



No. F.3() Mktg./RFP-Pavilion/DT/2019/ 3011- 3015

Dated: 25/07/2019

1. M/s Showtime Events (India) Pvt. Ltd., New Delhi
2. M/s Impressive Events Hub Pvt. Ltd., Jaipur
3. M/s Chandra Entrepreneurs Pvt. Ltd., Jaipur
4. M/s Lalooji & Sons, Ahmedabad
5. M/s Vibgyor Brand Services, New Delhi

Sub: Request for proposal (RFP) for Construction and setting up of Rajasthan Tourism stand/pavilions in Domestic and Overseas Travel Marts/Roadshows.

This Request for proposal (RFP) is being issued to invite financial bid from empaneled Event Management Agencies of this Dept. for construction and setting up of Rajasthan Tourism Stand/Pavilion at all Domestic and Overseas Travel Mart/Roadshows scheduled in next 4 months (Aug '19 to Nov. 19). Selected agency is expected to appoint a dedicated team, led by Event Director for the assignment. RFP envisages that complete work of fabrication will be done by the selected agency on turnkey basis as per scope of work, general terms and conditions, structural and material specifications along with specified design enclosed at Annexures A and B. Tentative list of events scheduled up to November, 2019 can also be seen at annexure C. Financial bid complete in all respect shall be uploaded online by agencies on eproc.rajasthan.gov.in

Last date & time for online submission of Bid	29 th July, 2019 upto 12.00 Noon
Time & date for opening financial bid	29 th July, 2019 at 12.30 PM in Paryatan Bhawan, Jaipur
Estimated cost of construction and setting up of Rajasthan Tourism pavilions in Domestic and Overseas Travel Marts/ Roadshows	(i) For Domestic Travel Mart – Rs. 6500/- per sq. mtr. inclusive of taxes
	(ii) For International Travel Mart/ Roadshows – Rs. 27720/- per sq. mtr. inclusive of taxes
Bid Processing Fee	Demand draft of Rs. 1000/- in favor of MD, RISL, Jaipur to be deposited in Department of Tourism before scheduled time.

Note: The selection of agency shall be on the basis of lowest rates quoted for both categories- domestic and overseas travel marts/events.

The RFP is being issued in continuation to main Bid No. 100 dated 05.07.2018 issued for empaneling agencies and consequent office order no. 16841 dated 07.09.2018 which shall be treated as integral part of this RFP. Accordingly, all terms & conditions mentioned of main bid will be applicable here too. If there is any query, the empaneled agencies may contact Joint Director Fairs & Festivals/Marketing, Paryatan Bhawan, Jaipur email: dotfestivals@gmail.com, mktg.rajasthantourism@gmail.com, tel no. 0141-2822847.

(Anand Kumar Tripathi)
Joint Director (Marketing)

No. F.3() Mktg./RFP-Pavilion/DT/2019/ 3016- 3019
Copy for information and necessary action to the following: -

Dated: 25/07/2019

1. PS to Principal Secretary, Department of Tourism, Jaipur
2. PS to Director, Department of Tourism, Jaipur
3. Financial Advisor, Department of Tourism, Jaipur
4. ACP (Deputy Director), IT Cell, Department of Tourism, Jaipur to facilitate upload of this RFP on E-PROC & SPP portal site and Departmental website.

(Sanjay Johri)
Deputy Director (Marketing)

Scope of work and General Terms and Conditions

1. The bidder will be required to construct and set up a temporary structure of Rajasthan Tourism pavilions as per structural & material specifications and specified design as given at **Annexures B** in this bid document. The material used should be of standard quality and as per norms applicable for the travel marts.
2. The agency should be able to modify enclosed design as per on-site dimensions and floor plan (different creatives - backlit / front lit etc. can be used alternatively) as per requirements of the events.
3. The bidder should be capable of setting up stalls ranging from 9 to 120 sq. mtrs and more as per requirement.
4. At back wall of the stalls, there would be digital LED walls / LED TV as per specifications attached. This LED wall would be of 3.2 mm pixels' configuration. AV promotional material of Rajasthan Tourism will be displayed on this screen.
5. The entire area hired for stall fabrication should be easily accessible and visible. There should be ample space for main exhibitor and co-exhibitors.
6. A proper and concept based reception table counter for main exhibitor to be made.
7. Provide suitable number of chairs for main exhibitor, round tables for partnering co-exhibitors (specifications given in this bid). The number of the co-exhibitors could be more than 10 in bigger stands.
8. Welcome lounge with oriental furniture and center table as per specification and size of stall.
9. Proper fascia is to be put up at the pavilion.
10. Proper storage area for publicity material as per specification.
11. Visitor's register, goof quality fish bowl, toffees, tea-coffee, snacks for about 20 visitors per event, dustbins, daily cleaning, note pads / pens / pencils for main and co-exhibitors, photography of the pavilion during event (10-15 good photographs) etc. are part of work.
12. Raised platform for stall area as per specification.
13. Display of front lit / back lit hi-resolution images/digital screen in the inner walls of the pavilion approved by Department of Tourism as per specifications. Creative design is enclosed for reference.
14. There should be provision of folk artists performances (up to 10 artists) in bigger stalls. The artists will be provided by the Department.
15. Electrical fixtures for illumination of the pavilion as per specifications and as per size. Power points for main and co-exhibitors as per requirement.
16. The bidder will be responsible to supervise the execution of work at site and manage the stall during the event.
17. Bidder will be required to erect pavilion structures over next 3-4 months contract period on turnkey basis.
18. Maintenance and replacement of broken parts of the stand during marts.
19. Dismantling, cleaning the stand after the event is over.
20. Carry Rajasthan Tourism Publicity Material such as brochures, booklets, posters, CD's etc. weighting about 25 kgs for each mart /event. This material will be distributed by the duty officers / staff of the Dept. at the exhibition stand.
21. Time for completion of the work would be 6 hours prior to the opening of every event.
22. Selected agency will coordinate with event / mart organizers for floor plan and actual dimensions of the exhibitions space on site.

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23. After completion of event/s, the agency will dismantle the stand/ pavilion on its own. Department will not accept or store any material or scrape either after individual events or after expiry of contract. Therefore, all items/ equipments used by the agency should be temporary in nature and on hire basis.
24. Agency can be requested to execute any other work of related nature in existing or emergent situation on mutually agreed terms and as per rules.
25. List of events enclosed at Annexure C are tentative, events and venues may change. Dept. can ask the selected agency to set up the stand/pavilion anywhere. At times Dept may ask the agency to set up structure at a very short notice. At times Dept may require stand/pavilions at multiple locations at the same time.

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Structural and materials specifications**(Temporary stand/ pavilion fabrication work on turnkey and hire basis)**

- 1) Platform – 100 mm raised platform with ramp
- 2) Flooring – 1.5 mm thick linoleum / vinyl flooring
- 3) Display panels (back to back finish) – 80 mm thick – 1200 mm W X 2400 mm height – 4/8 nos - : metal fabricated structure – clad with waterproof high quality ply wood or MDF – Royal paint finish or similar material (as per stall size).
- 4) 1200 mm X 1200 mm X 3050 mm H Storage area with display - 1 nos or as per stall size
- 5) Wall framing – 25 mm X 25 mm MS tube framing clad with 6 mm ply wood with paint finish - 9900 mm X 3050 mm -1 nos (as per stall area.)
- 6) Display panel – UV printed on self-adhesive vinyl - mounted on 6 mm Foam board - clad on the backdrop wall with the 8 mm SS spacer – Size 1200 mm X 900 mm - 10/14 nos or as per stall size
- 7) Branding Facia back to back finish – back lit unit –
 - a) 6000 mm H X 600 mm -1 nos
 - b) 2000 mm H X 600 mm -1 nos
 - c) OR as per stall area.
- 8) Ceiling structure with concealed (150 mm dia LED) lights – MS fabrication and 20 mm ply wood (as per stall area.)
- 9) LED wall – P4 – 2440 mm W X 1830 mm H – 1 no with PA system, 42" LED TV in small stalls of 9 - 36 sq. m.
- 10) Reception counter – 1000 mm H X 1525 mm W X 1220 mm D or as per stall size
- 11) Furniture (as per stall size)
 - a) Lounge area furniture (oriental ethnic feel)
 - 2 seat sofa – 1 no.
 - Single seat sofa -2 no
 - Center table – 1 no
 - b) Co exhibitor table – round glass table – as per the requirement
 - c) Chairs – 2 chairs per co-exhibitor
 - d) Raised stool – 3 nos

Note: Indicative Design of the Pavilion is enclosed with this bid

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RAJASTHAN
The Incredible State of India !

RAJASTHAN DOMESTIC EXHIBITION STALL DESIGN



(Visuals & Pictures are indicative, selected agency will have to get visuals/pictures before execution on site).



Left View



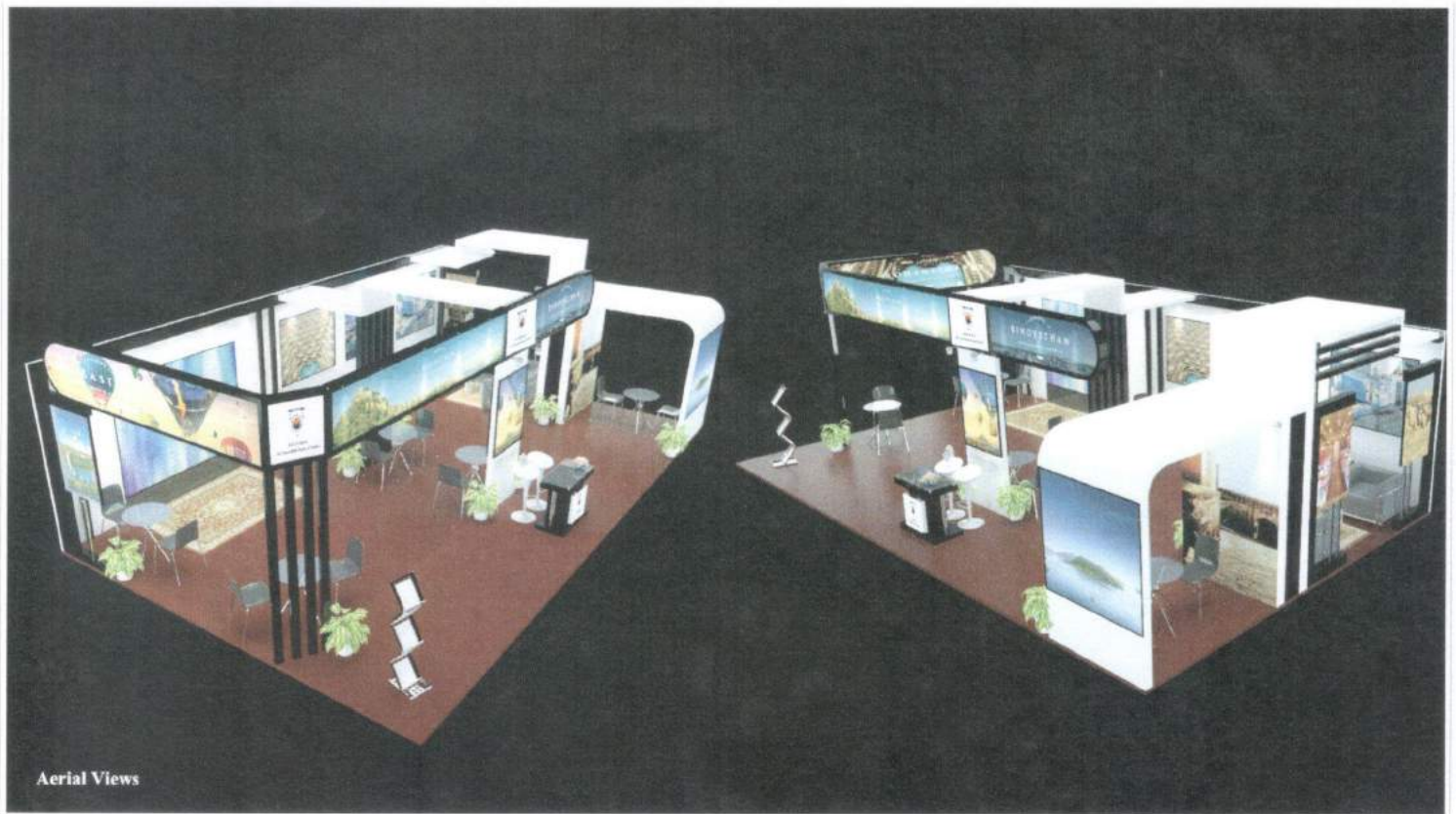
Right View



Front Left



Front Right



Tentative list of Events**(Domestic and Overseas Marts/ Road Shows- These are subject to change)****(i) Domestic Travel Marts/ Events (Year 2019-20) -August, 2019 to December, 2019**

S.No.	Date	Name of Travel mart/ Event	Place	Size of Pavilion Size
1.	2-4 Aug., 2019	India International Travel Mart (IITM)	Bangalore	100 Sq. Mtr.
2.	9-11 Aug., 2019	India International Travel Mart (IITM)	Chennai	100 Sq. Mtr.
3.	16-18 Aug., 2019	India International Travel Exhibition (IITE)	Indore	60 Sq. Mtr.
4.	30 Aug.-1 Sept., 2019	Travel & Tourism Fair (TTF)	Ahmedabad	80 Sq. Mtr.
5.	13-15 Sept. 2019	India Travel Mart (ITM)	Amritsar	60 Sq. Mtr.
6.	12-15 Sept., 2019	IATO Annual Convention	-	-
7.	23-25 Sept., 2019	India Tourism Mart by FAITH supported by MoT, Gol	Delhi	-
8.	9-11 September, 2019	Annual Convention of IHHA, Rajasthan	Ajmer, Rajasthan	-
9.	18-19 Oct., 2019	Wedding Junction Show	Mumbai	45 Sq. mtr.
10.	22-24 Nov., 2019	India International Travel Mart (IITM)	Hyderabad	100 Sq. Mtr.
11.	20-22 Nov., 2020	Travel and Tourism Bazar (TTB)	Shillong	60 Sq. Mtr.
12.	29 Nov.-1 Dec., 2019	India International Travel Mart (IITM)	Pune	60 Sq. Mtr.
13.	Nov., 2019	Wedding Junction Show Free as value addition	London	45 Sq. mtr.
14.	Nov., 2019	Film Bazaar by NFDC	Goa	-

(ii) International Travel Marts/ Roadshows/Events (Year 2019-20) -August, 2019 to December, 2019

S.No.	Date	Name of Travel mart/ Event	Place	Size of Pavilion Size
1.	18-20 Sept., 2019	PATA Travel Mart	Astana, Kazakhstan	45 Sq. Mtr.
2.	1-4 Oct., 2019	TOP RESA	Paris	54 Sq. Mtr.
3.	4-6 Nov., 2019	World Travel Mart	London	100 Sq. Mtr.