**HP STATE RURAL LIVELIHOOD MISSION (HPSRLM)**

**RURAL DEVELOPMENT DEPARTMENT**

**HIMACHAL PRADESH, SHIMLA-9**

**NOTICE REQUEST FOR PROPOSAL FOR EMPANELMENT OF THE FIRMS FOR THE ORGANIZATION OF SARAS FAIRS AND OTHER LOCAL FAIRS/ EVENTS UNDER THE HPSRLM**

The Himachal Pradesh State Rural Livelihood Mission (HPSRLM) request for proposal for empanelment of the firms to organize SARAS fairs and other local fairs/events. These events aim to promote and market the products of Self-Help Groups (SHGs) and enhance their income-generating activities.

The Agency/firm will be shortlisted on the basis of their relevant document and experience Preference will be given to the agency/s having expertise & work experience in similar type of works.

The interested Agencies may send their proposal along-with Agency's brief profile, C.A. certificate, ITR and audited balance sheets pertaining to previous three years in support of turnover, proof of registration for similar work assignments, experience certificate of similar works (please attach proof), client list of Government Departments if any, supporting details and abstract/list of documents with index to the Chief Executive Officer, Himachal Pradesh State Rural Livelihood Mission (HPSRLM), Rural Development Department, Durga Complex, Kasumpati, Himachal Pradesh, Shimla-171009 on or before **16/10/2024 by 3:00 PM**.

The proposal document contain terms and conditions**(Annexure-I)**, application format**(Annexure-II)**can be obtained from the office of Chief Executive Officer, Himachal Pradesh State Rural Livelihood Mission (HPSRLM), Rural Development Department, Durga Complex, Kasumpati, Himachal Pradesh, Shimla-171009. It can also be downloaded from the website <https://himaajeevika.com/> . The shortlisted Agencies qualifying the technical criteria will only be qualified for the financial bid process.

The documents such as copy of CA certificate, copy of registration and agency experience proof are essential to produce. Without these documents the proposal will not be considered. The Proposal received after the due date and time will not be entertained. This office will not be responsible for any kind of delay in submission of Proposal well in time.

The Proposal should be sent to this office in a sealed cover super scribing thereon NOTICE “**REQUEST FOR PROPOSAL FOR EMPANELMENT FOR THE ORGANIZATION OF SARAS FAIRS AND OTHER LOCAL FAIRS/ EVENTS UNDER THE HPSRLM”.** The Chief Executive Officer, Himachal Pradesh State Rural Livelihood Mission (HPSRLM), Rural Development Department, H.P. reserves the right to reject any or all the Proposal’s without assigning any reason thereof.

**Issued By: The Chief Executive Officer, HP State Rural Livelihood Mission**

 **Rural Development Department, H.P., Durga Complex, Kasumpati, H.P. Shimla-171009, Phone: 0177-2626400, 2629900**

**“REQUEST FOR PROPOSAL FOR EMPANELMENT FOR THE ORGANIZATION OF SARAS FAIRS AND OTHER LOCAL FAIRS/ EVENTS UNDER THE HPSRLM”**

1. **INTRODUCTION**

The Himachal Pradesh State Rural Livelihood Mission (HPSRLM) invites proposal for empanelment of the firms to organize SARAS fairs and other local fairs/events. These events aim to promote and market the products of Self-Help Groups (SHGs) and enhance their income-generating activities. The major assignments are as under

* 1. **Installation of German hanger, Pagoda tent, Octa norm exhibition stalls, stage, mice & sound, flower decoration, stay& food arrangement of participants, portable toilet, transportation, Led Screen, catering equipment, gas cylinders, executive chairs, sofas, center table, tent tables& chairs, food tables, temporarily electricity, Genset connection, CCTV cameras etc.**
	2. A one stop solution for all the items/ equipment/ services required for the successful organization of the SARAS & other fairs/ events in the state.
1. **OBJECTIVE**

The primary objective of proposal for empanelment of the firms is to identify and engage competent and experienced parties/firms capable of organizing SARAS fairs and other local fairs/events in the state to be organized under the NRLM and other schemes. These events aim to:

* **Promote SHG Products:** Provide a platform for Self-Help Groups (SHGs) to showcase and sell their products, thereby enhancing their market reach and income.
* **Market Linkages:** Facilitate the establishment of market linkages for SHG products by connecting them with potential buyers, traders, and other stakeholders.
* **Capacity Building:** Enhance the skills and capacities of SHG members through exposure to market dynamics and customer preferences, contributing to the overall empowerment and development of rural communities.
* **Awareness and Promotion:** Raise awareness about the quality and diversity of products made by SHGs, promoting local handicrafts, textiles, and other rural products to a wider audience.
* **Economic Empowerment:** Support the economic empowerment of rural women by providing them with opportunities to participate in income-generating activities, leading to improved livelihoods and financial independence.
* **Community Engagement:** Foster community engagement and participation by organizing events that highlight local culture, traditions, and craftsmanship, creating a sense of pride and solidarity among rural communities.
* **Sustainability:** Encourage sustainable practices and promote eco-friendly products made by SHGs, contributing to environmental conservation and sustainable development.

By achieving these objectives, HPSRLM aims to create a conducive environment for the growth and development of SHGs, ultimately leading to the socio-economic up-liftment of rural communities in Himachal Pradesh.

1. **BACKGROUND**

The Himachal Pradesh State Rural Livelihoods Mission (HPSRLM) is aimed at enhancing the livelihoods of rural communities in Himachal Pradesh through various programs and interventions under NRLM. One of the key strategies of HPSRLM is to empower Self-Help Groups (SHGs), particularly those comprising women, by providing them with opportunities for sustainable income generation and financial independence by organizing the National level SARAS fairs, participation in the local fairs and other events.

* 1. **About SARAS Fairs**

SARAS (Sale of Articles of Rural Artisans Society) fairs are organized under the aegis of the Ministry of Rural Development, Government of India. These fairs serve as a significant platform for rural artisans and SHGs to exhibit and sell their products. The fairs are designed to:

* Promote the rich cultural heritage and traditional crafts of rural India.
* Facilitate direct market access for rural producers, eliminating middlemen and ensuring fair prices.
* Provide an opportunity for artisans to interact with customers, understand market demands, and innovate accordingly.

**2 Nos. SARAS fairs proposed to be organized every year by the HPSRLM, In which SHG members form the other states will also participate.**

* 1. **Need for Organizing SARAS Fairs and Local Fairs**

**The SARAS fairs and other local fairs/events is a strategic move to:**

* Showcase the diverse products made by SHGs in Himachal Pradesh, including handicrafts, handlooms, organic products, and more.
* Enhance the marketability and visibility of these products on a larger scale.
* Strengthen the economic base of SHGs by providing them with a robust platform for sales and marketing.
* Foster entrepreneurial spirit among rural women and encourage the adoption of innovative business practices.
1. **SCOPE OF WORK**

The scope of work for organizing SARAS fairs and other local fairs/events under HPSRLM includes the following tasks and responsibilities:

* 1. **Event Planning and Management**
* **Conceptualization:** Develop a comprehensive plan for the fairs/events, including themes, layouts, and schedules.
* **Venue Selection:** Identify and book suitable venues for the fairs/events, ensuring adequate space and facilities.
* **Coordination:** Liaise with HPSRLM staff, SHG member, local authorities, and other stakeholders for smooth event execution.
	1. **Logistics and Infrastructure**
* **Stall Arrangements:** Design and set up stalls for SHGs and other participants, ensuring they are attractive and functional.
* **Utilities:** Arrange for electricity connection, water, sanitation, and other necessary utilities at the event site.
* **Security:** Implement security measures to ensure the safety of participants and visitors.
	1. **Promotion and Marketing**
* **Advertising**: Develop and execute a marketing plan to promote the fairs/events through various channels, including print, digital, and social media.
* **Public Relations:** Engage with media outlets to ensure coverage of the fairs/events, highlighting the achievements and products of SHGs.
* **Signage:** Design and install promotional banners, posters, and directional signs at strategic locations.
	1. **Event Execution**
* **Inauguration:** Organize the inauguration ceremony, dignitaries’ reception, local officials, and media representatives.
* **Cultural Programs:** Make arrangement for cultural programs and entertainment activities to attract visitors and enhance the event experience by installation of sound and screens at the site.
* **Demonstrations:** Setup stall for live demonstrations of product making and skills by SHG members to engage visitors and showcase their craftsmanship.
	1. **Post-Event Activities**
* **Reporting:** Prepare a detailed report on the fairs/events, including participant feedback, sales data, media coverage, and lessons learned.
* **Follow-up:** Conduct follow-up activities with SHG members to assess the impact of the fairs/events and identify areas for improvement.
* **Documentation:** Document best practices and success stories from the fairs/events for future reference and promotion.
	1. **Sustainability and Compliance**
* **Eco-friendly Practices:** Promote and implement sustainable practices during the fairs/events, such as waste management and the use of eco-friendly materials.
* **Compliance:** Ensure compliance with all relevant regulations and guidelines, including fire safety, health, and environmental standards.

By encompassing these tasks and responsibilities, the selected party/firm will contribute to the successful organization and execution of SARAS fairs and other local fairs/events, thereby supporting the objectives of HPSRLM in promoting SHG products and empowering rural communities.

1. **Eligibility Criteria**
	* The Bidder must be registered company / firm and should be operational for the last 3 years continuously.
	* The Bidder must have their own office/establishment.
	* Experience of organizing/managing/conducting at least 3 numbers of state level events during the last three years in Himachal Pradesh.
	* The Bidder must enclose copies of appropriate documents to establish their Technical Qualification.
	* Proof of annual average turnover of Rs. 50.00 lakh (Rupees Fifty Lakh) should be in the last three years.
	* The Bidder must have submit Rs. 50,000/- (Fifty Thousand) as EMD
	* The Bidder must furnish a copy of following documents along with their tender.
		+ - Proof of Registered Company/Firm.
			- Income tax return of last 3 years along with copies of Balance Sheet.
			- Proof of Annual Turnover- audit reports by the CA with stamp sign.
			- PAN Card.
			- GST Registration Certificate. Proof of submission of up-to-date return.
			- Experience of organizing/managing/conducting at least 3 numbers of state level events during the last three years in Himachal Pradesh.
			- Proof of the-ir own office/establishment and thein housematerial equipment’s the firm have.
			- Detail/ proof of staff engaged by the firm.

Bidder shall submit an affidavit that his/her firm is not under a declaration of Ineligibility/ Blacklisting for corrupt and fraudulent practices or for any other causes by any Govt. Authority/PSU.

1. **Proposal evaluation procedure:**
	1. **The Proposal should be submitted in two sealed covers:**
		1. The first sealed cover should be super scribed “Technical Application Format for Proposal” and should contain(Strictly in the order given below) **:**
2. **List of Enclosures/ index** on a self-attested Company/firm letter head with complete address, contact numbers, email;
3. **Undertaking** that you meet the eligibility criteria (Please submit proofs);
4. **Acceptance/signed copy of term & Conditions attached at Annexure-I**
5. **Synopsis** (Not more than one A4 page)
6. **Description** (Not more than one A4 page)
7. **Methodology to be adopted**
	* Describe your creative approach to organize the various SARAS & other local fairs in the state under the HPSRLM as per the scope of work mentioned above.
8. **Company Profile (only in the application format attached at Annexure-II)**

Attach proof of registration, tax registration details, financial turnover last 3 years, CA Certificates etc. as mentioned in the format

1. **Work Experiences of similar kind of assignments** (attach proof)
	* 1. The second sealed cover envelope super scribed “Item wise estimated cost of Proposal”, **(which shall not be treated as rates quoted)** in the format attached at **Annexure-III,**
	1. The sealed envelope super scribed “**REQUEST FOR PROPOSAL FOR EMPANELMENT FOR THE ORGANIZATION OF SARAS FAIRS AND OTHER LOCAL FAIRS/ EVENTS UNDER THE HPSRLM”** This should be addressed O/o Chief Executive Officer, Himachal Pradesh State Rural Livelihood Mission (HPSRLM), Rural Development Department, Durga Complex, Kasumpati, Himachal Pradesh, Shimla-171009 and sent by registered post or by hand delivered latest by 3:00 PM on **16/10/2024.**
	2. The Proposals will be evaluated by the departmental committee (formed for the purpose) and the technically qualified parties will be considered for the financial bid. The item wise cost submitted by parties as per annexure-III will be treated as quotations or final rates for the organization of the SARAS and other fairs/events. Negotiation on the rates will be done, if the rates of two or more parties found same for the specific items.

Incomplete proposal will not be considered. Acceptance of a proposal for the next round will be on the basis of

1. Fulfillment of eligibility criteria as mentioned in Annexure-II;
2. Preliminary examination of project synopsis, description, methodology adopted and its suitability to the topic in hand. Parties whose proposals are found acceptable at this stage will be considered for the financial bid round before the committee, expressly constituted for the evaluation of the proposals for this project.

**Annexure-I**

**TERMS& CONDITIONS**

**“REQUEST FOR PROPOSAL FOR EMPANELMENT FOR THE ORGANIZATION OF SARAS FAIRS AND OTHER LOCAL FAIRS/ EVENTS UNDER THE HPSRLM”**

1. Mere submission of Proposal shall not confer any right whatsoever on the submitting entity.
2. The Proposal shall remain valid for a period of 6 months from the date of publication of Proposal.
3. It shall be obligatory on the part of submitting entity to furnish any further information as may be sought by the Himachal Pradesh State Rural Livelihood Mission (HPSRLM), Rural Development Department, HP.
4. The agencies qualifying the Proposal criteria will only be considered for financial bid.
5. The Himachal Pradesh State Rural Livelihood Mission (HPSRLM), Rural Development Department, HP reserve the right to verify/confirm all original documentary evidence submitted by the agency in support of above mentioned clauses of eligibility criteria in **Annexure-II**, failure to produce the same within the period as and when required and notified in writing by the department shall result in summarily rejection of the empanelment.
6. Acceptance of the application(s) constitutes no form of commitment on the part of the HPSRLM. Furthermore, this acceptance of the application confers neither the right nor an expectation on any applicant to participate in the proposed project.
7. Acceptance of the application(s)/Proposal(s)by the Himachal Pradesh State Rural Livelihood Mission (HPSRLM), Rural Development Department, HP does not confer any right to the agencies to be invited for participating in any bids, tender etc. floated by HPSRLM. The HPSRLM reserves the right to call bids/assign work/associate the agency/agencies in any area as may be deemed fit by HPSRLM depending upon the profile provided by the agencies and requirement of assignment.
8. Acceptance of the application(s)/Proposal(s) does not necessarily mean that the services of the agency must be availed as this would depend upon the performance of the agency.
9. Himachal Pradesh State Rural Livelihood Mission (HPSRLM), Rural Development Department, HP will reserve the right to bifurcate/divide the work/assignment between two or more technically qualified agencies as per the requirement of the department.
10. Himachal Pradesh State Rural Livelihood Mission (HPSRLM), Rural Development Department, HP, reserves the right to waive off any short falls; accept the whole, accept part of or reject any or all responses to the PROPOSAL.
11. HPSRLM reserve the right to call for fresh Proposal at any stage and /or time as per the present and/or envisaged department requirements even if the Proposals are in evaluation stage.
12. HPSRLM reserves their right to modify, expand, restrict, scrap, re-float the Proposal without assigning any reason for the same.
13. The selected agency is expected to maintain high-level of professional ethics. Agency will maintain confidentiality on matters disclosed, till proper instructions are issued.
14. The Himachal Pradesh State Rural Livelihood Mission (HPSRLM), Rural Development Department, HP will assist/suggest the selected agency in the selection of venue and the theme, no. of stalls and other material required to be used as per **Annexure-III**
15. The agencies that will be qualified in the evaluation of Proposal would have to submit the proof of fairs/ events organized by the agency with the detail of the specifications.
16. The HPSRLM will intimate the selected agency/agencies from time to time for the organization of the fairs/ events as per the approved calendar or approval accorded by the competent authority. The theme for the fair, no. of stalls, types of stalls and specification and other arrangement will be communicated by the HPSRLM and the decision of HPSRLM in this regard will be final.
17. The agencies will remain responsible for all costs and expenses incurred by them, their staff, and their managers or by any third party acting under their instructions in connection with assignment. This will be regardless of whether such costs arise as a result of overtime, late sitting or any direct or indirect amendments made to the Proposal by the HPSRLM at any time.
18. The Department reserves the right to make necessary modifications in the arrangements made by the selected agency/ firm in the organization of the SARAS & other fairs/event.
19. The HPSRLM reserves the right to reject to delist/terminate any agency at any time without assigning any reasons whatsoever and execution of work stopped at any time without assigning any reasons and without any prior notice.
20. The equipment, catering equipment’s, fire safety, police approval, authorization/ permissions from the various department has to be arranged or will be owned by the firm.
21. The agency will have to arrange at their own transportation to reach to organize the fairs at the identified place in the state or outside the state.
22. The agency would have to make its own arrangement for the stay & food of the staff engaged at the site of the event.
23. The agency awarded the work can be disqualified during the tenure of the contract in case of poor quality, unreasonable delay in responding to department’s requirements. Lack of minimum standard of equipment for the work.
24. The graphics, images, copy writing, footage pictures, music, voice over, models and any other material should be original work, exclusively prepared for the HPSRLM and should not be copied/ pirated from anywhere. The firm will be liable/ responsible solely for any claim from anybody in this regard and may also be sued in the court of law for any future remedial injection.
25. The HPSRLM shall not be liable for use of any copyright graphics, pictures, music, voice over, models, footage etc. used by the firm. However, it should be ensured by the firm that the picture(s), footage used in the creative(s) should be of the State of Himachal Pradesh only will be owned by the HPSRLM later on.
26. HPSRLM will not be responsible for any damage of the equipment/ material, due to the mishandling of the agency. It is the sole responsibility of the firm.
27. If the agency is not in a position to continue the work and propose to withdraw, agency should give three months’ notice prior to actual date of withdrawal.
28. The agency who has assigned the job as per the respective item(s)(Annexure-III) will be required to submit the proof of in house material of concerned items within 2 days on receipt of work order.
29. The agency will have to provide draft plan in 3D or on paper to HPSRLM before executing/ installation of the exhibition stalls at the venue.
30. The engagement of the firm shall be initially for 3 years, which shall be extended for the maximum of two years on year-to-year basis with mutual consent of both the parties on the same term and conditions.
31. The Financial Proposal shall be opened only in respect of firms which are declared technically qualified by the scrutiny committee of the HPSRLM and before finalization of the Proposal, shall not be shared with any other interested entity.
32. The decision of the Chief Executive Officer, Himachal Pradesh State Rural Livelihood Mission (HPSRLM), Rural Development Department, HP shall be final, irrevocable and shall not be called upon to question under any circumstances. All disputes regarding advertisement are subject to jurisdiction of the Himachal Pradesh High Court only.

**Annexure-II**

**TECHNICAL BID-cum- APPLICATION FORMAT**

“**REQUEST FOR PROPOSAL FOR EMPANELMENT FOR THE ORGANIZATION OF SARAS FAIRS AND OTHER LOCAL FAIRS/ EVENTS UNDER THE HPSRLM”**

|  |  |
| --- | --- |
| **Sr. No.** | **Particulars** |
|  | **Name of the Agency/Company:** |
|  | **Full Address with phone no. & PIN:** |
|  | **Authorized Person to be contacted:**Name:Tel. & Fax. No., Mobile No.Email ID |
|  | **Profile of Agency** (in brief on agency/company’s letter head):Geographical presence (State/Countries/Regions of operations): |
|  | **Name of the Proprietor/Directors:** |
|  | **Status of Agency/Company (partnership firm/Pvt. Ltd Co./Public Ltd. Co.**GSTIN:PAN:TAN: |
|  | **Experience of the Agency/Company (Please attach proofs, Samples of work)** |
|  | **Agency Registration Certificate (Pl. attach Copy)** |
|  | **Financial Turnover for 3 years (Pl. attach CA Certificate)****2021-22:₹………….., 2022-23: ₹……………, 2023-24:₹……………….** |
|  | **Organizational Setup (**Manpower, Professional only) Attach Detail |
|  | Details of works completed/experience profile

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Sr. No. | Name of the Work | Scope & description of works | Client Details | Value of works completed |

 |
|  | Abstract/List of Documents attached with Index/table of Contents:(Separate sheet should be used for providing relevant information) |

**Declaration:**

I /We hereby declare that the information given above is true and correct. I/We also acknowledge that the HPSRLM reserves the right to request supporting documents at any time to prove the information provided above. Any information as given above, if found to be incorrect, wrong or misleading, will render us liable for rejection of our Proposal without prejudice to any other action that may be taken against us in this behalf.

 **(Signed by Authorized Representative)**

Name:

Date: Designation:

Place: Agency/Company:

Seal of Bidder:

**Annexure-III**

**FINANCIAL BID**

**To be sealed in 2nd envelope sealed cover separately duly super scribe “Financial Bid” for the “REQUEST FOR PROPOSAL FOR EMPANELMENT FOR THE ORGANIZATION OF SARAS FAIRS AND OTHER LOCAL FAIRS/ EVENTS UNDER THE HPSRLM”**

| **Sr. No** | **Title**  | **Size** | **Units/ Max. no.** | **Items/ service required** | **Rate per unit.** |
| --- | --- | --- | --- | --- | --- |
| **1** | **Installation/fabrication of Dome / german hanger**  | * 100X200
* 100X400
 | * Sq.ft
 | * Size of the Dome/german hanger required:
 |  |
| * With complete carpeting and water proofing
 |  |
| * Decoration
 |  |
| **2.** | **Installation of Pagoda tent** | * 10X10 feet
* 20X20 feet
 | * 80-100
 | * Water proof pagoda tent with 3 catering tables, electricity connection (1 power and 1 normal plug, big dustbin),
 |  |
| * 20X20
 | 1-2 | * VIP Lounge With 6 two-seater sofas`, 15 chairs, 3-center tables, 3 heaters, power plugs
 |  |
| * 15X15
 | * 1
 | * Office setup with 20 Chair, Office tables-5
 |  |
| * 15X15
 | * 1
 | * Store Room
 |  |
| **3.**  | **Installation of octa norm exhibition stalls** | * 2X3 meter
 | * Per stall
 | * Octonorm Panel Structure’ feet each
 |  |
| * 2Octonorm Table
 |  |
| * 1 dustbin at each stall
 |  |
| * 2 Power Point Socket 16 amp
 |  |
| * 3 spot light
 |  |
| * 2 Chair
 |  |
| * Carpet inside& outside stall
 |  |
| * Shelves in the exhibition stalls 3 in each stall
 |  |
| **4.** | **Halogen lights &decoration other light arrangements** |  |  | As per the requirement of the space (Lum sum)  |  |
| **5** | **Stage with carpeting & podium**  | 32’ x 24’ x3’ | As per the requirement of the area (Sq. feet) | As per the requirement of the area (Sq. feet) |  |
| **6** | **Carpeting of open area ground** |  | As per the requirement of the area (Sq. feet) | As per the requirement of the area (Sq. feet) |  |
| **7** | **Flower decoration of the gates &flower bouquet at the time of inauguration**  |  | As per the requirement of the area (Sq. feet) | * Gate decoration
 |  |
| * Flower bouquet
 |  |
| * Rose sticks
 |  |
| **8** | **Availability of various catering material** **(rate per day per unit)** |  | As per the requirement | * fuel gel
 |  |
| * Standing food tables
 |  |
| * Round tables
 |  |
| * Hot cases
 |  |
| * Dustbin-
 |  |
| * Plastic chairs
 |  |
| * VIP Chairs
 |  |
| * Sheet Role
 |  |
| * Disposable water glass
 |  |
| * Garbage bags- big
 |  |
| **9** | **Gas Cylinders** |  | As per the requirement | Commercial Gas Cylinders with carriage at Ridge  |  |
| **10** | **Sound System** |  | As per the requirement | Sound with mic |  |
| **11** | **Installation of CC TV cameras** |  | As per the requirement | Set of 8 CC TV Cameras with Led, backup  |  |
| **12** | **Portable toilet with house keeping** |  | As per the requirement | Portable toilet in the ground with 3-unit ladies’ toilet, 3-unit male toilet and 3 urinal points with adequate water supply and hygiene related material  |  |
| **13.**  | **Fire extinguisher** |  | As per the requirement | Fire extinguisherAt each stall on rental |  |
| **14.** | **Security services** |  | As per the requirement | Required persons for night security of the area for the period of SARAS Mela |  |
| **15.** | **Sanitation/ dispose of plates and dustbins/ Housekeeping services**  |  | As per the requirement | Required persons to clear the dustbin regularly for the period of SARAS Mela |  |
| **16** | **Generated 40 KV for the power backup and fuel** |  | As per the requirement | Genset silent 40 KV  |  |
| **17.** | **Electricity Connection from the local electricity division** |  | As per the requirement | All the formalities are required to be done by the vendor  |  |
| **19.** | **Availability of water with tanks** |  | As per the requirement | Water for food preparationToilets Sanitation etc.  |  |
| **20.** | **Mineral water 20L bottle** |  | As per the requirement | As per requirement |  |
| **21.** | **Teen Boundary of the ground** | 400 X 300 sq. feet | As per the requirement | Teen boundary of the ground |  |
| **22.** | **Catering Services** |  | Minimum 50 meals | BreakfastLunchDinner |  |

**The information/ rates given above are true to best of my belief and cannot be changed later without the consent of the HPSRLM**

 **(Signed by Authorized Representative)**

Name:

Date: Designation:

Place: Agency/Company:

Seal of Bidder: