

Response to the Pre-Bid Queries related to RFP Document for Appointment of Event Management Agency for Managing Participation of the State of Uttar Pradesh during Pravasi Bhartiya Divas 2019

Clause No.	Query	Response
Encompass Events		
3.1.1	<p>Preparing, printing and production of promotional content including but not limited to brochures, pen drives, leaflets, etc. for distribution to 2000 participants.</p> <p>Query: Total pax 2000 ? in bada lal pur stadium? Pen drive – how many MB’s ? should be 2000 in Number?</p>	<p>Total pax will be at least 2000 and UPPD will be held at Mini Stadium, Bada Lalpur, Varanasi. Pen Drives should be of at least 16 GB capacity. All the collaterals must be 2000 in numbers.</p>
3.1.3	<p>Coordinating with GoUP and suggesting themes/sessions/speakers for UPPD convention.</p> <p>Query: Does this mean suggesting Panellists and Moderators for the panel discussion that is scheduled after lunch?</p> <p>Do we have to also suggest an overall theme?</p> <p>Could u share proposed schedule</p>	<p>This includes suggesting overall theme of the UPPD as well as suggesting themes for all the plenary sessions to be organised during UPPD on 21st January 2019. EMA will also have to suggest panellists, moderators, speakers, etc. for the session.</p> <p>UPPD will be organised on 21st January 2019 at Mini Stadium, Bada Lalpur, Varanasi from 11:00 am to 6:00 pm. It will constitute of at least 4 sessions including Inaugural and Valedictory Session. The proposed schedule will be shared with the successful bidder closer to the date of programme.</p>
3.1.5	<p>Drafting & sending communications to all the stakeholders/participants of UPPD in consultation with GoUP</p> <p>Query: Does this indicate sending e-mailers and SMS’s to Participants or does it also include offline communication such as itinerary, booklets etc.</p>	<p>This only includes sending e-mailers, SMS’s, Letters, Invitations, Etc. to the registered delegates.</p>
3.1.14	<p>Suggesting means for increasing registration for UPPD as and when required</p> <p>Query: Please elaborate</p>	<p>This means suggesting means such as publicity campaigns, digital media promotions, etc. for increasing registration of UPPD.</p>

3.2.12	<p>Proper reception with sufficient furniture and other items as per requirement viz. Lounge sofa (single & double seated), centre table, chairs, tables, coffee table/eating space, half partitions, store, coat hanger, brochure rack, table bouquets/ flower bouquets, name plates/ boards, placates, potted plants, dust bins, drinking water dispensers etc. shall have to be arranged by the agency.</p> <p>Query: How many PAX should this reception/ lounge hold?</p>	The reception lounge should accommodate at least 30 people.
3.2.15	<p>Agency shall provide for snacks to the GoUP officials and guests, as and when required during the exhibition days.</p> <p>Query: What would the minimum/ approximate number of PAX be?</p>	The arrangement is to be made for at least 150 to 200 pax per day. The State Exhibition Pavilion will be functional from 21 st January 2019 to 23 rd January 2019.
3.2.19	<p>Literature/related items of the GoUP have to be carried and transferred by the agency and adequately stocked at the venue of the event. Stock account of the same has to be submitted after the event.</p> <p>Query: What would the approximate quantity be for the same?</p>	
3.2.23	<p>EMA will have to install an additional area of at least 900 sq. mt. inside the exhibition space which will be a digital multimedia and experiential showcase on the life of “Shri Atal Bihari Vajpayee”.</p> <p>Query: Would this 900 sq.mts. be demarcated inside the State Pavilion Hangar or would it be a stand-alone structure?</p>	900 sq. mt. for digital multimedia and experiential showcase on the life of “Shri Atal Bihari Vajpayee” need to be developed inside the 2800 sq. mt. State Pavilion.
3.3.3	<p>The ODOP Zone must have provision for at least 100 huts of 3mtX3mt size each, for showcasing the products. The allocation of huts to the artisans will be done by GoUP. All the huts must be covered from the top.</p>	The turf area of the stadium is restricted to be used. However, demonstration stage may be created at the turf area subject to it should not cause any damage to the turf.

	Query: To incorporate 100 stalls and demonstration stage could we would require to use the Turf area at the stadium.	
3.4.2	<p>A minimum of 35 nos. of Food stalls (Which should have 3 dedicated stalls for foods of Uttar Pradesh and rest 28 stalls should be 1 stall each for foods of rest of the states of India as well as 4 stalls for Union Territories). All the stalls must be managed by EMA on turnkey basis.</p> <p>Query: Would these stalls be on direct chargeable basis?</p>	All the stalls are to vend food on chargeable basis.
3.4.3	<p>At least 4 Food Junctions (Tasting Points), 4 Chai pe Charcha points and 4 Khana Khazana Points (Training Zones) is to be developed and managed on thematic basis. The theme and management plan for these points need be presented in the technical presentation of the bidder.</p> <p>Query: Are the Training Zones chargeable? Do patrons need to pre-register for these sessions?</p>	Training Zones will not be chargeable and no pre-registration will be required for these Zones.
3.4.5	<p>Food Stalls are to be given three tables with frills & plastic sheets & Two chairs each along with 4 lights – tube light & focus lights, One Pedestal Fan, Three Power Points.</p> <p>Query: Would providing Generators for the power requirement be in the scope of work or would be we get State Electricity Lines/ by Tent City.</p>	Power is to be arranged by the bidder.
3.4.10	EMA will have to make arrangement and provide breakfast to at least 1500 to 1800 delegates in the tent city on 21st, 22nd, 23rd and 24th January 2019 for which F&B Infrastructure will be provided by tent city developer.	The three dining areas will be of dimensions 25mt. X 20mt., 30mt. X 40mt. and 30mt. X 50mt. respectively. The tent city developer will provide food serving counters, dining table & chairs, platform, carpet, interior décor, lighting & power arrangement, attached kitchen as well as washroom in all dining halls.

	Query: Details of all Infrastructure and space allocation dimensions	
3.4.13	<p>EMA will have to manage and run three multi cuisine restaurants on turnkey basis at the tent city area for which built up structure will be provided by the tent city developer agency. The EMA will have to cater to food requirements of delegates at tent city through these restaurants on direct chargeable basis.</p> <p>Query: Space and dimensions of all three restaurants and details of structure to be provided by Tent city developer.</p>	<p>The three dining areas, which will be established as restaurants during the day post breakfast hours, will be of dimensions 25mt. X 20mt., 30mt. X 40mt. and 30mt. X 50mt. respectively. The tent city developer will provide food serving counters, dining table & chairs, platform, carpet, interior décor, lighting & power arrangement, attached kitchen as well as washroom in all dining halls.</p>
Showtime Group		
5.2 (1) (1.1)	<p>No. of events in which participation handled for any State Government in past: 5 Marks for Each Event Organized in India 10 Marks for Each Event Organized outside India Maximum Marks: 45</p> <p>Query: The eligibility criteria requires the bidder to have handled participation of any state government in events of international importance.</p> <p>We request that handling of participation of central government in events of international importance should also be included keeping in view the stature of the event.</p>	<p>Participation handled for any State Government and department thereof as well as Central Government and department thereof will be considered.</p>
E-Factor Entertainment (P) Ltd		
5.1 (2)	<p>The Agency/Company/Firm, should have a minimum average annual turnover of INR 50.00 Crore in the last three financial years (i.e. 2017-18, 2016-17 and 2016-15)</p>	<p>Cannot be considered.</p>

	<p>Query: How can be the turnover more than the size of event, looking at the EMD the event will not be more than 3-4 Cr. How can the turnover have a justification? It should be more experience driven rather than turnover driven.</p> <p>Being an event management agency the average turnover of 50 Cr. is too high. To make a favourable balance between turnover and experience in organising events, the year of experience should be increased to more than 10 years and the annual turnover to be brought down proportionately.</p> <p>Request you to consider the same.</p>	
Deepali Designs		
NA	<p>Query: This is with reference to the above mentioned tender, do we need to submit the hard copy of all documents and presentation in your office before submission deadline?</p>	<p>The technical and financial response of the bid need to be uploaded on etenderup.nic.in as per Instructions for E-tendering given in the RFP. Only EMD and Tender fee need to be hand delivered to the office of NRI Cell, UPFC, 18, Madan Mohan Malviya Marg Lucknow, Uttar Pradesh on or before the bid submission date and time as per clause no. 4.28.1 and 4.9 of the RFP.</p>
Crayons Advertising		
4.9	<p>The RFP Document can be downloaded free of cost from the e-Tender portal at https://etender.up.nic.in. However, an amount of Rs 2,500/- in the form of Demand Draft of any nationalized/ scheduled bank in favour of U.P. Financial Corporation payable at Lucknow should be hand delivered to NRI Cell, UPFC, 18, Madan Mohan Malviya Marg Lucknow, Uttar Pradesh before the bid submission end date and time as cost of the RFP. The Demand Draft should be enclosed in an envelope clearly marking – ‘Demand Draft towards Cost of RFP for Appointment of EMA for Uttar Pradesh</p>	<p>Cannot be considered.</p>

	<p>Pravasi Divas 2019, Varanasi'. The envelope should be placed in another outer envelope as mentioned in Clause 4.28.2</p> <p>Query: Kindly Consider exemption for MSME/NSIC Registered agencies from payment of Tender Fee?</p>	
4.28.1	<p>The Bidder shall furnish as part of its Proposal, an EMD of Rs. 5,00,000/- (Rs. Five lakhs only) in the form of Demand Draft of any scheduled bank in favour U.P. Financial Corporation, payable at Lucknow for acceptance of the e-bid. The Demand Draft must be hand delivered to the office of the NRI Cell, UPFC on or before the Bid submission date and time.</p> <p>Query: Kindly Consider exemption for MSME/NSIC Registered agencies from payment of EMD?</p>	Cannot be considered.
PHD Chamber of Commerce & Industry		
5.1 (2)	<p>The Agency/Company/Firm, should have a minimum average annual turnover of INR 50.00 Crore in the last three financial years (i.e. 2017-18, 2016-17 and 2016-15)</p> <p>Query: In reference to your RFP for UPPBD-EMA, it is requested to clarify whether the Government will consider any relaxation in the Pre- Qualification Criteria – Clause no. 5.1(2) which states that the Agency/ Company/ Firm should have a minimum average annual turnover of INR 50.00crores in the last 3 Financial Years.</p> <p>In this connection it is being brought to your notice that the PHD Chamber of Commerce and Industry executed ODOP Summit of Government of UP in August, 2018 in which bids were invited from Industry Associations having an annual average turnover of Rs. 40.00 crores.</p>	Cannot be considered.

