

**UT ADMINISTRATION OF DAMAN & DIU**  
**SOCIETY FOR PROMOTION OF TOURISM,ART & CULTURE (SPOTAC), DAMAN**

No. 5/160/DDT/Tarpa\_fest/2017-18/563

Date: 17/11/2018

Tender No. 5/160/DDT/Tarpa\_fest/2017-18/547

**CORRIGENDUM-I**

**REQUEST FOR PROPOSAL FOR SELECTION OF EVENT MANAGEMENT AGENCY FOR DAMAN FESTIVAL  
2018**

<b>Sr No.</b>	<b>Clause No.</b>	<b>Existing Clause</b>	<b>Modified Clause</b>
<b>1</b>	3.15.4 (iv) 4.1 (a) (iii)	The Applicant can be a sole Proprietorship firm / a Partnership firm / a Company incorporated under the Companies Act 1956 / 2013. Consortia, joint ventures, academic and voluntary organization are not eligible to participate in the RFP process.	The Applicant can be a sole Proprietorship firm / a Partnership firm / a Company incorporated under the Companies Act 1956 / 2013. <b>Consortia/ joint ventures are eligible to participate in the RFP process.</b>
<b>2</b>	3.18 (xvi)	The Event Management Agency shall be responsible for arranging photography, videographer, Drone Photography & Videography and internet streaming (Live) on website & other social Media platforms and projecting the function on multiple LED screens (nearly 4-5 ) across in each venues. The Event Management Agency shall also provide and handover to the Authority, DVD and albums of the event and performances at the venue.	The Event Management Agency shall be responsible for arranging photography, videographer, Drone Photography & Videography and internet streaming (Live) on website & other social Media platforms and projecting the function on <b>multiple LED screens (nearly 1-2 )</b> across in each venues. The Event Management Agency shall also provide and handover to the Authority, DVD and albums of the event and performances at the venue.

- Please note that the entire event for 4 days (16<sup>th</sup> to 19<sup>th</sup> December 2018) is to be organized on Light House Beach only at Daman. Thus, the stage setup, seating etc. must be arranged at Light house beach only. Only a small stage must be setup inside Moti Daman Fort for Fun street event.
- The evening performances scheduled on all days i.e Hasya Kavi Samelan, Performance by a celebrity dance group, Gujarati Drama and Mega star performance shall be directly booked by the UT Administration and thus the booking fees, Charges for travel, boarding and lodging shall be borne by this Administration.
- The BOQ as per the scope of work of this Request for Proposal is enclosed herewith as **Annexure-I**. Please note that the BOQ is for the reference of the bidders and the bidders are requested to prepare their own BOQ sheet covering all the elements required for smooth execution of the event as per the scope of work.
- Please note that the grand total financial quoted (not item wise cost) for execution of Daman Festival 2018 will only be accepted.

**ALL THE BIDDERS ARE REQUESTED TO SUBMIT THEIR BIDS IN ACCORDANCE WITH THE ABOVE MENTIONED CHANGES.**

Sd/-  
Member Secretary  
SPOTAC  
Daman

**BOQ FOR DAMAN FESTIVAL 2018 (ANNEXURE-I)**

<b>Sr no.</b>	<b>Venues</b>	<b>Description of work</b>	<b>Unit/days</b>	<b>QTY</b>	<b>Rate</b>
<b>1</b>	<b>Light House Beach</b>	Performance Stage: Main stage to be made for suitable participants to perform for Inauguration function and remaining others days. Providing necessary floral and theme decoration, banners, carpets on floors. Creation of necessary ambience and black masking is a part of scope of work. Seating arrangement on stage should be done as per requirement of SPOTAC. Reshuffling of sitting arrangement with schedule and crowd of the event/program shall be arranged without any extra cost. Movement plan shall be provided. Seating arrangements, Ambience with Elevated platforms for photography, Media and other related activities shall be constructed using steel support system and should have proper leveling and steps for access. Preparing Steps/Stairs/Ramps with proper dimension for all different levels is part of scope of work. Necessary works are part of scope of works.	Sq.ft	80 x 50	
<b>2</b>		LED backdrop & Side wings - Customized design and visual jockey is part of scope of work.	Sq.ft	2000	
<b>3</b>		Main Stage Lighting including required Truss (Truss Specifications: Beam Section- 1010mm x 530mm, Main tube- 60mm x 6mm/5mm , Tower Section- 530mm x 530mm,/ TD 44 Main tube- 60mm x 6mm/5mm, Truss Certification to be attached. *Note: Mast tower section less than 530mm x 530mm/ TD 44	Sq.ft	90 x 60	

**BOQ FOR DAMAN FESTIVAL 2018 (ANNEXURE-I)**

		shell not be accepted due to stability and strength issues.) * Lights as per the requirement of main acts.			
<b>4</b>		Venue Lighting must include Halogen lights & other decorative lighting as per requirement of the venue			
<b>5</b>		LED Screens of size 12x8	Nos.	1	
<b>6</b>		<b>Sitting area for</b> in front of Performance Stage. Provisions are to be made <b>for 300 VIPs &amp; 4000 general public</b> . Provide VVIP pathway from VVIP lounge to stage/seating with Red Carpet floor including uniform leveling of the ground All arrangements shall be done considering requirement of Security/Police Department/movement plan/as per required layout. Necessary defined access should be provided leading to performance area. Movement plan has to be indicated. There should be Black leather sofa/ White leather sofa. As per instruction Internal 3ft barricading, Que managers restricting the VVIP area, VIP area and Invitees area shall be provided, measured and counted in their respective items. Reshuffling of the sitting arrangement with respect to schedule and contents of event/program shall be arranged without any extra cost.	Sofas & Chairs		

**BOQ FOR DAMAN FESTIVAL 2018 (ANNEXURE-I)**

7	<p>Non <b>A.C. Green Rooms</b> : P/E /Pagoda structure/braced and tied steel Structural framing with roof covered with coloured waterproof and fire retardant fabric / good quality SRF PVC material, ceiling with white fabrics with 150 to 300 mm raised wooden platform using 19mm thick Fire retardant plywood/ block board, necessary braced and tied octonorm cubicles covered from top, synthetic carpet, door curtains, storage racks, chairs, mirrors, etc as per requirements of choreographer in all rooms/stalls. Provision of rooms/space planning has to be accommodated by the selected Agency. Providing Porch with carpet and wooden platform, Stairs, ramps, railing and other related is part of scope of work. The scope shall cover various lights (using Tubelights/PAR lights/Metal/Halogen/CFL/LED lights, etc.) for proper internal lighting, Minimum 10 nos. of fans, Minimum 10 nos. of plug points (5/15 A). Agency need to external sides cover with using theme decorative flex with frame of ht. 6ft to 8ft as per requirement is a part of scope of work. The construction shall ensure proper privacy. All wiring should be in rigid PVC conduit protected with ELCB &amp; voltage stabilizer &amp; dedicated earthing. Mode of measurement: Built up area (Out to Out dimensions of walls) in plan shall be measured of structure. Outside porch and external passage shall not be</p>	Sq.Mt	70	
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**BOQ FOR DAMAN FESTIVAL 2018 (ANNEXURE-I)**

		measured. All electrical equipments and material like general lighting (Tube lights, par lights, metal, halogen, fans, etc), AC, ELCB, MCB, wiring, etc and related electrical items shall not be measured separately.			
<b>8</b>		Sound with tech-rider requirements of the selected artists.			
<b>9</b>		Chemical toilets: P & Installing Mobile chemical toilets of size 2.4m X 1.2m X 1.1m with water tank capacity of 200 litres with wash basins and facility of liquid soaps for Invitees for entire event days. Ensure proper functioning of the toilets during entire event. This chemical toilet need to be placed behind Main stage for VVIP's only. Mode of measurement: Mode of measurement shall be Unit No. based. P/C Toilet blocks (Gents & Ladies) for artists near Green rooms and Genera public as indicated in conceptual layout	Nos.	3	
<b>10</b>		<b>GI-MS Pipe/Wooden bamboo Barricading of the entire Venue</b>	4 days		
<b>11</b>		PA System with basic Micing and mic stand with SC48 console as per requirement	3 days		
<b>12</b>		DG Set :			
		1) 250 k.v	Per day	1	
		2) 125 k.v	Per day	4	
<b>13</b>		Setup of Kids Entertainment Zone	Per day	4	
		Manpower (including crew members for Setup of stage, transportation, artists management, floor management, usherers, hosts/hostesses etc. and should provide a list of			

**BOQ FOR DAMAN FESTIVAL 2018 (ANNEXURE-I)**

		manpower that will be deployed for the complete event as per requirement) for all 4 days at the main venue i.e light house beach, Moti Daman Fort area including flea market area.			
<b>14</b>		arrangements for Inaugural like lamp, oil and flowers for Festival	Per day	1	
<b>15</b>		Certificates (for winners & all participants) & trophies (1 <sup>st</sup> , 2 <sup>nd</sup> & 3 <sup>rd</sup> ) for winners of all the competitions announced and arrangement of judges			
<b>16</b>		Fireworks			
	<b>Moti Fort area</b>				
<b>17</b>		Performance stage for 1 day ;	Sq.ft	20 x 16	
<b>18</b>		Flex backdrop	Sq.ft	16 x16	
<b>19</b>		PA System with basic Micng and mic stand	1 day		
<b>20</b>		DG Set :125 k.v ( flea market) for 4 days	Per day	1	
<b>21</b>		Book stalls & Flea Market for 4 days minimum 15 stalls with basic stall arrangements like 2 tables, 2 chairs and 1 plug point	Sq ft	10x10	
<b>22</b>		Hiring Street artists for street art festival and arrangement of Travel, Boarding & Lodging	NO.	5-6	
<b>23</b>		Concept & execution of treasure hunt along with managing registration of candidates (All requirements must be taken care of)			
<b>24</b>		Organizing Zumba instructor	No.	1	
<b>25</b>		Providing Hula Hopping kit for participants	No.	10	
<b>26</b>		Providing Skating kit for participants	No.	10	
<b>27</b>		Organizing Fun games (Minimum 3-4 nos.)	No.		

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<b>28</b>		On spot Small prizes for fun games winners			
<b>29</b>	<b>Football Ground</b>	Sports equipments for organizing Football event for a single day (Maximum 6-8 teams)			
<b>30</b>		T-shirts for sportsperson	No.	100	
<b>31</b>		Photographer for all days	No.	2	
<b>32</b>		Videographer for all days	No.	2	
<b>33</b>		Drone Photography & Videography for all days	No.	1	
<b>34</b>		Live online streaming in social Media platforms			
<b>35</b>		Options for Emcees/Anchors for all four (04) days	No.	1	
<b>36</b>		All refreshments, stationeries for participants, artists, VIPs and flea market sales persons for all the days shall be arranged by the agency			
<b>37</b>		Arrangement and execution of Bike rally along with riders (minimum 50) (Preferred bikes classic bikes/Harley Davidson or similar) along with flags (with branding of Daman Fest 2018)			
<b>38</b>		Arrangement and execution of flash mobs at prominent locations of Daman (minimum 2-3 locations)	No.	3	
<b>39</b>	<b>Advts (As per Scope)</b>	Hoardings- Designing, Printing & Installation (sizes 20x10 & 10x10) At Daman, Silvassa, Vapi & Valsad	Nos.	150	
<b>40</b>		Pole kiosks Designing, Printing & Installation (size 3x2)	Nos.	250	
<b>41</b>		Standees/ branding boxes Designing, Printing & Installation (Size 8x4)	Nos.	15	
<b>42</b>		Bus Q-shelters Hoardings- Designing, Printing & Installation	Nos.	70	
<b>43</b>		Invitees Designing & Printing	Nos.	500	
<b>44</b>		Entry gates (size: 25 x16) Designing, Printing & Installation	Nos.	2	



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<b>45</b>		Radio Jingles	No.	1	
<b>46</b>		Designing Newspaper Ads			

**\* Please note that this is a tentative BOQ sheet provided for reference of the bidders. The financial sheet must include the above but should not be limited to the above only but give their best inputs in making this event a grand success. Please add any other required items as per the scope of work of the RFP please. The agencies must ensure that the entire scope of work of the RFP must be covered even if some elements are not mentioned in the BOQ above. The items mentioned above may be increased or decreased as per requirement of the venue and the event.**

**Sd/-**

**Member Secretary-SPOTAC**

**Daman**