

**Ammendent – I**  
**(Revised Schedule and First Extension)**

**Tender No. Samanya/ Vastray-2020/ 931/2019-2020,**

**Dt 15.02.2020**

Commissionerate of Textiles, Maharashtra State, Nagpur-440001 invites open e-tender from the agencies empaneled by General Administrative Department, Government of Maharashtra vide Government Resolution No. MVJ-2017/CR No 376/34, Dated 21<sup>st</sup> May,2018 (शासन निर्णय, सामान्य प्रशासन विभाग क्र. मावज-२०१७ प्र.क्र. ३७६/३४ दि.२१ मे २०१८) under two bid system for the **Providing Event Management Services FOR “VASTRAYA - 2020”** (A Buyers’ & Sellers’ Meet and Seminar on Textile Industry in Maharashtra) at **Mumbai on 2<sup>nd</sup> or 3<sup>rd</sup> week of March 2020.**

Sl.No.	Item	Details
1	Name of Work: Organising Event “VASTRAYA - 2020” (A Buyers’ & Sellers’ Meet and Seminar on Textile Industry in Maharashtra) with all preparations	<b>Place: Mumbai</b>  Date: <b>2<sup>nd</sup> or 3<sup>rd</sup> week of March 2020.</b>
	Date of availability of Tender Document	31 <sup>st</sup> January 2020 from 18.00 hours to <b>27<sup>th</sup> February 2020 up to 15.00 hours</b>
3	Mode of Selection	e Tender two Bid System
4	Last date and time for submission of bids	<b>27<sup>th</sup> February 2020 up to 15.00 hours</b>
5	Opening of Technical Bid	<b>28<sup>th</sup> February 2020 up to 11.00 hours</b>
6	Presentation by the Bidders to the Evaluation Committee	<b>28<sup>th</sup> February 2020 up to 13.00 hours</b> <b>(any change will be intimated)</b>
7	Opening of Financial Bid	<b>28<sup>th</sup> February 2020 up to 16.00 hours</b>
8	Earnest Money Deposit (EMD)	Demand Draft of ₹ 1,40,000/-
9	Cost of tender document (non-refundable). No physical sale of tender document	₹ 14,000/-
10	Address for Submission of Hard copy of Technical Bid (including Tender Document Fees & EMD) on or before the closing date and time of bid submission	<b>Commissionerate of Textiles,</b> Maharashtra State, Nagpur, Old Secretariate Building, OPP G.P.O. Nagpur 440001
11	Website for downloading tender Document, Corrigendum, Addendums etc.	www.mahatenders.gov.in

**Disclaimer :**

This tender is not an offer by Commissionerate of Textiles, Maharashtra State, Nagpur, but an invitation to receive offer from Eligible Bidders. No contractual obligation whatsoever shall arise from the tender process unless and until a formal contract is signed and executed by duly authorized Officer of Commissionerate of Textiles, Maharashtra State, Nagpur with the vendor.

**Revised Scope of The Event is attached herewith. Other conditions in the tender remain unchanged.**

Sd/-  
**Commissioner Textiles,**  
Commissionerate of Textiles, Maharashtra State,  
Nagpur



# वस्त्रोद्योग आयुक्तालय

जुने सचिवालय इमारत, जी.पी.ओ.समोर, सिव्हील लाईन्स, नागपूर - ४४० ००१

दूरध्वनी : ०७१२ २५६ १२४७ फॅक्स : ०७१२ २५२ ६४०८ ई मेल : [directortextiles@rediffmail.com](mailto:directortextiles@rediffmail.com) संकेतस्थळ : [www.dirtexmah.gov.in](http://www.dirtexmah.gov.in)

*Samanya/ Vastray-2020/ 931/2019-2020*

*Date 15.02.20*

## **Ammendment - I**

Commissionerate of Textiles, Maharashtra State, Nagpur-440001 invited open e-tender vide **Tender No. Samanya/ Vastray-2020/621/2019-2020 (Tender ID: 2020\_CMTDM\_542496\_1)** from the agencies empaneled by Ganeral Administrative Department, Government of Maharashtra vide Government Resolution No. MVJ-2017/CR No 376/34, Dated 21<sup>st</sup> May,2018 (शासन निर्णय, सामान्य प्रशासन विभाग क्र. मावज-२०१७ प्र.क्र. ३७६/३४ दि.२१ मे २०१८) under two bid system for the **Providing Event Management Services FOR “VASTRAYA - 2020”** (A Buyers' & Sellers' Meet and Seminar on Textile Industry in Maharashtra) at Kolhapur/ Mumbai/Nagpur on 1<sup>st</sup> week of March 2020.

**According to the revised theme of the programme following changes are made in the eTender**

- 1. Annexure - 9 is cancelled**
- 2. Annexure - A, B, B-1 and C are cancelled.**
- 3. Bidders are requested to fill the financial Bid (BOQ) as lump sum for the event in the Sr. No 1 row i.e. Construction.**

**Revised Scope of the work will be as follow:**

**SCOPE OF WORK**

The bidder is required to organize an buyer seller conference cum meet for two days during **2<sup>nd</sup> or 3<sup>rd</sup> week of March 2020** at Mumbai. The tentative program will be as follows:

Sr, No	Day	Particulas	
1	First day	10.00 – 11.0 AM	<ul style="list-style-type: none"> <li>• Registration and Welcome</li> </ul>
		<b>Morning Tea</b>	
		First half	<ul style="list-style-type: none"> <li>• Inauguration of <b>Vastray-2020</b> by a Chief Guest</li> <li>• Prize distribution of State level Handloom Competition</li> <li>• Introduction of buyers' Sellers' meet</li> </ul>
		<b>Lunch Break</b>	
		Second half	<ul style="list-style-type: none"> <li>• Buyers' Sellers' Meet</li> <li>• Conference</li> </ul>
		<b>Evening Tea</b>	
		Evening	Cultural Evening programme
		<b>Dinner</b>	
2	Second Day	First half	<ul style="list-style-type: none"> <li>• Buyers' Sellers' Meet</li> <li>• Conference</li> </ul>
		<b>Morning Tea</b>	
		First half	<ul style="list-style-type: none"> <li>• Buyers' Sellers' Meet</li> <li>• Conference</li> </ul>
		<b>Lunch Break</b>	
		Second half	<ul style="list-style-type: none"> <li>• Signing of agreements and formal placing of orders, depending upon product finalization.</li> </ul>
		<b>Evening Tea</b>	
		Second half	<ul style="list-style-type: none"> <li>• Validictory</li> </ul>
<b>Dinner</b>			

On both days the event will be open to general public for visiting the stalls. However the final program will be chalked out and approved by Commissionerate of Textiles, Maharashtra State, Nagpur in consultation with the successful bidder.

To organize the event the Bidder will be required to make the following arrangements:

**A Buyers' Sellers' Meet (BSM), Conference and Exhibition:**

- Booking of venue for Buyers' Sellers' Meet, conference, Catering services for the event, stay arrangements for delegates, senior officials of the Govt. etc. The venue will be paid for by the Bidder directly. However, the final decision on choice of the venue will be the prerogative of Commissionerate of Textiles, Maharashtra State, Nagpur.
- Designing & Fabrication of **Buyers' Sellers' Meet (BSM), Conference and Exhibition along with** theme area.
- Construction of approx. 2000-2500 sq. ft. area for each zone for display of minimum 25 sellers (approx. there will be 10 zones) of the textile category in each zone
- Making arrangements of 5 cabins with full office setup for B2B meet, including computer, printer, networking facility, and a separate coordinator for each cabin.
- Buyers' Lounge, Conference Area, VIP Lounge (with high tea), display of handloom and other Textile products etc.
- Audio Visual arrangements for inauguration, prize distribution and valedictory function
- Inviting Buyers and Sellers from Maharashtra, State based local exporters, prospective exporters, representative of textile federations and various organizations including handloom, State official, Officials from Central Govt. & autonomous bodies, Media etc.
- Coordination, facilitation with the participants.
- Escorting the buyers' houses representation.
- Videography and Photography,
- Minimum 200 photographs in album and minimum 500 photographs & full videography of the event in CD/pen drive (edited and unedited)
- BSM Conference Lunch and dinner as follows :  
First day – Lunch for Approx. 350 Pax and dinner approx. 150 Pax (one day).  
Second Day – Lunch for Approx. 300 pax and dinner approx. 100 pax (one day).
- Cultural Evening programme on first night (invite the local folk Troupe with other arrangements)
- Arranging Mementos.
- Printing 500 Theme Textile / Cotton/Jute bags with conference and logo
- Welcome bouquets for guest
- Arranging at least 200 top most buyer Houses across National and international with the help of foreign embassy special from Middle East and Africa.
- The list and profile of all participants must be submitted to Commissionerate of Textiles, Maharashtra State, Nagpur at least **1 week** before the actual date of the event.
- Commissionerate of Textiles, Maharashtra State, Nagpur reserve the right to reject/remove/add the participants.

- The Bidder should attempt to facilitate promotion of Maharashtra Textile & Handloom products in the mainstream population.
- The selected bidder will be responsible to ensure that suitable manpower is present at the site for setting up and maintenance of the venue and coordination of the event till the end.
- Digital Marketing with Search Engine Optimization with Google, Telemarketing for **Vastray-2020**.

## **B Designing and Printing**

- Designing and Printing of Brochure
- Designing and Printing of Delegate Directory and Booklets and other relevant papers
- Designing and Printing of Back Drop, Banners, Signage, Standees, Invitation Cards, Table Tops, Folders.
- Identity Cards for Buyers / Sellers / Govt. officials
- Media Kit and brief.
- Designing and printing of stalls Fascia name, back drops, podium cover.
- Designing Advertising for News Papers and Hoardings in Marathi, Hindi and English
- Advertising the hoardings at prime locations for wide publicity in major Textile concerned cities from Maharashtra.

## **C Logistic arrangements for participants**

- Accommodation in 3 Star Hotel - 03 nights for approx 50 senior officials of the Govt. etc.
- Accommodation in descent A/C Hotel - 03 nights for approx for 100 delegates,
- Arrangement for min 15 Cars (Innova) for transporation of delegates, senior officials of the Govt. etc.

## **D Other arrangements:**

- Receiving the VIP's, distinguished guests at the Venue,
- Provision of Team Leader with a team who will be controlling the flow of events including backstage arrangements during the entire course of event.
- Developing ambience and theme activity wise
- Fabrication of a VIP Lounge
- Three hostesses for the BSM event
- Decor & table arrangements for Lunch & Dinner including escorting arrangements for VIPs.
- Make available Printer, laptop etc. at venue & Stationery, Fire extinguisher, General security, Power backup, Floral, Tea, coffee, water, refreshments etc.

### **Selection procedure and evaluation criteria:**

An Evaluation Committee in Commissionerate of Textiles, Maharashtra State, Nagpur will carry out a preliminary screening of the bidders and will shortlist the bidders fulfilling the prescribed eligibility criteria as per Tender

Technical Evaluation will be done by evaluation committee of eligible bidders as follows :

<b>S no</b>	<b>Evaluation parameters</b>	<b>Maximum Marks</b>
<b>1</b>	<b>Experience - Value of completed work for organizing Buyer-Seller event for Govt. organization</b>	<b>30</b>
	50 lakhs or more	30
	40-50 lakhs	20
	35-40 Lakhs	10
<b>2</b>	<b>Average Annual Turnover of agency for each year more than 75 Lakhs</b>	<b>30</b>
	2016-17	10
	2017-18	10
	2018-19	10
<b>5</b>	<b>Concept, Design Decoration plan etc of event, which will be hosted for CGSAMB by the bidder to be submitted in hard copy and CD. Marks will be given by evaluation committee on the basis of going through the Concept, Design Decoration plan etc of event to be hosted.</b>	<b>40</b>

The Bidders who score minimum 70 marks in technical evaluation (out of 100 marks), will be short listed.

### **Evaluation of Financial Proposals**

On the basis of technical evaluation, the financial bids of all agencies who scores minimum 70 marks in technical qualification will be opened. Evaluation will be Quality-Cum-Cost based selection system (QCBS). The final evaluation will be made on the basis of the following:

Weightage for the Technical Proposal: 0.70

Weightage for the Financial Proposal: 0.30

TPM = total score obtained by bidder upon technical evaluation as per table above.

FPM for L1 bidder = 100.

FPM for other bidders = (Financial Bid of L1/ Financial bid of other bidder) X 100

Combined Technical and Financial score = **TPM x 0.70 + FPM x 0.30**

The bidder scoring the highest aggregate marks in Combined Technical and Financial Score will be awarded the work. Selection Committee reserves the right to withdraw the announcement, accept or reject any or all the bids at any time prior to award of contract/order, without assigning any reasons and without incurrance of any liability on Commissionerate of Textiles, Maharashtra State, Nagpur. Commissionerate of Textiles, Maharashtra State, Nagpur also reserves the right to negotiate the prices with the selected bidders.

Sd/-  
**Commissioner Textiles,**  
Commissionerate of Textiles, Maharashtra State,  
Nagpur