d) Promotion of Trade Show

▪ **Promotional activities**

- The agency will prepare and present to the evaluation committee its marketing and promotional plan for Vibrant Gujarat Trade Show 2027.
- Marketing of Vibrant Gujarat Global Trade Show 2022-Nationally and Internationally - by developing marketing plan and executing the same for wider promotion and publicity of the exhibition, including preparation of website, promotional material, hoardings, brochures, Pen drives, organizing meetings, etc as may be required and executing the same. The agency will present its marketing plan. The Government can also supplement in marketing the exhibition, for which the areas would be highlighted and presented during the promotional meeting
- To organize the launch function of organizing the exhibition which can either be five star hotel, party plot, and convention centre or as may be decided jointly with the authorities which includes but not limited to inviting the chief guest, Government officers, Industrialist, Media, etc: Seating arrangements, dais arrangements, hospitality, refreshment, etc.
- The organizer would either organize the road shows in Gujarat/ other part of India or would arrange to send the representatives for marketing and booking of exhibition space during the road shows of Vibrant Gujarat Global Summit nationally and internationally. The organizers may have to organize roadshows at destinations decided jointly or desired by Government of Gujarat. Organizer may also joined the international roadshow planned by Government to promote the exhibition on its own cost.
- Liaison with national and international media houses for advertisement and promotion of the exhibition as per the media plan.
- Preparation of radio jingles, press advertisements, TV advertisements, website banners.
- Extensive use of online platform for promotion of the exhibition and also over social media is the scope of work of the agency
- Release of advertisements in media in consultation with authorities.
- The successful bidder will have to engage his own team for
  - Promotional calls to various category of exhibitors

- Liaison with Government departments for participation
- Liaison with Foreign Embassies, High Commissions and Overseas Trade Organization
- Liaison with all other category of participants.

▪ Social Media Campaign and Digital Promotion

The successful agency shall deploy a **dedicated and experienced Social Media and Digital Marketing Team** for planning, executing and managing the social media campaign for VGGTS 2027 before, during and after the event. The scope shall include:

- Preparation and implementation of a comprehensive **Social Media Campaign Strategy and Content Calendar**.
- Promotion of Trade Show/Exhibition through relevant social media and digital platforms.
- Creation of **creative posts, banners, reels, short videos, animations, infographics and other digital content**.
- Promotion of exhibitors, sectors, key speakers, events, demonstrations, B2B/B2G meetings and other major attractions of Trade show/Eaxhibition.
- **Pre-event campaign** for awareness, visitor mobilisation, exhibitor participation and registration.
- **Live social media coverage** during the event, including photographs, videos, reels, interviews, highlights and important announcements.
- **Post-event campaign** covering achievements, participation, business outcomes, visitor footfall, key highlights and success stories.
- Engagement with visitors and stakeholders through comments, messages, polls, contests, quizzes and other approved interactive activities.
- Coordination with the Authority, Exhibition Committee, exhibitors and other stakeholders for collection and verification of content.
- Monitoring of social media engagement, reach, impressions, views, clicks and other relevant performance indicators.
- Submission of **regular campaign reports and analytics** to iNDEXTb/Exhibition Committee.
- The agency shall ensure that all content, branding, creatives and campaigns are **approved by the Authority before publication**, wherever required.
- The agency shall deploy adequate manpower, including **social media manager, content writer, graphic designer, videographer/photographer and digital marketing personnel**, as required for effective campaign execution.

The successful agency shall be responsible for all manpower, equipment, content creation, production, platform management and other resources required for the social media campaign, as per the requirements of the Authority.

- **Media & Public Relations**
  - Liaison with national and international media for visit of media fraternity and coverage of the exhibition.
  - Setting up and manning of Media Lounge with necessary and adequate infrastructure which includes but not limited to computers, printers, scanners, photocopying machines; supplies which includes but not limited to printing papers, writing pads, pens, other stationeries.
  - Setting up and manning of VIP lounge with necessary furniture and fixtures.
  - Arrangements for refreshments and manpower to serve in both the above lounges.
  - Necessary liaison with the Information Department of Government of Gujarat for media participation and Protocol Division for VIP movement.

e) Selling of space & Stall preparation and stall allotment

- Selling of the space for Vibrant Gujarat Global Trade Show 2027 including right mix of participants from identified sectors, target countries, other states of India and from within Gujarat.
- Complete management of the activities related to participation by interested exhibitors, including but not limited to registering the exhibitors, communication with them, preparation of manual for participation, payments, facilitation, issuing of badges, passes, invitations, preparation and distribution of exhibitors catalogues, etc.
- Visitors Management including business visitors and general visitors. Necessary arrangements at the parking venues, their transfers to the venue, entry segregation, entry gates, screening, all the other arrangements like temporary power and necessary lightings, flow of visitors within exhibition area, pathways, etc.
- Stall/space allotment shall be made with the prior approval and concurrence of the Exhibition Committee.

f) Visitor Engagement Activities

The successful agency shall plan, organize and execute various **visitor engagement and footfall enhancement activities** throughout the exhibition period to attract and retain visitors. Such activities shall include, but not be limited to:

- **Daily Lucky Draw:** The agency shall organize a daily lucky draw for visitors during the exhibition period, including arrangement of attractive prizes, registration/entry mechanism, draw process, announcement and distribution of prizes. The agency shall ensure transparency and proper documentation of the lucky draw and prize distribution.
- **Cultural Programmes:** The agency shall organize suitable **cultural programmes, live performances and entertainment activities** during the exhibition period to enhance visitor engagement and create an attractive and vibrant atmosphere at the exhibition venue. The programme may include local/traditional cultural performances, music, dance and other approved performances.

- The agency shall prepare a detailed **Visitor Engagement & Entertainment Plan**, including the proposed activities, schedule, prize details, performers, logistics and estimated expenditure, and obtain prior approval of iNDEXTb/Exhibition Committee before implementation.
- All arrangements related to artists/performers, prizes, stage, sound and lighting, anchoring, manpower, permissions, safety, crowd management, publicity and other logistics required for such activities shall be the responsibility of the successful agency.
- The agency shall ensure that all such activities are conducted without adversely affecting the movement of visitors, exhibitors and VIPs and shall comply with all applicable security, safety and administrative guidelines.
- The successful agency shall make adequate and comfortable **seating arrangements for visitors at suitable locations within the exhibition venue**, including common visitor areas, halls, food courts, waiting areas and other designated spaces, as approved by the Authority.

g) Others

- Arrangements (free of cost) of necessary drinking water bottles and distribution for visitors, exhibitors and staff.
- Arrangements during the visit of Dignitaries / VIPs including but not limited to extending necessary hospitality services. This also includes setting up of necessary VIP Lounge/administrative building already set up which requires facilities including but not limited to air-condition, furniture, fixtures, TV, upholstery, carpets, refreshments, gadgets necessary for refreshment such as refrigerators, ovens, etc., toilets, toiletries, up keeping, etc.
- Provision of necessary personnel and manpower for necessary services during the exhibition.
- Take up necessary registration under Labour Contract Act, and other statutory acts as may be necessary.

h) Documentation

- A2 Size copy of following
    - Finalized Venue layout and Finalized layout of Exhibition area
    - Movement plan
    - Individual dome layout
    - CCTV layout
    - Various facilities provide at venue
- Details of meetings held related Trade Show
- Report daily basis space booking dome/sector /categories wise.
- Exhibitor list with contact details (Contact No, Email id, Address)
- Statistics of industry sector-wise participation
- Statistics of visitors day-wise
- Album of Photographs of each and every element of the venue as well as soft copies
- Soft and hard copy of all promotional material.
- Agency to prepare and print brochure of Trade Show with relevant details.

Chapter7

Selection and award of contract

1. Selection Criteria

a) The selection procedure is "Quality Cum Cost Based Selection" (QCBS)

b) Weightage of the technical proposal and financial proposal is 70:30

c) Technical evaluation of Proposals to find responsiveness of each Applicants will be done by examining following and score of the same is termed as combined technical score (St)

   a. Meeting the qualification criteria

   b. Technical presentations which shall cover

      i. Understanding of the project

      ii. Capability for organizing BSM/RBSM

      iii. Institutional tie-ups

      iv. manpower availability

      v. Assets availability

      vi. Exhibition organizing experience

      vii. Proposed design for the exhibition

      viii. Sectors proposed for exhibition

      ix. Presentation of overall ambience for the venue

      x. The complete work flow of organizing Vibrant Gujarat Global Trade Show 2027 including execution of media and promotional plan, use of IT, Innovativeness of organizing exhibition, expectation from Government.

d) Technical proposal will have maximum marks of 70 points. Scoring method is tabulated below

<table>
<tr><th>Sr. No.</th><th>Evaluation Criteria</th><th>Max Points</th></tr>
<tr><td>1.</td><td>Relevant Experience
Years of experience as on 31st March, 2026
Five marks for completed Fifteen years as on 31st March 2026.
<table>
<tr><th>Years of relevant Experience</th><th>Marks</th></tr>
<tr><td>10 years to 15 years</td><td>05</td></tr>
<tr><td>15 to 25 years</td><td>10</td></tr>
<tr><td>25 years and above</td><td>15</td></tr>
</table></td><td>15</td></tr>
</table>

Sr. No.	Evaluation Criteria	Max Points
2.	**Financial Standing** Average Annual Turnover for three financial years : 2023-24, 2024-25 and 2025-26 as on 31st March 2026. Seven marks for turnover of Rs. 75 crore. One mark for each addition of Rs. 03.00 crores over and above Rs.75.00 Crore.	10
3.	**Capability** Eight marks for total of 1,00,000 net sellable area. One mark for each addition of 10,000 Sq. Mtr. of net sellable area.	15
4.	Technical Presentation to the Committee on the understanding of the project, capability for organizing trade show, Marketing, BSM/RBSM, Institutional tie-ups, manpower availability, assets availability, exhibition organizing experiences, Social Media plan for event promotions, Marketing and selling methodology, design proposed for the exhibition, importance sectors proposed for exhibition, presentation of overall ambience for the venue, the complete work flow of organizing Vibrant Gujarat Global Trade Show 2027 including execution of media and promotional plan, use of IT, Innovativeness of organizing exhibition, expectation from Government.	30
5	**Total**	**70**

e) Minimum qualifying marks for technical evaluation i.e. Technical Score (St) shall be minimum is 50 out of 70.

f) Financial bid of only those agencies will be open who scores minimum required technical score

g) The bidder would have to provide the financial proposal in the prescribed format in the form FIN:1 annexed to this document for the net sellable area of minimum of 40,000 sq. mt.

h) Financial score (Sf) is calculated as follows Sf= F/Fm X 30, where F=bid value of the bidder under evaluation and Fm= maximum bid value received from all bidders

i) Total Score (S)= St (Max. = 70 Marks) + Sf(Max. = 30 Marks) and who so ever is highest in Total Score (S, Max.= 100 Marks) will be considered for further process of awarding work.

2. Employer's right

a) The employer reserves the right to accept or reject any bid and to annul the bidding process and reject all bids at any time prior to award of contract, without thereby incurring any liability to the affected bidder or bidders or any obligation to the inform the affected bidder or bidders of the grounds for the employer's action. Employer also reserves the right to modify the selection criteria without informing the bidders.

b) Employer has right to appoint single or multiple contractor for tendered scope of work.

c) The employer reserves its right to call for clarifications/original of the supporting document for verification, as deemed fit and also to cross check for any details as furnished by the Bidder(s) from past-executed projects/clients/consultants etc. Bidder(s) shall have no objection whatsoever in this regard. Bidder has to provide such details within 5 days from date of communication

d) iNDEXTb reserve right for acceptability of the Bidder's Bank.

e) All the details/documents submitted along with Bid and which have been considered for qualification and the minimum commitments from Bidder shall remain valid and in case of successful Bidder, such commitments may form part of Contract Document.

f) iNDEXTb reserves the right to make the appointment of the Successful Applicant and shall not be obliged to give any reason(s) for the selection and/or rejection of any Proposal or any part thereof.

3. Award of Contract

a) iNDEXTb, Gandhinagar shall consider placement of letter of intent to the bidder whose offer has been found technically, commercially and financially acceptable.

4. Acceptance of award

a) The bidder, within 7 working days of issue of letter of intent, shall give his acceptance in writing along with submission of Security Deposit.

5. Work order

a) The final Work Order will be issued only after receipt of LoI acceptance and deposit of security deposit.

6. Annulment of contract

a) Failure of the successful bidder to comply with the requirement of Clause 4 of this section may constitute sufficient ground for the annulment of the award and forfeiture of the bid security

b) In such event iNDEXTb, Gandhinagar can make the award to any other bidder at the discretion of iNDEXTb, Gandhinagar or can call for new bids.

Chapter 8

General Conditions of Contract

1. **Mobilization/Demobilization charges**

   a) No Mobilization/Demobilization shall be paid by iNDEXTb.

2. **Stepping down of royalty**

   a) No stepping down of royalty amount is permissible.

3. **Termination of contract**

   a) In case of any default by the contractor in any of the terms and conditions, iNDEXTb may without prejudice to any other right/remedy which shall have accrued or shall accrue thereafter, terminate the contract, in whole or in part, by giving one week's notice in writing to contractor/ bidder.

   b) Notwithstanding anything contained herein, iNDEXTb also reserves the right to terminate the contract at any time or stage during the period of contract, by giving one week's notice in writing without assigning any reason and without incurring any financial liability whatsoever to the contractor.

4. **Termination for insolvency**

   a) iNDEXTb may also by giving written notice and without compensation to the contractor terminate the contract if the contractor becomes unwilling, bankrupt or otherwise insolvent without affecting its right of action or remedy as hirer.

5. **Disputes and arbitrations**

   a) Every effort to resolve, amicably by direct informal negotiation, any disagreement or dispute arising between parties under or in connection with the tender and subsequent contract shall be undertaken first.

   b) If, after 30 (thirty) days from the commencement of such informal negotiations, iNDEXTb, GoG and the selected Bidder have been unable to amicably resolve dispute, either party may require that the dispute be referred for resolution to the formal mechanisms, which may include, but are not restricted to, conciliation mediated by a third party acceptable to both, or in accordance with the Arbitration and Conciliation Act, 1996.

   c) All Arbitration proceedings shall be held at Gandhinagar and the language of the arbitration proceedings and that of all documents and communications between the parties shall be in English.

6. **Set off**

   a) Any sum of money due and payable to the agency (including security deposit refundable to him) under the contract may be appropriated by iNDEXTb and set off the same against any claim of iNDEXTb for payment of a sum of money arising out of this contract or under any other contract made by contractor with iNDEXTb.

7. **Breach of tender condition**

   a) In case of breach of any tender condition, delay or non-performance purchaser may take all or any of the following actions:

      I. Forfeiture of EMD

II. Forfeiture of SD

III. Cancellation of contract

IV. Barring participation of bidder in all future tenders of iNDEXTb for a period of 3 years or more

8. Right to cancel the contract

a) iNDEXTb have the right to cancel the contract wholly or in part in the event he is obliged to do so on account of any decline, diminution, curtailment or stoppage of the work(s), by giving one week notice.

9. Statutory Obligations pertaining to the event

a) The Bidder shall comply with all statutory and government requirements, including acquiring all necessary permits and approvals necessary pertaining to the event and all temporary installations or other installations having longer service duration. The Bidder shall ensure that all staff, employees and sub-contractors have the required qualifications to carry out the Works as assigned to them and meet all statutory requirements, permits and approvals, as maybe required by law. The Bidder ensure that all staff & labors are covered under labor compliances.

b) Should there be any legal requirement which requires varying the Bidders methods of work or the Works as set out in the Bid, the Bidder shall do so at no additional cost to the Owner.

10. Bidders control of site

a) The Bidder shall constantly keep a competent supervisor in charge on the Site and shall notify the Owner or the name of the supervisor.

b) The Owner shall be entitled to prohibit from the Site any person who can be reasonable regarded as prejudicial to the quality, safety or speedy completion of the works.

c) The Bidder shall exercise all reasonable care in his control of the Site and shall be responsible to ensure that the use of any temporary works, and methods of working are appropriate to safeguard the Works themselves, all other unfixed materials and goods together with any adjoining property.

d) The Bidder is to protect in all ways building and other property of things that may be disturbed or damaged during the execution of the works.

e) The Bidder shall be entirely responsible for ensuring that no damage is caused by his work people including Sub-contractors and specialist contractors (whether nominated or not) and if any such damage is caused he shall be entirely responsible for the entire cost of reinstatements whether carried out by himself or others.

f) The Bidder shall not allow any unauthorized visitors on the Site and it to keep a visitors book with clear warning that the Owner and Bidders shall indemnify against any claim for death or injury to persons authorized to visit the Site and provide safety helmets for such visitors.

g) The Bidder shall ensure that all the workers & employees working on site are

issued with proper PPE & are using the same religiously. The Bidder should also ensure that the best HSE practice is followed on site by all the employees, labors & visitors. In case of any accident, fire or damage to the property because of poor HSE practice the Bidder will be liable for the damage or loss occurred.

h) The Bidder is to employ protect all finished works and will be responsible for any damage caused by carelessness and negligence in this respect.

i) The Bidder must keep the Site clean, tidy and dry at all times and free from rodent or other infestation. Rubbish & debris shall be removed by the Bidder on a daily basis and will not be permitted to accumulate either on Site or in any other area within the base building except areas as agreed with the base building management / Landlord.

j) Night item work may be carried out at the discretion of the Bidders, on the condition that prior approval from the landlord is obtained in respect of access and security clearance. No claim for extension of time and/or costs shall be considered by Owner, if the Owner is prevented from carrying out night time / overtime / public holiday work.

11. Safe custody of materials

a) The Bidder will be responsible for the safe custody of any materials delivered on to the Site and will be required to reinstate at his own expense any such materials that may be lost or stolen.

b) The Bidder will also be required to reinstate at his own expense any materials or article damaged by careless handling or storage or interior workmanship by his workmen either in the original fixing or in the subsequent taking down and re-fixing thereof.

c) Necessary arrangements for fabrication yard, godowns, and storage space for required installation works will be managed by the successful applicant at no additional cost within or outside the venue.

12. EMPLOYER'S USE OF APPLICANTS DOCUMENTS

a) The Applicant's Documents and other Design Documents made by (or on behalf of) the contract can be used, copied or communicated to a third party by (or on behalf of) the employer for purposes no other than those permitted under this sub-clause.

13. DETAILS TO BE CONFIDENTIAL

a) "The Applicant shall treat the details of the Contract as private and confidential, except to the extent necessary to carry out his obligations under it. The Applicant shall not publish, permit to be published, or disclose any particulars of the Contract in any trade or technical paper or elsewhere without the previous consent in writing of the iNDEXTb and at the iNDEXTb's sole discretion."

14. ELECTRICITY, WATER AND GAS

a) The Applicant shall make his own arrangement of electrical power/ water/ gas and any other services required by the applicant for Execution of "Work".

b) The successful applicant shall make all necessary arrangements for water and electricity including potable drinking water for visitors, service persons and staff from outside source.

15. STAFF AND LABOUR

a) A reasonable proportion of the applicant's superintending staff shall have a working knowledge of Gujarati and/or Hindi language, or the Event Contractor shall have sufficient competent interpreters available on Site during all working hours. The work should be executed through the technical persons having requisite knowledge of the electrical, mechanical, fire, HVAC, civil, ELV, etc. installations

16. MEASURES AGAINST INSECT AND PEST NUISANCE

a) "The Applicant shall at all times take the necessary precautions to protect all staff and labour employed on the Site from insect and pest nuisance, and to reduce the dangers to health and the general nuisance occasioned by die same. The applicant shall provide his staff and labour with suitable prophylactics for the prevention of malaria and take steps to prevent the formation of stagnant pools of water. The applicant shall comply with all the regulations of the local health authorities and shall arrange to spray thoroughly with approved insecticide all buildings erected on the Site. Such treatment shall be carried out at least once or as instructed by such authorities". The applicant shall install repellant at site as required.

17. EPIDEMICS

a) In the event of any outbreak of illness of an epidemic nature, the applicant shall comply with and carry out such regulations, orders and requirements as may necessary and issued by the Government, or the local medical or sanitary authorities, for the purpose of dealing with and overcoming the same.

18. ALCOHOLIC LIQUOR OR DRUGS

a) The applicant shall not, otherwise than in accordance with the statutes, ordinances and government regulations or orders for the time being in force, impart, sell, give, barter or otherwise dispose of any alcoholic liquor or drugs, or permit or suffer any such importation, sale, gift, barter or disposal by his Subcontractors, agents, staff or labour.

19. ARMS AND AMMUNITION

a) The Event Contractor shall not have, barter or otherwise dispose of to any person or persons, any arms or ammunition of any kind or permit or suffer the same as aforesaid.

20. INSURANCE

a) The insurance liability under this clause shall cover full reinstatement cost including the costs of demolition and professional fees and profit.

b) The Insurance cover under this clause shall be as under and policy shall be taken at entire cost of the applicant during the exhibition period.

   a. Loss of human life – Minimum Rs. Twenty Lakhs

   b. Permanent Disability of human beings – Minimum Rs. Ten Lakhs

c. Human Body Injury not resulting into permanent disability – Minimum Rs. One Lakhs

c) Besides this, any damage occurred to iNDEXTb/Consultant/Govt. Officers or Applicant's personnel, equipment, assets etc. shall be liability of applicant. (All insurance taken by bidder should be in the name of iNDEXTb as beneficiary)

21. FORCE MAJEURE

a) Force Majeure shall mean such an Event or Circumstance or combination of Events and Circumstances which are beyond the reasonable control of the Affected Party and which the affected party could not have prevented by Good Industry Practice or by the exercise of reasonable skills and care for the purpose of discharging its obligations under the Contract. The Force Majeure will tend to have material adverse effect on the performance of- such affected party.

b) Following shall be the events and circumstances of Force Majeure:

c) Act of War (whether declared or undeclared), invasion, armed conflict or act of foreign enemy, blockade, revolution, riots, insurrection, civil commotion, act of terrorism, or sabotage. The expropriation or Compulsory acquisition or seizure of the assets of The Agency by any Governmental Instrumentality, provided that this clause shall not apply where such Act constitutes a remedy or sanction lawfully exercised as a result of a breach by the Agency of any Indian law or Indian Directive but excluding any change in law.

d) Act of God epidemic, lightning earthquake, cyclone, whirlwind, flood, tempest, storm, drought, lack of water or other unusual or extreme adverse weather or environmental conditions, action of the elements, meteorites, fire or explosion to the extent generated from the source external to the Agency or his assets due to reasons other than, those caused by negligence of the Parties, chemical or radioactive contamination or ionizing radiation.

e) Procedure for Calling Force Majeure: The affected party shall notify to the other party in writing of the occurrence of the Force Majeure as soon as reasonably practicable, and in any event within 24 hours (Twenty Four hours) after the Affected Party knew, or ought reasonably to have known, of its occurrence and that the Force Majeure would be likely to have a material impact on the performance of its obligations under the Contract.

f) The notice shall include full particulars of the nature of Force Majeure event, the effect it is likely to have on the Affected Party's performance of its obligations and the measures which the Affected Party is taking, or proposes to LA-e, to alleviate the impact of the Force Majeure Event and restore the performance of its obligations. When the affected Party is able to resume performance of its obligations under this Contract, it shall promptly give the other party written notice to that effect provided that in no event shall the suspension of performance be of greater scope and of longer duration than is necessitated by Force Majeure.

g) The rights and obligations of the Affected Party shall be suspended to the extent they are affected by the Force Majeure. iNDEXTb shall not be liable to make any payments to the Agency for it being affected on account of Force Majeure. iNDEXTb reserves the right to terminate the contract if the Force Majeure continues for more than 15 (Fifteen) days at a stretch.

22. Other conditions

a) The work shall be carried out in the manner complying in all respect with the requirements of relevant bye laws, rule and regulations of the local body and other associated Concerned Authority under the jurisdiction of which the work is to be executed and as directed by the committees constituted by Govt. of Gujarat for Trade Show and nothing extra shall be paid on this account only otherwise agreed and approved by the Committee.

b) The Contractor shall comply with all laws and statutory regulations dealing with employment of labour.

c) No payment shall be made to the Contractor for any damage caused by rain, floods or any other natural cause, whatsoever during the execution of work. The damage to work shall be made good by the Contractor at his own cost and no claim in the matter shall be entertained.

d) Security Watch and Ward: The Contractor shall employ necessary establishment for security and shall be fully responsible for the watch and ward of all equipment, temporary structures, signages, hoardings, barricading etc. provided by him against pilferage and including breakage during the period the event

Chapter 9

Special Conditions of Contract

1. Project Implementation period

a) The bidder must start preparatory activity immediately after release of LOI.

b) Site will be available for 20 days including event days. Event is tentatively scheduled in January 2027. However, if Govt. of Gujarat decides to change dates; agency will have to comply accordingly.

c) Exhibition site shall be ready in all aspect 48 hours prior to inauguration of the exhibition.

d) Set up for conducting RBSM/BSM and VD preparation shall be ready in all aspect 48 hours prior to inauguration of the exhibition, if required

e) Dismantling inside venue will be as per Venue provider's guidelines

f) Dismantling of the temporary structures and installations outside venue would be within Seven days after completion of Vibrant Gujarat Global Trade Show 2027 in consultation with authorities in Government of Gujarat.

2. Local office

a) If bidder do not have local office in Gandhinagar/Ahmedabad; in that case bidder has to open a local office in Gandhinagar with 15 days from the award of the contract and submit the necessary documentary evidence e.g. lease deed mentioning purpose of use, photo graphs etc. for the same to iNDEXTb.

b) A residential property occupied by bidder will not be considered as local office.

3. Performance security

a) The successful bidder will have to deposit a Performance Security Deposit of 20% of the minimum royalty amount mentioned in this document within 7 days of release of LoI.

b) The 50% of performance security will be furnished in the form of the Bank Guarantee drawn in favour of iNDEXTb, payable at Gandhinagar and balance 50% to be deposited in the form of cheque or Demand draft from scheduled nationalized bank.

c) Earnest Money deposited at the time of submission of the tender will be adjusted towards performance security deposit on the appointment as the agency.

d) The performance security should remain valid for a period of 180 days after successful completion of work.

e) The Performance Guarantees shall cover additionally the following guarantee to the Owner:

   a. Safe custody of the venue and production of new dues with the venue O&M agency/organization.
   b. Successful and satisfactory organization of the Trade show as per the requirement specified in the RFP documents within stipulated time limit specified by Govt. of Gujarat
   c. Work will be done with almost focus on quality of the work.

f) Performance Security Deposit shall not bear any interest for any period whatsoever, and therefore, Interest shall not be payable by the iNDEXTb on

the Security Deposit or on amounts payable to the Contractor under the contract.

g) Performance Security Deposit shall be liable for appropriation / adjustment against any liquidated damages for delayed execution. If the contractor fails or neglects to perform any of his obligations under the contract, it shall be lawful for the iNDEXTb to forfeit either whole or any part of the Security Deposit furnished by the contractor.

h) The performance security shall be considered for adjustment against liquidated damages only at the time of final conclusion of the contract and final settlement of account.

i) If the contractor duly performs and completes the contracts in all respects, iNDEXTb shall refund the performance security to the Contractor after deducting all costs and other expenses that the iNDEXTb may have incurred for making good any loss due to any action attributable to the contractor which the iNDEXTb is entitled to recover from the contractor.

j) Performance security will be refundable only after full settlement of final bill for the works contracted/executed under the contract and on submission of NOC from the concerned.

k) This deposit would be refunded back to the agency on the following conditions:

   a. After handing over the venue in proper condition and

   b. After handing over the venue within the stipulated time limit and

   c. After having received the sum towards the royalty payments committed in the tender by successful applicant.

4. Price bid validity

a) Price bid validity is 90 days.

5. Payment terms

a) The payments to be made by the successful applicant to iNDEXTb as per following schedule

   a. 5 % of the Total Royalty by end of November 2026.

   b. 15 % of the Total Royalty by end of December 2026.

   c. Balance amount of total Royalty by end of January 2027.

b) The delay of over 30 days in payment over the scheduled date as mentioned above would draw interest on pro-rata basis @ 1% for 30 days and part there of then after on the payable amount.

6. Sub Letting

a) The Contractor shall not transfer or assign this order. However the Contractor may appoint any sub-contractor with intimation to the owner. The responsibility to execute the work shall solely vest with the Contractor.

b) Copies of sub-contract order shall be forwarded to the Owner.

7. Monitoring and supervision

a) There could be an independent agency/committee appointed/nominated by iNDEXTb / Government, which could be a Government Organization/ academic institution / private organization/ consisting of representatives of above type of organizations; to oversee the progress and monitor the implementation of work as per the decided timeline. This would be informed subsequently.

b) Where explicit specifications are not available, the work may have to be executed as per the instructions of Managing Director, iNDEXTb. Additionally, iNDEXTb may appoint third party inspection (TPI)/Consultant to monitor the work. The instructions by such Consultant shall be binding to the successful applicant.

8. Right to vary

a) iNDEXTb may have to make any variation of the form, quality or quantity of the works relating to any item of a component according to site conditions or any part thereof that may, in its opinion, be necessary and for that purpose, or if for any other reason it shall, in its opinion, be appropriate, it shall have the authority to instruct the Applicant to do and the applicant shall do any of the following:

   a. Increase or decrease the quantity of any work included in the RFP including extension of days of exhibition beyond 05 days by another 02 days.

   b. Omit any such work (but not if the any work intended to be omitted is specifically instructed by Employer to retain), before the end of stipulated time limit of the contract.

   c. Change the character or quality or kind of any such work.

   d. Change the levels, lines, position and dimensions of any part of the works.

   e. Execute additional work of any kind necessary for the completion of the works, or

   f. Change any specified sequence or timing of construction of any part of the works.

b) No such variation shall in any way vitiate or invalidate the contract, provided that where the issue of an instruction to vary the works is necessitated by some default of or breach of contract by the applicant or for which he is responsible, any additional cost attributable to such default shall be borne by the applicant.

c) The Applicant shall not make any such variation without informing the iNDEXTb and/or appointed agencies/advisors/officers in charge/committee, etc.

d) The scope is likely to vary. Depending upon the requirements the successful applicant shall attempt to accommodate all such changes without prejudice to the condition of this contract and within time frame. In case of increase or decrease in area of the structures to an extent of + or – 10%, no rate revision shall be considered but if the variation is beyond, rates shall be pro rata increased or decreased taking into account the prevailing market rates.

9. Variations, Modifications etc.

a) If the additional or altered work includes any class of work for which no reference is made in the schedule contract, then such class of work shall be carried out at the market rate. The detail cost break up shall be provided by the applicant for such items. iNDEXTb will decide the rate based on rate analysis

to be submitted by applicant.

b) If it is not possible to arrive at the rate from above, such class of work shall be carried out at the rate decided by the competent authorities on the basis of detailed rate analysis after hearing the applicant before a Committee formed by iNDEXTb stationed at the same place or the nearest place, as may be appointed by iNDEXTb.

c) Applicant shall not execute the extra/additional work without prior written approval of the iNDEXTb/Advisors/Consultant/Committee Member of the Event. Any extra item if executed must have written consent of the concerned decision maker and to be submitted with detail cost analysis.

d) The applicant shall keep all the joint records of measurement duly signed by the Employer/Professional Advisor/Committee Member with proper justification as and when require. No extra cost or rate shall be considered if applicant is unable to justify the extra or additional work. If required the measurements shall be supported by Total Station Survey. The contractor shall provide CD of Video recording of the entire event under the applicant's scope work to the iNDEXTb and Consultant.

10. Extension of whole or part of the event

a) In case of extension of the whole event or part beyond planned event days, compensation shall be decided on mutual understanding between the bidder and the organizers.

b) In case of extension of the whole event or part of the event, the revised income would be worked out by iNDEXTb based on the commitments made and variable inputs for the exhibition. The applicant would have to maintain the records for the additional expenses incurred due to extension of the exhibition period and submit to iNDEXTb.

11. Liquidate damages

a) The completion period of the entire work shall be as per the dates specified for the Event; this shall be deemed to be the essence of the contract. The time limit specified above and as approved in writing by iNDEXTb, shall be strictly adhered to and followed. Liquidated Damages will be applicable, on the entire value of the contract. In case of delay in completion of a specific job beyond the date of completion given by the Applicant and accepted by iNDEXTb, unless extended by iNDEXTb in writing, penalty would be at the rate of 1% of the decided royalty value for delay of each day taken by the Applicant, subject to maximum of 5% of the royalty value in addition to the total value of the royalty. Whichever is more.

b) In case of observance of delay to deliver the work within stipulated time-limit, and if felt by iNDEXTb about the non-competence of the bidder to complete the work; iNDEXTb reserves the right to terminate the contract and get all the jobs or the delayed job completed through another agency of its choice. Any extra loss/cost that iNDEXTb will have to incur for completion of the balance job/s through another agency will be recovered from the initial contracting agency's account, Security deposit, etc.

c) Moreover, iNDEXTb shall be entitled to all other legal proceedings as may be required for shortfalls in recovery.

12. Penalty

a) Participation below the area of 40,000 Sq. m is liable to draw a penalty on balance unsold area at the rate of Rs. 10,000.00 per Sq. Mtr excluding taxes or any other, if desired by the Committee / Government.

13. Delay and penalty in the supplier's performance

a) Services under the contract shall be provided strictly in accordance with the schedule specified in the purchase/work order.

b) Delay(s) in the performance obligations including delay in payment of royalty amount as per the timeline mentioned in this shall render the selected agency/supplier of service liable to any or all as may be decided by iNDEXTb;

1. Penalty as per the stipulation in liquidate damage clause
2. forfeiture of performance security (S/D),
3. imposition of liquidated damages and/or termination of the contract for default, and/or
4. barring the supplier for 3 years.

c) If at any time during performance of the contract, the supplier should encounter conditions impending timely delivery of the services, the supplier shall promptly notify in writing of the full fact about the delay, its likely duration & cause(s). As soon as practicable after receipt of the supplier's notice, the discretion to extend the period for performance of the contract after mutual discussions, lies with the purchaser i.e. iNDEXTb

d) If the Event Contractor fails to deliver required work as per agreed schedule or quality, iNDEXTb can appoint other Agencies, Contractors and actual payment made to these agencies shall be deducted from the security agency and bank guarantee available.

14. Manpower requirement

Necessary arrangements of manpower to execute the scope of work is to be carried out by the agency, and is desired to have manpower for the following:

a) Marketing and sales executives

b) Graphic designer/Creative work incharge

c) IT personnel

d) ELV expert

e) Fire expert – As directed by local fire authority

f) HVAC and Electrical expert

g) Security in-charge

h) Site in-charge

i) Individual dome in-charge

j) Housekeeping in-charge

k) Food-court in-charge

l) BSM and RBSM coordinator, if required

m) VD coordinator

n) Guest relationship Manger

o) Civil Engineer

p) Electrical Engineer

q) Overall event/Exhibition coordinator

r) Parking incharge

s) Visitor Management incharge

15. Defective work

a) In cases where the Bidder has carried out defective work or used defective materials, Owner shall be entitled to:

I. Where reasonable to do so, order a suspension of work and further inspect the work to determine the exact nature of the defect

II. To order the removal or replacement of defective work or material without any additional payment, or

b) Quality and finishing of all structures will be reviewed after final execution of work. Any deviations or non-compliance from approved designs are bound for removal and re-installation.

16. **Providing free space to employer in the exhibition**

a) Net space of **3,000 Sq. Mtr** having complete provision for electrification, air conditioning and necessary octanorm systems required to populate the dome (with standard furniture and fixtures) would be provided to iNDEXTb free of cost during Vibrant Gujarat Global Trade Show 2027

b) For space above 3,000 Sq. Mtr of net space within domes or in open exhibition area (temporary or semi-permanent); iNDEXTb reserves the first right of rejection by 20th December, 2026 and to be provided if required at special rate as may be decided jointly between iNDEXTb and the successful bidder which includes electrification and air-conditioning. The agency will have to put in necessary marketing efforts if this space or part thereof is rejected by iNDEXTb or will take up necessary liaison with concerned allottees of this space or part there of if the space is drawn by iNDEXTb.

c) The onus of providing standard services and addressing the participation queries within the space allotted remains with the successful applicant.

17. Rates and details for selling/providing space

a) The amount to be charged for per Sq. Mtr for the following facilities should not exceed the rate charged during Vibrant Gujarat Global Trade Show 2027. The charges for the facilities during Vibrant Gujarat Global Trade Show 2027 were:

PARTICULARS FOR PARTICIPATION	Amount to be charged per Sq. Mtr (Taxes extra)
Bare space (Inside AC Dome) including supply of 5 Amp single phase power or 15 Amp three phase power upto 1 KW including consumption for private sector.	Rs. 15,000.00
Space with Fabricated Stall (Shell Scheme inside AC Dome) with standard furniture and including supply of 5 Amp single phase power or 15 Amp three phase power upto 1 KW including consumption.	Rs. 16,000.00
Open Space Participation Outside Dome without AC but including 5 Amp single phase power supply or15 Amp 15 Amp three phase power upto 1 KW including consumption.	Rs. 5,500.00
Additional 15 Amp Three phase Power requirement beyond 1 KW for the exhibition including consumption.	Rs. 4.500.00 per KW
Water if being used for display of product	As per the actual cost quoted by the supplier
MSME / Startups / Women Entrepreneurs (the minimum net area should be 2000 Sq. Mtr)	60% discount over the bare space rate mentioned above
iNDEXTb (minimum net display area of 3000 Sq. Mtr)	100% discount over the bare space rate mentioned above (free of cost)

18. Sponsorship

a) The finalized agency will be allowed to raise sponsorship to mitigate its expenditure for organizing Vibrant Gujarat Global Trade Show 2027 from reputed and relevant organizations.

b) Any sponsorship beyond this or any particular segment of organizing the trade show (e.g. sponsorship for lanyards, sponsorship for kit-bags, etc.) would be carried out under the intimation of iNDEXTb or any committee appointed by the Government for organizing the exhibition. The agency will require the prior approval of iNDEXTb or Exhibition Committee.

Chapter 10

Standard Formats

1. Bidders Details

	Tender Description	:	
1.	Name of the tendering company	:	
2.	Name of authorized signatory	:	
3	Full address of reg. office	:	
4	Correspondence address	:	
5	Contact person details		
	Name	:	
	Telephone no.	:	
	Fax no.	:	
	E-mail address	:	
6	Type of firm a. Government/ Public Sector Undertaking b. Proprietary Firm c. Partnership firm d. Limited company or Limited Corporation e. Member of a group of companies f. Subsidiary of a large corporation		
7	Year, date and place of incorporation of company	:	
8	Former name of the company, if any	:	
9	GST registration no.	:	
10	PAN no.	:	
11	Profile of the firm	:	To be attached

Signature of bidder with seal

2. Organization Structure

Provide;

1.0 Overall organization chart of the company showing position of Managing Directors and HO organization

2.0 Give list of employees: technical and non-technical

3.0 Give list of sister-concerns, if any.

3. Plan for organizing the Tradeshow

Please provide here the plan of execution regarding **Tradeshow** sub parts a). b).c) and d) mentioned in Chapter 6 “Schedule of Requirements”

4. List of Trade Shows/Trade Fairs/ Exhibitions as Exhibition Organizers and list of events on hand

Please finish information about minimum of Work Execution Capacity as per clause 6.1:

Sr. No.	Name of Trade Fair/ Exhibition	Area of Trade Fair / Exhibition (Sq. Mtr.)	Location and description of event	Net Saleable Area	Date of event and Time Duration
1	2	3	4	5	6
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

NOTES:

1) Each of the listed events shall be supported with the copy of Work Order/Agreement, event brochure, photographs, etc.
2) Attested satisfactory completion certificate from the employer indicating the scope of work and magnitude of work.
3) Time duration/venue/contents/name of agencies participated in the event/photographic documentation shall be submitted by concerned agency.
4) Non disclosures of any information in the schedule will result in disqualification of the firm.
5) Non-disclosure of any information in the schedule will result disqualification of the firm.
6) In case of private work sufficient authentic proof of work done. Along with evidence of financial transactions shall have to be furnished.

7) List of works / events on hand shall be attached as under.

Sr.No	Name of Employer	Location and description of event	Value of contract (INR)	Period of execution
1	2	3	4	5

8) If the company or firm is divided among partners, the experience of the individual or new firm set up by the partner/s shall be considered provided past experience is subject to legal consent of individuals, partner/s or new firm set up by the partner/s.

5. Detail of work carried out

Sr. No.	Name & address of organization where work executed	Type of work	Total area (Sq. Ft.)	Order Value ₹ in crore	Year of execution

Signature of bidder with seal

6. Financial Information Summary

Sr. No.	Description	FY 2023-24	FY 2024-25	FY 2025-26	Average turnover
1	Turnover (₹. In Lacs)				
2	Net profit (₹. In Lacs)				
3	Net worth (₹. In Lacs)				

Signature of bidder with seal		Signature of chartered accountant with seal	
Date	:	Date.	:
Name	:	Name	:
Address	:	Address	:
Contact No.	:	Contact No.	:
E-mail:	:	E-Mail	:
		Membership no.	:

7. SELF DECLARATION

DECLARATION REGARDING BLACKLISTING/ NON-BLACKLISTING FROM TAKING PART IN GOVT.TENDER BY GOVT. DEPT

(To be executed on Rs.20/- Stamp paper &attested by Public Notary/Executive Magistrate by the bidder)

I/We Director(s)/Authorized Signatory of of M/S _____ hereby declare that the Company has not been blacklisted or debarred in the past by iNDEXTB or any other Government Department/Organization/Under Taking from taking part in Government tenders.

In case the above information found false, I/We are fully aware that the tender/ contract will be rejected/cancelled by iNDEXTb and EMD/SD shall be forfeited. In addition to the above, iNDEXTb will not be responsible to pay the bills for any completed / partially completed work.

SIGNATURE OF THE BIDDER WITH SEAL

8. AUTHORIZATION LETTER

AUTHORISATION LETTER
(ON THE LETTER HEAD OF THE ORGNISATION /FIRM)

We authorize_____[Name of the person], who is employed and holding the position of ……..[Designation] in our Company, to submit bid on our behalf and do all such acts, deeds and things necessary in connection with or incidental to submission of Bids for…… [Name of the Bid].

The Signature of the Authorized Person is also attested herewith.

Signature of Authorized Person:

Full Name:

Designation:

Signature:

Full Name:

Designation:

Address:

9. BID CONDITION ACCEPTANCE LETTER

DECLARATION REGARDING ACCEPTANCE TO TERMS & CONDITIONS OF THE TENDER

1. I/We, Director/authorized signatory of the Company M/s _____, is competent to sign this declaration and execute this tender document.

2. I have carefully read, understood and accept all the terms and conditions of the tender and undertake to abide by them.

3. The information / documents furnished along with the above application are true and authentic to the best of my knowledge and belief. I / we, am / are well aware of the fact that furnishing of any false information / fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.

SIGNATURE OF THE BIDDER WITH SEAL

FIN-1 : Financial Proposal Submission Format *

(* to be provided online only and no physical submission)

To:
Managing Director
Industrial Extension Bureau (iNDEXTb)
Block No. 18, 2nd Floor,
Udyog Bhavan, Sector 11, Gandhinagar – 382010.

Sub: Price Bid

Dear Sir,

In response to the tender document, we offer to provide the services to iNDEXTb for the Vibrant Gujarat Global Trade Show 2027 to be organized as part of the Vibrant Gujarat: 2027 Summit and in accordance with the guidelines mentioned in the RTB document (Request to Bid) No IEB/VGGTS2027/2026/01 and our Proposal in response to it.

We hereby quote the Price Bid, amount to be paid to iNDEXTb, as under:

Reserve Royalty Amount (A)	**Rs. 4,00,00,000 / -**
Additional Royalty Amount (B)	
Total Royalty Amount (A+B)	

The Total Royalty Amount is exclusive of applicable taxes and duties, levies, GST etc.

Our Financial Proposal shall be binding upon us subject to the modifications resulting from Contract negotiations, up to expiry of the validity period of the Proposal, i.e. 90 calendar days from the last date of submission of this Proposal.

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

Annexure I: DOME / VENUE LAYOUT



Annexure II: DOMEWISE AREA STATEMENT

Dome Number	Length (M)	Width (M)	Gross Area (Sq. Mtr)
1	91.16	61.46	5602.69
2	118.17	61.46	7262.73
3	54 diameter		2289.00
4	68.50	31.49	2157.07
5	118.17	73.45	8679.59
6	118.17	61.46	7262.73
7	118.17	61.46	7262.73
8	118.17	61.46	7262.73
9	91.16	61.46	5602.69
10	91.16	61.46	5602.69
11	118.17	61.46	7262.73
12	91.16	61.46	5602.69
12-A	75.75	31.49	2385.37
Total Gross Area (sq mt)			74235.43
Admin Block	22.5	18.00	810.00
Other Areas			1549.00
Total Area			75784.43

Annexure III: SCHEDULE OF RATES

Charge for Event and Non-event day of the Venue –

Total Area – approx. 76,000 Sq. Mtr

SN	Event Days/ Non-Event Days	Total Amount (INR)
1	Event Days - 05 Days Charges: Rs. 200 per Sq. Mtr per day	7,54,11,415.00
2	Non-Event Days - 20 Days (15 days pre- event + 5 days post-event) Charges: Rs. 100 per Sq. Mtr per day	15,25,55,180.00
3	AIR CONDITIONING Event Days (05 Days) Charges: Rs. 80 per Sq. Mtr per day	3,00,18,172.00
GST @ 18% (9% as SGST and 9% as CGST)		4,64,37,258.00
Grand Total Amount		**30,44,22,025.00**

Source: Operator at Helipad Exhibition Centre

Disclaimer: Before bidding, the same may be confirmed with

The Chief Operating Officer
Helipad Exhibition Ground,
Sector 17, Gandhinagar.
Phone: 9825039438

- However, successful agency may negotiate with operator at Helipad Exhibition Centre, Gandhinagar.