

क्रमांक: - KRYG/2024-25/9146

दिनांक 20.3.25

**Rajasthan State Sports Council  
Sawai Mansingh Stadium, Janpath, Jaipur**

Email: rsscjaipur@gmail.com

NIT NO.....100...../2024-25

**Request for Proposal  
for  
Engagement of an Agency for Preparation &  
Management of GMS Portal, Complete Event  
Management (Launching, Opening & Closing Ceremony),  
Accommodation, Catering & Transportation Services and  
ACT Management for the Khelo Rajasthan Youth Games  
2025**



Secretary  
Rajasthan State Sports Council  
Jaipur



# राजस्थान राज्य क्रीड़ा परिषद्

सवाई मानसिंह स्टेडियम, जयपुर

Email – [rsscjaipur@gmail.com](mailto:rsscjaipur@gmail.com) Phone – 0141-2742468

## ABBREVIATIONS

|            |  |
|------------|--|
| KRYG       | Khelo Rajasthan Youth Games                |
| EMA        | Event Management Agency                    |
| RSSC       | Rajasthan State Sports Council             |
| GoR        | Government of Rajasthan                    |
| INR        | Indian Rupees                              |
| BG         | Bank Guarantee                             |
| PBG        | Performance Bank Guarantee                 |
| QCBS       | Quality & Cost Based System                |
| RFP        | Request for Proposal                       |
| LOA        | Letter of Award                            |
| ACT        | Accommodation, catering and transportation |
| GMS portal | Games Management System portal             |
| JV         | Joint Venture                              |

*Qr*





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## NOTICE INVITING TENDER (NIT)

1. Secretary, Rajasthan State Sports Council, SMS Stadium, Jaipur invites E-Tender for “Engagement of an Agency for Preparation & Management of GMS Portal, Complete Event Management (Launching, Opening & Closing Ceremony), Accommodation, Catering & Transportation Services and ACT Management for the Khelo Rajasthan Youth Games 2025”.
2. The Tender will be received though electronic tendering mode only. The details regarding participation in the e-tendering process can be obtained on <http://eproc.rajasthan.gov.in>, <http://www.rssc.in>, <http://sppp.rajasthan.gov.in>
3. All enquiries from the Bidders relating to this RFP must be submitted at the time of pre-bid.
4. The corrigendum and addendum issued (if any) related to this bid will be published on <http://eproc.rajasthan.gov.in>, only.

Secretary  
Rajasthan State Sports Council  
Jaipur



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## A. DETAILED NOTICE INVITING E-TENDER

### Data Sheet

|  |   |
|--|---|
| Estimated Cost   | Rs.13.25 cr   |
| Date of Publication  | 20.03.2025 at 05:00 PM  |
| RFP document download start Date   | 20.03.2025 at 05:30 PM  |
| Pre-Bid conference   | 04.04.2025 at 02:00 PM  |
| Last date and time of RFP Upload   | 22.04.2025 at 01:00 PM  |
| Submission of Tender Fee, Bid Security (EMD) and processing Fee Date & Time  | 22.04.2025 at 02.00 pm (Physically in the office of Rajasthan State Sports Council, SMS Stadium, Jaipur)  |
| Technical Bid Opening Date/Time  | 23.04.2025 at 4.00 pm   |
| Financial Bid Opening Date/Time  | Will be intimated later to the Technically qualified Bidders  |
| Method of selection  | QCBS {70 (Technical) : 30 (Financial)}  |
| Bid Validity Period  | 120 Days  |
| Risl Processing Fees   | Rs. 2,500/-   |
| Earnest Money Deposit (EMD)/ Bid Security  | Rs 26,50,000/-  |
| Tender Fees  | Rs. 5,000/-   |
| Mode of Submission   | Online (State e-procurement website/ e-procure)   |
| E-mail for all correspondence  | <a href="mailto:rsscjaipur@gmail.com">rsscjaipur@gmail.com</a>  |
| Website for downloading tender document, Corrigendum's Addendums etc.  | <a href="http://eproc.rajasthan.gov.in">http://eproc.rajasthan.gov.in</a><br><a href="http://www.rssc.in">http://www.rssc.in</a><br><a href="http://sppp.rajasthan.gov.in">http://sppp.rajasthan.gov.in</a> |
| * In case, any of the bidders fails to physically submit the Banker's Cheque/Demand Draft for Tender Fee, EMD, and RISL processing fee up to 02:00 pm on 22.04.2025 its Bid shall not be accepted. |   |
| * Bidder has to submit the tender fees of Rs. 5000/- in form of bankers cheque/DD in favour of Secretary, Rajasthan State Sports Council, Jaipur before attending the pre-bid meeting.             |   |

  
Secretary  
Rajasthan State Sports Council  
Jaipur





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## B. INSTRUCTIONS TO BIDDERS

1. **Cost of Bid:** The bidder shall bear all costs associated with the preparation and submission of bid and RSSC in no case shall be responsible or liable for those costs, regardless of the conduct or outcome of the tender process.
2. All bidders are required to pay Tender Document Fee and processing fee as per the details mentioned in data sheet. The fees are Non-Refundable and payable along with the Technical Proposal.
3. All bidders are required to pay Bid Security Fee as per the details mentioned in data sheet.
  - a. The Bid Security shall be returnable no later than 120 days from the Bid Validity Date except in the case of the Selected Bidder who's Bid Security shall be retained.
  - b. The Authority shall be entitled to forfeit the Bid Security as Damages inter alia in any of the events specified herein below. The Bidder, by submitting its Bid pursuant to this RFP, shall be deemed to have acknowledged and confirmed that the Authority will suffer loss and damage on account of withdrawal of its Bid or for any other default by the Bidder during the period of Bid validity as specified in this RFP, no relaxation of any kind on Bid Security shall be given to any Bidder.
4. The bidder is expected to examine all instructions, forms, terms and conditions in the RFP document. Failure to furnish all information required by the RFP document or submission of a tender not substantially responsive to the RFP document in every respect will be at the bidder's risk and may result in rejection of the bid.
5. The bidder shall not make or cause to be made by any alternation, erasure, or obliteration to the text of the RFP document.
6. Any privately held company or LLP is allowed to submit its bid for the RFP. The bidder may be a Single Entity ,
7. **Preparation of Bids**
  - 7.1 **Language:** Bids and all accompanying documents shall be in the English language. In case any accompanying materials are in other languages, notarised English Translation shall accompany it. The English version shall prevail in matters of interpretation.
  - 7.2 **Form of Bid:** The form of a bid shall be completed in all respects and duly signed and stamped by an authorized representative of the Bidder. Relevant power of attorney for signing the bid should be attached.
  - 7.3 **Currencies of Bid and Payment:** The bidder shall submit his financial bid in Indian National Rupee (INR / Rs.), and payment under this contract will be made in Indian National Rupee (INR / Rs.).





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## 8. Clarifications by Bidders

- 8.1 Bidders requiring any clarification on the RFP document may attend Pre-Bid meeting on scheduled date .
- 8.2 All correspondence for clarifications should be submitted as per the format attached at 'Annexure-XIV' at the time of pre bid meeting.
- 8.3 RSSC shall endeavour to respond to the queries raised or clarifications sought by the Bidders. To be fair to all prospective bidders, the responses to queries shall be uploaded on the e-proc website. However, RSSC reserves the right not to respond to any query or provide any clarification, in its sole discretion, and nothing in this clause shall be construed, taken or read as compelling or requiring RSSC to respond to any query or to provide any clarification.
- 8.4 At any time prior to the Bid Due Date, RSSC may, for any reason, whether at its own initiative or in response to clarifications requested by Bidder(s), modify the RFP document by way of issue of Addendum/Corrigendum/Clarifications. Any Addendum/Corrigendum/Clarifications thus issued shall be uploaded on the e-proc website.

## 9. Pre-Bid Meeting

- 9.1 To clarify and discuss issues with respect to the Project and the RFP Document, a Pre- bid meeting ("Pre bid Meeting") will be held as per the details provided in point 3 of data sheet.
- 9.2 Prior to the Pre-Bid meeting, the Bidders may submit a list of queries and proposed suggestions in the word format as per 'Annexure-XIV,' if any, to the RFP requirements.
- 9.3 Bidders may note that RSSC will not entertain any deviations to the RFP Document at the time of submission of the Proposal or thereafter. The Proposal to be submitted by the Bidders will be unconditional and unqualified, and the Bidders would be deemed to have accepted the terms and conditions of the RFP Document with all its contents. Any conditional Proposal shall be regarded as non-responsive and would be liable for rejection.
- 9.4 Bidders' representatives attending the pre bid meeting shall bring an authorization letter from the Bidder.
- 9.5 In case of any change in the schedule of the Pre-bid Meeting, the same will be communicated to Bidders through the e-tender website.
- 9.6 No interpretation, revision, or other communication from RSSC regarding this solicitation is valid unless in writing at the time of pre bid meeting.
- 9.7 Bidder has to submit the pre bid meeting fees of Rs. 5000/- in form of bankers cheque/DD in favour of Secretary, Rajasthan State Sports Council, Jaipur before attending the pre-bid meeting. This amount will be adjusted against tender form fees later.

## 10. Format and Signing of Bid

- 10.1 The documents comprising the bid shall be typed, and all pages of the bid shall be signed by a person duly authorized to sign on behalf of the bidder.
- 10.2 The bid shall contain no alternations, omissions, or additions except those to comply with an instruction issued by RSSC or are necessary to correct errors made by the bidder, in which case such corrections shall be initialled/signed by the person signing the bid.
- 10.3 The proposal shall be properly bound, indexed, and serially-numbered.





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## 11. Submission of Bids

- 11.1 The bidder shall submit their offer i.e. Technical Bid (Online bid). The Financial Bid shall be submitted on the e-tender portal only.

The Bids that are submitted beyond the stipulated date and time under any circumstances what so ever will not be considered.

## 12. Late and Delayed Bids:

- 12.1 Bids must be received no later than the date and time stipulated in the RFP document. RSSC may, at its discretion, extend the deadline for submission of bids in which case all rights and obligations of RSSC and the bidder will be the same.
- 12.2 Any bid received by RSSC after the deadline for submission of bids, as stipulated above, shall not be considered.

## 13. Opening and Evaluation of Technical Bid

- 13.1 Technical Bids will be opened in the presence of the bidders' representatives who choose to attend at the appointed place and time.
- 13.2 The Technical Bid of the bidder would be evaluated as per the evaluation criteria set out in the RFP document. Bids will be evaluated based on the information submitted by the bidders. However, RSSC reserves the right to seek clarification/documents from the bidders, if RSSC considers it necessary for proper assessment of the bid.
- 13.3 The Technical Bids will be evaluated based on eligibility criteria and only those Bidders whose Technical Proposals get a score of minimum 70 (**seventy**) marks or more out of 100 (one hundred) shall qualify for financial bid opening and shall be ranked from highest to the lowest based on their technical score (St).

## 14. SELECTION PROCESS

- 14.1 The Bids of bidders meeting the eligibility criteria , will be evaluated based on the QCBS method.
- 14.2 Overall weightage of 30% for Financial Bid ( price quoted in BOQ 1)and 70% for Technical score shall be considered while calculating final score.
- 14.3 A Bidder must get a minimum of 70 marks (out of 100 marks) in the Technical Evaluation to proceed to sopening of Financial/Price bid. The price bids of bidders scoring the minimum required marks of 70 in the Technical Evaluation Criteria will only be opened.
- 14.4 The Bid of the Bidder, who obtains the highest total score (Ts) across the technical bid and the Financial/Price bid, will be rated as the 'Best Bid' and will be declared as the successful Bidder. Ts will be calculated as defined below:

$$Ts = (Sf_{low} / Sf) * 30 + (St / St_{high}) * 70$$

Where,

- Sf: Evaluated/Quoted Bid Price
- Sflow: The lowest of all Evaluated Bid Prices among responsive Bids
- St: The total Technical Score awarded to the Bid
- Sthigh: The Technical Score achieved by the Bid that was scored best among all responsive Bids





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- 14.5** In the event that one or more Bidders have the same Ts value, the Bid with the lowest quoted amount will be treated as "Best Bid". In case of further tie, the bidder with highest technical score (St) will be rated as the 'Best Bid'.
- 14.6** Supporting documents for bid evaluation shall also be verified during presentation. The bidders are advised to make their presentation strictly according to the evaluation criteria based on the credentials submitted above.
- 15. Right to accept any Bid and to reject any or all bids**
- 15.1** RSSC is not bound to accept the lowest bid or any bid and may at any time by giving notice in writing terminate the tendering process.
- 15.2** RSSC may terminate the contract/cancel the LOA if it is found that the bidder is blacklisted on previous occasions by any of the central/state government ministry/Directorate/institutions/ local bodies/municipalities/PSUs, etc.
- 15.3** RSSC may also terminate the contract/cancel the LOA in the event the Successful Bidder fails to furnish the performance security or fails to execute the agreement.
- 16. Award of Contract**
- 16.1** RSSC will award the contract to the Successful Bidder to perform the contract satisfactorily as per the terms and conditions incorporated in the RFP document.
- 16.2** RSSC will communicate the outcome to the Successful Bidder by mail confirmed by letter transmitted by registered/speed post that its bid has been accepted. This letter (hereinafter and in the condition of contract called the "Letter of Award") shall prescribe the amount which RSSC will pay to the Successful Bidder in consideration of the execution of work/services by them as prescribed in the contract.
- 16.3** The Successful Bidder will be required to commence the assignment at the earliest, as communicated by RSSC in this regard.
- 16.4** The Successful Bidder will be required to execute the contract for the services within a period of seven(7) days from the date of issue of Letter of Award.
- 17. Performance Security**
- 17.1** The Successful Bidder shall be required to furnish a Performance Security prior to sign the contract (for an amount which is **5% of total project cost**) in the form of FDR/Bankers cheque/Demand draft/ Bank Guarantee from a scheduled Bank in an acceptable form in favour of **Secretary, Rajasthan state sports council, jaipur Payable at jaipur**. The Performance Security shall remain valid for a period of 60 (sixty) days beyond the date of completion of all contractual obligations. In case the contract period is extended, further, the validity of Performance Security shall also be extended by the Successful Bidder accordingly. The format for BG for Bid Security is provided at **Annexure-XI**.
- 17.2** Failure of the Successful Bidder to comply with the requirements of the above clauses shall constitute sufficient grounds or the annulment of the award and other actions as deemed necessary.





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## C. ELIGIBILITY CRITERIA:

Bidders must read carefully the conditions of eligibility (the "Conditions of Eligibility") provided herein. Proposals of only those Bidders who satisfy the Conditions of Eligibility will be considered for evaluation.

To be eligible for evaluation of its Proposal, the Bidder shall fulfill the following Minimum Eligibility Criteria:

| Criteria           | Requirements  | Documentary Evidence   |
|--------------------|---|--|
| Legal Entity       | The bidder must be a single Business Entity (JV/JVC not allowed ).<br>For the purpose of this Invitation for RFP document, a Business Entity shall mean a company registered in India under the Companies Act, 1956 or 2013 or a Partnership Firm registered under the Limited Liability Partnership Act of 2008 or Indian Partnership Act, 1932.   | Certificate of Registration/ Incorporation(s)  |
| Financial Capacity | The bidder should have a minimum average annual turnover of ₹ 15 Crore over the previous three financial years.<br>(FY 2021-22, 2022-23 and 2023-2024)  | Certificate from statutory auditor/ audited financial statements for the three previous financial years. |
| Bidder Experience  | The Bidder should have experience of Preparation & Management of GMS Portal, Event Management, Accommodation, Catering & Transportation Services and ACT Management in State/national or international Sports event of Central/State Govt in India within the last 5 years<br>One Order/contract of ₹ 10 Crore/Two Order Of ₹ 7 Crore<br>(Annexure VII along with similar Work Order + Satisfactory Completion Certificates /Valid MoUs from client.) | Work Order ( scope of work to be mentioned) And Satisfactory Work Completion Certificate To Be Attached  |





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## D. TECHNICAL SCORE EVALUATION CRITERIA:

| Sl. No.                 | Criteria   | Max Marks  | Document/ Evidence Required  |
|-------------------------|--|------------|--|
| 1.                      | Relevant experience of Agency in undertaking Accommodation, Catering ,Transportation and event management assignment in central/state govt for a value of more than INR 12 crore in last five years :<br><ul style="list-style-type: none"> <li>o Minimum 1 similar assignment - 10 marks</li> <li>o 2 similar assignments - 15 marks</li> <li>o 3 or more similar assignments - 20 marks</li> </ul> | 20         | Work Order & Work Completion Certificate   |
| 2.                      | Similar experience of Agency in undertaking sports assignment in central /state govt (International/National/state event) in last five years (number of assignments):<br><ul style="list-style-type: none"> <li>One assignment -5marks</li> <li>2 similar assignments - 10 marks</li> <li>More than two assignment -15marks</li> </ul>   | 15         | Work Order & Work Completion Certificate /   |
| 3.                      | Relevant Experience of the bidder for deploying Games Management System for multi-sport multi-venue events of National/ State repute with at least 5000 Athletes in the last 5 years as on the due date of the RFP:<br><ul style="list-style-type: none"> <li>o 3 or more projects: 10 marks</li> <li>o 2 Projects - 15 Marks</li> <li>o 1 Project - 20 Marks</li> </ul>                             | 20         | Work Order & Work Completion Certificate   |
| 4.                      | <ul style="list-style-type: none"> <li>o The bidder average annual turnover over the previous three financial years.(FY 2021-22, 2022-23 and 2023-2024)</li> <li>o Torn over of 15 crore - 5 marks</li> <li>o Torn over of 15-25 crore - 10 marks</li> <li>o More than 25crore - 15 marks</li> </ul>   | 15         | Certificate from Statutory Auditor /CA with ucin No                                      |
| 5.                      | <b>Samples:</b><br><ul style="list-style-type: none"> <li>o Logo, Mascot, Theme Song</li> <li>o Medals, Trophies, Certificates</li> <li>o Souvenirs</li> <li>o Stationery Items</li> <li>o Paper Accreditation</li> <li>o Accreditation/Registration card</li> </ul>   | 5          | Physical Samples to be presented at the time of the presentation                         |
| 6                       | <b>Sports wear kit,track suit,kit bag sample</b>   | 5          | Physical samples according to specification be presented at the time of the presentation |
| 7                       | <b>Technical Presentation</b><br><ul style="list-style-type: none"> <li>o Approach &amp; Methodology - 5 Marks</li> <li>o Organization Structure &amp; Escalation Matrix - 5 marks</li> <li>o Execution plan for Ceremonies, Branding and Overlays - 5 Marks.</li> <li>o Innovation - 5 marks.</li> </ul>  | 20         | Technical Presentation   |
| <b>Total</b>            |  | <b>100</b> |  |
| <b>Qualifying Marks</b> |  | <b>70</b>  |  |





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## E. TERMS OF REFERENCE

### 1. Project Background

Government Of Rajasthan and RSSC intended to **organize "KHELO RAJASTHAN YOUTH GAMES"** under fit Rajasthan initiative. The event is scheduled in April-May month of year 2025 across various district of Rajasthan. The dates and venue are tentative and change if any , the same will be communicated to the bidders.

### 2. Objective:

The objective of this RFP is to engage an Agency for Preparation & Management of GMS Portal, Event Management), Accommodation, Catering & Transportation Services and ACT Management for the Khelo Rajasthan Youth Games, 2025.

### 3. Scope of Services

This is an indicative and not comprehensive scope of work. The successful bidder will be required to prepare GMS Portal, complete event management, transportation, catering, lodging and boarding arrangements for participants/athletes/officials in hotels at the event venue within the state of Rajasthan and carry out other mandatory miscellaneous activities like maintaining a help desk at hotel for sportspersons and officials staying in the hotel, welcome ceremony at hotel etc. to ensure seamless delivery during KRYG 2025.

| Sr.No.                                  | Module                                  | Scope of Work  |
|---|---|--|
| <b>Block Level &amp; District Level</b> |   |  |
| A                                       | Games Management System (Registrations) | <ul style="list-style-type: none"><li>The registration module includes development of web and mobile application-based registration facility for all the stakeholders i.e. Athletes, Support Staff</li><li>The registration module must have the facility for retrieving User ID and resetting password through mobile based OTP mechanism.</li><li>The module should have a separate dashboard to view/ generate detailed and summary reports, with various categories of filters like Sports, Districts, Blocks etc.</li><li>There must be dedicated Admin Dashboard Panel for management of the registration module.</li><li>The system should support bulk import of details via excel as an alternate to registration for all type of stakeholders (Athlete, Support Staff, etc.)</li><li>GMS should have provision for the generation and download of the QR</li><li>Conducting and organising training session regarding GMS portal at district level (at least one session in one district).</li></ul> |
|   | GMS (Winners List)                      | Updation of winners list at Block and District levels. dedicated 10-member central team to be deployed to ensure the effective updation of results and winner lists at each level.   |
|   | SOP for Block & District Level          | The Sports Manual streamlines activities across all levels, ensuring smooth execution, uniform standards for branding, overlays, sports operations, accommodation, catering, sports presentations, opening and closing ceremonies etc. and efficient organization of events state-level games in Rajasthan.  |





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|         |   | <p>The Sports Manual will have the following:</p> <ul style="list-style-type: none"><li>o Guidelines and Procedures</li><li>o Training Modules</li><li>o Selection parameters</li><li>o GMS Training module</li></ul> <p>5-member central team to be deployed in Jaipur to monitor the on-ground operations and smooth execution of the games.</p>  |                   |             |                       |                   |    |          |                |                |     |   |                |                |      |                     |                |                |
|---------|---|---|-------------------|-------------|-----------------------|-------------------|----|----------|----------------|----------------|-----|---|----------------|----------------|------|---------------------|----------------|----------------|
| B       | Mascot, logo, theme song and designing of banners   | <ul style="list-style-type: none"><li>• Agency will provide mascot and logo according to Rajasthan culture and history for Khelo Rajasthan Youth Games.</li><li>• Agency will prepare a theme song for the event.</li><li>• Agency will provide design for flex and banners</li><li>• Agency will provide samples of above and winner/runner certificate at the time of presentation.</li></ul>   |                   |             |                       |                   |    |          |                |                |     |   |                |                |      |                     |                |                |
| C       | Accommodation (for 11000 players and officials approx)  | <p>Games schedule &amp; Traffic:<br/>Below is an indicative list:</p> <table><tr><th>Sr. No.</th><th>Particulars</th><th>Type of Accommodation</th><th>Type of Occupancy</th></tr><tr><td>i.</td><td>Athletes</td><td>Hotel – 3 star</td><td>Triple Sharing</td></tr><tr><td>ii.</td><td>Team Officials:<ul style="list-style-type: none"><li>• Coaches</li><li>• Team Managers</li><li>• Support Staff</li></ul></td><td>Hotel – 3 star</td><td>Double Sharing</td></tr><tr><td>iii.</td><td>Technical Officials</td><td>Hotel – 3 star</td><td>Double Sharing</td></tr></table> <ol style="list-style-type: none"><li>1. Hotel should be well -connected and easily accessible for all kinds of transport vehicles, including buses.</li><li>2. For efficient management of boarding and lodging of the athletes and officials, the bidder will have to ensure the following:<ul style="list-style-type: none"><li>• Supervision by dedicated Senior Management of successful bidder for overall functions and end-to-end coordination of the Functional Areas collectively called ACT (Accommodation Catering and Transportation) in respect of the participants.</li><li>• This will necessitate obtaining arrival plans of various stake holders from RSSC and GOR and transportation plans of athletes/officials from hotel to games venue and back and making room allotment and arranging breakfast for the athletes, support staff, officials <i>at the place of stay or at the games venue depending upon the schedule of the games</i> etc. Agency should also have the provision of packed meals for few venues if required.</li><li>• Provision of early morning and late night availability of food in case of late arrivals, delay in match schedule.</li><li>• Pest control and fumigation of hotel rooms and venues as per requirement</li><li>• Organizing all the hotels selected for accommodation having minimum one Cluster Manager to be in overall charge of the hotel clusters. The Cluster Manager will supervise end-to end coordination of ACT in his/ her cluster.</li></ul></li></ol> | Sr. No.           | Particulars | Type of Accommodation | Type of Occupancy | i. | Athletes | Hotel – 3 star | Triple Sharing | ii. | Team Officials: <ul style="list-style-type: none"><li>• Coaches</li><li>• Team Managers</li><li>• Support Staff</li></ul> | Hotel – 3 star | Double Sharing | iii. | Technical Officials | Hotel – 3 star | Double Sharing |
| Sr. No. | Particulars   | Type of Accommodation   | Type of Occupancy |             |                       |                   |    |          |                |                |     |   |                |                |      |                     |                |                |
| i.      | Athletes  | Hotel – 3 star  | Triple Sharing    |             |                       |                   |    |          |                |                |     |   |                |                |      |                     |                |                |
| ii.     | Team Officials: <ul style="list-style-type: none"><li>• Coaches</li><li>• Team Managers</li><li>• Support Staff</li></ul> | Hotel – 3 star  | Double Sharing    |             |                       |                   |    |          |                |                |     |   |                |                |      |                     |                |                |
| iii.    | Technical Officials   | Hotel – 3 star  | Double Sharing    |             |                       |                   |    |          |                |                |     |   |                |                |      |                     |                |                |

*(Signature)*





# राजस्थान राज्य क्रीड़ा परिषद्

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- For every 5 hotels in a cluster, at least one Coordinator will have to be appointed who will ensure end -to-end supervision of ACT in the hotels assigned to him/her.
- Daily report of occupancy of each hotel is to be submitted to RSSC next day.
3. Successful bidder shall establish a help desk in each hotel premises having adequate visibility. It shall be manned 24X7 by 1 trained person under an eight-hour shift system.
4. The person in charge of help desk shall perform the duty of a liaison officer to look after the needs of KRYG- related occupants of the hotel, their food, logistics etc. and will interact with counterparts in other hotel premises if need be and with RSSC officials .
5. There will be 1 mobile phone connection with each person managing the help desk. In case of change of shift the phone number of the help desk should not change. The person in charge of the help desk will also be required to obtain the event schedule of the athletes staying in the hotel for the following (next) day and work out the requirement plan for providing lunch at the games venue and, if needed, take steps to provide coupons to those who are required to have lunch at the games venue.
6. In case of change of shift the persons of outgoing shift will duly brief the persons of the incoming shift.
7. Transit Accommodations arrangements will be made for early arrival and late departure at each of the cluster. Maximum of 5 percent of the occupancy in the cluster.
8. Accommodation (Single/ Double/ Triple Occupancy) shall be well- furnished and shall mandatorily have these facilities, namely;

| S.N.  | Essential Service Requirement  |
|-------|--|
| i.    | Air conditioning   |
| ii.   | <ul style="list-style-type: none"><li>• Free Wi-Fi connection</li><li>• Cable TV/DTH connection</li></ul>  |
| iii.  | Drinking Water bottles ( <i>unlimited supply of sealed water bottles</i> )   |
| iv.   | Laundry (4 pieces per person per day)  |
| v.    | 24*7 Hot water and cold-water facilities   |
| vi.   | 24*7 power supply  |
| vii.  | First aid facilities/box   |
| viii. | Help Desk/Welcome Desk   |
| ix.   | <ul style="list-style-type: none"><li>• Clean sheets,</li><li>• Pillow,</li><li>• blankets,</li><li>• Pillow cover.</li></ul> (To be changed once in 2 days) |





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|-------|--|--|----|--|-----|---|------|--|-------|--|
|       |  | <table border="1"> <tr> <td>x.</td> <td> <b>Toiletries:</b> <ul style="list-style-type: none"> <li>• Bath Towel,</li> <li>• Soap,</li> <li>• Shampoo,</li> <li>• Oil, Toothbrush &amp; Toothpaste<br/>(Towels to be changed daily, deep cleaning of washrooms need to be done)</li> </ul> </td> </tr> <tr> <td>xi.</td> <td> <ul style="list-style-type: none"> <li>• Mosquito repellents</li> <li>• Dustbin</li> <li>• Cupboards</li> </ul> </td> </tr> <tr> <td>xii.</td> <td>Breakfast in the buffet system as per the standard menu.</td> </tr> <tr> <td>xiii.</td> <td>Security Arrangements (CCTV/Guards etc.)</td> </tr> </table> <p>iv. Check in time will depend on the arrival time of train / bus / flight and accordingly early check-ins will have to be permitted.</p> <p>v. The successful bidder will have to comply with all statutory requirements / obligations as per the law of the land including food inspection, etc.</p>  | x. | <b>Toiletries:</b> <ul style="list-style-type: none"> <li>• Bath Towel,</li> <li>• Soap,</li> <li>• Shampoo,</li> <li>• Oil, Toothbrush &amp; Toothpaste<br/>(Towels to be changed daily, deep cleaning of washrooms need to be done)</li> </ul> | xi. | <ul style="list-style-type: none"> <li>• Mosquito repellents</li> <li>• Dustbin</li> <li>• Cupboards</li> </ul> | xii. | Breakfast in the buffet system as per the standard menu. | xiii. | Security Arrangements (CCTV/Guards etc.) |
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| xii.  | Breakfast in the buffet system as per the standard menu.   |  |    |  |     |   |      |  |       |  |
| xiii. | Security Arrangements (CCTV/Guards etc.)   |  |    |  |     |   |      |  |       |  |
| D     | Catering (for 11000 players and officials approx)  | <p>The Agency shall be solely responsible to plan, direct, control and deliver catering services for different categories of services. The Agency shall ensure that the catering services are consistent with customer and client expectations at the outlined venues during the Games.</p> <p><b>General Principles to be followed:</b></p> <p>i. The Agency should obtain all the necessary licenses from Food and Drug Administration, Directorate of Health Services or any other competent authorities/ local bodies as may be required.</p> <p>ii. The Agency shall prepare meals using ingredients of the highest quality and as per norms laid down under the Prevention of Food Adulteration Act 1954, as per the FDA (Food and Drug Administration), FSSAI, FAO.</p> <p>iii. The Agency shall deliver the meals at the venues from the respective main cluster kitchens through refrigerated trucks and the The Agency shall be fully responsible for supply of food in good condition and fit for human consumption at all times. The Agency shall also ensure that the food provided is hot and kept for serving in Chaffing dishes wherever applicable.</p> <p>iv. The Agency shall have to make arrangements for their own accommodation, transport, staff and material, equipment, etc. required for the execution of the work.</p> <p>v. The Agency shall be responsible to deliver stock and replenish beverages and food items at the required service lounges, non- competition venues and workforce break areas.</p> <p>vi. The Agency shall avoid usage of plastic as much as possible.</p> |    |  |     |   |      |  |       |  |





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|  | <p>vii. The Agency shall be responsible for setting up of required Kitchens for preparation of meals at their own cost. All the requirements of storage &amp; cold storage, gas bank, office space etc have to be setup under Kitchen Overlays (<i>including Setting up of German hanger, Pagodas, electricity connection, drainage, Air conditioning etc. for kitchen</i>)</p> <p>viii. The Authority shall provide the Agency only with a Catering Compound for bringing in and storing of cooked meals. Any equipment/ setup required (<i>including air conditioning, LED screen etc.</i>), is to be arranged for, by The Agency at its own cost. The Agency shall maintain hygiene at the Catering Compound at all times at their own cost. The space has to be handed over to the Authority after the Games cleared from all waste and garbage.</p> <p>ix. The Agency is responsible to provide Services along with the required equipment at all the venues.</p> <p>x. The officials appointed by the Authority will conduct inspection at the kitchen, stores and any other aspect connected with the delivery of the services to ascertain the quality of services.</p> <p>xi. The supply of food would be as per the accepted offer, numbers given to the caterer and as per the advice given by the Authority.</p> <p>xii. It will be the responsibility of The Agency to forecast the catering numbers for next day and calculate the catering numbers and confirm the number with the RSSC</p> <p>xiii. The Agency will have to chalk out a menu for the following categories:</p> <ul style="list-style-type: none"><li>• Athletes &amp; Support Staff</li><li>• TO's, &amp; Other Officials</li><li>• VIPs</li></ul> <p>xiv. Punctuality is to be ensured in providing food / beverage as per the schedule, as delay in providing food can affect the arrangements.</p> <p>xv. Service staff for VVIPs / VIPs / Athletes should preferably be able to speak English &amp; Hindi at least to a reasonable level so as to comprehend the request of guests.</p> <p>xvi. All the Catering staff must have experience of handling food and the food needs to be served hot.</p> <p>xvii. The service staff is to be instructed to be well dressed in well dressed in Uniforms to be very polite and obedient in dealing with Athletes / Officials / Staff at all times.</p> <p>xviii. The service staff preparing, handling and serving food should be wearing hand gloves and head gears at all times.</p> <p>xix. The Agency shall make an escalation matrix for catering services.</p> <p>xx. The Agency shall make arrangement for clean table cloths to be provided at each of the lounges and spaces, where food shall be served. These are to be changed on a daily basis.</p> <p>xxi. The Agency shall be fully responsible for maintaining high standards of food at site being served at all times.</p> <p>xxii. The Agency is required to provide with a complete staff report from check-in and check-out.</p> |
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|  | <p>xxiii. The Agency shall be responsible to provide accreditation cards to all its staff/personnel, which has to be provided for inspection as and when required by the Authority. Each of the staff working at the venue will have to be accredited, Each catering personnel will have to wear the accreditation card on him/her all the time when on duty at different venues.</p> <p>xxiv. The Agency shall take all precautionary measures to ensure safety of its workmen employed by it and RSSC will not be responsible in case of eventuality.</p> <p>xxv. The Agency shall serve the meals in the BPA free food boxes, use cutlery which are of highest-grade quality, recyclable and easily disposable.</p> <p>xxvi. The Agency shall take utmost responsibility in-terms of segregating the wet waste &amp; solid waste. The Agency is mandatorily required to segregate wet waste &amp; solid waste. The Agency shall then hand over the segregated wet and solid waste to the Clean and Waste Agency responsible for further disposal.</p> <p>xxvii. All food and water will be subject to the guidelines of NADA / WADA.</p> <p>xxviii. There will be sufficient amount of crockery and cutlery for each of the Buffet meals.</p> <p>xxix. Low fat and full cream milk products should be labelled separately while serving.</p> <p>xxx. While serving cut fruits on demand, the fruits should be cut while serving.</p> <p>xxxi. No Trans-fatty oils will be used while preparing food nor will they be added to any item of food.</p> <p>xxxii. Alcoholic beverages shall be strictly prohibited.</p> <p>xxxiii. Use of single use plastic is banned at the event venues.</p> <p>xxxiv. Proper allocation of hand wash area should be made by The Agency.</p> <p><b>2. Water and Ice</b></p> <p>i. The Agency is responsible for providing Ice (Cubes and Blocks) for Sport (Competition and Training Days) and Ice Packs for Medical and Anti-Doping purposes.</p> <p>ii. The Agency is required to provide Ice Boxes during Training and Competition Days. The numbers for which will be informed at a later stage.</p> <p>iii. Field of Play (FOP) will have water being served in 500 ml pet bottles which will be kept in Ice Boxes.</p> <p>iv. The Agency is required to re-fill the water for dispensers and to provide disposable cups as per the requirement at the service lounges, non-competition venues and workforce break areas at all the outlined venues.</p> <p>v. The Agency is required to provide drinking water to the Technical Officials/Guests during the Opening and Closing ceremony.</p> |
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|--|---|
|  | <p><b>3. Lounges &amp; Services</b></p> <p>i. The Agency to cater running tea/coffee, juices, cookies &amp; snacks to the following lounges for a minimum of 10 hours.</p> <ul style="list-style-type: none"><li>• Technical Officials Lounge</li><li>• FOP area for all sports</li></ul> <p>ii. 500 ml water bottles to be provided in the lounges &amp; FOP area.</p> <p><b>4. Safety and Quality Checks Personal Hygiene: -</b></p> <p>i. The Agency shall ensure that staff deployed in catering services is free from any infection or communicable diseases and arrange their regular health check-ups before the initial deployment. The staff should trim their nails regularly and wear head gears &amp; gloves at the work place. Smoking, eating or chewing of tobacco / gutka etc., spitting is strictly prohibited.</p> <p>ii. The waiters/serving staff shall be well dressed, presentable, well- mannered and trained. Adequate sets of co-branded uniform shall be provided by The Agency so that they can present themselves neat and clean daily.</p> <p>iii. There should not be talking while serving food. Use of Masks, Gloves and head caps is mandatory.</p> <p>iv. Utmost cleanliness and hygiene will be maintained at all times in entire premises and at the respective competition venues, where meals are served. The disposal/ management of the garbage/ food waste generated at the premises, i.e. hotel or sporting venue, shall be the responsibility of the bidder and the bidder will work in close coordination with other agencies in this regard.</p> <p>v. Cleaning of tables/dining and catering area is to be done by the The Agency</p> <p><b>Quality Maintenance: -</b></p> <p>vi. The eatables served by The Agency to the Guests shall be completely hygienic, free from any sort of adulteration or foreign ingredients etc. Dishes containing any foreign ingredient shall not be served.</p> <p>vii. All vegetables, fruits etc. used shall be fresh and shall not be rotten or overripe. The Agency shall be responsible for their hygiene and safety. Milk and milk products such as curd, yoghurt, cheese etc. shall be of good quality and should be prepared and served fresh. All the items being used shall be stored properly and used before the expiry/ best before date.</p> <p>viii. The menu may be vetted by qualified nutritionist / food expert.</p> <p>ix. The Agency shall maintain hygienic conditions in cooking/ pantry area and dining/serving areas. The housekeeping staff from the dining areas are also to be provided by The Agency.</p> <p>x. The Agency shall clean and sanitize Water Cans, Water Dispensers and Tea/Coffee Vending Machines at the end of every operational day. The Agency is responsible for cleaning and sanitization of refrigerator/visicooler and ice boxes.</p> |
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|   |   | <p><b>Inspection:</b></p> <ol style="list-style-type: none"><li>Department of Food &amp; Civil supply or the competent authority shall carry out inspection of food items and services for their quality as per prevailing rules and regulations and shall abide by all laws applicable.</li><li>The Authority shall carry out inspection at the kitchens on regular basis.</li><li>In case of dispute regarding the services, quality or the quantity of the food items, snacks, tea etc. the decision of the Authority will be final and binding.</li></ol>   |
| E | Transportation (for 11000 players and officials approx) | <p>The agency will plan, schedule, execute and provide vehicles for the Transportation services for KRYG.<br/>The indicative scope is provided below:<br/>Vehicle Details &amp; Requirement.</p> <p><b>General Conditions:</b></p> <ol style="list-style-type: none"><li>Meals for the drivers will be the responsibility of the Agency.</li><li>Along with the list above, Bidder needs to furnish photocopies of RC/Fitness certificate and permits.</li><li>In case bidder has aggregated the vehicles by entering into agreement (s) with other vehicle owners / transport agencies/ other sources, the name of the transport Agency /other sources with which vehicles have been owned /hired through agreements, copies of the agreements must be submitted to the RSSC as and when directed.</li><li>Arrangement of buses, mini buses, cars is a responsibility of Agency.</li><li>The fueling of the vehicle has to be done by the bidder at his/her own cost during the idle time without affecting the activities/requirements of the game's authority. The cars will be parked at assigned place(s) identified by RSSC for operation.</li><li>The Bidder has to ensure that the vehicles do not break down due to diesel/petrol and/or lubricant shortage while the vehicle is in operation for the whole day.</li><li>The bidder has to ensure the vehicle life should not exceed 7 years for cars and 10 years for buses.</li><li>The Bidder shall provide the Cars with full fuel tank at the time of the starting of the contract period and shall also be responsible for the day to day maintenance, including washing and cleaning of the vehicle. The driver should be in Uniform.</li><li>RSSC will require 15 cars/vehicles for VIPs and other officials.</li><li>Bidder will be bound by all the conditions of the RSSC till the agreement is in force.</li><li>All vehicles shall be covered under comprehensive insurance from any insurance company during the lease period at its cost.</li></ol> |





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|  | <p>xii. The Bidder must ensure that the insurance policy should always remain in force during the operations/contract period and further, without prejudice to above; the Bidder shall permanently indemnify the RSSC for all accident compensation claims lodged against it.</p> <p>xiii. RSSC shall under no circumstances be made liable or responsible by the bidder to pay compensation that may be awarded by Motor Accident Claim Tribunal or Tribunals in respect of accidents.</p> <p>xiv. It will be the responsibility of Bidder to ensure that the driver maintains close coordination with officials of RSSC detailed for duty in the Transportation Functional Area, provides facilities to the travellers and ensure that the travellers are not put to any inconvenience. The driver and attendants shall be courteous with travellers and also with RSSC Officials /Staff, Athletes/Dignitaries etc.</p> <p>xv. The Bidder shall not employ any person as a driver for operating a Car on hire basis who was earlier removed or dismissed for having criminal background. The driver shall know to read and speak English and Hindi languages. The Police verification of driver will be done prior to execution of contract and at own level.</p> <p>xvi. The driver shall be provided with an identity card with photo attested by the Bidder and counter stamped by Transportation Functional Area Head.</p> <p>xvii. The Bidder shall furnish photocopy of the Vehicle Documents &amp; driving licenses of the driver to RSSC. The bidder shall submit the passport size photograph of the driver and other staff.</p> <p>xviii. The Bidder shall bear the cost of the driver including his wages, daily allowance, etc. The Bidder shall also bear the cost of the diesel/petrol for vehicles supplied.</p> <p>xix. Driver found under influence of alcohol.</p> <p>xx. Serious misconduct with Public/ Traveller.</p> <p>xxi. Rash / dangerous driving enroute as per the opinion of the traveller.</p> <p>xxii. The hired vehicles will be parked at the Hub as facilitated by RSSC or at any place convenient to the bidder at the risk of the bidder. RSSC shall have liberty to ply the vehicles for night out halt as per the scheduled requirement. The decision of the RSSC will be final.</p> <p>xxiii. RSSC shall have right to deduct the penalties or fine levied against the bidder, from the amount due to Bidder either from hire charges or Bank guarantee/Security deposit.</p> <p>xxiv. The vehicles shall display KRYG Stickers on both sides (of the car &amp; buses provided by the host state) as per the designs approved for KRYG. Branding material has to provide by the Agency. No vehicles shall be allowed to operate without proper branding provided by RSSC.</p> <p>xxv. The Bidder shall maintain a vehicle log book given by RSSC indicating date-wise operational particulars, which should be signed by drivers, bidder or his authorized representative and attested by the authorized officials of RSSC/Transportation Functional Area on daily basis.</p> |
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|   |                |  |
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|   |                | <p>xxvi. RSSC authority shall stick VAPPs (Venue Access Permit Pass) on cars/bus.</p> <p>xxvii. The bidder shall be responsible to ensure compliance with all environmental requirements and shall also be responsible for the removal and disposal of liquid waste and solid waste material generated in the areas allocated to the bidder.</p> <p>xxviii. RSSC reserves the right to accept or reject one or all tender without assigning any reason hereof.</p> <p>xxix. Drivers should be briefed about their responsibilities along with the routes (Hotel-Venue-Hotel)</p> <p><b>Branding &amp; Reporting</b></p> <p>i. The Agency shall be responsible to put KRYG Branding on all Vehicles.</p> <p>ii. The branding creative will be given by the RSSC.</p> <p>iii. A minimum area of 25 sqm for Car branding &amp; 100 sqm of Bus branding has to be done.</p> <p>iv. The Agency shall submit a GPS report daily with FA Head showing the usage of the particular vehicle in terms of deployment &amp; running KMs.</p> <p>v. The buses shall have minimum 1 representative from Agency.</p> <p>vi. All the vehicle shall have navigation software like google maps.</p> <p>vii. In the Scenario of break-down, Agency shall provide the back-up vehicle within 30 Mins. The Agency shall estimate for Back-up vehicles. RSSC is not liable to pay for them.</p> <p><b>Helpdesk</b></p> <p>i. Agency to have minimum one helpdesk at each Arrival &amp; Departure point which should be manned 24 hours (including but not limited to Airport, Railway station &amp; Bus station). Agency to provide manpower in 8 hours shift accordingly.</p> <p>ii. The basic overlays will be provided by RSSC.</p> |
| F | ACT Management | <p>Agency will provide supervision by dedicated Senior Management of successful bidder for overall functions and end-to-end coordination of the Functional Areas.</p> <p>i. This will necessitate obtaining arrival plans of various stake holders from the RSSC and transportation plans of athletes/officials from hotel/hostels to games venue, training venues and back and making room allotment and coordinate breakfast, lunch and dinner for the athletes, support staff, officials etc. (suggestions are illustrative only).</p> <p>ii. Having minimum one cluster manager for managing accommodations related requirement.</p> <p>iii. The Cluster Manager will supervise end-to end coordination of ACT in his/ her cluster. For every hotels/hostel, at least one Coordinator will have to be appointed who will ensure end -to-end supervision of Accommodation, Catering &amp; Transportation in the hotels/hostels assigned to him/her.</p> <p>iv. The Event Management Agency has to coordinate and manage buses, mini buses &amp; cars on daily basis. The RSSC may ask for Car- Pool services for LOC. Agency shall also coordinate for the same.</p>  |





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|  | <p>v. Daily report of occupancy of each hotel/hostel, In-stadia catering &amp; Vehicle usage are to be submitted to RSSC by the next day.</p> <p>vi. A live dashboard of the usage of previous day has to be provided by Agency.</p> <p>vii. A 24X7 Helpline service to be provided. It shall be toll free number to manage the grievances and proper manpower shall also be provided by Agency.</p> <p><b>Control Room</b></p> <p>i. The Agency shall have a control room with minimum 10 operators in 3 shifts to manage the helpline.</p> <p>ii. The helpline shall be a toll-free number.</p> <p>iii. The Control room should be equipped with basic infrastructure i.e. Laptops for operators, telephone lines for each of the 10 operators.</p> <p>iv. It will be the responsibility of the Agency to follow-up with the hotels for early &amp; late check-in.</p> <p>v. It will be the responsibility of the Agency to follow-up with the drivers for pick-up and drop services.</p> <p><b>Reporting</b></p> <p>The following reports are to be provided by the Agency:</p> <p>i. <b>Daily Status Report:</b></p> <p>The Agency must submit a report to the Authority which is to be submitted by 10 am each day of the next day's management and deployment plan that provides an update on the status and progress of the accommodation, catering &amp; transportation service timeline, including:</p> <ul style="list-style-type: none"><li>• Labour, staffing and rosters</li><li>• Equipment Deployment</li></ul> <p><b>Note: The Authority should also get a daily report of the 20 ltr Water Cans deployed and used the previous day.</b></p> <ul style="list-style-type: none"><li>• Incidents, of the previous day, if any</li><li>• Recommendations</li></ul> <p>ii. <b>Final Reports:</b></p> <p>The Agency must submit a report to the Authority on completion of the project that provides an update on the overall status and progress of the accommodation, catering &amp; transportation service timeline, including:</p> <ul style="list-style-type: none"><li>• Labour, staffing and rosters</li><li>• Equipment</li><li>• Incidents, of the previous day, if any Recommendations</li></ul> |
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# राजस्थान राज्य क्रीडा परिषद्

सवाई मानसिंह स्टेडियम, जयपुर

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| G DETAILED SCOPE OF WORK, FOR EVENT MANAGEMENT, CATERING & PRINTING |                    |  |
|---|--------------------|--|
| S. No.  | Activity           | Scope of Works   |
| 1   | Design And Concept | <ol style="list-style-type: none"><li>1) Conceptualize the overall event based on the Venue and nature of event.</li><li>2) Maintain a universal theme for all aspects of the event execution in accordance with government's vision for the event of Khelo Rajasthan Youth Games .</li><li>3) Design the event flow which would include venue arrangement plans, various parallel programs, transportation, breakfast, lunch&amp; dinner etc.</li><li>4) Create an Event Execution Plan (EEP) for executing the event along with detailed specifications of works to be carried out.</li><li>5) For the above points, the selected Agency would be required to depute dedicated team of 01 senior executive within 1 day of issue of Work order to coordinate with RSSC team to ensure timely and smooth execution of the event.</li><li>6) The Agency should maintain the theme and execute the work with high quality. Sub-standard quality will not be accepted at all. Also, no other content, design &amp; location for displaying of flex hoardings, stage backdrop, badges, standees, directions, sign-boards, placards, mementos, certificate and trophy will be permitted other than those approved and as indicated by RSSC.</li></ol>  |
| 2   | Printing           | <ol style="list-style-type: none"><li>1) Flex printing with (pasting on wooden wall/Iron Frame, etc.) at different locations in Jaipur city (35nos of 10x10ft, 35 nos of 10x18 ft., 30Nos 10x15 ft., 100 Harding's/Banners of 6 x3 ft. in the places of city for Advertisement etc.)</li><li>2) Complete design, fabrication, printing, setup &amp; deployment of flex hoardings, stage backdrop, standees, directions, sign-boards etc. in conjunction with the theme provided by RSSC across the venue covering the following major areas well before the time of start of event/activity:<ul style="list-style-type: none"><li>• All Stages</li><li>• Road Side Entry Gates</li><li>• Pathways covering the Event site and Road side surrounding these locations</li><li>• Food Court Areas/Doms</li><li>• FOP Areas- Indoor and outdoor</li></ul></li><li>1) Printing &amp; Deployment of 500 Satin cloth Flags (4' X 3' on 13' pole height) in multiple colour &amp; 100 Indian flag with stand both side inside venue premise along with pathway.</li><li>2) Printing &amp; Distribution of badges – with good quality jackets and printed lanyard for the RSSC officials, organizing team, volunteers, and all the participants (11000 Nos.Approx).</li><li>3) Placards for seating plan (50 nos.) and name plates (50 nos.)</li><li>4) Banners at each Bus 6x3 ft.</li><li>5) Program Details – 5000(A4 size, both side, multi-colour)</li><li>6) Invitation Card with Envelope - 1000</li><li>7) trophy for winners &amp; runner and certificate for participants.(samples must be submitted at the time of presentation)</li></ol> |





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|   |   |  |  |                                    |
|---|---|--|--|------------------------------------|
| 3 | Distribution material   | The RSSC required to complete supply of all distribution items(Track suit, sportswear kit and kit bag) and would management for distribution of same to the participants before scheduled date as per directions of RSSC officers. |  |                                    |
|   |   | Item name  | Quantity   | Specification                      |
|   |   | Track suit   | 10000  | As Per Annexure I                  |
|   |   | Sports wear kit  | 10000  |                                    |
|   |   | Kit Bag  | 10000  |                                    |
|   |   | Sample   | Sample must be submitted at the time of Presentation |                                    |
| 4 | Registration Area Setup/ Control Room, Protocol Desk and Site office and Selfi Point - outside area | Particulars/Items  | Unit   | Size/ Qty.                         |
|   |   | Registration Counter With 2 Team Member for each counter   | As per requirement                                   | As per requirement                 |
|   |   | Banquet Chairs   | As per requirement                                   | As per requirement                 |
|   |   | Table  | As per requirement                                   | As per requirement                 |
|   |   | Drinking Water arrangement for all days  | As per Requirement                                   |                                    |
|   |   | Laptop With Printer Scanner  | 1  | 1                                  |
|   |   | Setup of Mozo Barricade with iron chain  | RFt  | As per requirement                 |
|   |   | Small size dustbin   | As per requirement                                   | As per requirement                 |
| 6 | AV & Sound Setup For complete event days  | Appropriate Sound System for all FOP.  | As per requirement                                   | As per requirement                 |
| 7 | Food Court/Tea Coffee Zone (for five days)  | Dom (German hanger)for 10000 persons Food court with water proof structure, carpet, and appropriate lightening In Dom.   | 4  | Approx. 100ft*200 Ft for each dome |
|   |   | 1 Dom for VIP Food Court with water proof structure, Carpet, 20 Round Tables With 5 Banquet Chair on each table and other arrangements for VIPs/Officers with appropriate lightening 5000 sq. ft. area                             | 1  | 60ft*60 ft                         |
|   |   | 1 Dom for officials  | 1  | 80ft*60 ft                         |
|   |   | Lunch/dinner in food packet  | Nos.   | 500                                |
|   |   | IT team for management the checking of badges at food zone with bar code reader (two persons on each Dome entry gate)  | Nos.   | As per requirement                 |
|   |   | Kitchen Area Setup - 6 nos. of 100'x40' Truss Structure with Side Wall Cloth Masking 10' Height and kanat For All Food Courts  | Set  | 1                                  |
|   |   | Completed Buffet Food service with Good Crockery and sufficient food counter as per  | Nos.   | as per requirement                 |

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|   |   |  |                    |                    |
|---|---|--|--------------------|--------------------|
|   |   | requirement (for approx. 10000 person's), 6 ft length, 2.5 to 3 ft height properly covered with theme based linen, frills, neprons |                    |                    |
|   |   | Water Huts- Pagoda Structure (5 mtr x 5 mtr) with sufficient drinking water arrangements for 10000 persons per day for 5 days      | Nos.               | as per requirement |
|   |   | Serving / attending Staff in proper Dress  | as per requirement |                    |
| 8 | Innaugral Ceremony for 1 Day (schedule will be decided later) | Stage with carpet and stairs VVIP 50 feet x 30 feet  | Sqft               | 1500               |
|   |   | VVIP chairs on the stage   | Nos.               | 30                 |
|   |   | LED screens with watch out for backdrop 50 feet x 14 feet  | Sq.ft.             | 700                |
|   |   | Professional Sound system  | as per requirement |                    |
|   |   | Led relay screens for Audience 24 feet x 12 feet ( 6 Nos)  | Sqft               | 1728               |
|   |   | Stage for VIP height 60 feet x 30 feet ( 2 Nos)  | Sqft               | 3600               |
|   |   | Carpeting on the stage   | Sqft               | As per requirement |
|   |   | Staires on the stage   | Nos                | As per requirement |
|   |   | Chairs on the stage banquet  | Nos                | As per requirement |
|   |   | Mulded Chairs  | Nos                | 3500               |
|   |   | Proper lighting in whole stadium   | Nos                | As per requirement |
|   |   | 125 Silent Genset with fuel  | as per requirement |                    |
|   |   | Water bottles for VIP (200 ml)   | Nos                | 1000               |
|   |   | Cultural Artiste (Min 2 group of 10 each ) performance duration 30 min   | Nos                | 2                  |
|   |   | Sound and lights for cultural Event  | Lumsump            |                    |
|   |   | Reputed Anchor for ceremony (one Male one Female)  | Nos                | 2                  |
|   |   | 3D Fire works duration 7-10 min  | Lumsump            |                    |
|   |   | Stage for Cultural programme Size 40 feet x 30 feet  | Sqft               | 1200               |
|   | Closing Ceremony for 1 Day                                    | Stage with carpet and stairs VVIP 50 feet x 30 feet  | Sqft               | 1500               |
|   |   | VVIP chairs on the stage   | Nos                | 30                 |
|   |   | LED screens with watch out for backdrop 50 feet x 14 feet  | Sqft               | 700                |
|   |   | Professional Sound system  | as per requirement |                    |
|   |   | Led relay screens for Audience 24 feet x 12 feet ( 6 Nos)  | Sqft               | 1728               |





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|    |                           |   |                    |                    |
|----|---------------------------|---|--------------------|--------------------|
|    |                           | Stage for VIP height 60 feet x 30 feet ( 2 Nos)   | Sqft               | 3600               |
|    |                           | Carpeting on the stage  | Sqft               | As per requirement |
|    |                           | Staires on the stage  | Nos                | As per requirement |
|    |                           | Chairs on the stage banquet   | Nos                | As per requirement |
|    |                           | Mulded Chairs   | Nos                | 3500               |
|    |                           | Proper lighting in whole stadium  | Nos                | As per requirement |
|    |                           | 125 Silent Genset with fuel   | as per requirement |                    |
|    |                           | Water bottles for VIP (200 ml)  | Nos                | 1000               |
|    |                           | Cultural Artiste (Min 2 groupe of 10 each ) performance duration 30 min   | Nos                | 2                  |
|    |                           | Sound and lights for cultural Event   | Lumsump            |                    |
|    |                           | Reputed Anchor for ceremony (one Male one Female)   | Nos                | 2                  |
|    |                           | 3D Fire works duration 7-10 min   | Lumsump            |                    |
|    |                           | Stage for Cultural programme Size 40 feet x 30 feet   | Sqft               | 1200               |
| 9  | Barricading               | Mozzo Barricading   | as per requirement |                    |
| 10 | Genset                    | 125 Silent Genset with fuel   | as per requirement |                    |
| 11 | Security                  | Bouncer (8 hr shift)  | Nos                | As per requirement |
|    |                           | Security Guard (8 hr shift)   | Nos                | As per requirement |
| 12 | Photography & Videography | a) Complete Professional Photography (including Group Photographs), HD Videography of various activities across the entire event area. Min. 5 Still Photographers and 5 Videographers per day basis<br>b) The Agency shall also provide the 200 Selected photo Album's with one sets of Digital version of all the captured photos and video in External Hard disk drives to RSCC<br>c) HD Mixer<br>d) Short movies of 3/5 min duration<br>e) Drone photo and video of entire event<br>f) Short movies of approx. 1 Hours including of Block, District, Divisional and State Level Festival | Package            | 1                  |
| 13 | Electrical and            | a) Selected Agency shall be responsible for making sufficient lighting  |                    |                    |

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|    |  |  |         |   |
|----|--|--|---------|---|
|    | Electronics arrangements with cable covers | <p>arrangements with required power backup (track lights, metal halide lights, LED light, halogen lights, concealed lights, Genset with diesel) as per requirement at the entire venue location.</p> <p>b) No Jointed wires should be used which, may result in short circuit and other faults. Power points with sufficient capacity should be provided for LED walls / laptops and other power consuming devices.</p> <p>c) The selected Agency shall also be responsible to provide, setup and operation support of items like LED walls, LED TVs, sound system, speakers, mic (cordless microphone, collar microphone), Switcher &amp; Mixer, Spike Busters etc. Agency would also arrange for necessary cables of required length, connectors, switchers, mixers etc. and ensure testing of same well before the start of event/activities</p> <p>d) Sufficient provisioning of Genset including fuel for smooth execution of the event and during duration of site preparation and during event.</p> <p>e) Venue Decoration of all stadium with colour Led light</p> | Package | 1 |
| 14 | Flower, Plants and other Decorations       | <p>Selected Agency shall complete designing, setup &amp; deployment of flowers, plants, bouquets, flower vase etc. at venue location for accomplishing various types of works like flower decoration, stage decoration, dais decoration and various other places at venue location in conjunction with the theme provided. by RSSC</p> <ul style="list-style-type: none"><li>• Big pots- 2 ft height with plants- 25 Nos</li><li>• Big pots- 1.5 ft height with plants- 25 Nos</li><li>• Every day flower decoration changed with fresh flowers on stage and dais</li><li>• Rangoli at different 2 places – 100 running ft.</li><li>• Coloured marking both side of inside and outside roads, entry gates etc-200 running meter</li><li>• colour full balloon 5000 in surrounding of Stadium</li><li>• one Big Balloon in air With Printing of</li></ul>   | Package | 1 |





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|   |  | Khelo Rajasthan youth Games   |                     |                    |     |      |      |               |      |               |   |           |       |                     |             |       |       |                     |             |        |       |                     |             |       |           |       |                     |             |           |     |                     |             |       |       |                     |             |        |       |                     |             |            |     |                     |             |       |           |       |                     |             |
|---|--|---|---------------------|--------------------|-----|------|------|---------------|------|---------------|---|-----------|-------|---------------------|-------------|-------|-------|---------------------|-------------|--------|-------|---------------------|-------------|-------|-----------|-------|---------------------|-------------|-----------|-----|---------------------|-------------|-------|-------|---------------------|-------------|--------|-------|---------------------|-------------|------------|-----|---------------------|-------------|-------|-----------|-------|---------------------|-------------|
| 15  | Sound Setup for five days  | various sets of sound system at venue for youth cultural programme are to be arranged by the Agency as per the direction given by RSSC  |                     | as per requirement |     |      |      |               |      |               |   |           |       |                     |             |       |       |                     |             |        |       |                     |             |       |           |       |                     |             |           |     |                     |             |       |       |                     |             |        |       |                     |             |            |     |                     |             |       |           |       |                     |             |
|   |  | PA System to cover entire venue areas from Control Room   |                     | set                | 1   |      |      |               |      |               |   |           |       |                     |             |       |       |                     |             |        |       |                     |             |       |           |       |                     |             |           |     |                     |             |       |       |                     |             |        |       |                     |             |            |     |                     |             |       |           |       |                     |             |
|   |  | Banners at each bus 6 feet x 3 feet (18 Sqft each)  |                     | Nos                | 15  |      |      |               |      |               |   |           |       |                     |             |       |       |                     |             |        |       |                     |             |       |           |       |                     |             |           |     |                     |             |       |       |                     |             |        |       |                     |             |            |     |                     |             |       |           |       |                     |             |
| 16  | Medical Assistance Area Set-up   | Medical Assistance air- conditioned area 15x15 mtr Hanger structure with carpet.  |                     | Sq Mtr             | 225 |      |      |               |      |               |   |           |       |                     |             |       |       |                     |             |        |       |                     |             |       |           |       |                     |             |           |     |                     |             |       |       |                     |             |        |       |                     |             |            |     |                     |             |       |           |       |                     |             |
|   |  | Table   |                     | Nos                | 4   |      |      |               |      |               |   |           |       |                     |             |       |       |                     |             |        |       |                     |             |       |           |       |                     |             |           |     |                     |             |       |       |                     |             |        |       |                     |             |            |     |                     |             |       |           |       |                     |             |
|   |  | Chairs  |                     | Nos                | 10  |      |      |               |      |               |   |           |       |                     |             |       |       |                     |             |        |       |                     |             |       |           |       |                     |             |           |     |                     |             |       |       |                     |             |        |       |                     |             |            |     |                     |             |       |           |       |                     |             |
| 17  | Drinking water arrangements  | Drinking water arrangements across the venue area- Water camper with paper disposable glass (for 6 days)  |                     | As required        |     |      |      |               |      |               |   |           |       |                     |             |       |       |                     |             |        |       |                     |             |       |           |       |                     |             |           |     |                     |             |       |       |                     |             |        |       |                     |             |            |     |                     |             |       |           |       |                     |             |
| 18  | Miscellaneous  | First aid (Medical) Kit – at the venues   |                     | Package            | 10  |      |      |               |      |               |   |           |       |                     |             |       |       |                     |             |        |       |                     |             |       |           |       |                     |             |           |     |                     |             |       |       |                     |             |        |       |                     |             |            |     |                     |             |       |           |       |                     |             |
|   |  | Auto Hand Sanitizers Machine with Sanitizer/Sanitizers –(at the entrance & exit of event location)  |                     | Package            | 20  |      |      |               |      |               |   |           |       |                     |             |       |       |                     |             |        |       |                     |             |       |           |       |                     |             |           |     |                     |             |       |       |                     |             |        |       |                     |             |            |     |                     |             |       |           |       |                     |             |
|   |  | Sufficient Housekeeping staff with garbage bags and trolleys- for 6 days across venue   |                     | As required        |     |      |      |               |      |               |   |           |       |                     |             |       |       |                     |             |        |       |                     |             |       |           |       |                     |             |           |     |                     |             |       |       |                     |             |        |       |                     |             |            |     |                     |             |       |           |       |                     |             |
| 19  | Food Arrangements: agency should ensure timely arrangements for Lunch/ Dinner/ High Tea/ Refreshment, etc. as per the following schedule | <table><tr><th>Date</th><th>Type</th><th>No of Persons</th><th>Time</th><th>Menu items at</th></tr><tr><td rowspan="3">Pre-inaugural and post-closing ceremony(it will depend on arrival or departure of player and officials)</td><td>Breakfast</td><td>11000</td><td>08:00 AM – 09:00 AM</td><td>As Per Menu</td></tr><tr><td>Lunch</td><td>11000</td><td>01:00 PM – 02:00 PM</td><td>As Per Menu</td></tr><tr><td>Dinner</td><td>11000</td><td>08:00 PM – 10:00 PM</td><td>As Per Menu</td></tr><tr><td rowspan="5">Day 1</td><td>Breakfast</td><td>11000</td><td>08:00 AM – 09:00 AM</td><td>As Per Menu</td></tr><tr><td>VIP Lunch</td><td>200</td><td>01:00 PM – 02:00 PM</td><td>As Per Menu</td></tr><tr><td>Lunch</td><td>11000</td><td>01:00 PM – 02:00 PM</td><td>As Per Menu</td></tr><tr><td>Dinner</td><td>11000</td><td>08:00 PM – 10:00 PM</td><td>As Per Menu</td></tr><tr><td>VIP Dinner</td><td>200</td><td>08:00 PM – 10:00 PM</td><td>As Per Menu</td></tr><tr><td>Day 2</td><td>Breakfast</td><td>11000</td><td>08:00 AM – 09:00 AM</td><td>As Per Menu</td></tr></table> |                     |                    |     | Date | Type | No of Persons | Time | Menu items at | Pre-inaugural and post-closing ceremony(it will depend on arrival or departure of player and officials) | Breakfast | 11000 | 08:00 AM – 09:00 AM | As Per Menu | Lunch | 11000 | 01:00 PM – 02:00 PM | As Per Menu | Dinner | 11000 | 08:00 PM – 10:00 PM | As Per Menu | Day 1 | Breakfast | 11000 | 08:00 AM – 09:00 AM | As Per Menu | VIP Lunch | 200 | 01:00 PM – 02:00 PM | As Per Menu | Lunch | 11000 | 01:00 PM – 02:00 PM | As Per Menu | Dinner | 11000 | 08:00 PM – 10:00 PM | As Per Menu | VIP Dinner | 200 | 08:00 PM – 10:00 PM | As Per Menu | Day 2 | Breakfast | 11000 | 08:00 AM – 09:00 AM | As Per Menu |
| Date  | Type   | No of Persons   | Time                | Menu items at      |     |      |      |               |      |               |   |           |       |                     |             |       |       |                     |             |        |       |                     |             |       |           |       |                     |             |           |     |                     |             |       |       |                     |             |        |       |                     |             |            |     |                     |             |       |           |       |                     |             |
| Pre-inaugural and post-closing ceremony(it will depend on arrival or departure of player and officials) | Breakfast  | 11000   | 08:00 AM – 09:00 AM | As Per Menu        |     |      |      |               |      |               |   |           |       |                     |             |       |       |                     |             |        |       |                     |             |       |           |       |                     |             |           |     |                     |             |       |       |                     |             |        |       |                     |             |            |     |                     |             |       |           |       |                     |             |
|   | Lunch  | 11000   | 01:00 PM – 02:00 PM | As Per Menu        |     |      |      |               |      |               |   |           |       |                     |             |       |       |                     |             |        |       |                     |             |       |           |       |                     |             |           |     |                     |             |       |       |                     |             |        |       |                     |             |            |     |                     |             |       |           |       |                     |             |
|   | Dinner   | 11000   | 08:00 PM – 10:00 PM | As Per Menu        |     |      |      |               |      |               |   |           |       |                     |             |       |       |                     |             |        |       |                     |             |       |           |       |                     |             |           |     |                     |             |       |       |                     |             |        |       |                     |             |            |     |                     |             |       |           |       |                     |             |
| Day 1   | Breakfast  | 11000   | 08:00 AM – 09:00 AM | As Per Menu        |     |      |      |               |      |               |   |           |       |                     |             |       |       |                     |             |        |       |                     |             |       |           |       |                     |             |           |     |                     |             |       |       |                     |             |        |       |                     |             |            |     |                     |             |       |           |       |                     |             |
|   | VIP Lunch  | 200   | 01:00 PM – 02:00 PM | As Per Menu        |     |      |      |               |      |               |   |           |       |                     |             |       |       |                     |             |        |       |                     |             |       |           |       |                     |             |           |     |                     |             |       |       |                     |             |        |       |                     |             |            |     |                     |             |       |           |       |                     |             |
|   | Lunch  | 11000   | 01:00 PM – 02:00 PM | As Per Menu        |     |      |      |               |      |               |   |           |       |                     |             |       |       |                     |             |        |       |                     |             |       |           |       |                     |             |           |     |                     |             |       |       |                     |             |        |       |                     |             |            |     |                     |             |       |           |       |                     |             |
|   | Dinner   | 11000   | 08:00 PM – 10:00 PM | As Per Menu        |     |      |      |               |      |               |   |           |       |                     |             |       |       |                     |             |        |       |                     |             |       |           |       |                     |             |           |     |                     |             |       |       |                     |             |        |       |                     |             |            |     |                     |             |       |           |       |                     |             |
|   | VIP Dinner   | 200   | 08:00 PM – 10:00 PM | As Per Menu        |     |      |      |               |      |               |   |           |       |                     |             |       |       |                     |             |        |       |                     |             |       |           |       |                     |             |           |     |                     |             |       |       |                     |             |        |       |                     |             |            |     |                     |             |       |           |       |                     |             |
| Day 2   | Breakfast  | 11000   | 08:00 AM – 09:00 AM | As Per Menu        |     |      |      |               |      |               |   |           |       |                     |             |       |       |                     |             |        |       |                     |             |       |           |       |                     |             |           |     |                     |             |       |       |                     |             |        |       |                     |             |            |     |                     |             |       |           |       |                     |             |

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|  |  |       |  |  |                     |             |    |
|--|--|-------|--|--|---------------------|-------------|----|
|  |  |       | VIP Lunch                                | 200  | 01:00 PM – 02:00 PM | As Per Menu |    |
|  |  |       | Lunch                                    | 11000                                      | 01:00 PM – 02:00 PM | As Per Menu |    |
|  |  |       |  |  |                     |             |    |
|  |  |       | Dinner                                   | 11000                                      | 08:00 PM – 10:00 PM | As Per Menu |    |
|  |  |       | VIP Dinner                               | 200  | 08:00 PM – 10:00 PM | As Per Menu |    |
|  |  | Day 3 | Breakfast                                | 11000                                      | 08:00 AM – 09:00 AM | As Per Menu |    |
|  |  |       | VIP Lunch                                | 200  | 01:00 PM – 02:00 PM | As Per Menu |    |
|  |  |       | Lunch                                    | 11000                                      | 01:00 PM – 02:00 PM | As Per Menu |    |
|  |  |       | VIP Dinner                               | 200  | 08:00 PM – 10:00 PM | As Per Menu |    |
|  |  |       | Dinner                                   | 11000                                      | 08:00 PM – 10:00 PM | As Per Menu |    |
|  |  | Day 4 | Breakfast                                | 11000                                      | 08:00 AM – 09:00 AM | As Per Menu |    |
|  |  |       | VIP Lunch                                | 200  | 01:00 PM – 02:00 PM | As Per Menu |    |
|  |  |       | Lunch                                    | 11000                                      | 01:00 PM – 02:00 PM | As Per Menu |    |
|  |  |       | VIP Dinner                               | 200  | 08:00 PM – 10:00 PM | As Per Menu |    |
|  |  |       | Dinner                                   | 11000                                      | 08:00 PM – 10:00 PM | As Per Menu |    |
|  |  | Day 5 | Breakfast                                | 11000                                      | 08:00 AM – 09:00 AM | As Per Menu |    |
|  |  |       | VIP Lunch                                | 200  | 01:00 PM – 02:00 PM | As Per Menu |    |
|  |  |       | Lunch                                    | 11000                                      | 01:00 PM – 02:00 PM | As Per Menu |    |
|  |  |       | VIP Dinner                               | 200  | 08:00 PM – 10:00 PM | As Per Menu |    |
|  |  |       | Dinner                                   | 11000                                      | 08:00 PM – 10:00 PM | As Per Menu |    |
|  |  |       | Water Stations Across the venue Per days | Water Campers with disposable paperglasses |                     |             | 10 |
|  |  |       |  |  |                     |             |    |
|  |  |       |  |  |                     |             |    |
|  |  |       |  |  |                     |             |    |
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|  |  |       |  |  |                     |             |    |

*(Signature)*





# राजस्थान राज्य क्रीड़ा परिषद्

सवाई मानसिंह स्टेडियम, जयपुर

Email – rsscjaipur@gmail.com Phone – 0141-2742468

| Proposed Menu High Tea, Breakfast , Lunch, Dinner and Food |  |  |
|--|--|--|
| 1.   | <b>High Tea</b>  | Tea, Coffee, (Regular) + two types of Cookies Sandwich/Samosa  |
| 2.   | <b>Break fast</b>  | <ul style="list-style-type: none"> <li>• Mix Pakora/Mini Kachori/Mini Samosa/Mini Kofta (any one),</li> <li>• Veg. Sandwich/Mayonnaise Sandwich/Cutlet (any one),</li> <li>• One Sweet(Jalabi/Imarti)</li> </ul>   |
| 3.   | <b>Lunch and Dinner (for players and officials)</b>                      | <ul style="list-style-type: none"> <li>• One veg of sai paneer/mali kofta/mater paneer</li> <li>• One mix veg</li> <li>• One dal tadka/ mix dal</li> <li>• One rice pulav/Jeera rice/Vegitable rice</li> <li>• Tandori roti ,Naan ,Tava roti</li> <li>• Veg Pakoda/Namkeen</li> <li>• Pickle &amp; fried green chilli</li> <li>• One sweet - Rasgulla/ Moti Pak Chakki/Gulab jamun/ Laddu Moti Bundi</li> <li>• Drinking Water bottles as reqd</li> <li>• Raayta bundi/dahi/veg/pinepple</li> </ul>  |
| 4.   | <b>Food Packets (pre-inaugural and post-closing as per requirement )</b> | <ul style="list-style-type: none"> <li>• One vegetable</li> <li>• One dal</li> <li>• One rice pulav</li> <li>• Puri/Chapati</li> <li>• One sweet</li> <li>• Pickle/salad/green chilli/papad</li> <li>• Drinking Water bottles as reqd</li> </ul>   |
|  | <b>VIP Lunch and Dinner</b>  | <ul style="list-style-type: none"> <li>• One Welcome drink</li> <li>• Two Soups (Veg)</li> <li>• Four Salads</li> <li>• Two Pickles</li> <li>• Three vegetable - Curry /Paneer/ Mix Seasonal veg/ Dum Aloo/Daal</li> <li>• Curd Raita/ Dahi Vada</li> <li>• Two Chutneys</li> <li>• Rice Pulao</li> <li>• Roasted Papad</li> <li>• Four types of Roti (Tandori roti ,Naan ,Missi roti ,Tava roti)</li> <li>• Three types of Deserts(Jalebi/Daal Halwa/Chocolate Soufflé / Gulabjamun/ Apple Strudel/ Pie or Vanilla Ice-cream)</li> <li>• Drinking Water bottles as reqd.</li> </ul> |

*Qini*





# राजस्थान राज्य क्रीडा परिषद्

सवाई मानसिंह स्टेडियम, जयपुर

Email – [rsscjaipur@gmail.com](mailto:rsscjaipur@gmail.com) Phone – 0141-2742468

## TERMS AND CONDITIONS OF CONTRACT

### 1. PERFORMANCE SECURITY

- 1.1 In order to ensure the due performance of the awarded contract, the Successful Bidder shall, within 7 (Seven) days of entering into the Service Agreement with RSSC. 5% of the accepted value of the contract as Performance Security in the form of Bank Guarantee or other valid formats like Fixed Deposit/Demand Draft shall be drawn from any Commercial Bank drawn in favour of "SECRETARY, Rajasthan State Sports Council, Jaipur, payable at Jaipur and is to be deposited in the office at Rajasthan State Sports Council (RSSC), Sawai Man Singh Stadium, Jaipur. The format for performance security of submitted in form Bank guarantee is attached at Annexure XI.
- 1.2 The Performance Security shall be valid for a period of 60 (Sixty) days from the date of expiry of all contractual obligations. The Performance Guarantee shall be revalidated and replenished immediately upon invocation by RSSC. It may require revalidation from time to time as the case may be.
- 1.3 All incidental charges whatsoever such as premium and commission with respect to the Performance Security shall be borne by the Successful Bidder. No interest will be payable on the Performance Security by RSSC.
- 1.4 In the event of any failure/any breach or violation on the part of the Successful Bidder, which is not cured within reasonable time from receiving a written notice of such failure from RSSC, to comply with the requirements of the scope of work specified in this RFP, shall constitute sufficient grounds and entitlement for the enforcement of the Performance Security by RSSC.

### 2. SCOPE OF WORK , TIMELINES OF THE PROJECT, RSSC reserve Rights

- 2.1 The bidder should go through all the condition and ToR/Scope of work mentioned in tender document before submitting the bid.
- 2.2 The Agency will Provide all services mentioned ToR/Scope of work as per the time line of the event. The Detailed time line and final dates of the event will be communicated accordingly.
- 2.3 Time duration of block and District level events of Khelo Rajasthan youth games will be 6-8 months. Detail timeline will be communicated according to decision by competent authority.
- 2.4 Rssc have all right to amend the tender document and condition before closing date of tender submission.
- 2.5 Sports playing kit/Track suit/kit bag and other items: At the time of presentation if sample not found according to specification and quality (Annexure I) rssc have all rights to reject these items and it is not mandatory for rssc to place the work order of these item to L1 bidder. It is mandatory for the bidder to provide all these items according to approval by rssc.





# राजस्थान राज्य क्रीड़ा परिषद्

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## 3. TERMS OF PAYMENT

3.1 The Payments in respect of the services shall be made as follows

3.2 The agency shall be submitting supporting documents for every payment milestones.

| Sr. No | Description  | Payment Mile stone percentage | deliverables  |
|--------|--|-------------------------------|---|
| 1      | Mascot ,Logo, Theme song ,Training session, registration process           | 5%                            | Work completion regarding Mascot ,Logo, Theme song ,Training session, complete registration process |
| 2      | Opening Ceremony and successful procurement and distribution of sports kit | 20%                           | Successful opening ceremony   |
| 3      | ACT ,ACT Management and closing ceremony and TOR/Scope of work             | 50 %                          | Successful completion of TOR/Scope of work  |
| 4      | Final checking   | 25%                           | submission of all claims and documents as per requirement of rssc                                   |

3.3 Above Payment structure is not mandatory for RSSC.

## 4. OTHER TERMS AND CONDITIONS OF THE BID

- 4.1 All information / details submitted to RSSC shall be supported by documentary proof duly certified by the authorized signatory of the Bidder.
- 4.2 Save as expressly authorized by RSSC in writing, the Successful Bidder shall not, without the prior express approval of RSSC, incur any liabilities on behalf of RSSC, pledge the credit of RSSC or make any representations or give any warranty on behalf of RSSC.
- 4.3 The mere submission of Bids in response to this RFP by a Bidder, or the rejection thereof by RSSC, in its absolute discretion, shall not itself constitute any relationship, legal or otherwise, between RSSC and the Bidder or give rise to or be deemed to give rise to any cause or grievance to the Bidder against RSSC and further shall not for any reason or in any manner confer on the Bidder any right or entitlement to raise any claim regarding any term or condition contained herein nor in respect of any act or omission or decision taken by RSSC.
- 4.4 The Bidder must strictly comply with all terms and conditions herein. RSSC reserves the right to call upon any or all the Bidders to satisfy RSSC regarding the correctness and genuineness of any document submitted or information furnished by the Bidder or may call for any additional documents / information from the Bidders to verify the information provided by the Bidder or may further seek any clarification or elaboration from the Bidder at any time prior to the finalization of the Bid. However, this shall not be construed to confer any kind of right or entitlement on the Bidder to submit any additional document / information after the submission of its Bid. Further, RSSC may call upon any or all the Bidders to make a presentation to RSSC in respect of the capabilities represented by the Bidder at any time prior to the finalization of the Bid. Any Bidder who refuses to or otherwise neglects to make such presentation to RSSC shall not be considered for any further evaluation and shall stand immediately disqualified.





# राजस्थान राज्य क्रीडा परिषद्

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- 4.5 Privileges: The following privileges shall be extended to the Successful Bidder:
- Performance certificate to be issued by RSSC to the Successful Bidder upon the satisfactory discharge of its services in respect of each Phase of the project.
  - Successful completion certificate to be issued by RSSC after completion of contract to the satisfaction of RSSC.
- 4.6 Governing Law and Jurisdiction: The RFP and the relationship between the Bidder and RSSC shall be interpreted in accordance with the laws of Rajasthan. The Courts of Jaipur shall have exclusive jurisdiction over any dispute arising in relation to the RFP and/or the relationship between the Bidder and RSSC.
- 4.7 It will be the responsibility of each Bidder to fully acquaint itself with all operational and legal conditions and factors which may have any effect on the execution of the awarded contract as described in the RFP. RSSC shall not entertain any request for clarification from the Bidder in relation to such operational or legal conditions. Further, no financial adjustments to the Bids shall be made subsequent to the submission of the Bid on any account whatsoever, including on account of the failure of the Bidder to appraise itself of any legal or local operational conditions / factors. The Bidder cannot be taken over/bought over by another company during the contract phase. RSSC may, at any time, immediately terminate the contract by giving written notice to the successful Bidder without any compensation or liability, if the Bidder commits any breach of contract, has misrepresented, or becomes bankrupt or otherwise insolvent, and/or RSSC is not satisfied with the work of the Bidder provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to RSSC.
- 4.8 Any default or breach in discharging obligations under this RFP by the selected Bidder while rendering services to RSSC, shall invite all or any actions / sanctions, as the case maybe. The decision of RSSC arrived at as above will be final and no representation of any kind will be entertained on the above. Any attempt by any bidder to put pressure of any kind, may disqualify the bidder for the present RFP and the bidder may also be liable to be debarred from bidding for RSSC /RSSC RFPs in future.
- 4.9 RSSC reserves the right to modify and amend any of the stipulated condition/criterion given in this RFP, depending upon project priorities vis-à-vis urgent commitments.
- 4.10 RSSC also reserves the right to accept/reject a bid, to cancel/abort RFP process and/or reject all bids at any time prior to award of work without thereby incurring any liability to the affected agencies on the grounds of such action taken by RSSC.
- 4.11 Any default by the bidders in respect of RFP terms & conditions will lead to rejection of the bid.
- 4.12 The decision of RSSC arrived during the various stages of the evaluation of the bids is final & binding on all bidders. Any representation towards these shall not be entertained by RSSC.
- 4.13 In case the bidder is found in-breach of any condition(s) of RFP at any stage during the course of project deployment period, the legal action as per rules/laws will be taken.





# राजस्थान राज्य क्रीड़ा परिषद्

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- 4.14 Any attempt by bidder to bring pressure towards RSSC's decision making process, such Bidder shall be disqualified for participation in the present RFP and those Bidders may be liable to be debarred from bidding for RSSC /RSSC RFPs in future.
- 4.15 Printed/written conditions mentioned in the RFP bids submitted by Bidder will disqualify them and will not be binding on RSSC.
- 4.16 Upon verification, evaluation/assessment, if in case any information furnished by the Agency is found to be false/incorrect, their total bid shall be summarily rejected and no correspondence on the same, shall be entertained. RSSC will not be responsible for any misinterpretation or wrong assumption by the Agency, while responding to this RFP.
- 4.17 Only those bidders, who satisfy the eligibility requirements and accept the terms and conditions of this RFP document, shall be short-listed for further evaluation.
- 4.18 It is urged through this RFP that misrepresentation of facts shall be dealt with seriously and may lead to debarring from bidding for RSSC /RSSC RFPs in future.
- 4.19 Bidders are requested to share information which is true and based some tangible proofs.
- 4.20 There is no Master and Servant relationship between the employees of the service provider and RSSC.
- 4.21 Subject to terms of this document, no variation in or modification of the terms of contract shall be made except by written amendment.
- 4.22 The service provider will also give undertaking they will not adopt any malpractices at any stage of bidding/execution.
- 4.23 The service provider shall be contactable at all times and messages sent by phone/ email/fax/special messenger from this office shall be acknowledged immediately on receipt on the same day. The Service Provider shall strictly observe the instructions issued by the office in fulfillment of the contract from time to time.
- 4.24 This office shall not be liable for any loss, damage, theft, burglary or robbery of any Deliverable belongings, equipment or vehicles of the man power resources of the service provider.
- 4.25 If this office suffers any loss or damage on account of negligence, default or theft on the part of the employees/agents of the agency, then the agency shall be liable to reimburse to this office for the same. The agency shall keep this office fully indemnified against the damage by any staff engaged by the Agency. For any accident or casualty occurred during the course of working to any staff provided by the Agency, the liability that will arise out of the accident will be borne by the Agency. The responsibility will remain with the Agency and this office will in no way be responsible for it or any other clause mentioned above.





# राजस्थान राज्य क्रीड़ा परिषद्

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- 4.27 The Tax Deduction at Source (TDS) shall be deducted as per the provisions of Income Tax Act, as amended from time to time and a certificate to this effect shall be provided to the agency.
- 4.28 The successful bidder will enter into an agreement with this office for on non-judicial stamp paper Rs.500/- (Rupees Five Thousand Only) within 5 days from the date of award work order. The above stamp paper will be arranged by the bidder for execution of agreement.
- 4.29 The service provider shall not assign, transfer, pledge or sub contract the performance of services without the prior written consent of this office.
- 4.30 As soon as practicable after receipt of the Service Provider's notice, the Procurer shall evaluate the situation and may, at its discretion, extend the Service Provider's time for performance with or without penalty, in which case the extension shall be ratified by the parties by amendment of the Contract.
- 4.31 Except as provided under terms of this document, a delay by the Service Provider in the performance of its delivery obligations shall render the Service Provider liable to the imposition of Liquidated Damages in terms of this document, unless an extension of time is agreed upon the application of L.D clause in terms of this document. As per rates below –

| No. | Conditions  | LD % |
|-----|---|------|
| (a) | Delay upto ¼ period as prescribed period                          | 2.5% |
| (b) | Delay exceeding ¼ but not exceeding ½ of proscribed period        | 5%   |
| (c) | Delay exceeding ½ but not exceeding ¾ period of prescribed period | 7.5% |
| (d) | Delay exceeding ¾ of prescribed period                            | 10%  |

- 4.32 On unsatisfactory services the RSSC will serve a notice to the bidder giving an opportunity to improve performance within two days. A penalty amounting to rupees one thousand per service per day will impose if the work doesn't improve even after seven days from date of notice.
- 4.33 That if any amount is found payable by the bidders towards, remuneration, and statutory dues in respect of any loss to this office property, the same shall be adjusted from the security deposit of the extent of the amount so determined reserving right to recover the deficit amount through other modes of recovery including the right to terminate the agreement without notice.
- 4.34 Subject to terms of this document, if the Service Provider fails to perform the Services within the period(s) specified in the Contract, the Procurer shall, without prejudice to its other remedies under the Contract, deduct from the Contract Price, as penalty, a sum equivalent to Liquidated specification as prescribed point no. 4.31 and the maximum deduction is 10% of the contract price in addition to this, the service provider will liable to pay the additional cost of alternative arrangements thereof.
- 4.35 The Procurer may at any time terminate the Contract by giving written notice to the Service Provider. if the Service Provider becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the Service Provider, provided that such termination will not prejudice or affect any right of action or remedy, which has accrued or will accrue thereafter to the Procurer.
- 4.36 The bidder should sign all pages of tender accepting the term and condition and enclosed the same along with technical bid. It is an integral part of the tender.
- 4.37 The bidder should also sign the undertaking (Annexure-F) and the annexure A to D as required as per RTPP Rules – 2013.





# राजस्थान राज्य क्रीड़ा परिषद्

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- 4.38 The authorization certificate should also attached if the tender document is signed other than the owner of the firm. Annexure-E
- 4.39 No any document shall entertain after schedule time and date as described in NIB by bidder itself.

## 5. PENALTY

- 5.1 In case the Successful Bidder/resource deployed fails to commence/execute the work as assigned to them/unsatisfactory performance of the resource even after formal warning, RSSC reserves the right to impose the penalty as decided by RSSC on monthly billable value of the firm per such incidents as approved by the competent authority or may proceed to black list related firm/agency.
- 5.2 RSSC will make payments after necessary deductions of penalty (if any).
- 5.3 For delay in service deliverables reasons not pertaining to selected bidder, RSSC shall take decision on extension of such timelines and levy of penalty. However, in the event RSSC considers extension, the same shall be without any additional compensation/liability on any grounds whatsoever.

## 6. PATENTS, COPYRIGHT & INTELLECTUAL PROPERTY RIGHTS

- 6.1 Intellectual Property Rights for any software property and documents (including source codes, databases, documents, training manuals, course content etc.), if developed exclusively for this project shall lie with the RSSC in perpetuity for all purposes. The Intellectual Property Rights of all the software code, data, algorithms, documentation, manuals, etc. Generated as a part of implementation of this project shall solely vest with the RSSC.
- 6.2 The Bidder shall ensure that there is no infringement of any Intellectual Property Rights (IPR) of third parties. However, if a third party claims that a product delivered by the Bidder/ to RSSC infringes that party's patent or copyright/IPR's in any form, the Bidder shall keep RSSC fully indemnified in this regard and shall defend RSSC against that claim at the Bidder's/ expense and pay all costs, damages, and attorney's fees that a court finally awards or that are included in a settlement approved by the Bidder.
- 6.3 The Bidder agrees and acknowledges that all Intellectual Property Rights of work created by the Bidder in pursuance to this RFP/Tender Documents shall stand vested in favour of RSSC for all purposes.

## 7. REPRESENTATIONS AND WARRANTIES

- 7.1 RSSC, along with its employees, representatives, advisers, make no representation or warranty and shall have no liability to any person including any Bidder under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this RFP or otherwise, including the accuracy, adequacy, correctness, reliability or completeness of the RFP and any assessment, assumption, statement or information contained therein or deemed to form part of this RFP or arising in any way in this Selection Process.
- 7.2 RSSC may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumption contained in this RFP.
- 7.3 The Bidder declares that all the information provided are truthful information without concealment of any facts. In case, at any stage, it is found that any information given by the Bidder is false / incorrect / concealed, then RSSC shall have the absolute right to take any action as deemed fit including but not limited to dropping the Bidder from consideration for award of work and/or debarment/blacklisting etc. without incurring any liability to the affected bidder(s) on the ground of RSSC action.
- 7.4 The Bidder declares that no effort has been used by the Bidder to influence the Bid comparison / evaluation / work award decision by way of overt / covert canvassing. Such an effort shall result in non-consideration / rejection of its Bid.





# राजस्थान राज्य क्रीड़ा परिषद्

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## 8. INDEMNIFICATIONS AND LIABILITIES

- 8.1 The bidder shall fully indemnify, hold harmless and defend DYAS/ RSSC and its Officers/Employees/Agents/Stockholders/Affiliates from and against all claims, demands, actions, suits, damages, liabilities, losses, settlements, judgments, costs, and expenses, whether or not involving a third party claim including claims for infringement of Intellectual Property Rights, which arise out of or relate to:
  - i. any breach of any representation or warranty of the bidder contained in the RFP,
  - ii. any breach or violation of any covenant or other obligation or duty of the bidder under this RFP. RSSC accepts no liability of any nature whether resulting from negligence or otherwise however caused arising from reliance of any Bidder upon the statements contained in this RFP.
- 8.2 RSSC reserves the right to accept or reject any or all proposal (s) or to annul the RFP process in to and reject all proposals at any time prior to award of contract without assigning any reason whatsoever and without thereby incurring any liability to the affected bidder (s) on the ground of RSSC's action.
- 8.3 The Bidder shall bear all its costs associated with or relating to the preparation and submission of its Bids including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by RSSC or any other costs incurred in connection with or relating to its Bids. All such costs and expenses will remain with the Bidder and RSSC shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by the Bidder in preparation or submission of the Bids, regardless of the conduct or outcome of the Selection Process.
- 8.4 The Successful Bidder shall at all times indemnify and keep indemnified RSSC against all claims/third party claims/damages etc. for any infringement of Intellectual Property Rights (IPRs) while providing its services under the Project.
- 8.5 The Successful Bidder shall at all times indemnify and keep indemnified RSSC against any claims in respect of any damages or compensation payable in consequences of any accident, demise, or injury sustained or suffered by its (the Successful Bidder's) employees or agents or by any other third Party resulting from or by any action, omission or operation conducted by or on behalf of the Successful Bidder.
- 8.6 The Successful Bidder shall at all times indemnify and keep indemnified RSSC against and any claims by Employees in respect of wages, salaries, remuneration, compensation, or the like.
- 8.7 All claims regarding indemnity shall survive the termination or expiry of the Contract.

## 9. TERMINATION

- 9.1 RSSC may terminate the Service Agreement at any if found any issue
  - a. Immediately in case the Successful Bidder is in direct breach of contractual terms and conditions and in the performance of its contractual obligations.
  - b. In the event services of the Bidder are not satisfactory or up to the mark.
  - c. If the Bidder/Successful Bidder becomes insolvent or goes into liquidation or receivership, whether compulsory or voluntary, and which has substantial bearing on providing services under the Service Agreement.
  - d. If the Successful Bidder fails to comply with any final decision reached as a result of arbitration proceedings
  - e. If the Successful Bidder is determined to have engaged in corrupt or fraudulent practices in competing for or in executing the Service Agreement.
  - f. If the Successful Bidder submits to RSSC a false statement which has a material effect on the rights, obligations, or interests of RSSC.
  - g. Any other reason as deemed fit by RSSC.





# राजस्थान राज्य क्रीड़ा परिषद्

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## 10. FORCE MAJEURE

- 10.1 For purposes of this Clause, "Force Majeure" means an event beyond the control of the Successful bidder and not involving the Successful bidder's fault or negligence and not foreseeable. Such events may include, but are not limited to, acts done in sovereign or contractual capacity, wars or revolutions, fires, floods, epidemics, pandemics quarantine restrictions lockdowns and freight embargoes. The Successful Bidder shall not be liable for imposition of any such sanction so long the delay and/or failure of the Successful Bidder in fulfilling its obligations under the contract is the result of an event of Force Majeure.
- 10.2 If a Force Majeure situation arises, the Successful Bidder shall promptly notify RSSC, Jaipur in writing of such conditions and the cause thereof within 7 (seven) days of occurrence of such event. Unless otherwise directed by RSSC, Jaipur in writing, the Successful Bidder shall continue to perform its obligations under the contract as far as reasonably practical and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.
- 10.3 If the performance in whole or in part or any obligation under this contract is prevented or delayed by any reason of Force Majeure for a period exceeding 60 (sixty) days, RSSC may at its option terminate the contract without any financial repercussion on either side.
- 10.4 In case due to a Force Majeure event RSSC, Jaipur is unable to fulfil its contractual commitment and responsibility, RSSC, Jaipur will notify the Successful Bidder accordingly and subsequent actions taken on similar lines described in above sub-paragraphs.

## 11. DISPUTE SETTLEMENT MECHANISM

- 11.1 All disputes or differences arising out of or in connection with the present contract including the one connected with the validity of the present contract or any part thereof should be settled by bilateral discussions. RSSC and the Successful bidder shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute arising between them under or in connection with the Contract.
- 11.2 Venue of Arbitration: The Sole Arbitrator shall have its seat in Jaipur.
- 11.3 The Arbitration proceedings will be in English Language.
- 11.4 Each party shall bear its own cost of preparing and presenting its own case (including all fees and other expenses), unless otherwise awarded by the Sole Arbitrator.
- 11.5 The parties shall continue to perform their respective obligations under this contract during the pendency of the Arbitration proceedings except in so far as such obligations are the subject matter of Arbitration proceedings.
- 11.6 All matters connected with this shall be governed by the Rajasthan law both substantive and procedural, for the time being in force and shall be subject to the exclusive jurisdiction of the Courts at Jaipur.

## 12. APPLICABLE LAW

- 12.1 The contract shall be governed by and interpreted in accordance with the laws of India for the time being in force.





# राजस्थान राज्य क्रीड़ा परिषद्

सवाई मानसिंह स्टेडियम, जयपुर

Email – [rsscjaipur@gmail.com](mailto:rsscjaipur@gmail.com) Phone – 0141-2742468

## 13. RESERVED RIGHTS

- 13.1 RSSC reserves the right to;
- Accept/reject any of the RFP clause in full or part without assigning any reason thereof.
  - Revise the requirement at a later stage as and when required.
  - Amend, modify, relax, or waive/delete any of the conditions/ scope of work stipulated in the RFP wherever deemed necessary, even after award of work.
- 13.2 In the event of any misstatement or misrepresentation being discovered or detected in the information furnished from the documents submitted by the Bidder in response to this RFP or at any later stage, or in the event of any contravention by the Bidder of any condition or criterion stipulated, RSSC shall terminate or cancel the appointment / engagement of the Bidder, and nothing shall be payable or be paid by RSSC to the Bidder as compensation/damages or penalty.
- 13.3 RSSC will not be liable for any costs, damages or losses incurred by any Bidder participating in this RFP, if RSSC decides to cancel the RFP process or for any reason whatsoever.
- 13.4 The Bidder shall be responsible for all costs incurred in connection with participation in the RFP process, including but not limited to costs incurred in conduct of informative and other diligence activities, participation in meetings / discussions / presentations, preparation of proposal or costs incurred for providing any additional information required by RSSC to facilitate the evaluation process.

## 14. CORRUPT OR FRAUDULENT PRACTICES

- 14.1 It is required by all concerned namely the Bidders/Successful Bidders etc to observe the highest standard of ethics during the procurement and execution of such contracts. In pursuance of this policy, RSSC: -
- Will reject a proposal for award if it determines that the Bidder recommended for award has engaged in corrupt or fraudulent or collusion or coercive practices in competing for the contract in question.
  - Will declare a firm ineligible or debar/blacklist, either indefinitely or for a stated period of time, to be awarded a contract by RSSC if it at any time determines that the firm has engaged in corrupt or fraudulent or collusion or coercive practices or gross/deliberate negligence in competing for, or in executing the contract RSSC reserves the right not to conclude the Contract and in case contract has been issued, terminate the same, if, found to be obtained by any misrepresentation, concealment, and suppression of material facts by the Bidder. In addition, Bid Security/Performance Security (as the case may be) deposited by the Bidder shall be forfeited and legal as well as administrative action for such misrepresentation, concealment & suppression of material facts shall be initiated."





# राजस्थान राज्य क्रीड़ा परिषद्

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Email – [rsscjaipur@gmail.com](mailto:rsscjaipur@gmail.com) Phone – 0141-2742468

## Annexure- I

### Performa for Affidavit

(on non-judicial stamp paper of Rs.100/-)

I \_\_\_\_\_ Proprietor/Director/Partner of the firm M/s. \_\_\_\_\_ do hereby solemnly affirm that our firm M/s. \_\_\_\_\_ has never been blacklisted/debarred by any organization/office and there has not been any work cancelled against them by any Employer for poor performance in the last ten years reckoned from the date of invitation of Bid.

.....  
Name of the Bidder

.....  
Signature of the Authorized Signatory

.....  
Name of the Authorized Signatory

Place: \_\_\_\_\_

Date: \_\_\_\_\_





# राजस्थान राज्य क्रीड़ा परिषद्

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## Annexure-II

### Information on Bidder's Organization

| Sr.No. | Particulars   | Details |
|--------|---|---------|
| 1.     | Name of the Bidder  |         |
| 2.     | Address of the Bidder   |         |
| 3.     | Incorporation status of the Bidder (Company or Firm)<br>(Relevant Certificate to be submitted in Technical Bid) |         |
| 4.     | Year of Establishment   |         |
| 5.     | Valid GST Registration No. (Copy of certificate to be submitted)  |         |
| 6.     | Permanent Account No. (PAN) (Copy of PAN Card to be submitted)  |         |
| 7.     | Name and Designation of the contact person to whom all references shall be made regarding this Bid              |         |
| 8.     | Telephone No. (with STD Code)   |         |
| 9.     | E-mail id of the Contact Person   |         |
| 10.    | Fax No. (with STD Code)   |         |
| 11.    | Website (if any)  |         |

.....  
Name of the Bidder

.....  
Signature of the Authorized Signatory

.....  
Name of the Authorized Signatory

Place: \_\_\_\_\_

Date: \_\_\_\_\_

**Note: Please attach relevant supporting documents like Power of Attorney, Certificate of Incorporation, GST IN, TAN, PAN.**





# राजस्थान राज्य क्रीड़ा परिषद्

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## Annexure-III

### Relevant Experience & Approach and Methodology

#### Section 1: Relevant Experience in Similar Assignments

|   |   |
|---|---|
| Assignment name:  | Country:<br>Location within the country:  |
| Name of Client  | Address   |
| Name of the Legal Entity in whose name the contract is:             | Duration of assignment (months):  |
| No. of person months of the assignment:                             | Start date (Month/year):<br>Completion date (Month/year):   |
| Approx. value of the overall contract(in INR or equivalent in INR): | Approx. value of the services provided by your firm under the contract (in INR or equivalent in INR): |
|   |   |
| Narrative description of the Project:                               |   |
| Detailed Scope of services, coverage and relevance to this project: |   |

#### Note:

1. Use Separate Sheet for each Assignment
2. Supporting documents such as copies of documents as stipulated in the **Eligibility Criteria** to be attached. Assignments that are not supported by documentary evidence shall not be considered for evaluation.





# राजस्थान राज्य क्रीड़ा परिषद्

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Email – [rsscjaipur@gmail.com](mailto:rsscjaipur@gmail.com) Phone – 0141-2742468

## Annexure-IV

### Tender Submission Letter

To

Secretary  
Rajasthan State Sports Council  
Jaipur

Sub:

“Engagement of an Agency for Preparation & Management of GMS Portal, Complete Event Management (Launching, Opening & Closing Ceremony), Accommodation, Catering & Transportation Services and ACT Management for the Khelo Rajasthan Youth Games 2025”.

Ref: RFP No. ....

I/ We, the undersigned, offer to provide the above services to RSSC. We are hereby submitting our bid, in a sealed envelope.

I/We, hereby declare that:

- We are enclosing and submitting herewith our Bid, with the details as per the requirements of the tender, for your evaluation and consideration.
- I/We have read carefully the terms and conditions of the tender document attached hereto and hereby agree to abide by the said terms and conditions.
- The bid is unconditional.
- I/We undertake that documents submitted are genuine/authentic and nothing material has been concealed. I/We understand that the contract is liable to be cancelled, if it is found to be having obtained, through fraudulent means/concealment of information.
- We shall make available to the RSSC any additional information it may find necessary or require to clarify, supplement or authenticate the Bid.
- Until a formal agreement is prepared and executed, acceptance of this tender document shall constitute a binding contract between RSSC and us subject to the modifications, as may be mutually agreed to, between RSSC and us.
- We agree to keep this bid valid for acceptance for a period of one hundred eighty (180) days from the date of opening the bid.

We understand that the RSSC is not bound to accept any tender that the

RSSC receives. Yours faithfully,

Authorized Signatory  
(with Name, Designation, Contact  
no. and Seal) Note: On the  
Letterhead of the Bidder.





# राजस्थान राज्य क्रीडा परिषद्

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Email – [rsscjaipur@gmail.com](mailto:rsscjaipur@gmail.com) Phone – 0141-2742468

## Annexure-V

### Bidder's Authorization Certificate

To

Secretary  
Rajasthan State Sports Council  
Jaipur

Sub:

"Engagement of an Agency for Preparation & Management of GMS Portal, Complete Event Management (Launching, Opening & Closing Ceremony), Accommodation, Catering & Transportation Services and ACT Management for the Khelo Rajasthan Youth Games 2025".

Ref: RFP No. ....

Dear .....

I/ We {Name/ Designation} hereby declare/ certify that {Name/ Designation} is hereby authorized to sign relevant documents on behalf of the company/ firm in dealing with tender No. \_\_\_\_\_ dated \_\_\_\_\_.

He/ She is also authorized to attend meetings & submit technical & commercial information/ clarifications as may be required by you in the course of processing the Bid. For the purpose of validation, his/ her verified signatures are as under.

Thanking you,

Name of the Bidder: -

Authorized Signatory: -

Ver

ified Signature: - Seal of the Organization: -

Date: -

Place: -

Note: Please attach the valid power of attorney in favour of the person signing this authorization letter.





# राजस्थान राज्य क्रीडा परिषद्

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## ANNEXURE 'VI'

### POWER OF ATTORNEY (SAMPLE)

#### (Note- Board resolution in case of company)

Know all men by these presents, we, ..... (name of Firm and address of the registered office) do hereby constitute, nominate, appoint and authorize Mr./Ms.....son/daughter/wife and presently residing at, who is presently employed with us and holding the position of as our true and lawful attorney (hereinafter referred to as the "Authorized Representative") to do in our name and on our behalf, all such acts, deeds and things as are necessary or required in connection with or incidental to submission of our proposal for Engagement with RSSC including but not limited to signing and submission of all applications, proposals and other documents and writings, participating in pre-proposal and other conferences and providing information/ responses to RSSC, representing us in all matters before RSSC, signing and execution of all contracts and undertakings consequent to acceptance of our proposal and generally dealing with RSSC, in all matters in connection with or relating to or arising out of our Proposal for RSSC Project and/or upon award thereof to us till the entering into of the Agreement with RSSC.

AND we do hereby agree to ratify and confirm all acts, deeds and things lawfully done or caused to be done by our Authorized Representative pursuant to and in exercise of the powers conferred by this Power of Attorney and that all acts, deeds, and things done by our Authorized Representative in exercise of the powers hereby conferred shall and shall always be deemed to have been done by us.

IN WITNESS WHEREOF WE, THE ABOVE-NAMED PRINCIPAL HAVE EXECUTED THIS POWER OF ATTORNEY ON THIS ..... DAY OF , 2023.

For .....  
(Signature, name, designation, and address)

Witnesses:

1.

2.

Notarized Accepted

.....  
(Signature, name, designation, and address of the Attorney)

Notes:

*The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executant(s) and when it is so required the same should be under common seal affixed in accordance with the required procedure. The Power of Attorney should be executed on a non-judicial stamp paper of INR 100 (Hundred) and duly notarized by a notary public.*





# राजस्थान राज्य क्रीड़ा परिषद्

सवाई मानसिंह स्टेडियम, जयपुर

Email – [rsscjaipur@gmail.com](mailto:rsscjaipur@gmail.com) Phone – 0141-2742468

## ANNEXURE 'VII' | ELIGIBLE PROJECTS UNDERTAKEN BY THE BIDDER

The following information should be provided in the format below for each Eligible Project for which Bidder was legally contracted or signed a valid MoU by the respective Purchaser/Client/ Partner of the Bidder stated as a single entity.

|        |  |  |
|--------|--|--|
| (i)    | Assignment Name  |  |
| (ii)   | Type of Project  |  |
| (iii)  | Name, Contact No. & email of the Purchaser/Partner Representative: |  |
| (iv)   | Year in which Project took place                                   |  |
| (v)    | Location of Project  |  |
| (vi)   | Contract/ MoU Value  |  |
| (vii)  | Payment received   |  |
| (viii) | Narrative Description of the Scope of work of the assignment       |  |
| (IX)   | Status of the assignment   |  |

### IMPORTANT:

- Use separate sheet for each Eligible Project. Please mark each sheet as Annexure VII(a), Annexure VII(b), Annexure VII(c).... for each different project.
- Please provide proof of eligible projects undertaken with a copy of Successful Completion Certificate attached from the Purchaser. In case Successful Completion Certificate is not available, copy of work order/copy of agreement along with bank statement in respect of the same countersigned by CA must be submitted. The submitted testimonial MUST contain detailed description of work (Scope of Work and TOR) carried out by the Bidder.





# राजस्थान राज्य क्रीड़ा परिषद्

सवाई मानसिंह स्टेडियम, जयपुर

Email – rsscjaipur@gmail.com Phone – 0141-2742468

## ANNEXURE 'VIII' | FORMAT FOR CV

|                                   |  |
|-----------------------------------|--|
| Name of Firm:                     |  |
| Name of Professional:             |  |
| Position:                         |  |
| Date of Birth:                    |  |
| Country of Citizenship/Residence: |  |

### Education:

| Name of Institution | Degree Obtained | Year of Obtainment |
|---------------------|-----------------|--------------------|
|                     |                 |                    |
|                     |                 |                    |

### Countries of work experience:

### Employment Record

| Name of Organization | Position Held | Duration |
|----------------------|---------------|----------|
|                      |               |          |
|                      |               |          |

Total Work Experience (Relevant):.....(in yy/mm/dd)

Brief Write-up of overall experience:

### Work Experience:

| Detailed Tasks Assigned | Reference to Prior Work/Assignments that Best Illustrates Work Experience                                      |
|-------------------------|--|
|                         | Name of Assignment: Year: Client: Project Details: Main project features: Position Held: Activities performed: |
|                         |  |
|                         |  |
|                         |  |
|                         |  |

### Certification:

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience, and I am available to undertake the assignment in case of an award. I understand that any misstatement or misrepresentation described herein may lead to my disqualification or dismissal by the Purchaser.

Name of Expert/ Personnel

Signature

Date

Endorsement of HR Department/Head of Academic Department

*(Signature)*





# राजस्थान राज्य क्रीडा परिषद्

सवाई मानसिंह स्टेडियम, जयपुर

Email – [rsscjaipur@gmail.com](mailto:rsscjaipur@gmail.com) Phone – 0141-2742468

## ANNEXURE 'IX' General Instruction for Filling of Bid

1. The complete bidding document has been published on the website [www.rssc.in](http://www.rssc.in) [rajasthan.gov.in](http://rajasthan.gov.in) /[www.sppp.rajasthan.sov.in](http://www.sppp.rajasthan.sov.in) & <http://eproc.rajasthan.gov.in>, for the purpose of downloading.
2. Bidders who wish to participate in this bidding process must register on <http://eproc.rajasthan.gov.in>.
3. To participate in online bidding process, Bidders must procure a Digital Signature Certificate (Type III) as per information Technology Act-2000 using which they can digitally sign their electronic bids. Bidders can procure the same from any CCA approved certifying agency, i.e. TCS, safe crypt, Ncode etc. Bidders who already have a valid Digital Signature Certificate (DSC) need not procure a new DSC.
4. A Two-stage selection procedure shall be adopted.
5. Bidder (authorized signatory) shall submit their offer on-line in electronic formats both for Technical and financial proposal on eProc website <http://eproc.raiaasthan.gov.in>. However, DD for Tender/Bid Document Fees, EMD/Declaration payable in favor of SECRETARY, RAJASTHAN STATE SPORTS COUNCIL, JAIPUR, payable at Jaipur and Processing Fees payable in favor of Managing Director, RAJCOMP Info Services Limited, payable at JAIPUR. Tender/Bid Document fee, EMD/Declaration and processing fee DD Should be submitted physically at the office of RAJASTHAN STATE SPORTS COUNCIL, Jaipur and Scanned copy of same should also be uploaded along with the technical bid/ cover.
6. RAJASTHAN STATE SPORTS COUNCIL, JAIPUR will not be responsible for delay in online submission due to any reason. For this, bidders are requested to upload on eProc website <http://eproc.raiaasthan.gov.in>. the complete bid well advance in time so as to avoid Last hour rush issues like slow speed; choking of web site due to heavy load or any other unforeseen problems.
7. Bidders are also advised to refer "Bidders Manual Kit" available at eProc website for further details about the e-tendering process.
8. No contractual obligation whatsoever shall arise from the RFP/ bidding process unless and until a formal contract is signed and executed between the tendering authority and the successful Bidder.
9. Training for the bidder on the usage of e-Tendering system (e-Procurement) is also being arranged by RISL on regular basis. Bidder interested for training may contact e-Procurement Cell RISL for booking the Training slot.
  - a) Contact No. 0141-4022688/ Helpline Help Desk Number 0120-4200462.
  - b) E-mail: [eproc@raiaasthan.gov.in](mailto:eproc@raiaasthan.gov.in)
  - c) Address: E-Procurement cell, RISL, Yojana Bhawan, Tilak Marg, C-Scheme, Jaipur.
10. Bidder should upload online the scanned copy of all documents required for this RFP





# राजस्थान राज्य क्रीड़ा परिषद्

सवाई मानसिंह स्टेडियम, जयपुर

Email – rsscjaipur@gmail.com Phone – 0141-2742468

## ANNEXURE 'XI' BANK GUARANTEE FORM FOR PERFORMANCE SECURITY

To

\_\_\_\_\_

\_\_\_\_\_

WHEREAS \_\_\_\_\_ (Name and address of the supplier) (Hereinafter called "the supplier") has undertaken, in pursuance of Contract no \_\_\_\_\_ dated for \_\_\_\_\_ (description of services) (herein after called "the contract"). AND WHEREAS it has been stipulated by you in the contract that the supplier shall furnish you with a bank guarantee from a scheduled commercial bank recognized by you for the sum specified therein as security for compliance with its obligations in accordance with the contract; AND WHEREAS we 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 undertake to pay you, upon your first written demand declaring the supplier to be in default under the contract and without cavil or argument, any sum or sums within the limits of (amount of guarantee) as aforeRSCd, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

We hereby waive the necessity of your demanding the debt from the supplier before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the contract to be performed there under or of any of the 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 up to \_\_\_\_\_ days beyond the date of expiry of contract period as per RFP.

(Signature with date of the authorized officer of the Bank)

.....  
Name and designation of the officer

.....  
.....

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





# राजस्थान राज्य क्रीड़ा परिषद्

सवाई मानसिंह स्टेडियम, जयपुर

Email – [rsscjaipur@gmail.com](mailto:rsscjaipur@gmail.com) Phone – 0141-2742468

## ANNEXURE 'XII'- DRAFT AGREEMENT FORMAT

This CONTRACT (hereinafter called the "Contract") is made the [day number] day of the month of [month], [year], between, on the one hand, The Secretary, Rajasthan state sports council, Jaipur-302 005 (hereinafter called the "Client") and, on the other hand, [name of Service Provider] (hereinafter called the "Service Provider").

### WHEREAS:

- (a) The Client has requested the Service Provider/Agency to provide **complete Package** for Preparation & Management of GMS Portal, Complete Event Management (Launching, Opening & Closing Ceremony), Accommodation, Catering & Transportation Services and ACT Management for the Khelo Rajasthan Youth Games 2025

NOW THEREFORE the parties hereto hereby agree as follows:

1. The following documents attached hereto shall be deemed to form an integral part of this Contract:
  - a) The Technical and Financial Proposals (Bids) submitted by the Service Provider
  - b) The Statement of Outcomes of Negotiations
  - c) The Conditions of Contract
  - d) Appendices:

In the event of any inconsistency between the documents, the following order of precedence shall prevail The Conditions of Contract. Any reference to this Contract shall include, where the context permits, a reference to its Appendices.

2. The mutual rights and obligations of the Client and the Service Provider shall be as set forth in the Contract, in particular:
  - a) the Service Provider shall carry out the Services in accordance with the provisions of the Contract, and
  - b) the Client shall make payments to the Service Provider in accordance with the provisions of the Contract.
  - c) The work shall commence on.....and be completed up to.....

IN WITNESS HEREOF, the Parties hereto have caused this Contract to be signed in their respective names as of the day and year first written above.

Witness I

FOR AND ON BEHALF OF .....  
(THE SERVICE PROVIDER/Agency)

Witness 2

(Name)  
(Designation)  
(Address)

Witness 1

FOR AND ON BEHALF OF THE  
Rajasthan state sports council, Jaipur-302 005

Witness 2

(Name)  
(Designation)





# राजस्थान राज्य क्रीड़ा परिषद्

सवाई मानसिंह स्टेडियम, जयपुर

Email – rsscjaipur@gmail.com Phone – 0141-2742468

## ANNEXURE 'XIII' ANNUAL TURNOVER

| S. NO. | FINANCIAL YEAR | ANNUAL TURNOVER (INR) |
|--------|----------------|-----------------------|
| 1.     | 2021-22        |                       |
| 2.     | 2022-23        |                       |
| 3.     | 2023-24        |                       |

### Certificate from the Statutory Auditor

This is to certify that the average turnover of M/s ..... in the last three years is Rs. .... (In words)

**Name of the audit firm:**

**UDIN No. :**

**Seal of the audit firm**

**Date:**

(Signature, name and designation of the authorized signatory)

Note:

- In case the Bidder does not have a statutory auditor, it shall provide the certificate from its chartered accountant (CA) that ordinarily audits the annual accounts of the Bidder.
- In case of not-for-profit organizations, turnover shall refer to funds generated by the entity





# राजस्थान राज्य क्रीड़ा परिषद्

सवाई मानसिंह स्टेडियम, जयपुर

Email – [rsscjaipur@gmail.com](mailto:rsscjaipur@gmail.com) Phone – 0141-2742468

## Annexure XIV

### Format of Pre-Bid Queries

To

Secretary  
Rajasthan State Sports Council  
Jaipur

Sir

Sub: “Engagement of an Agency for Preparation & Management of GMS Portal, Complete Event Management (Launching, Opening & Closing Ceremony), Accommodation, Catering & Transportation Services and ACT Management for the Khelo Rajasthan Youth Games 2025”.

Ref: RFP No. ....

Dear ...

The following are the Clarifications and Comments from the Terms and Conditions and Scope of Work for the subject RFP. These Clarifications are exhaustive.

| S.No. | Clause No. and Page reference | RFP text | Query |
|-------|-------------------------------|----------|-------|
| 1     |                               |          |       |
| 2     |                               |          |       |
| ---   |                               |          |       |

Yours faithfully,

Authorized Signatory  
(with Name, Designation, Contact no. and Seal)

Note:

On the Letterhead of the Bidder.





# राजस्थान राज्य क्रीड़ा परिषद्

सवाई मानसिंह स्टेडियम, जयपुर

Email – [rsscjaipur@gmail.com](mailto:rsscjaipur@gmail.com) Phone – 0141-2742468

## anexure A: Compliance with the Code of Integrity and No Conflict of Interest

Any person participating in a procurement process shall-

- (a) Not offer any bribe, reward or gift or any material benefit either directly or indirectly in exchange for an unfair advantage in procurement process or to otherwise influence the procurement process;
- (b) Not misrepresent or omit that misleads or attempts to mislead so as to obtain a financial or other benefit or avoid an obligation;
- (c) Not indulge in any collusion, Bid rigging or anticompetitive behaviour to impair the transparency, fairness and progress of the procurement process;
- (d) Not misuse any information shared between the procuring entity and the bidders with intent to gain unfair advantage in the procurement process;
- (e) Not indulge in any coercion including impairing or harming or threatening to do the same, directly or indirectly, to any party or to its property to influence the procurement process;
- (f) Not obstruct any investigation or audit of a procurement process;
- (g) Disclose conflict of interest, if any; and
- (h) Disclose any previous transgressions with any entity in India or any other country during the last three years or any debarment by any other procuring entity.

### Conflict of interest. -

The Bidder participating in a bidding process must not have a Conflict of Interest. A Conflict of interest is considered to be a situation in which a party has interests that could improperly influence that party's performance of official duties or responsibilities, contractual obligations, or compliance with applicable laws and regulations.

- (i) A bidder may be considered to be in conflict of interest with one or more parties in the bidding process if, including but not limited to:
  - (a) Have controlling partners/shareholders in common; or
  - (b) Receive or have received any direct or indirect subsidy from any of them; or
  - (c) Have the same legal representative for purposes of the bid; or
  - (d) have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about or influence on the bid of another bidder, or influence the decisions of the procuring Entity regarding the bidding process; or
  - (e) The bidder participates in more than one bid in a bidding process. Participation by a bidder in more than one bid will result in the disqualification of all bids in which the bidder is involved. However, this does not limit the inclusion of the same subcontractor, not otherwise participating as a bidder, in more than one bid; or
  - (f) the bidder or any of its affiliates participated as a consultant in the preparation of the design or technical specifications of the goods, Work/supplies or services that are the subject of the Bid; or
  - (g) Bidder or any of its affiliates has been hired (or proposed to be hired) by the procuring entity as engineer-in-charge/consultant for the contract.





# राजस्थान राज्य क्रीडा परिषद्

सवाई मानसिंह स्टेडियम, जयपुर

Email – rsscjaipur@gmail.com Phone – 0141-2742468

## Annexure B: Declaration by the Bidder regarding Qualifications

### Declaration by the Bidder

In relation to my/our Bid submitted to .....for procurement of .....in response to their Notice inviting Bids No.....Dated.....I/we .....hereby declare under Section 7 of Rajasthan Transparency in Public Procurement Act, 2012 that :

1. I/we possess the necessary professional, technical, financial and managerial resources and competence required by the Bidding Document issued by the Procuring Entry;
2. I/we have fulfilled my/our obligation to pay such of the taxes payable to the union and the state government or any local authority as specified in the Bidding Document.
3. I/we are not insolvent, in receivership, bankrupt or being wound up, not have my/our affairs administered by a court or a judicial officer, not have my/our business activities suspended and not the subject of legal proceedings for any of the foregoing reasons;
4. I/we do not have, and our directors and officers not have, been convicted of any criminal offence related to my/our professional conduct or the making of false statements or misrepresentations as to my/our qualifications to enter into a procurement contract within a period of three years preceding the commencement of this procurement process, or not have been otherwise disqualified pursuant to debarment proceedings;
5. I/we do not have a conflict of interest as specified in the Act, Rules and the Bidding Document, which materially affects fair competition;

Date :  
Place:

Signature of bidder  
Name :  
Designation:  
Address:





# राजस्थान राज्य क्रीड़ा परिषद्

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## Annexure C : Grievance Redressed during Procurement Process

The designation and address of the **First Appellate Authority** is The Principal Secretary, Department of Sports & Youth Affairs, Government of Rajasthan, Secretariat, Jaipur-302 005

The designation and address of the **Second Appellate Authority** is Finance Department of Government of Rajasthan, Secretariat, Jaipur- 302005

### (1) Filing an appeal:-

if any bidder or prospective bidder is aggrieved that any decision, action or omission of the procuring entity is in contravention to the provisions of the Act or the rules or the guidelines issued there under, he may file an appeal to First Appellate authority, as specified in the Bidding document within a period of ten days from the date of such decision or action, omission, as the case may be, clearly giving the specific ground or grounds on which he feels aggrieved: Provided that after the declaration of a bidder as successful the appeal may be filed only by a bidder who has participated in procurement proceedings: Provided further that in case a procuring entity evaluates the technical bids before the opening of the financial bids, an appeal related to the matter of financial bids may be filed only by a bidder whose technical bid is found to be acceptable.

(2) The officer to whom an appeal is filed under Para (1) shall deal with the appeal as expeditiously as possible and shall endeavour to dispose it of within thirty days from the date of the appeal.

(3) If the officer designated under Para (1) fails to dispose of the appeal filed within the period specified in Para (2), or if the bidder or prospective bidder or the procuring entity is aggrieved by the order passed by the first appellate authority, the bidder or prospective bidder or the procuring entity, as the case may be, may file a second appeal to second appellate authority specified in the bidding document in this behalf within fifteen days from the expiry of the period specified in Para (2) or of the date of receipt of the order passed by the first appellate authority, as the case may be.

(4) Appeals not to lie in certain cases:- No appeal shall lie against any decision of the procuring entity relating to the following matters, namely:-

- (a) Determination of need of procurement
- (b) Provisions limiting participation of bidders in the bid process
- (c) The decision of whether or not to enter into negotiations
- (d) Cancellation of a procurement process
- (e) Applicability of the provisions of confidentiality

### (5) Form of Appeals:-

- (a) An appeal under Para (1) or (3) above shall be in the annexed form along with as many copies as there are respondents in the appeal.
- (b) Every appeal shall be accompanied by an order appealed against, if any, affidavit verifying the facts stated in the appeal and proof of payment of fee,
- (c) Every appeal may be presented to first appellate authority or second appellate authority, as the case may be, in person or through registered post or representative.

### (6) Fee for filing Appeal:-

- (a) Fee for first appeal shall be rupees two thousand five hundred and for second appeal shall be rupees ten thousand, which shall be nonrefundable.
- (b) The fee shall be paid in the form of bank demand draft or banker's cheque of a scheduled bank in India payable in the name of appellate authority concerned.

### (7) Procedure for disposal of Appeal:-

- (a) The first appellate authority or second appellate authority as the case may be, upon filing of appeal, shall issue notice accompanied by copy of appeal, affidavit and documents, if any, to the respondents and fix date of hearing.
- (b) On the date fixed for hearing, the first appellate authority or second appellate authority, as the case may be shall- (i) hear all the parties to appeal present before him; and (ii) peruse or inspect documents, relevant records or copies thereof relating to the matter.
- (c) After hearing the parties, perusal or inspection of documents and relevant records or copies thereof relating to the matter, the appellate authority concerned shall pass an order in writing and provide the copy of order to the parties to appeal free of cost.
- (d) The order passed under sub-clause (c) above shall also be placed on the state public procurement portal.





# राजस्थान राज्य क्रीड़ा परिषद्

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## Annexure D : Additional Conditions of Contract

### 1. Correction of arithmetical errors

Provided that a Financial Bid is substantially responsive, the Procuring Entity will correct arithmetical errors during evaluation of Financial Bids on the following basis:

- If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected, unless in the opinion of the Procuring Entity there is an obvious misplacement of the decimal point in the unit price, in which case the total price as quoted shall govern and the unit price shall be corrected;
- If there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected; and
- If there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail subject to (i) and (ii) above.

If the Bidder that submitted the lowest evaluated Bid does not accept the correction of errors, its Bid shall be disqualified and its Bid Security shall be forfeited or its Bid Securing Declaration shall be executed.

### 2. Procuring Entity's Right to Vary Quantities

- At the time of award of contract, the quantity of Goods, Work/supply's or services originally specified in the Bidding Document may be increased or decreased by a specified percentage, but such increase or decrease shall not exceed twenty percent, of the quantity specified in the Bidding Document. It shall be without any change in the unit prices or other terms and conditions of the Bid and the conditions of contract.
- If the Procuring Entity does not procure any subject matter of procurement or procures less than the quantity specified in the Bidding Document due to change in circumstances, the Bidder shall not be entitled for any claim or compensation except otherwise provided in the Conditions of Contract.
- In case of procurement of Goods or services, additional quantity may be procured by placing a repeat order on the rates and conditions of the original order. However, the additional quantity shall not be more than 25% of the value of Goods of the original contract and shall be within one month from the date of expiry of last supply. If the supplier fails to do so, the Procuring Entity shall be free to arrange for the balance supply by limited Bidding or otherwise and the extra cost incurred shall be recovered from the supplier.

### 3. Dividing quantities among more than one Bidder at the time of award (In case of procurement of Goods)

As a general rule all the quantities of the subject matter of procurement shall be procured from the Bidder, whose Bid is accepted. However, when it is considered that the quantity of the subject matter of procurement to be procured is very large and it may not be in the capacity of the Bidder, whose Bid is accepted, to deliver the entire quantity or when it is considered that the subject matter of procurement to be procured is of critical and vital nature, in such cases, the quantity may be divided between the Bidder, whose Bid is accepted and the second lowest Bidder or even more Bidders in that order, in a fair, transparent and equitable manner at the rates of the Bidder, whose Bid is accepted.





# राजस्थान राज्य क्रीड़ा परिषद्

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## Annexure E : BIDDER'S AUTHORIZATION CERTIFICATE {to be filled by the bidder}

To,

{Tendering Authority},

\_\_\_\_\_  
\_\_\_\_\_

I/ We {Name/ Designation} hereby declare/ certify that {Name/ Designation} is hereby authorized to sign relevant documents on behalf of the company/ firm in dealing with Tender with **RAJASTHAN STATE SPORTS COUNCIL, JAIPUR.**

He/ She is also authorized to attend meetings & submit technical & commercial information/ clarifications as may be required by you in the course of processing the Bid. For the purpose of validation, his/ her verified signatures are as under.

Thanking you,

Name of the Bidder: -

Authorized Signatory: -

Seal of the Organization: -

Date:

Place:

Verified Signature:





# राजस्थान राज्य क्रीड़ा परिषद्

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## Annexure F

### **UNDERTAKING BY THE BIDDER**

This is to certify that I/we before signing this RFP\tender have read and fully understood all the terms and conditions contained herein and undertake myself/ourselves to abide by them. I/We have signed all the pages in acceptance of the terms and conditions.

I/We also undertake that I/We will not adopt any malpractices at any stage of bidding/execution.

Signature of the Bidder with Seal

Name: Designation: Address:





# राजस्थान राज्य क्रीड़ा परिषद्

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## Annexure G

FORM No. 1

[See rule 83]

### Memorandum of Appeal under the Rajasthan Transparency in Public Procurement Act, 2012

Appeal No ..... of.....  
Before the ..... (First/Second Appellate Authority)

1. Particulars of appellant:

- (i) Name of the appellant:
- (ii) Official address, if any:
- (iii) Residential address:

2. Name and address of the respondent(s):

1.

2.

3.

3. Number and date of the order appealed against and name and designation of the officer/authority who passed the order (enclose copy), or a statement of a decision, action or omission of the Procuring Entity in contravention to the provisions of the Act by which the appellant is aggrieved:

4. If the Appellant proposes to be represented by a representative, the name and postal address of the representative:

5. Number of affidavits and documents enclosed with the appeal:

6. Grounds of appeal:

.....  
.....  
..... (Supported by  
an affidavit)

7. Prayer:

.....  
.....

Place .....

Date .....

Appellant's Signature





# राजस्थान राज्य क्रीड़ा परिषद्

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## FINANCIAL BID/BOQ

Tender for “Engagement of an Agency for Preparation & Management of GMS Portal, Complete Event Management .Accommodation, Catering & Transportation Services and ACT Management for the Khelo Rajasthan Youth Games 2025”.

### FINANCIAL BID BOQ 1

1. I/We accept all the terms and conditions of your Tender Notice referred to above. It is certified that the above quoted rate is in compliance with all the statutory provisions and rules as applicable.

| Sr.No. | Particulars   | Consolidated Rate (Inclusive of all taxes) |          |
|--------|---|--|----------|
|        |   | In Figure                                  | In Words |
| 1      | 2   | 3  | 4        |
| 1.     | GMS, ACT&ACT mgmt and event management work of “Khelo Rajasthan Youth Games 2025” as per scope of work/TOR mentioned in the bid documents |  |          |





# राजस्थान राज्य क्रीड़ा परिषद्

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Email – rsscjaipur@gmail.com Phone – 0141-2742468

## **KHELO Rajasthan YOUTH GAMES 25**

### **FINANCIAL BID**

#### **BOQ- 2**

| Sr. No | Elements  | Qty | Unites  | Rate (Inclusive of all taxes) |
|--------|---|-----|---------|-------------------------------|
| 1      | Flex printing   | 1   | Sq. ft. |                               |
| 2      | Satin cloth Flags (4' X 3' on 13' pole height) in multiple colour | 1   | Each    |                               |
| 3      | Indian flag with stand both side                                  | 1   | Each    |                               |
| 4      | Banner for buses 5*3  | 1   | Each    |                               |
| 5      | Badges with good quality jackets and printed lanyard              | 1   | Each    |                               |
| 6      | Certificates with frame for winner/runner                         | 1   | Each    |                               |
| 7      | placards  | 1   | Each    |                               |
| 8      | Event collender of 4X2 ft.  | 1   | Each    |                               |
| 9      | Momento   | 1   | Each    |                               |
| 10     | Medal (gold/silver/bronze)  | 1   | Each    |                               |
| 11     | Aluminium Dome (German) water proof(for entire event)             | 1   | Sq. ft  |                               |
| 12     | Carpet  | 1   | Sq. ft  |                               |
| 13     | Banquet Chairs  | 1   | Each    |                               |
| 14     | Registration Counter  | 1   | Sq. ft  |                               |
| 15     | Table   | 1   | Each    |                               |
| 16     | Laptop Wi-Fi enabled with mouse                                   | 1   | Each    |                               |
| 17     | Multi-Function Laser Printers- B/W                                | 1   | Each    |                               |
| 18     | Mozo Barricade  | 1   | Sq. ft  |                               |
| 19     | Small size dustbin  | 1   | Each    |                               |
| 20     | Large Size dustbins   | 1   | Each    |                               |
| 21     | Air Conditioner (5Ton)  | 1   | Each    |                               |
| 22     | Head Table  | 1   | Each    |                               |
| 23     | Water bottles (200 ml)  | 1   | Each    |                               |
| 24     | Sofa (2 sitter)   | 1   | Each    |                               |
| 25     | Hand Bouquet  | 1   | Sq. ft  |                               |
| 26     | 125 kv Silent Zenset with 12 hrs. fuel daily                      | 1   | Each    |                               |
| 27     | Stage with stairs   | 1   | Sq. ft  |                               |
| 28     | Backdrop  | 1   | Sq. ft  |                               |
| 29     | Professional sound and light system                               | 1   | Each    |                               |
| 30     | LED Screens   | 1   | Sq. ft  |                               |
| 31     | Sound System with 2 Pairs of Bass speaker                         | 1   | Each    |                               |
| 32     | Stage Monitor   | 1   | Each    |                               |

*(Signature)*





# राजस्थान राज्य क्रीड़ा परिषद्

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|    |   |   |        |  |
|----|---|---|--------|--|
| 33 | Mike Cordless   | 1 | Each   |  |
| 34 | Amplifier   | 1 | Each   |  |
| 35 | Water bottles (1000 ml)   | 1 | Each   |  |
| 36 | Food packet (according to menu)   | 1 | Each   |  |
| 37 | athlete Lunch/Dinner (according to menu)  | 1 | Each   |  |
| 38 | VIP Lunch/Dinner (according to menu)  | 1 | Each   |  |
| 39 | HI Tea (according to menu)  | 1 | Each   |  |
| 40 | Breakfast for players (according to menu)   | 1 | Each   |  |
| 41 | Tea   | 1 | Each   |  |
| 42 | 3 D Welcome gates with flex branding  | 1 | Each   |  |
| 43 | Stalls roof coverd by waterproof tent   | 1 | Sq. ft |  |
| 44 | Tables 8x3 feet   | 1 | Each   |  |
| 45 | VVIP chairs   | 1 | Each   |  |
| 46 | Led relay screens   | 1 | Sq. ft |  |
| 47 | Moulded Chairs  | 1 | Each   |  |
| 48 | Reputed Anchor  | 1 | Each   |  |
| 49 | VIP sofa  | 1 | Each   |  |
| 50 | Hotel Room (double occupancy)(Three Star)   | 1 | Each   |  |
| 51 | Security Guard  | 1 | Each   |  |
| 52 | Bouncer   | 1 | Each   |  |
| 53 | Photographer  | 1 | Each   |  |
| 54 | Videographer  | 1 | Each   |  |
| 55 | Albums  | 1 | Each   |  |
| 56 | Short movies of approx. 1 Hours including of Block, District, Divisional and State Level Festival | 1 | Each   |  |
| 57 | captured photos and video in External Hard disk drives  | 1 | Each   |  |
| 58 | Short movies of 3/5 min duration  | 1 | Each   |  |
| 59 | Big pots- 2 ft height with plants   | 1 | Each   |  |
| 60 | Big pots- 1.5 ft height with plants   | 1 | Each   |  |
| 61 | Big Air Balloon (KHELO RAJASTHAN YOUTH GAMES 2025 printing and logo rssc) per day                 | 1 | Each   |  |
| 62 | Bus for transfer from hotel to venue and hotels (52 sitter)                                       | 1 | Each   |  |
| 63 | Bus on Inaugral day to transfer students from School to SMS and back to Schools (52 sitter)       | 1 | Each   |  |
| 64 | Taxi (Innova with diesel and driver)  | 1 | Each   |  |
| 65 | Track suit as per approved sample by rssc   | 1 | Each   |  |
| 66 | Sports playing kit as per approved sample by rssc   | 1 | Each   |  |
| 67 | Kit Bag as per approved sample by rssc  | 1 | Each   |  |
| 68 | Drone camera per day  | 1 | Each   |  |
| 69 | Hotel room(triple occupancy) three star   | 1 | Each   |  |
| 70 | Bus with diesel 12 hr per day   | 1 | Each   |  |
| 71 | certificate   | 1 | Each   |  |
| 72 | trophy  | 1 | Each   |  |





# राजस्थान राज्य क्रीड़ा परिषद्

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## Annexure H

### Check List for Technical Qualification of this RFP

| SN | Particulars   | Details   | Documents Enclosed Yes/No | Page No. |
|----|---|---|---------------------------|----------|
| 1  | Name of Bidding organization  |   |                           |          |
| 2  | Tender Fees   | Scanned copy Demand Draft/Banker's Cheque for bid document fee in Favor of the Secretary, RAJASTHAN STATE SPORTS COUNCIL, JAIPUR payable at Jaipur.   |                           |          |
| 3  | Processing Fees   | Scanned copy of DD/ Banker's Cheque for processing fee. in Favor of the Managing Director, Raj-Comp Info Services Limited, Jaipur, payable at Jaipur  |                           |          |
| 4  | EMD/ Bid Security   | Scanned copy of DD/ Banker's Cheque for EMD in Favor of the Secretary, RAJASTHAN STATE SPORTS COUNCIL, JAIPUR payable at Jaipur.  |                           |          |
| 5  | Bid Submission Form   | Scanned copy of Signed and Stamped Bid Submission Form as per Annexure IV.  |                           |          |
| 6  | Authorized Signatory  | Scanned copy of Power of Attorney in favour of Authorized signatory of Bidding Documents.<br>OR<br>Signed and scanned copy of Board resolution in favour of Authorized signatory of the bidder.<br>(Sample Attached at Annexure V)  |                           |          |
| 7  | Declaration regarding Acceptance of all terms and Conditions of the RFP and its subsequent amendments | A declaration confirming Acceptance of all terms and Conditions of the RFP on bidder's letter head and its subsequent amendments without any deviation.   |                           |          |
| 8  | <b>Legal Entity</b>   | The bidder must be a single Business Entity (JV/JVC not allowed ).<br>For the purpose of this Invitation for RFP document, a Business Entity shall mean a company registered in India under the Companies Act, 1956 or 2013 or a Partnership Firm registered under the Limited Liability Partnership Act of 2008 or Indian Partnership Act, 1932.   |                           |          |
| 9  | <b>Bidder Experience</b>  | The Bidder should have experience Preparation & Management of GMS Portal, Complete Event Management, Accommodation, Catering & Transportation Services and ACT Management in any State/national or international Sports event for Central/State Govt in India within the last 5 years<br>One Order/contract of ₹ 10 Crore/Two Order Of ₹ 7 Crore (Annexure VII along with similar Work Order + Satisfactory Completion Certificates /Valid MoUs from client.) |                           |          |
| 10 | <b>Blacklisting</b>   | The bidder should not be blacklisted by any agency of the central government, Public Sector Undertaking or by any department of any State Government. Self- certification on bidder's letterhead. False certification and/or non-disclosure will lead to forfeiture of the EMD and disqualification from the evaluation process.  |                           |          |





# राजस्थान राज्य क्रीड़ा परिषद्

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|    |                                 |  |  |  |
|----|---------------------------------|--|--|--|
| 11 | <b>Average Minimum Turnover</b> | The bidder should have a minimum average annual turnover of ₹ 15 Crore over the previous three financial years.<br>(FY 2021-22, 2022-23 and 2023-2024)                     |  |  |
| 12 | <b>Stamp</b>                    | An affidavit on non-judicial stamp of Rs 100/-, that you are not blacklisted/debarred in any department, will have to be submitted after getting it certified by a notary. |  |  |
| 13 | <b>Signed Annexure</b>          | Complete and attach annexure – A, B, C, D, E, & F, G,H,I prescribed under finance (G and T) department's circular dated 04-02-2013. And                                    |  |  |





# राजस्थान राज्य क्रीड़ा परिषद्

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## Annexure I

### ट्रेक सूट, स्पोर्ट्स वेयर कीट व किट बैग स्पेशीफिकेशन

| क्रम संख्या | प्रोडक्ट   | सामग्री का नाम एवं स्पेशीफिकेशन   |   |  |
|-------------|------------|---|---|--|
|             |            | Fabric Name   | Features  | Construction Method  |
| 1           | Track-Suit | Outer Fabric :<br>N.S.Lycra/ Four Way Lycra/Rip Stop Dobby<br>Composition:<br>100% Polyester<br>GSM : 130-140 | <ul style="list-style-type: none"> <li>• Rapid Dry technology for moisture-wicking and quick drying.</li> <li>• Anti-Odour treatment to prevent bacteria and keep fabric fresh.</li> <li>• Anti-Static finish for smooth, static-free wear.</li> <li>• Skin-friendly material for irritation-free comfort.</li> <li>• Microfiber fabric for a soft, durable, and flexible feel.</li> <li>• Lightweight design for enhanced agility and ease of movement.</li> </ul> | <p><b>A. Jacket</b></p> <p>a) <b>Style</b> : Full Zip jacket with high collar for neck protection and a stylish athletic fit.</p> <p>b) <b>Pockets</b> : Two Zippered side pockets, design to securely hold small items like keys or a phone.</p> <p>c) <b>Cuff and Hem</b>: Elastic or ribbed cuffs and hem to ensure a snug fit and to prevent cold.</p> <p>d) <b>Zippers</b>: High-quality, durable zippers with pull tabs for easy handling, even with gloves on.</p> <p><b>B. Sublimation Printing and logos Pants :</b></p> <p>a) <b>Style</b> : Regular fit track pants with an elastic waistband and adjustable drawstring for a secure, personalized fit.</p> <p>b) <b>Pockets</b> : Two pocket with Zippers and back pocket with zipper design for security and convenience.</p> <p>c) <b>Leg Openings</b>: Open leg to allow easy removal over footwear.</p> <p>d) <b>Knee and seat Reinforcement</b>: Reinforced knee and seat areas for durability in high stress areas.</p> <p>e) <b>Stitching Seams</b>: Double-stitched or flatlock seams to ensure strength and minimize chafing.</p> <ul style="list-style-type: none"> <li>• <b>Reinforcement</b>: Reinforced stitching at stress points such as pockets, seams and zippers for enhanced durability.</li> <li>• Sublimation Printing and logos</li> </ul> |
|             |            | Inner Lining :<br>Soft Mesh<br>Composition:<br>100% Polyester<br>Type : Knitted<br>GSM : 130                  |   |  |
|             |            | Inner Lining :<br>Taffeta<br>Composition:<br>100% Polyester<br>Type : Woven<br>GSM : 70                       |   |  |





# राजस्थान राज्य क्रीड़ा परिषद्

सवाई मानसिंह स्टेडियम, जयपुर

Email – [rsscjaipur@gmail.com](mailto:rsscjaipur@gmail.com) Phone – 0141-2742468

|   |                                   |   |  |   |
|---|-----------------------------------|---|--|---|
| 2 | Sports Wear Kit (Jersey & Shorts) | Jersey & Shorts<br>Diamond knit<br>solid 160-170<br>GSM 100%<br>polyester | <ul style="list-style-type: none"><li>• Made from Stretchable, breathable spandex or nylon fabrics, allowing proper moisture-wicking and air circulation with hosiery cloth.</li></ul>   | <ul style="list-style-type: none"><li>• Mid-rise</li><li>• Elasticized drawstring waist</li><li>• Two Pockets</li><li>• With sublimation as per design and logo provided by RSSC (design and style as per game requirement)</li></ul> |
| 3 | Kit Bag (Sports Bag)              | Heavy Matty and High GSM  | <ul style="list-style-type: none"><li>• Kit Bag with Handle, shoulder strap, having shoe Pocket on the one side and the pocket on the front and side, having 2 zips in the bag, material should be waterproof and heavy gsm.</li><li>• Easy to carry with attractive designs.</li></ul> <p>Sizes<br/>24" * 11" * 11".<br/>Cloth should be Heavy matty.</p> | <ul style="list-style-type: none"><li>• Printing and logos as per required by the department.</li></ul>   |

नोट :- परिषद् के निर्देशानुसार निर्धारित लोगो एवं अन्य छापकर देना होगा, जिस पर परिषद् द्वारा अतिरिक्त राशि देय नहीं होगी।





# राजस्थान राज्य क्रीड़ा परिषद्

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21. Annexure H Check List for Technical Qualification of this RFP
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Secretary  
Rajasthan State Sports Council  
Jaipur