

**Request for Proposal (RFP)
for
Hiring of Event Management Company (EMC) for AI Impact Expo 2026**

Bid Number: GEM/2025/B/6803814

Dated 17-Oct-2025

Addendum / Corrigendum # 2

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SECTION A: Responses to Queries

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M/s ABEC Exhibitions & Conferences Pvt. Ltd.					
1	27	Annexure 1 - Detailed Scope of work	1. Selling of exhibitor space by the selected bidder	is the MSME benefit available to the exhibitor booked by the bidder	Not Applicable.
2	27	Annexure 9- Bank Guarantee		The bank guarantee has to be valid for how many days for the bidding process. Does the bidder need a no claim certificate & a closure certificate for cancellation of the bank guarantee when the bid has not been allocated to the bidder	Bank Guarantee for EMD shall be valid for 90 days. The same shall be returned to the unsuccessful bidders after 90 days or after award of order to the successful bidder, whichever is earlier.
3	60	BOQ		Insurance for event cancellation should be of what value?	No change, as per RFP.
4	49	Annexure 11	Annexure - Item-wise BOQ for Financial Bid	When will the excel file of BOQ be available?	Not required as the BoQ with rates has been sought in Financial Bid
M/s Wizcraft Entertainment Agency Pvt. Ltd.					
5	9-10	Section 4 (xi)	Eligibility Criteria, Point 3 (Specializations / Experience) Requirement of minimum two exhibition management works aggregating ₹50 Cr, out of which one must be a tech exhibition of ₹20 Cr or more, in last 3 financial	The eligibility condition mandating completion of two or more exhibition management works aggregating ₹50 Cr (with at least one tech exhibition of ₹20 Cr) significantly restricts competition and excludes otherwise competent national agencies with proven credentials in large-scale	Noted. Changes in the referred sections may be seen in the Addendum / Corrigendum section.

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			years -	government events, festivals, and summits. We request STPI to consider relaxation to allow participation of agencies that have executed (a) multiple government / PSU events of cumulative value ₹50 Cr including at least one exhibition of any theme worth ₹10-15 Cr; or (b) one exhibition of ₹20 Cr or more (not necessarily tech) plus additional large-scale government event experience of ₹30 Cr or more.	
6	10/27	5	Scope of Work (1) / Annexure 1 - Point (1) Clause - Incentivisation for space sales	Please confirm the total saleable area and pricing range (₹30-35K per sqm is indicative). Will STPI fix final rates before sales initiation or allow negotiated rates within a band?	No change, as per RFP. Please see Section 8 (vii) & Annexure - I for details.
7	13	6	General Points (j) Clause: Display of physical samples by qualified bidders	Will the physical sample display be evaluated as part of technical marks or only for compliance verification? Please confirm expected date / venue for display.	Not for evaluation
8	17	7 (8)	Evaluation Process Clause: Presentation by bidder – 50 marks	Please clarify whether presentation marks will be split by sub-criteria (e.g., concept / design / tech integration / team) or evaluated holistically by TEC.	No.
9	21-22	8 vi (c)	Terms of Payment Clause : Retention of 5% till final	Kindly clarify timelines when final release of 55% will occur?	No Change, as per RFP.

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			invoice settlement		
10	22-23	8	Incentive for Sale of Exhibition Space	Incentive slabs (5% >5,000 sqm, 10% >10,000 sqm) a) Will STPI provide baseline sales targets and allocation of Govt vs private area? b) Is there a cap on total incentive amount payable?	No Change, as per RFP. However, changes in the referred sections may be noted from the Addendum / Corrigendum section.
11	24	8 (ix)	Confidentiality and Security	NDA Format (Annexure 10). Will a tripartite NDA be needed for sales partners or only between lead bidder and STPI?	In case of roping in a sales partner, tripartite agreement is required to be signed.
12	30&31	Annexure 1 (ix)	Detailed Scope of Work	Website / Mobile App Development. Kindly specify whether STPI already has a CMS / domain infrastructure or the bidder has to create and host a new portal under stpi.in domain.	Clarified in the pre-bid meeting.
13	12	10 (iii)	Scope of Work / Execution Timeline	Pre-Expo, During, Post-Expo phases Is there a tentative start date for on-ground setup and dismantling window at Bharat Mandapam to estimate logistics duration?	As per current plan, on-ground setup for exhibition may start on 14 th Feb 2026. Exhibition set-up should be ready before 24 hours of the start of exhibition and shall be dismantled immediately as per the guidelines or directions of ITPO for which STPI shall not be liable to pay extra rentals/ charges for the same.
14	19	8 (ii)	Termination of Work Order	Clause iii (c) – failure to perform. Kindly clarify whether termination	It is on sole discretion of STPI.

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				notice period is defined (e.g., 15 / 30 days) or at sole discretion of STPI.	
15	12& 13, 49	6 (b)	Item b in General Points and 2 in BOQ	RFP (General Points 6.b) says colour scheme/logo/theme-related inputs will be provided by MeitY's branding agency; the selected bidder is responsible for printing/installation. Yet the BOQ also includes large "Conceptualisation & Designing" packages (logo, theme pavilion, floor plan, catalogues, ads, social creatives, newsletters, post-event report, etc.).	Clarified in the pre-bid meeting.
M/s Axis Communications					
16	Page no.9	3	Eligibility Criteria Specializations / Experience (i) Bidder (individually or including its subsidiaries / Group company/ Parent company engaged in similar business activities) must have minimum ten years' experience in Event Management and exhibitions. (ii) The agencies should have successfully completed two or more exhibition management works, for Government of India/State Government/ PSUs/leading corporate / self-curated tech events of aggregate value Rs 50	We request your kind consideration to relax the financial criteria of the successfully completed works and to extend the experience period as follows, in line with the CVC guidelines, to encourage fair competition and wider participation of competent agencies: • Kindly consider extending the time period from the last three financial years to the last seven financial years, it would not be out of place to mention here that during the COVID – 19 pandemic the event management industry was severely affected for two years, as all forms of mass	No change w.r.t to the bidder's query. However, changes in the referred sections may be noted from the Addendum / Corrigendum section.

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			Cr, out of which one should be of minimum value of Rs 20 Cr in the last three financial years. (iii) Out of above, at least one should be a Tech Exhibition with international delegates in the last three financial years.	gatherings and public events were restricted nationwide. It will allow agencies with rich and relevant experience to participate in this prestigious event. This relaxation will help ensure greater participation from experienced and capable agencies while maintaining healthy competition and quality standards. Supporting Reference: With reference to our above request kindly find the attached criteria from similar nature of event i.e. WORLD TELECOMMUNICATION STANDARDIZATION ASSEMBLY (WTSA) 2024 TO BE HELD IN OCTOBER 2024 AT BHARAT MANDAPAM with estimated value of 60 Cr for the event yet more competitive qualifications asked for wider participation. SECTION 3: ELIGIBILITY CRITERIA Page No. 10 as under:-	
17	Page no. 10	8	Eligibility Criteria Earnest Money Deposit EMD of Rs. 50 Lakhs (Fifty Lakhs only)	Request for Exemption of EMD as per MSME Act and Laid Guidelines as per Govt. of India Reference Document Enclosed for your Kind Perusal.	No Change, as per RFP.
18	Page No. 15	Sl. No. 1	Technical Evaluation: Average Turnover from event/exhibition	With due respect, we would like to submit the following query for your	Noted. Changes in the referred sections may be seen in the

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			management of the Bidder (individually or including its subsidiaries / Group company/ Parent company engaged in similar business activities) in last three financial years > 30 Cr & ≤ Rs 50 Cr 2 Marks > 50 Cr & ≤ 100 Cr 6 Marks > 100 Cr 10 Marks	kind consideration under the Technical Evaluation criteria mentioned in the tender document: It is requested to kindly relax the turnover range to enable wider participation from more eligible and competent bidders, as follows: ₹30 Cr & ≤ ₹50 Cr – 2 Marks ₹50 Cr & ≤ ₹70 Cr – 6 Marks ₹70 Cr – 10 Marks Supporting Reference: We would like to bring to your kind notice that in a similar tender issued by another Ministry (IndiaAI, IBD under Digital India Corporation (DIC), Ministry of Electronics and Information Technology (MeitY)), for the work titled: “Request for Proposal from India-Based Event Management Company for Providing Event Management Services”, the eligibility criteria were as follows: Average Annual Financial Turnover of the Company in the last three financial years, (as per the last published audited balance sheets), should not be less than Rs. 50 Cr (fifty Crore). The company should not have incurred loss in any two financial years. This relaxation will promote	Addendum / Corrigendum section.

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				fair competition and allow broader participation of experienced event management agencies that possess adequate financial and technical capability to execute the scope of work successfully. For your reference, we are submitting the copy of the said tender document along with this query. We request your kind consideration and necessary amendment in this regard.	
19	Page No. 15- 16	Sl. No. 2	Bidder's (individually or including its subsidiaries / Group company/ Parent company engaged in similar business activities) experience in managing event/exhibition with highest level of dignitary being Hon'ble President / PM during last three financial years Parameter Mark(s) 1 – 2 events 1 3 – 5 events 3 > 5 events 5	In accordance with the CVC guidelines, extending the qualification period from 3 years to 7 years will enable wider participation by eligible bidders. This change will help attract more experienced and capable firms, thereby enhancing competition and ensuring better value for the tender. Supporting Reference: We would like to bring to your kind notice that in the Same Event Tender issued by another Department under same Ministry (IndiaAI, IBD under Digital India Corporation (DIC), Ministry of Electronics and Information Technology (MeitY)), for the work titled: "Request for Proposal from	No change w.r.t to the bidder's query. However, changes in the referred sections may be noted from the Addendum / Corrigendum section.

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				India-Based Event Management Company for Providing Event Management Services”, the marking criteria were as follows: Page No. 16, Point No.	
20	Page No. 16	Sl. No. 4	Bidder’s (individually or including its subsidiaries / Group company/ Parent company engaged in similar business activities) experience in managing event/exhibition with only domestic Exhibitors during last three financial years Parameter Mark(s) > 300 & ≤ 400 domestic exhibitors 1 per event > 400 & ≤ 500 domestic exhibitors 2 per event > 500 & ≤ 600 domestic exhibitors 3 per event > 600 & ≤ 700 domestic exhibitors 4 per event > 700 domestic exhibitors 5 per event	We request that the qualifications for domestic and international exhibitors be combined. Most international events attract both national and international participants; therefore, maintaining separate criteria is unnecessarily restrictive. The current approach appears to favor only one or two bidders, which limits fair competition and broader participation. A unified qualification framework would promote inclusivity, transparency, and equal opportunity for all eligible bidders. Reference Tender/s There is no such conditions on similar events/ tenders as such conditions restrict competitions.	It is clarified that an event which is attended by Hon'ble President/ PM and participated by domestic as well as international exhibitors shall be considered for marking in all three categories at Sl. No. 2, 4 and 5 of Technical Evaluation Criteria subject to fulfilling the requisite criteria in the respective category. Similarly, an event which is attended by Hon'ble Governor/ Union Ministers/ CM/ Dy. CMs and participated by domestic as well as international exhibitors shall be considered for marking in all three categories at Sl. No. 3, 4 and 5 of Technical Evaluation Criteria subject to fulfilling the requisite criteria in the respective category. However supporting documents

SN	Page No.	Section No.	Section Name	Query by bidder	STPI Response
					along with list of events should be submitted separately for respective categories.
21	Page No. 16	Sl. No. 5	Bidder's (individually or including its subsidiaries / Group company/ Parent company engaged in similar business activities) experience in managing event/exhibition with international exhibitors during last three financial years Parameter Mark(s) > 10 & ≤ 25 international exhibitors 1 per event > 25 & ≤ 50 international exhibitors 3 per Event > 50 international exhibitors 5 per event		It is clarified that an event which is participated by domestic as well as international exhibitors shall be considered for marking for both category of exhibitors at Sl. No. 4 and 5 of Technical Evaluation Criteria subject to fulfilling the requisite number of exhibitors in the respective category. However supporting documents along with list of events should be submitted separately for respective categories.
22	Page No. 17	Sl. No. 6	Bidder's (individually or including its subsidiaries / Group company/ Parent company engaged in similar business activities) prior experience in AI / Deep tech / Emerging Technologies and related technical exhibitions during last three financial years Parameter Mark(s) Domestic exhibition in the broad areas of AI / Deep tech	Being an Event Management and Infrastructure Providing Agency, the nature and scope of our work does not necessitate specific or extensive experience in domestic exhibitions focused on AI, Deep Tech, Emerging Technologies, or related fields. However, experience of a single event in these domains should be considered adequate to demonstrate subject-matter familiarity. Requiring	No change, as per RFP

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			/ Emerging Technologies and related Technologies 1 per Event International exhibition in the broad areas of AI / Deep tech / Emerging Technologies and related Technologies 2 per event	experience in multiple such events may unnecessarily restrict competition, as only a limited number of agencies would get higher marks. This could discourage wider participation and limit fair competition in your tender process. Reference Document/ Tender Supporting Reference: We would like to bring to your kind notice that in the Same Event Tender issued by another Department under same Ministry (IndiaAI, IBD under Digital India Corporation (DIC), Ministry of Electronics and Information Technology (MeitY)), for the work titled: "Request for Proposal from India-Based Event Management Company for Providing Event Management Services", the marking criteria were as follows: Page No. 17, Point No. 03	
23	Page No. 17	Sl. No. 7	Experience in generating revenue through the sale of exhibit space/ associated packages during last three financial years Parameter Mark(s) > 20000 sq. mtr & ≤ 30000 sq. mtr 2 Marks > 30000	We wish to respectfully submit that, in events of such high prestige, the space selling are generally done directly by the concerned Government departments themselves. Further, the criterion stipulating that marks will be	Clarified during the pre-bid meeting. No change in RFP, as it reflects the event requirements. However, changes in the referred sections may be noted from the

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			sq. mtr & ≤ 50000 sq. mtr 5 Marks > 50000 sq. mtr & ≤ 75000 sq. mtr 8 Marks > 75000 sq. mtr 10 Marks	awarded only for exhibitions covering a minimum area of 20,000 sq. meters is quite discouraging, as exhibitions of such large scale — particularly those where space-selling responsibilities are assigned to private agencies — are very few across the country. It is therefore requested that the marking conditions may kindly be reconsidered to do away. This will encourage healthy competition and enable wider participation from competent firms with relevant experience. Reference Tender/s There is no such conditions on similar events/ tenders as such conditions restrict competitions.	Addendum / Corrigendum section.
24	Page No. 03	Sl. No. 5	Pre- Bid Meeting	We request the name and contact number (phone/ mobile) of the concerned person to whom we can reach out for any assistance required in attending the upcoming online pre-bid meeting.	No change, as per RFP
M/s MM Activ Sci Tech Communications Pvt Ltd.					
25	9 & 10	4 (xi)	Preparation of Proposal Eligibility Criteria 1.Table Sl no.3- Specialization/ Experience (ii)	Eligibility Criteria should not be too difficult so that it encourage the larger participation, hence we suggest that minimum Turnover	Noted. Changes in the referred sections may be seen in the Addendum / Corrigendum section.

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				should be brought down to 10 Crs. Minimum Turnover Criteria is high and it should be reduced to 15 Crs.	
26	11	5 (5 i) & (6 iii)	Performance and Activity Based Services- Develop versatile spaces for Performances, Workshops and Interactive activities. Expo Amenities and Utility Services- Ensure provision for amenities (lodging, Transportation) inside the venue for VIPs, Staff, Visitors and Performers.	More Clarity required with regard to these activities More Clarity required towards lodging to be provided inside the venue	Clarified during the pre-bid meeting.
27	15	7	Evaluation Process Technical Evaluation: 1)Table Sl no. 1 – Average Annual Turnover Marks. 2)Table Sl No. 2 - Experience in managing event/exhibition with highest level of dignitary being Hon'ble President / PM.	<i>Turnover of the bidding company should be considered and not of its subsidiaries and group companies, since they are not directly responsible for performance. Also average turnover criteria should be made more reasonable, as event companies cannot take up many projects due to their long term involvement and many a times work on a fee basis. > Rs 15 cr - 20 cr 4 > Rs 20 cr - 30 Cr 6 > Rs 30 cr - 40 Cr 8 > 40 cr and above 10 We suggest that the marking should be more reasonable and it should be as follows: Parameter Mark(s) 1 event 1 2 events 3 3 events 5</i>	No change w.r.t to the bidder's query. However, changes in the referred sections may be noted from the Addendum / Corrigendum section.

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28	21 and 22	8 vi	Terms of Payment Advances Milestones b) Note: The funds to be released as per above milestones shall be provided against a matching Bank Guarantee. f) An amount equivalent to 5% of the contract value shall be retained till final invoice of Selected bidder is settled in case the selected bidder submits more than one invoice.	The selected agency is already supposed to submit the performance Guarantee for the event. Hence the Bank guarantee against the payment should be waived off. Instead of 40%, request for 50% payment should be released before the Event. Please waive off this criteria.	No change, as per RFP.
29	22	8 vii b	Payment of incentives towards the sales of exhibition space by the bidder	1) Incentive structure is unattractive as it will not cover the efforts required to generate the revenue, we suggest to revise the 1st slab as 15% & 2nd slab as 20%. Also the higher slab should be applicable for the entire space sold. 2) Exhibition Spaces are sold as raw space as well as built-up. Please clarify.	Noted. Changes in the referred sections may be seen in the Addendum / Corrigendum section.
30	27	Annexure 1	Detailed Scope of Work The exhibition space selling price is expected to be in the range of Rs. 30,000-35,000 per sqm.	We propose that the rate should be moderate and it should be finalized in consultation with the appointed agency. We propose that while central Govt Depts and startups should be kept out of the preview of event agency, selling space to State Govts and PSUs as their participation in the exhibition will need lot of efforts.	Noted. Changes in the referred sections may be seen in the Addendum / Corrigendum section.

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31	28-30	Annexure 1	3 Infrastructure Development ँVi) Internet (a)Ensure adequate Bandwidth availability ँVii) Food Court and Refreshment arrangements (b)Lunch arrangements for Dignitaries for all days of the Event or for all delegates/VVIP/VIP/Participants	Approx Bandwidth required to be specified Please specify number of pax and categories.	Clarified, as per bid
32	31	Annexure 1	ँ Xi) Housekeeping (b & c) Payment of necessary fees charges as may be applicable to be paid to Municipal Corporation for disposal of waste & Debris to be borne by bidder ँ Xii) Security Services (i)Providing Stickers for vehicles having completed BDDS check. Approx qty 2000 nos (j) Providing tags for security check. Approx qty 50000 nos	These charges may be included in the Venue rentals. Should the same be paid separately to the Municipal Corporation? Please clarify More Clarity required More Clarity required	Clarified during the pre-bid meeting, as per bid.
33	56	BoQ	6 (a)Lounges & Offices VIP/ Ministers Lounge	More Clarity required	Clarified during the pre-bid meeting, as per bid.
34	49 & 50	Annexure - Item- wise BOQ for Financial Bid	3. - Website Design, Development & Maintenance: Design, development, hosting and maintenance of multilingual, responsive event website/ microsite with CMS, SSL, GDPR	The website development scope mentions multilingual functionality. Please specify whether the website content itself needs to be created in multiple languages, or if it only requires multilingual support for	Primary language - English & Hindi. Apart from this, content should be available in 22 Regional Indian Languages and 6 UN languages.

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			compliance, payment gateway (domestic + intl), uptime ≥ 99.99%, traffic handling ≥50,000 users; dynamic pages (home, agenda, exhibitors, sponsors, visitors, contact map);integration with Summit website via API.	website users to address queries. Additionally, please indicate the primary languages in which the website content should be developed.	
35	49 & 50	Annexure - Item- wise BOQ for Financial Bid	3. - Exhibitor / Sponsor Management Portal: Booth / sponsorship booking, exhibitor directory, document library, analytics dashboard, PI generation, offline payment update, digital exhibitor directory generation, multilingual support.	Kindly confirm which primary languages need to be supported under the multilingual requirement for the Exhibitor/Sponsor Management Portal.	Primary language - English & Hindi. Apart from this, content should be available in 22 Regional Indian Languages and 6 UN languages.
36	49 & 50	Annexure - Item- wise BOQ for Financial Bid	3.- Multilingual Voice AI assistant for expo services including Concierge	For the AI Assistant mentioned under Expo Services, please clarify which primary languages are required to be supported. Also please brief more about Concierge.	The selected bidder shall design, develop, and deploy an AI-powered Multilingual Voice Concierge to enhance visitor engagement, accessibility, and inclusivity across the Expo and Summit. The system shall function as an intelligent, voice-interactive guide integrated with the event's website and mobile app, offering real-time navigation, information, and personalized assistance to

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					delegates, exhibitors, and visitors. It shall support multiple Indian languages and English with real-time speech translation, ensuring seamless communication for a diverse audience. The concierge shall provide AI-driven, context-aware responses, culturally adaptive guidance, and voice-activated reminders for sessions or meetings of interest. It shall also offer limited offline functionality for essential event information in low-connectivity zones. Technically, the system shall leverage AI/ML-based NLP and ASR technologies, backed by a secure cloud infrastructure with local caching to ensure performance and reliability. The solution shall include secure APIs and documentation for integration with event platforms, compliance with data privacy and encryption standards, and a dashboard for content management and analytics.

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					Deliverables shall comprise a fully functional multilingual voice module, training data for at least ten Indian languages plus English, testing and deployment support, and complete technical documentation.
37	49 & 50	Annexure - Item- wise BOQ for Financial Bid	3.- Mass Mailing System: Setup + management of bulk email communication platform with analytics.	Please specify the approximate volume range of emails (minimum and maximum) expected to be sent per month through the bulk email management platform.	Clarified, numbers to cover the requisite digital communication workload during Expo execution.
38	49 & 50	Annexure - Item- wise BOQ for Financial Bid	3.- WhatsApp Communication System: Automated broadcast & notification system integrated with registration / CRM database.	Kindly share the expected volume range of WhatsApp messages (minimum and maximum) to be handled by the system. Additionally, please provide more details about the automated broadcast mechanism, including the type of triggers, personalisation requirements, and integration expectations with the CRM database.	Clarified, numbers to cover the requisite digital communication workload during Expo execution.
39	49 & 50	Annexure - Item- wise BOQ for Financial Bid	3.- Mobile App (iOS & Android): Cross- platform app design, development, testing, and store publishing; features – agenda, speaker profiles, exhibitor directory, push notifications, floor map, QR passes, surveys,	Please clarify which primary languages are required to be supported.	Primary language - English & Hindi. Apart from this, content should be available in 22 Regional Indian Languages and 6 UN languages. Yes

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			live Q&A, multilingual support.	After six months of service period, please confirm whether the iOS and Android APK file needs to shift to STPI iOS & android account.	
40	49	Annexure - Item- wise BOQ for Financial Bid	1-Pre-Event Activities PR & Social Media	Kindly confirm if the PR and social media activity period may be considered for approximately 3.5 months post event agency appointment, covering pre- event, during-event, and post-event phases. The proposed target of 250 daily social media posts appears unrealistic; we suggest a gradual posting plan with the increased frequency over a period.	Clarified during the pre-bid meeting, as per bid.
41	49	Annexure - Item- wise BOQ for Financial Bid	2-Conceptualisation & Designing	<i>Kindly clarify the scope of additional or ad-hoc design work expected under this clause, so that the agency can assess the required resources and estimate costs accurately. Kindly specify which regional languages are expected under the clause "Designing and Adaptation of Creatives (in English & Regional Languages)". Please confirm if the requirement is limited to Hindi or includes other regional languages and how many. Kindly clarify whether the "Daily newsletters, content creation, etc."</i>	Clarified during the pre-bid meeting, as per bid. It should covers any additional creative work needed during Expo execution. Primarily Hindi; may extend to other Indian languages, as may be required. Includes event-day issues plus limited pre- and post-event updates. Newsletters to be produced in digital format unless stated otherwise.

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				<i>refers to newsletters to be produced during the event days only, or if it also includes pre- event and post-event communication. Additionally, please specify the expected format and medium (digital or print).</i>	
42	50-51	Annexure - Item- wise BOQ for Financial Bid	4-Branding, Signages & Venue Décor	<i>Kindly confirm if the number of Customised Thematic Installations (15ft x 10ft and 20ft x 15ft) may be reduced, Considering the total number of halls being used for the event.</i>	Clarified during the pre-bid meeting, as per bid.
M/s K AND D Communication Limited					
43	9 & 10	4 (xi)	Proposal Eligibility Criteria Eligibility Criteria Table I no. 4- Employees on Payroll	Eligibility Criteria should not be too difficult so that it encourage the larger participation, hence we suggest that minimum Turnover should be brought down to 10 Crs. These days agencies appoint professionals & Consultants to conduct day to day operations instead of employees on the payroll hence the criteria maybe reduced to 30 Nos.	No change w.r.t to the bidder's query. However, changes in the referred sections may be noted from the Addendum / Corrigendum section.
44	15	7	Technical Evaluation Sl No: 1 - Average Turnover SL No: 2 – Experience in managing event/exhibition with highest level of dignitary being Hon'ble President / PM	<i>We request you to reduce the average turnover criteria, since that is not the only reflection of experience or financial stability. Many a times event agencies like ours manage end to end event activities, however turnover is</i>	Noted. Changes in the referred sections may be seen in the Addendum / Corrigendum section.

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				<i>booked by the client while agencies are paid only management fees. Hence we suggest the criteria should be changed to > Rs 10 cr 4 > Rs 20 Cr 6 >Rs30 cr 8 > Rs40 cr 10 Event Agencies like ours unlike infrastructure companies do limited events in a year. Hence presence of highest dignitaries is limited. Many of such events are bi-annual. Hence this criteria is very steep. We have following suggestion to make. a) Vice President should be considered as the highest dignitary. b) Experience should be considered over the five years right up to the bidding date, because latest experience is always good to consider. c) Marks may be as below Parameter Mark(s) >1 events 1 >2 events 3 > 3 events 5</i>	
45	21	8 vi	Terms of payment Advances Milestones	The criteria of bank guarantee may please be removed against advance payments. We are already paying Performance security. Please consider 60% advance in three installments.	No change, as per RFP.
M/s Pavilions and Interiors India Private Limited					
46	17	7	Experience in generating revenue through the sale of	It is assumed that 75000 sqm is an aggregated figure of 3 years.	Clarified (Yes)

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			exhibit space/associated packages during last three financial years		
47	43		Annexure 8 - Format for CV of SPOC	We will be submitting two SPOC; one for the sales and one for execution. Hope this is acceptable to you.	Clarified (Ok)
48			BOQ, financial Bid	Please clarify if the quantity mentioned in the BOQ are absolute or variable.	As per the Expo requirements, STPI may increase or decrease by any quantity as mentioned in the BOQ, during the currency of the contract, at the rate mentioned in the BOQ by the selected bidder
49	21	vi.	Terms of Payment	As per terms of payment in the RFP every payment should be supported by Bank Guarantee. However, as per regular practice, only mobilisation advance is supported by the BG. Rest of the milestone payments are made on completion of the said milestones.	No change, as per RFP
50	13	j	Technically qualified bidders will be required to display the physical samples at a predefined venue for evaluation of the quality of furniture, AV systems, layouts, branding and any other collaterals.	When and where the mock up will be done?	Clarified (STPI will inform after award of order to the successful bidder)

SECTION B: Addendum / Corrigendum

1. Section 4. xi): Eligibility Criteria, pg. 9 & 10, should now be read as:

S. No.	Basic Requirement	Specific Requirement	Documents Required
1	Bidder	The bidder should be a company registered in India under the Companies Act 2013 or any other previous Companies Act or a Limited Liability Partnership registered under the LLP Act, 2008 or a registered Partnership under the Indian Partnership Act, 1932 or Registered as a society under the Societies Act, 1860 and should have been in existence for at least 10 years as of the bid submission date.	Copy of valid Registration Certificates viz. incorporation certificate/ partnership deed/ society registration certificate etc.
2	Turnover	Bidder (individually or including its subsidiaries / Group company/ Parent company engaged in similar business activities) should have Average Annual Turnover of Rs. 20.00 Crore (Rupee Twenty Crore) or more in last three financial years. The company should not have incurred losses in more than two years in last three financial years.	A certificate from the Chartered accountant should be furnished certifying the Average Annual Turnover, as required and that bidder does not have losses in more than two years in last three financial years.
3	Specializations / Experience	(i) Bidder (individually or including its subsidiaries / Group company/ Parent company engaged in similar business activities) must have minimum ten years' experience in Event Management and exhibitions. (ii) The agencies should have successfully completed two or more exhibition management works, for Government of India/State Government/ PSUs/leading corporate / self-curated tech events of aggregate value Rs 30 Cr, out of which one should	(i) Work Orders/Work Completion Certificates to be attached in support. (ii) Details of the assignments as per Annexure 6 provided in this RFP, along with the following documents: A. Work order, if applicable

S. No.	Basic Requirement	Specific Requirement	Documents Required
		be of minimum value of Rs 15 Cr , during the period from 01.04.2022 till the date of publish of this RFP. (iii) Out of above, at least one should be a Tech Exhibition with international delegates in the last three financial years.	B. Completion certificates from the Client/Self- certificate by the agency. C. For self-curated events, the bidder should provide event-wise CA certified expenditure statement for ensuring the value of the work executed.
4	Employees on Payroll	Bidder should have on its payrolls a minimum of 50 full-time professionals as on 01.10.2025.	Letter from bidder as documentary evidence to be attached.
5	PAN and GST registration	Bidder shall hold valid GST and PAN certifications.	Copies of relevant certificates of registration to be attached.
6	Tax Registration	Bidder must have filed ITRs for the last three years.	Copies of ITR filed for last 03 years duly Certified by CA carrying out audit of the BIDDER.
7	Blacklisting	Bidder shall not have been blacklisted by any central or state government company, PSU etc.	Self- Undertaking in this regard to be submitted.
8	Earnest Money Deposit	EMD of Rs. 50 Lakhs (Fifty Lakhs only)	Proof of submission of EMD (UTR No. and date) to STPI shall be provided. STPI account details for EMD submission:

* Bids without any of the above-mentioned documents will be summarily rejected.

2. Section 6: General points for consideration by bidders, Sr. No. j, pg. 13, should be read as:

Selected bidders will be required to display the physical samples at a predefined venue for evaluation of the quality of furniture, AV systems, layouts, branding and any other collaterals.

3. Section 7: Evaluation Process, Table under Technical Evaluation, pg. 15 - 17, should be read as:

Sr. No.	Parameters	Max. Marks	Requisites (following documents to be submitted as proof of evidence)								
1	Average Turnover from event/exhibition management of the Bidder (individually or including its subsidiaries / Group company/ Parent company engaged in similar business activities) in last three financial years <table><tr><th>Parameter</th><th>Mark(s)</th></tr><tr><td>> 20 Cr & ≤ Rs 30 Cr</td><td>2</td></tr><tr><td>> 30 Cr & ≤ 50 Cr</td><td>6</td></tr><tr><td>> 50 Cr</td><td>10</td></tr></table>	Parameter	Mark(s)	> 20 Cr & ≤ Rs 30 Cr	2	> 30 Cr & ≤ 50 Cr	6	> 50 Cr	10	10	A certificate from the Chartered accountant should be furnished certifying the Average Annual Turnover explicitly from event/exhibition management.
Parameter	Mark(s)										
> 20 Cr & ≤ Rs 30 Cr	2										
> 30 Cr & ≤ 50 Cr	6										
> 50 Cr	10										
2	Bidder's (individually or including its subsidiaries / Group company/ Parent company engaged in similar business activities) experience in managing event/exhibition with highest level of dignitary being Hon'ble President / PM, during the period from 01.04.2022 till the date of publish of this RFP. <table><tr><th>Parameter</th><th>Mark(s)</th></tr><tr><td>1 event</td><td>1</td></tr><tr><td>2 – 3 events</td><td>3</td></tr><tr><td>> 3 events</td><td>5</td></tr></table>	Parameter	Mark(s)	1 event	1	2 – 3 events	3	> 3 events	5	5	Self-attested list of events/exhibitions along with the organiser's name & contact, and event/exhibition link. In case, event/exhibition link is not available then copy of newspaper/social media coverage have to be attached.
Parameter	Mark(s)										
1 event	1										
2 – 3 events	3										
> 3 events	5										
3	Bidder's (individually or including its subsidiaries / Group company/ Parent company engaged in similar business activities) experience in managing event/exhibition with highest level of dignitary being Hon'ble Governor / Union	5	Self-attested list of events/exhibitions along with the organiser's name & contact, and								

Sr. No.	Parameters	Max. Marks	Requisites (following documents to be submitted as proof of evidence)												
	Ministers / CM/ Dy. CMs, during the period from 01.04.2022 till the date of publish of this RFP. <table><tr><th>Parameter</th><th>Mark(s)</th></tr><tr><td>1 – 5 events</td><td>1</td></tr><tr><td>5 – 10 events</td><td>3</td></tr><tr><td>> 10 events</td><td>5</td></tr></table>	Parameter	Mark(s)	1 – 5 events	1	5 – 10 events	3	> 10 events	5		event/exhibition link. In case, event/exhibition link is not available then copy of newspaper /social media coverage have to be attached.				
Parameter	Mark(s)														
1 – 5 events	1														
5 – 10 events	3														
> 10 events	5														
4	Bidder's (individually or including its subsidiaries / Group company/ Parent company engaged in similar business activities) experience in managing event/exhibition with only domestic Exhibitors, during the period from 01.04.2022 till the date of publish of this RFP. <table><tr><th>Parameter</th><th>Mark(s)</th></tr><tr><td>> 300 & ≤ 400 domestic exhibitors</td><td>1 per event</td></tr><tr><td>> 400 & ≤ 500 domestic exhibitors</td><td>2 per event</td></tr><tr><td>> 500 & ≤ 600 domestic exhibitors</td><td>3 per event</td></tr><tr><td>> 600 & ≤ 700 domestic exhibitors</td><td>4 per event</td></tr><tr><td>> 700 domestic exhibitors</td><td>5 per event</td></tr></table>	Parameter	Mark(s)	> 300 & ≤ 400 domestic exhibitors	1 per event	> 400 & ≤ 500 domestic exhibitors	2 per event	> 500 & ≤ 600 domestic exhibitors	3 per event	> 600 & ≤ 700 domestic exhibitors	4 per event	> 700 domestic exhibitors	5 per event	10	Self-attested list of events/exhibitions along with the organiser's name & contact, No. of domestic exhibitors and event/exhibition link. In case(s), either event/exhibition link or the count of exhibitors on the event site is not available, then copy of newspaper /social media coverage indicating the number of exhibitors have to be attached.
Parameter	Mark(s)														
> 300 & ≤ 400 domestic exhibitors	1 per event														
> 400 & ≤ 500 domestic exhibitors	2 per event														
> 500 & ≤ 600 domestic exhibitors	3 per event														
> 600 & ≤ 700 domestic exhibitors	4 per event														
> 700 domestic exhibitors	5 per event														
5	Bidder's (individually or including its subsidiaries / Group company/ Parent company engaged in similar business activities) experience in managing event/exhibition with international exhibitors, during the period from 01.04.2022 till the date of publish of this RFP. <table><tr><th>Parameter</th><th>Mark(s)</th></tr><tr><td>> 10 & ≤ 25 international exhibitors</td><td>1 per event</td></tr><tr><td>> 25 & ≤ 50 international exhibitors</td><td>3 per event</td></tr><tr><td>> 50 international exhibitors</td><td>5 per event</td></tr></table>	Parameter	Mark(s)	> 10 & ≤ 25 international exhibitors	1 per event	> 25 & ≤ 50 international exhibitors	3 per event	> 50 international exhibitors	5 per event	05	Self-attested list of events/exhibitions along with the organiser's name & contact, No. of international exhibitors and event/exhibition link. In case(s), either event/exhibition link or the count of exhibitors on the event site is not available, then copy				
Parameter	Mark(s)														
> 10 & ≤ 25 international exhibitors	1 per event														
> 25 & ≤ 50 international exhibitors	3 per event														
> 50 international exhibitors	5 per event														

Sr. No.	Parameters	Max. Marks	Requisites (following documents to be submitted as proof of evidence)										
			of newspaper /social media coverage indicating the number of international exhibitors have to be attached.										
6	Bidder's (individually or including its subsidiaries / Group company/ Parent company engaged in similar business activities) prior experience in AI / Deep tech / Emerging Technologies and related technical exhibitions, during the period from 01.04.2022 till the date of publish of this RFP. <table><tr><th>Parameter</th><th>Mark(s)</th></tr><tr><td>Domestic exhibition in the broad areas of AI / Deep tech / Emerging Technologies and related Technologies</td><td>1 per event</td></tr><tr><td>International exhibition in the broad areas of AI / Deep tech / Emerging Technologies and related Technologies</td><td>2 per event</td></tr></table>	Parameter	Mark(s)	Domestic exhibition in the broad areas of AI / Deep tech / Emerging Technologies and related Technologies	1 per event	International exhibition in the broad areas of AI / Deep tech / Emerging Technologies and related Technologies	2 per event	05	Self-attested list of events along with the organiser's name & contact, Type of exhibition (domestic/international), technology theme of exhibition and event link. In case(s), either event link or the type of exhibition on the event site or technology theme is not available, then copy of newspaper /social media coverage indicating the above details have to be attached.				
Parameter	Mark(s)												
Domestic exhibition in the broad areas of AI / Deep tech / Emerging Technologies and related Technologies	1 per event												
International exhibition in the broad areas of AI / Deep tech / Emerging Technologies and related Technologies	2 per event												
7	Experience in generating revenue through the sale of exhibit space/associated packages, during the period from 01.04.2022 till the date of publish of this RFP. <table><tr><th>Parameter</th><th>Mark(s)</th></tr><tr><td>> 20000 sq. mtr & ≤ 30000 sq. mtr</td><td>2</td></tr><tr><td>> 30000 sq. mtr & ≤ 50000 sq. mtr</td><td>5</td></tr><tr><td>> 50000 sq. mtr & ≤ 75000 sq. mtr</td><td>8</td></tr><tr><td>> 75000 sq. mtr</td><td>10</td></tr></table>	Parameter	Mark(s)	> 20000 sq. mtr & ≤ 30000 sq. mtr	2	> 30000 sq. mtr & ≤ 50000 sq. mtr	5	> 50000 sq. mtr & ≤ 75000 sq. mtr	8	> 75000 sq. mtr	10	10	Bidder (or its sales partner) to show documentary proof as per Annexure 7.
Parameter	Mark(s)												
> 20000 sq. mtr & ≤ 30000 sq. mtr	2												
> 30000 sq. mtr & ≤ 50000 sq. mtr	5												
> 50000 sq. mtr & ≤ 75000 sq. mtr	8												
> 75000 sq. mtr	10												
8	Presentation by bidder (max. 60 mins) Presentation to cover the following aspects: - Understanding the scope of assignment - Detailed approach, marketing strategy, design and methodology, Concept and Execution Plan, Team Proposed (Details of SPOC as per Annexure 8)	50											

Sr. No.	Parameters	Max. Marks	Requisites (following documents to be submitted as proof of evidence)
	- Integration of Technology in the Exhibition Management - Hall Layouts and Proposed Installations including 3D view		
	TOTAL	100	

4. **Section 8 (vii.) Payment of incentives towards the sales of exhibition space by the bidder, Table under Incentive structure, pg. 22, should be read as:**

Slab (in Sq. Meter of exhibition space sold by the selected bidder to non-government organizations, excluding sale of startup pods)	Incentive Percentage (of the revenue generated by sale of exhibition space)
> 6,000 & < 12,000	6 %
> 12,000	12 %

5. **Section 8 (vii.) - Payment of incentives towards the sales of exhibition space by the bidder, S. No. (ii) under Incentive structure, pg. 22, should be read as:**

Incentive percentage will be applied to the revenue generated through sale of only raw exhibition space to the individual exhibitor (PSUs and non-government organizations, excluding sale of startup pods). The revenue generated through sale of any additional services to any individual exhibitor shall not be eligible for the incentives. *(For instance, if the rate of raw exhibition space is ₹25,000 per sqm and the bidder sells 10,000 sqm of raw space and 5,000 sqm of raw + constructed space, the incentive will be computed on sale of 15,000 sqm of raw space only. It is clarified that any revenue generated through the sale of additional services such as booth construction, branding, logistics, or power supply, or from government participants and startup pods, shall not be eligible for incentive calculation.)*

6. Section 1 - Selling of exhibition space by the selected bidder, under Annexure 1, Para 1-3, pg. 27, should be read as:

As previously indicated, the exhibition shall comprise pavilions representing India and other countries, Central and State Government ministries/departments, PSUs and other government organizations, as well as corporate entities. The selected bidder shall be responsible for facilitating the sale of exhibition space to all such participants.

However, STPI shall incentivise the selected bidder for the sale of exhibition space, of around 15,000 sqm out of the entire exhibition space, to PSUs and non-government organizations, excluding sale of startup pods. No incentive shall be admissible on space allocated to government bodies.

STPI reserves the right to decide on the rate card for the exhibition space, including any discounts to be given. A committee shall be constituted by STPI for managing and monitoring the sale of exhibition space. This committee may have representation (in form of special invitee) of the selected bidder. The exhibition space selling price is expected to be around 25,000 per sqm. The estimated saleable area and sale price(s) are indicative and may vary.

7. Revised format of Annexure 5 & Annexure 9 are to be submitted. Revised templates are annexed.

8. Note under Annexure - Item-wise BOQ for Financial Bid, pg. 67, should be read as:

Note:

1. The bidders shall not make any changes to the detailed BOQ associated with this RFP; otherwise, they shall be automatically disqualified.
2. # - Rate Only Items
3. As per the Expo requirements, STPI may increase or decrease by any quantity as mentioned in the BOQ, during the currency of the contract, at the rate mentioned in the BOQ by the selected bidder.
4. All LED specified needs to be P2 quality or better.
5. All flex placed outside the exhibition area will need to be of high quality with black back and of minimum 280 gsm.

Annexure 5 - Format for Annual Turnover

(To be submitted on the letterhead of the certifying Chartered Accountant)

TO WHOMSOEVER IT MAY CONCERN

This is to certify that M/s. _____ having its registered office at _____ and bearing PAN No. _____ and GSTIN No. _____ is engaged in event management, exhibitions and related services.

As per the audited financial statements and books of accounts, the details of the Annual Turnover and Profit/Loss status of the bidder (including its subsidiaries / Group company / Parent company engaged in similar business activities) for the last three financial years are as follows:

S. No.	Financial Year (FY)	Turnover (₹ in Crores)	Profit/ Loss	Remarks
1				
2				
3				

- The Average Annual Turnover of the bidder in last three financial years is ₹ _____ Crores, which is equal to or more than ₹20.00 Crores, as required under the tender conditions.
- The bidder has not incurred losses in more than two financial years in the last three financial years.

This certificate is issued based on the examination of the audited financial statements and other relevant records and documents produced before us.

Date: _____

Place: _____

For (Name of Chartered Accountant / Firm)

Signature & Seal
(Authorized Signatory)

Firm Registration No.: _____

Membership No.: _____

Annexure 9 - Bank Guarantee / Performance Bank Guarantee

(To be submitted on the letterhead of the bank)

To,
The Registrar-cum-Chief Administrative Officer
Software Technology Parks of India
1st Floor, Plate B, Office Block-1, East Kidwai Nagar,
New Delhi-110023.

WHEREAS (Name and address of the supplier) (hereinafter called "the supplier") has undertaken, in pursuance of tender/contract no..... dated to supply (description of goods and services) (herein after called "the tender/contract").

AND WHEREAS it has been stipulated by you in the said tender/contract that the supplier shall furnish you with a bank guarantee by a scheduled commercial recognized by you for the sum specified therein as security for compliance with its obligations in accordance with the tender/contract;

AND WHEREAS we (Name of the Bank) have agreed to give the supplier such a bank guarantee.

NOW THEREFORE we hereby affirm that we are guarantors and responsible to you, on behalf of the supplier, up to a total of (amount of the guarantee in words and figures), and we (Name of the Bank) undertake to pay you, upon your first written demand declaring the supplier to be in default under the tender/contract and without cavil or argument, any sum or sums within the limits of (amount of guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

We (Name of the Bank) hereby waive the necessity of your demanding the said debt from the supplier before presenting us with the demand.

We (Name of the Bank) further agree that no change or addition to or other modification of the terms of the tender/contract to be performed thereunder or of any of the tender/contract documents which may be made between you and the supplier shall in any way release us from any liability under this guarantee and we hereby waive notice of any such change, addition or modification.

This guarantee shall be valid until the day of, 20.....

.....
(Signature of the authorized officer of the Bank)

.....
Name and designation of the officer

.....
Seal, name & address of the Bank and address of the Branch

WITNESS 1

.....(Signature)

WITNESS 2

.....

(Signature)

Attorney as per Power of Attorney:

Attorney Number & Date