

DEPARTMENT OF INDUSTRIES AND COMMERCE
DISTRICT INDUSTRIES CENTRE, KOZHIKODE

TENDER INVITATION NOTICE

No.DICKKD/1784/2024-C4

Date: 03-12-2024

District Industries Centre Kozhikode is organizing an Exhibition named “Kozhikode MSME Fest -2024” at Aspin courtyard , Opposite to Lions park, Kozhikode beach from 2024 December 27 to 31.

Event Details

Exhibition Date	:	2024 December 27 to 31
Venue	:	Aspin courtyard , Opposite to Lions park, Kozhikode beach
Exhibition Timing	:	11 AM to 8 PM
WORK DETAILS		
Nature of Work	:	Exhibition Stall Arrangement, Stage Arrangement and light and sound
Publish Date	:	03/12/2024
Bid Submission Start Date	:	03/12/2024, 12:00 PM
Bid Submission End Date	:	17/12/2024 , 3 PM
Pre bid meeting and Site visit		09/12/2024 11 AM at DIC, Kozhikode
Pre-Qualification Details	:	Bidders must have a minimum 3 Year Experience in doing similar works in Kerala.
Bid Opening Date	:	18/12/2024 , 11 AM
Tender opening Place	:	DIC , Kozhikode
Tender Fees	:	750 /- + GST
Tender Value	:	3,00,000/-
EMD	:	3000/-(DD in Favor of General Manager , DIC Kozhikode)

On behalf of the General Manager, District Industries Centre, Kozhikode,

the ADIO-1 (HQ) & Coordinator of the MSME Exhibition intends to engage the services of an agency for venue arrangements and related activities for the MSME Exhibition 2024. The agency shall ensure the successful conduct of the exhibition by meeting all the requirements specified in the tender form.

Eligibility Criteria

The minimum eligibility criteria will be:

1. Applicant submits PAN Card and GST Registration shall be submitted.
2. Applicant Agency / Bidder shall have a minimum of 3 years experience in doing similar Events in Kerala and in setting up similar infrastructure facilities for venue arrangements. Proof of the same shall be submitted.
3. Applicant Agency / Bidder shall have experience in organizing similar Events and similar infrastructure facilities for venue arrangements for State Government Departments/ Agencies. Proof of the same shall be submitted.
4. Applicant Agency / Bidder shall have a registered office in India and a Coordinating office in Kerala with a dedicated team. Proof of the same shall be submitted.
5. Applicant Agency / Bidder should not have been blacklisted by any Government or Government Entity in the last 3 years (as on date of submission of Tender). A self- declaration to that effect shall be submitted by the authorized person.

Interested Agency shall submit their Tender along with the following details:

- a. Copies of all licenses and registrations.
- b. The experience list / reference list of similar Projects including those under execution supported by the Performance Certificate from project developers.
- c. GST registration Certificate and PAN
- d. Any other relevant documents which can support the eligibility of the agency (eg: Photo)
- e. self-declaration showing that Bidder should not have been blacklisted by any Government or Government Entity in the last 3 years
- f. Authorization to entrust any person to participate in procedures for bidders other than proprietary.

The Agency's strengths will be compared on the number of the projects executed, cumulative experience in number of similar Events undertaken by the Agency, experience in executing State Government Events, presence in Kerala, financial status and manpower of the Agency.

Evaluation Criteria

The General Manager District Industries Centre , Kozhikode will examine the

Tender to determine whether the eligibility criteria submitted are as per the requirements in the Tender document, whether the documents have been properly signed and whether the Tender is generally in order. Any Tender found to be unresponsive for any reason or not meeting the eligibility criteria specified in the Tender document will be rejected by the Authority and will not be included for further consideration.

The selection process for the Agency will be as below:

1. A Selection Committee will be constituted to evaluate the documents of the bidders
2. The decision of the Competent Authority in this regard shall be final and can not be challenged at any point of time.
3. All bids received in complete form and within the stipulated deadline will be opened. The lowest bid meeting the required specifications will be recommended by the Selection Committee to the Competent Authority for final approval. The decision of the Competent Authority in this regard shall be final and binding.

Some of the activities indicated to be carried out by District Industries Centre , Kozhikode subsequent to the receipt of the responses are indicative only. District Industries Centre , Kozhikode has the right to continue with these activities, modify the sequence of activities, add new activities or remove some of the activities, as dictated by the best interests of the project.

Wherever not specifically mentioned, the guidelines in the Govt. E-Tendering process will be followed in this tender procedure also.

For any further details, it is requested to contact:

The ADIO-1 (HQ), DIC Kozhikode & Coordinator
of MSME Exhibition

Mobile-9447212200, 0495-2766563

E-mail: diccalicut@gmail.com