

SELECTION OF EVENT MANAGEMENT AGENCY FOR THE PROPOSED SWAVALAMBAN MELA AT LUCKNOW MAHOTSAV, LUCKNOW - FINANCIAL OFFER TO BE SUBMITTED IN SEALED COVER

S.No.	Particulars	Size (Approx.)	Quantity	Unit	Rate (Rs. In figures and words)	Amount (Rs. In figures and words)	Remarks
I	FIXED COST						
A	SIDBI Booth (30 ft x 10 ft - 1)						
1	Wooden Platform with Pergo Flooring	30 x 10 ft	1	One Time Charges for entire event			
2	Center Backdrop - Digital Flex Print with Wooden Frame	30 x 8 ft	1				
3	Right Backdrop - Digital Flex Print with Wooden Frame	10 x 8 ft	1				
4	Left Backdrop - Digital Flex Print with Wooden Frame	10 x 8 ft	1				
5	Touch Kiosk Display Unit	4 x 2.5 x 2.5 ft	2				Standard one as required for this event for interaction with the visitors. Content only will be supplied by the Bank.
6	Lit Branding Panel - Digital Vinyl Print on Acrylic with Wooden Box	4 x 2.5 ft	6				
7	Lit Fascia SIDBI Logo - Digital Vinyl Print on Acrylic with Wooden Box	8 x 1.5 ft	1				
B	SIDBI Artisan Booth (10 ft x 10 ft - 47 Nos.)						
1	Backdrop - Digital Flex Print with Wooden Frame	10 x 8 ft	47				
2	Fascia Logo Unit - SIDBI Logo / MSME Name - Wooden Frame with Digital Flex	10 x 1.5 ft	47				
C	Other Branding Elements						
1	3D Gate-SIDBI Pavilion - Wooden Structure with Digital Flex Print	32 x 12 x 2 ft	1				with Lit Light
2	Branding Panel - Digital Flex Print double Side with Wooden Frame	8 x 4 ft	5				
3	Standee - Self Standing	6 x 3 ft	5				
4	Innovative Photo-op Booth	12 x 10 ft	1				selfie booth
D	Others						
1	Poster - A3 Size	A3 Size	25				
2	Banner - Digital Flex Print with I-let	6 x 2.5 ft	50				
3	Labour, Transportation & other Miscellaneous Charges		1				
5	Creative Development Charges		1				
6	Booth Lighting - Passage Area		1				
7	Power Consumption Charges		1			Sufficient lighting for SIDBI Pavilion Quote your services charges. Besides, payments made to respective authorities will be released separately, against actual receipt.	
8	Liasoning - with all concerned authorities		1			Quote your services charges. Besides, payments made to respective authorities will be released separately, against actual receipt.	
X	TOTAL OF FIXED COST						
II	Variable Cost						
A	SIDBI Booth						
1	LED Screen (8 ft x 6 ft)		1	7 days			
2	Smart LED TV with Touch Panel & Mini-CPU		2	7 days			
3	Glass Round Table		2	7 days			
4	Executive Chair		6	7 days			
5	Sofa - 3 Seater+1 Seater (leather finished)		1	7 days			
6	Coffee Table (for about 3 persons)		1	7 days			
7	Registration Table - Swavalamban Kendra (2 tables 4 x 2 ft)		2	7 days			
8	Booth Lighting - Spot Lights (20 lights)		1	7 days			
9	Supervisor		2	7 days			For about 10 hours duty on the location
Y	Total of Variable Cost						
Z	GRAND TOTAL (X+Y)						
	GST (As applicale)						
	FINAL OFFER						
Note:1	SIDBI reserves the right to alter the items of execution based on the needs. The rates for which will be decided based on the market rates, negotiation with the agency, and the rates quoted.						
Note:2	The tender is for complete execution of the event and the agency should understand the intent accordingly.						
Note:3	The payment will be released only on satisfactory execution of work. Delays and malpractices, observed if any, will be viewed seriously, including disqualification of the agency.						
Note:4	In case, event duration is changed, proportionate payment will be released.						
Note:5	Conditional bids will be rejected.						
Note:6	Standard procedure as per CPWD will be followed for evaluation of the offers received.						
Note:7	Filled in offers (preferably typed) with complete tender document duly signed is to be deposited in the tender box kept for the purpose in the Lucknow Regional Office.						
Note:8	In case of any disputes, decision of General Manager, SIDBI (ROLK) will be final.						

SIGNATURE

DATE

LOCATION

STAMP OF THE AGENCY