

बिड दस्तावेज़ / Bid Document

बिड विवरण / Bid Details	
बिड बंद होने की तारीख/समय / Bid End Date/Time	30-09-2025 17:00:00
बिड खुलने की तारीख/समय / Bid Opening Date/Time	30-09-2025 17:30:00
बिड पेशकश वैधता (बंद होने की तारीख से) / Bid Offer Validity (From End Date)	120 (Days)
मंत्रालय/राज्य का नाम / Ministry/State Name	Ministry Of Heavy Industries And Public Enterprises
विभाग का नाम / Department Name	Department Of Heavy Industry
संगठन का नाम / Organisation Name	N/a
कार्यालय का नाम / Office Name	National Automotive Board
वस्तु श्रेणी / Item Category	Event or Seminar or Workshop or Exhibition or Expo Management Service - National; As per scope of work; As per scope of work; Buyer premise; Full day
अनुबंध अवधि / Contract Period	1 Day(s)
एमएसएमई के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है / MSE Exemption for Years of Experience and Turnover	No
स्टार्टअप के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है / Startup Exemption for Years Of Experience and Turnover	Yes Complete
विक्रेता से मांगे गए दस्तावेज़ / Document required from seller	Additional Doc 4 (Requested in ATC) *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer
क्या आप निविदाकारों द्वारा अपलोड किए गए दस्तावेज़ों को निविदा में भाग लेने वाले सभी निविदाकारों को दिखाना चाहते हैं? संदर्भ मेनू है / Do you want to show documents uploaded by bidders to all bidders participated in bid?	Yes (Documents submitted as part of a clarification or representation during the tender/bid process will also be displayed to other participated bidders after log in)
बिड लगाने की समय-सीमा बढ़ाने के लिए आवश्यक न्यूनतम सहभागी विक्रेताओं की संख्या। / Minimum number of bids required to disable automatic bid extension	3
दिनों की संख्या, जिनके लिए बिड लगाने की समय-सीमा बढ़ाई जाएगी। / Number of days for which Bid would be auto-extended	7

बिड विवरण/Bid Details

बिड से रिवर्स नीलामी सक्रिय किया/Bid to RA enabled	Yes
रिवर्स नीलामी योग्यता नियम/RA Qualification Rule	H1-Highest Priced Bid Elimination
बिड का प्रकार/Type of Bid	Two Packet Bid
तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय /Time allowed for Technical Clarifications during technical evaluation	2 Days
अनुमानित बिड मूल्य /Estimated Bid Value	2000000
मूल्यांकन पद्धति/Evaluation Method	Total value wise evaluation
मूल्य दर्शाने वाला वित्तीय दस्तावेज ब्रेकअप आवश्यक है / Financial Document Indicating Price Breakup Required	Yes
मध्यस्थता खंड/Arbitration Clause	No
सुलह खंड/Mediation Clause	No

ईएमडी विवरण/EMD Detail

आवश्यकता/Required	No
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ईपीबीजी विवरण /ePBG Detail

आवश्यकता/Required	No
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विभाजन/Splitting

बोली विभाजन लागू नहीं किया गया/ Bid splitting not applied.

एमआईआई अनुपालन/MII Compliance

एमआईआई अनुपालन/MII Compliance	Yes
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एमएसई खरीद वरीयता/MSE Purchase Preference

एमएसई खरीद वरीयता/MSE Purchase Preference	Yes
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1. If the bidder is a DPIIT registered Startup, the bidder shall be exempted from the the eligibility criteria of "Experience Criteria" as defined above subject to their meeting of quality and technical specifications. The bidder seeking exemption from Experience Criteria, shall upload the supporting documents to prove his eligibility for exemption.
2. If the bidder is a DPIIT registered Startup, the bidder shall be exempted from the the eligibility criteria of "Bidder Turnover" as defined above subject to their meeting of quality and technical specifications. If the bidder is DPIIT Registered OEM of the offered products, it would be exempted from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. The bidder seeking exemption from Turnover shall upload the supporting documents to prove his eligibility for exemption.
3. Purchase preference to Micro and Small Enterprises (MSEs): Purchase preference will be given to MSEs as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail the Purchase preference for services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered service. If L-1 is not an MSE and MSE Service Provider (s) has/have quoted price within L-1+ 15% of margin of purchase preference /price band as defined in the relevant policy, then 100% order quantity will be awarded to such MSE bidder subject to acceptance of L1 bid price. The buyers are advised to refer to the [OM No.1 4 2021 PPD dated 18.05.2023](#) for compliance of Concurrent application of Public Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017. Benefits of MSE will be allowed only if the credentials of the service provider are validated on-line in GeM profile as well as validated and approved by the Buyer after evaluation of submitted documents.
4. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.
5. Reverse Auction would be conducted amongst all the technically qualified bidders except the Highest quoting bidder. The technically qualified Highest Quoting bidder will not be allowed to participate in RA. However, H-1 will also be allowed to participate in RA in following cases:
 - i. If number of technically qualified bidders are only 2 or 3.
 - ii. If Buyer has chosen to split the bid amongst N sellers, and H1 bid is coming within N.
 - iii. In case Primary product of only one OEM is left in contention for participation in RA on elimination of H-1.
 - iv. If L-1 is non-MSE and H-1 is eligible MSE and H-1 price is coming within price band of 15% of Non-MSE L-1
 - v. If L-1 is non-MII and H-1 is eligible MII and H-1 price is coming within price band of 20% of Non-MII L-1

अतिरिक्त योग्यता /आवश्यक डेटा/Additional Qualification/Data Required

Scope of Work to be uploaded by the Buyer: [1757415415.pdf](#)

Event Or Seminar Or Workshop Or Exhibition Or Expo Management Service - National; As Per Scope Of Work; As Per Scope Of Work; Buyer Premise; Full Day (1)

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
कोर / Core	
Location of event	National
State	NA
District	NA
pincode	NA
Nature of events	As per scope of work
Category of work required	As per scope of work

विवरण/ Specification	मूल्य/ Values
Event premises	Buyer premise
Duration of event	Full day
Coverage of the event	As per scope of work
Boarding	Dinner , As per scope of work
Inclusion for the event	As per scope of work
Seating arrangement	As per scope of work
एडऑन /Addon(s)	
अतिरिक्त विवरण /Additional Details	
Estimated/ Indicative number of participants in the event	800

अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.N o.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of event to be organized	अतिरिक्त आवश्यकता /Additional Requirement
1	Girish Chander	122051,INTERNATIONAL CENTRE FOR AUTOMOTIVE TECHNOLGY Plot No 26, Sector 3, HSIIDC, IMT-Manesar, Gurgaon 122050	1	N/A

क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें/Buyer Added Bid Specific Terms and Conditions

1. Generic

OPTION CLAUSE: The buyer can increase or decrease the contract quantity or contract duration up to 25 percent at the time of issue of the contract. However, once the contract is issued, contract quantity or contract duration can only be increased up to 25 percent. Bidders are bound to accept the revised quantity or duration

2. Buyer Added Bid Specific ATC

Buyer Added text based ATC clauses

Limited Participation

Only empanelled event management agencies as per the list given below, uploading their tenders before due date and time of submission, shall be considered for opening.

S.N.	Vendor Name	Mail Id	Gem Seller Id
1	Malangia Arts Pvt Ltd	malangiaartspvtltd@gmail.com	EN1V210002888421
2	Deepali Design & Exhibits Pvt Ltd	deepali@deepalidesign.com	9C98200001190130

3	Promodome Communications Pvt Ltd	info@promodomegroup.com	97BB200001180197
4	Advents Event & Research	adventsevents@gmail.com	482D200001429681
5	Arya Exhibition & Conference Service	aryaartcentre@gmail.com	8A96180000558695
6	Sharad Advertising Pvt Ltd	marketing@sharadadvertising.com	499E190001051436
7	Event Feasta India Pvt Ltd	Kuldeep.eventfeasta@gmail.com	3QFF210003072525

Offers from only those bidders shall be considered for evaluation who are approved for the required Goods or Service Category. Offer received from any other bidder will be treated as unsolicited offer and summarily rejected. However such bidder may write with their credentials to the tendering authority for empanelment / registration for future tenders.

All parties are requested to submit their bids in timely manner to avoid last minute rush

3. Buyer Added Bid Specific ATC

Buyer uploaded ATC document [Click here to view the file.](#)

अस्वीकरण/Disclaimer

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization, whereby Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specifications and / or terms and conditions governing the bid. If any clause(s) is / are incorporated by the Buyer regarding following, the bid and resultant contracts shall be treated as null and void and such bids may be cancelled by GeM at any stage of bidding process without any notice:-

1. Definition of Class I and Class II suppliers in the bid not in line with the extant Order / Office Memorandum issued by DPIIT in this regard.
2. Seeking EMD submission from bidder(s), including via Additional Terms & Conditions, in contravention to exemption provided to such sellers under GeM GTC.
3. Publishing Custom / BOQ bids for items for which regular GeM categories are available without any Category item bunched with it.
4. Creating BoQ bid for single item.
5. Mentioning specific Brand or Make or Model or Manufacturer or Dealer name.
6. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
7. Floating / creation of work contracts as Custom Bids in Services.
8. Seeking sample with bid or approval of samples during bid evaluation process. (However, in bids for [attached categories](#), trials are allowed as per approved procurement policy of the buyer nodal Ministries)
9. Mandating foreign / international certifications even in case of existence of Indian Standards without specifying equivalent Indian Certification / standards.
10. Seeking experience from specific organization / department / institute only or from foreign / export experience.
11. Creating bid for items from irrelevant categories.
12. Incorporating any clause against the MSME policy and Preference to Make in India Policy.
13. Reference of conditions published on any external site or reference to external documents/clauses.
14. Asking for any Tender fee / Bid Participation fee / Auction fee in case of Bids / Forward Auction, as the case may be.
15. Any ATC clause in contravention with GeM GTC Clause 4 (xiii)(h) will be invalid. In case of multiple L1 bidders against a service bid, the buyer shall place the Contract by selection of a bidder amongst the L-1 bidders through a Random Algorithm executed by GeM system.

16. Buyer added ATC Clauses which are in contravention of clauses defined by buyer in system generated bid template as indicated above in the Bid Details section, EMD Detail, ePBG Detail and MII and MSE Purchase Preference sections of the bid, unless otherwise allowed by GeM GTC.
17. In a category based bid, adding additional items, through buyer added additional scope of work/ additional terms and conditions/or any other document. If buyer needs more items along with the main item, the same must be added through bunching category based items or by bunching custom catalogs or bunching a BoQ with the main category based item, the same must not be done through ATC or Scope of Work.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

All GeM Sellers / Service Providers are mandated to ensure compliance with all the applicable laws / acts / rules including but not limited to all Labour Laws such as The Minimum Wages Act, 1948, The Payment of Wages Act, 1936, The Payment of Bonus Act, 1965, The Equal Remuneration Act, 1976, The Payment of Gratuity Act, 1972 etc. Any non-compliance will be treated as breach of contract and Buyer may take suitable actions as per GeM Contract.

This Bid is governed by the [सामान्य नियम और शर्तें/General Terms and Conditions](#), conditions stipulated in Bid and [Service Level Agreement](#) specific to this Service as provided in the Marketplace. However in case if any condition specified in सामान्य नियम और शर्तें/General Terms and Conditions is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो। बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्रवाई का आधार होगा।/In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws.

---धन्यवाद/Thank You---

अंतर्राष्ट्रीय ऑटोमोटिव प्रौद्योगिकी केंद्र

International Centre for Automotive Technology (ICAT)
Division of National Automotive Board (NAB), Ministry of Heavy Industries, Govt. of India
Plot No.-26, Sector-3, HSIIDC, IMT Manesar, Gurgaon-122050, Haryana (India)

Limited Tender

Tender for Event Management Service for ABR 2025 ICAT

The International Centre for Automotive Technology (ICAT) invites bids from experienced and competent Event Management Agencies for planning, organizing and executing the **Annual Business Rollout (ABR) 2025** event to be held at ICAT Centre II Manesar, Gurgaon-122050, Haryana (India) under Limited/Restricted Tender conditions. The scope of services includes infrastructure setup, conference arrangements, catering, audio-visual equipment, entertainment and on-site coordination for an MG (Minimum Guarantee) 800 attendees.

- **Scope of Work for Engagement of Event Management Services for ABR 2025.** The selected agency will be responsible for the end-to-end execution of the event as per the detailed requirements given below:
- **Detailed Scope of Work: for the event of Annual Business Rollout (ABR)- 2025.**

<u>S. No</u>	<u>Particulars</u>	<u>Size</u>	<u>Qty</u>	<u>Day</u>
<u>1</u>	<u>Infrastructure</u>			
	Truss Pandal with Cloths Draping	20 * 55 Mtr	1	1
	Pagoda with LED Light for Buffet Setup	3 * 3 Mtr	17	1
	Arch Gate Flex (Box Gate)	20 * 12 ft	1	1
	Hoarding	20 * 12 ft	2	1
<u>2</u>	<u>Conference & Gala set up</u>			
	Podium branding	2 * 4 ft	1	1
	Console masking		1	1
	Standeers	3 * 6 ft	3	1
	Flower decoration (Stage & Reception area)			1
	Big Bouncy for Kids		1	1
	Trampoline for Kids		1	1
	Carpets of all total area as per designs (L/S)	22596 Sqft	1	1
	Buffet Tables as per the menu		50	1
	Round Table & Chairs Set with cover		60	1
	Wall Tent	10 * 80 ft	1	1
	RGB Colour Light with T-Truss		20	1
	Mist Fan		15	1
	Diwali LED lights		1000	1
	Couch & Table set		10	1
<u>3</u>	<u>LED Wall, Sound and Light</u>			
	LED Wall Backdrop P3	30 * 10	1	1
	Switcher Plus 2 laptops/Console preview monitor/ slide changer		1	1
	PA System 6 top + 2 delay - Sound		1	1
	Cordless Mic		2	1
	Laple/ Headset Mic		2	1
	Podium Mic		1	1
	Digital sound mixer		1	1

	Stage lighting package - 4 moving heads/ sharpie, 20 LED parcans/ 2 t-stand and mixer - Light		1	1
	DJ		1	1
	Karaoka singer		1	1
<u>4</u>	<u>Catering (MG- 800 pax)</u>			
	<u>BEVERAGES</u> Fresh/ Aerated Juices, Shakes, Mocktails, Cold Drinks, Coffee, Hot Milk & Mineral Water Bottles 250 ml <u>LIVE CHAT</u> Gol gappe with 3 Flavours of Water, Papri Chaat, Aloo Tikki, Dahi Bhalla, Fruits Chat <u>ORIENTAL COUNTER</u> Veg Momos, Veg Chowmein, Veg Manchurian Gravy <u>STARTERS</u> Paneer Chilli, Malai Soya Chap, Paneer Tikka, Veg Spring Roll, Golden Fried Crispy baby corn <u>SOUP</u> Cream of Tomato Soup & Sweet corn soup <u>SALADS</u> Fresh Green Salad, Murabba, Achar, Papad, Chutneys <u>MAIN COURSE</u> Shahi Paneer, Dal Makhani, Assorted Tawa Veg (Bhindi, Kerala, Arbi, Baingan, Shimla Mirch, Kamal Kakdi), Malai Kofta <u>CURD</u> Pinapple Raita <u>RICE PREPARATION</u> Hyderabadi Veg Biryani <u>DESSERTS COUNTER</u> Jalebi Rabri, Kulfi Faluda <u>ASSORTED INDIAN BREADS</u> Tandoori Roti, Naan, Lacha Paratha <u>OTHERS COUNTER</u> Paan, Cotton Candy		800	1
<u>5</u>	<u>Special Requirement.</u>			
	Showrunner & VJ		1	1
	Selfie point (8X8)		1	1

Please Note: -

In case of any query related with technical aspect, please be feel free to contact to the undersigned:

Contact Person: Mr. Manoj Kumar

Contact No: ++91- 8800635313

Email Address: manoj16011@icat.in

International Centre for Automotive Technology (ICAT)
Plot No. - 26, Sector-3, HSIIDC, IMT Manesar, Gurgaon-122050, Haryana, India
Phone: +91-124-4586-111, Email: purchase@icat.in, Website www.icat.in

Minimum Eligibility Criteria:

Any bid failing to meet the eligibility criteria below shall be summarily rejected and will not be considered for Technical Evaluation

- **Legal Valid Entity:** The Bidder shall necessarily be a legally valid entity either in the form of Proprietary firm, Partnership firm, Private Limited Company. A proof for supporting the legal validity of the Bidder shall be submitted. In proof of having fully adhered to the minimum eligibility criteria, attested copy of certificates issued by the respective registrar of firms/companies and in case of proprietary firms, valid documents such as PAN, TAN, GST Registration etc. shall be acceptable to ICAT.
- Should submit the bid document (ATC) with all pages duly filled in, stamped and signed. If the bidder fails to submit attested tender document, his/their tender will be liable to be rejected summarily.

Limited Participation

Only empanelled event management agencies as per the list given below, uploading their tenders before due date and time of submission, shall be considered for opening.

S.N.	Vendor Name	Mail Id	Gem Seller Id
1	Malangia Arts Pvt Ltd	malangiaartspvtltd@gmail.com	EN1V210002888421
2	Deepali Design & Exhibits Pvt Ltd	deepali@deepalidesign.com	9C98200001190130
3	Promodome Communications Pvt Ltd	info@promodomegroup.com	97BB200001180197
4	Advents Event & Research	adventsevents@gmail.com	482D200001429681
5	Arya Exhibition & Conference Service	aryaartcentre@gmail.com	8A96180000558695
6	Sharad Advertising Pvt Ltd	marketing@sharadadvertising.com	499E190001051436
7	Event Feasta India Pvt Ltd	Kuldeep.eventfeasta@gmail.com	3QFF210003072525

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All parties are requested to submit their bids in timely manner to avoid last minute rush