



TENDER NOTICE NO. SPU/C/Tender/5036

TENDER DOCUMENT

For

SELECTION OF AGENCY

FOR

Concept, Content, Consultancy, Coordination, Event Management and Allied Works
for Upcoming Sardar-150 Commemorative Initiative by Sardar Patel University

Through online e-tendering process only



Sardar Patel University

Vallabh Vidyanagar, Anand, Gujarat 388120

Telephone:+91 02692 226801

Email:registrar_spu@spuvvn.edu

www.spuvvn.edu

November, 2024



Notice inviting On-line Tender

Details about Tender: Tender Notice No. SPU/C/Tender/5036

Department Name	:	Sardar Patel University
Officer Inviting Bids/Bid Opening Authority	:	Registrar, Sardar Patel University Vallabh Vidyanagar, Anand, Gujarat 388120 Telephone: +91 02692 226801 Email: registrar_spu@spuvvn.edu
Name of Work	:	Selection of Agency for Concept, Content, Consultancy, Coordination, Event Management and Allied Works for Upcoming Sardar-150 Commemorative Initiative by Sardar Patel University
Period of Contract	:	The contract period shall be from date of signing of contract to successful completion of the Commemoration (Tentative Date: From Month of December,2024 to October,2026)
Tender Currency Type	:	Single
Tender Currency Settings	:	Indian Rupee (INR)
Joint Venture \ Consortium	:	Not allowed
Amount Details		
Bid Document Fee	:	Rs. 5000/- in form of Demand Draft, issued by any Nationalized Bank or other bank specified by Government of Gujarat FD GR
Bid Document Fee Payable to	:	Non refundable by Demand Draft in favor of "Registrar, Sardar Patel University"
Tender Dates		
Bid Document Downloading Start Date	:	26/11/2024 at 15.00 hrs.
Bid Document Downloading End Date (online)	:	16/12/2024 till 12.00 hrs
Last Date & Time for Receipt (Submission) of Technical Bid	:	16/12/2024 till 12.00 hrs
Date of Tender opening	:	18/12/2024 at 15:00 hrs.
Bid Validity Period	:	365 days from opening of price bid
Submission of certain documents, etc.	:	Submission of Tender fee, Technical Bid and other Documents from 26/11/2024 at 15.00 hrs. up to 16/12/2024 at 12.00 hrs in the office of Registrar, Sardar Patel University, Vallabh Vidyanagar, Anand, Gujarat 388120
Phone	:	02692 226801



General Terms and Conditions

- (1) Bidders can download the tender document free of cost from the website.
- (2) Bidders have to submit Price bid in electronic form only on nprocure website till the last date & time for submission.
- (3) Price bid offers in physical form will not be accepted in any case.

Bidders who wish to participate in online tenders will have to procure/ should have a legally valid Digital Certificate as per Information Technology Act-2000 using which they can sign their electronic bids. Bidders can procure the same from any of the license certifying Authority of India or can contact (n)Code Solutions – A division of GNFC Ltd., who are licensed Certifying Authority by Govt. of India.

All bids should be digitally signed. The bidder should contact at below mentioned address for Free vendor training camp will be organized every Saturday between 4.00 to 5.00 PM at (n) Code Solutions – A Division of GNFC Ltd. Bidders are requested to take benefit of the same.

(n) Code Solutions

A Division of GNFC

301, GNFC Infotower, Bodakdev, Ahmedabad –380 054 (India), Tel: +91 26857316/ 17/ 18, Fax: +91 79 26857321, E-mail: nprocure@gnfc.net



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INVITATION FOR BIDS (IFB)

Sardar Patel University invites bids through an online e-tendering process from eligible and experienced agencies for providing comprehensive services including concept development, content creation, consultancy, coordination, event management, and associated works for an upcoming Sardar Patel Commemorative Initiative, titled "Sardar 150: A Global Celebration of Unity: Sardar for All, Sardar of All".

This initiative aims to commemorate the 150th birth anniversary of Sardar Vallabhbhai Patel through a series of engaging and informative activities and events. These activities include competitions, exhibitions, creative contests, lectures, digital content development, programs targeted towards Civil Servants, publications, and social initiatives.

Interested bidders with relevant experience and expertise are invited to submit their bids. Detailed information regarding the project scope, eligibility criteria, and bid submission process is available in the tender document.



SCHEDULE FOR INVITATION OF TENDER

Name of Tender: Selection of Agency for Concept, Content, Consultancy, Coordination, Event Management and Allied Works for Upcoming Sardar-150 Commemorative Initiative by Sardar Patel University
Issue of Tender From 26/11/2024 at 15.00 hrs to 16/12/2024 up to 12.00 hrs.
Deadline for Queries: 8/12/2024 up to 18.00 hrs.
Bid Due Date: 16/12/2024 up to 12.00 hrs.(online)
Technical Bid Submission: 16/12/2024 up to 12.00 hrs
Bid Submission Address: Registrar, Sardar Patel University Vallabh Vidyanagar, Anand, Gujarat 388120
Technical Bid Opening Date & Time: 16/12/2024 at 13:00 hrs
Price Bid opening: 18/12/2024 at 13:00 hrs
Venue: Room No. 307, IQAC, Sardar Patel University, Vallabh Vidyanagar, Anand, Gujarat 388120

Important Information:

1. Please direct all queries and correspondence to the Office of the Registrar, Sardar Patel University, located at Vallabh Vidyanagar, Anand, Gujarat 388120. Email: registrar_spu@spuvvn.edu
2. If the Office of The Registrar, Sardar Patel University is closed on the day of bid receipt as specified, bids will be received and opened on the next working day upon the office's reopening, up to the same time and at the same venue.
3. Please ensure to quote the Reference Number in all your correspondence.

General Instructions:

1. Bidders interested in participating in this selection process must register on <https://www.tender.nprocure.com>. Additionally, participating bidders must obtain a Digital Certificate as per the Information Technology Act 2000, enabling them to sign their electronic commercial proposals. Digital Certificates can be procured from (n) Code Solutions – a division



of GNFC Limited or any other agency licensed by the Controller of Certifying Authority, Government of India. Bidders with an existing Digital Certificate need not procure a new one.

2. Technical Bid: Bidders must physically submit their bids in TWO SEPARATE PARTS in sealed envelopes, clearly marked with the due date, time, project, and nature of bid. The bid document must be hardbound and duly numbered. Loose documents may be rejected outright.

- PART-I: Price of the Tender Document in a separate sealed envelope, with the Tender Document number. Please enclose the Price of the Tender Document of Rs 5000/- in the form of a Demand Draft drawn in favor of "Sardar Patel University" payable at Anand.
- PART-II: Original and one copy of the TECHNICAL BID complete with all technical and commercial details except the prices. Original printed documents shall be considered authentic.

Note: Filling up prices in Part II will disqualify the Bidder.

- The envelopes containing Part-I and Part-II of the offer should be enclosed in a larger envelope duly sealed. The enclosed CUT-OUT Slips shall be filled and pasted on the envelopes. All pages of the offer must be signed.

3. Financial Bid: The Bidder shall submit the FINANCIAL BID online through www.tender.nprocure.com only.

4. Services offered should strictly adhere to the specifications mentioned in this Tender Document. Any unavoidable deviations should be clearly spelled out in your bid under the heading "Deviations".

5. Once quoted, the Bidder shall not make any subsequent price changes, even if any deviation or exclusion may be specifically stated in the bid. Such price changes shall render the bid liable for rejection.

Yours faithfully,

For and on behalf of Registrar,

Sardar Patel University,

Vallabh Vidyanagar, Anand, Gujarat 388120



**To be pasted on the outer envelope containing Bid Security,
Tender Fees, Technical bid and Main Cover.**

Important Data

DO NOT OPEN – THIS IS A BID

Bid Security/Tender Fees/Technical Bid/Main Cover

To	Name of Tender: Selection of Agency for Concept, Content, Consultancy, Coordination, Event Management and Allied Works for Upcoming Sardar-150 Commemorative Initiative by Sardar Patel University
	Issue of Tender From 26/11/2024 at 15.00 hrs to 16/12/2024 up to 12.00 hrs.
	Technical Bid Submission Due Date: 16/12/2024 up to 12.00 hrs
	Technical Bid/Document Submission Address: Registrar, Sardar Patel University, Vallabh Vidyanagar, Anand, Gujarat 388120
	Technical Bid Opening Date & Time: 16/12/2024 at 13:00 hrs
	Price bid opening: 18/12/2024 at 13:00 hrs



1. Introduction:

Sardar Patel University, recognized for its commitment to academic excellence and innovation, is embarking on a significant commemorative initiative. In this regard, the university seeks to engage a proficient agency to oversee various aspects of this initiative.

2. Scope of Work:

The selected agency will be responsible for the following tasks:

- Conceptualization: Develop creative and innovative concepts aligned with the objectives of the commemorative initiative.
- Content Creation: Produce engaging and high-quality content for various mediums such as print, digital, and audio-visual.
- Consultancy: Provide expert advice and guidance throughout the project duration.
- Coordination: Efficiently manage and coordinate all activities related to the initiative, ensuring seamless execution.
- Event Management: Plan, organize, and execute events associated with the initiative, adhering to highest standards of professionalism.
- Allied Works: Undertake any additional tasks necessary for the successful implementation of the initiative.

3. Eligibility Criteria:

- The agency must have prior experience in handling similar projects, preferably in the education or cultural sector.
- Proof of successful execution of comparable projects should be provided.
- The agency should be capable of delivering high-quality services within stipulated timelines.
- Sound reputation in the industry is essential.

4. Submission Guidelines:

- Interested agencies are required to register on the e-tendering portal to access the tender documents.
- Bidders can download the tender document free of cost from the website.
- Bidders have to submit Price bid in Electronic form only on nprocure website till the last date & time for submission.
- Price bid offers in physical form will not be accepted in any case.
- The tender documents must be submitted online as per the specified format and guidelines.
- Any deviation from the submission instructions may lead to disqualification.
- The deadline for submission of tenders is 16/12/2024 at 12:00 hrs.

5. Evaluation Criteria:

- The evaluation will be based on various factors including experience, expertise, proposed methodology, commitment to cause and financial considerations.
- The Sardar Patel university reserves the right to reject any or all tenders without assigning any reason thereof.

6. Contact Information:

For any clarifications or queries related to this tender, interested parties may contact:

Registrar, Sardar Patel University, Vallabh Vidyanagar, Anand, Gujarat 388120

Telephone:+91 02692 226801

Email:registrar_spu@spuvvn.edu



Disclaimer:

7. This tender document does not constitute a contract or commitment on the part of Sardar Patel University. The university reserves the right to modify or cancel the tender process at any stage without prior notice.

By participating in this tender process, agencies acknowledge and accept the terms and conditions outlined herein.

CHAPTER – I

INSTRUCTIONS TO THE BIDDER

ARTICLE-1: DEFINITIONS /ABBREVIATIONS

In this document, unless the context specifies otherwise, the following words and phrases shall mean and include:

- 1) **"Agreement"** means the document signed by the SPU and Bidder that incorporates any final corrections or modification to the Tender and is the Legal document binding both the parties to all terms and conditions of the Contract.
- 2) **"Bid"** means the complete bidding document submitted by the bidder to the The Registrar, Sardar Patel University (SPU) and shall include any corrections, addenda and modifications made therein.
- 3) **"Bidder"** shall mean a corporate entity or a society or a corporation or a firm eligible to participate in the tender in the stages of Pre-qualification, bidding process and shall include the successful bidder during the currency of the Contract.
- 4) **"Proposal"** means all documents and information submitted by the bidder supporting its bid to provide the services to SPU, as required under this document.
- 5) The term **"Contract"** encompasses the Terms of Reference outlined in the Tender Document, consistent with the terms and conditions specified in the Agreement.
- 6) **"Contract Period"** refers to the duration extending from the date of contract signing to the successful completion of the Commemoration in October 2026.
- 7) **"Corrupt Practice"** means the offering, giving, receiving or soliciting of anything of value, pressurizing to influence the action of a public official in the process of bidder selection and contract execution.
- 8) **"Authority"** shall mean Sardar Patel University, Vallbh Vidyanagar, Anand for this purpose.
- 9) **"Agency"** shall mean successful bidder shortlisted and allotted this work
- 10) **"Selection Procedure"** means the entire procedure conducted by SPU to select and appoint the Successful bidder for the provision of the Services pursuant to the Tender process and the subsequent



negotiation, finalization and execution of the Agreement.

- 11) **“Total Accepted Tender Value”** means the total value of services and supplies as covered under this Tender and agreed upon by the Authority and the Bidder.
- 12) **“SPU”** shall mean Sardar Patel University
- 13) **“BOQ or Bill of Quantity”** means specified works/services as shown in price bid.

ARTICLE 2: ELIGIBILITY CRITERIA FOR BIDDERS

Bidders will be evaluated in Two stages:

1. Technical Evaluation of Proposal
2. Secondary Technical Evaluation

For the Technical Evaluation stage, bidders must meet the following criteria and provide documentary evidence supporting these requirements when submitting their technical bid. Bids from consortiums will not be accepted.

SPU reserves the right to verify the claims made by bidders and to conduct a capability assessment. The decision of SPU in this regard shall be final. SPU may, at its absolute discretion, waive any of the conditions and/or requirements in this tender for any or all bidders.

Stage –I: Technical Evaluation

The technical evaluation criteria are given in the following table:

SR. NO.	CRITERIA	Documentary Evidence	Marks
1	The bidder should possess experience in conceptualizing, designing, executing and managing District level and state-level online quiz competitions tailored to students from Upper Primary to college levels, with the provision of at least four language options.	The work order / contract from State or Central government entity should be accompanied by comprehensive documentation	10
2	The bidder should possess prior experience in conceptualizing, designing, and executing on-ground quiz competitions at both the zone and state levels catering to students ranging from Upper Primary to college levels.	The work order / contract from State or Central government entity should be accompanied by photographs and comprehensive documentation that outline each round of the competition, ensuring transparency and fairness. Additionally, it should clearly describe the process for announcing the winners.	10



3	The bidder should have experience in conceptualizing, designing, executing, and managing global-level online quiz competitions aimed at non-resident Indians residing in various parts of the world.	The work order / contract from State or Central government entity should be accompanied by comprehensive documentation with analytics to assess the reach and level of participation.	20
4	The bidder or key personnel of the bidder company should demonstrate experience in conceptualizing, designing, executing, and overseeing national-level on-ground quiz competitions specifically tailored for government officials representing various states of India.	The work order should be accompanied by comprehensive documentation with photographs.	10
5	The bidder or key personnel of the bidder company should possess experience in organizing Demonstration-cum-Exhibition of Quiz events aimed at engaging youth during State-level Events or International Fairs or Universities.	The work order from State or Central government entity should be accompanied by event photographs.	10
6	The bidder or key personnel of the bidder company should possess experience in coordinating the implementation or promotion of central government initiatives at the state level.	Work Order or D.O. letter should clearly delineate the role assigned.	10
7	The bidder or key personnel of the bidder company should demonstrate Experience in developing and deploying Touch Screen MultiLingual Quiz Kiosks across diverse thematic areas, including conceptualization, design, and implementation.	The bidder should provide visual documentation, such as photographs, along with the work order. Additionally, upon request, the bidder should be capable of presenting three distinct conceptual designs for demonstration purposes.	10
8	The key personnel of the bidder company should possess a strong background in print media, including expertise in both traditional book publishing and digital publishing.	The bidder should provide satisfactory documents. Sardar Patel University's assessment and decision shall be final without any dispute.	10



9	The key personnel of the bidder company should have a sound background in either radio or television media.	Appointment letter or Work Experience Certificate from well-established media organizations.	10
10	The bidder or the key personnel of the bidder company should have experience in conceptualizing and organizing Reading Competitions that involve students, conducted in three or more languages.	A self-attested concept notes along with accompanying photographs of the competition. Sardar Patel University's assessment and decision shall be final without any dispute.	10
11	The bidder or a key member of their team must demonstrate proven expertise in all phases of the Time Capsule project, from conceptualization and development to execution as part of the commemorative ceremony.	A self-attested concept notes along with accompanying photographs. Sardar Patel University's assessment and decision shall be final without any dispute.	20
12	The bidder or a key member of the bidder's team should possess a proven track record in conceptualizing, designing, and executing impactful exhibitions that showcase the lives and contributions of national leaders.	The work order accompanied by Exhibition photographs	10

After the primary technical evaluation based on a marking system, **Sardar Patel University (SPU)** will assign a **Primary Technical Evaluation Score (PTE)** to each bidder. Only bidders who achieve a **Preliminary Technical Evaluation (PTE)** score of **80 or above out of 140** will be invited to participate in the **Secondary Technical Evaluation**, which is expected to take place on the **next day** following the opening of the technical bids. This stage will involve a more detailed assessment of their bids.

Stage – II: Secondary Technical Evaluation

The agencies selected for the secondary technical evaluation are required to prepare a **comprehensive presentation** demonstrating their ability to provide comprehensive services. These services should include concept development, content creation, consultancy, coordination, event management, and associated tasks for the upcoming Sardar Patel Commemorative Initiative. The presentation should cover, but is not limited to, the following points:



- Past experience in handling similar projects.
- The bidder should demonstrate a clear vision and the capability to meet the deliverables of each item specified in the price bid. This includes detailing the strategic approach, resources, and methodologies that will be employed to ensure the successful and timely completion of each deliverable. The bidder should provide comprehensive plans and evidence of past performance that illustrate their ability to achieve the required outcomes for all specified items in the price bid.
- Key personnel for the project.
- Implementation schedule.

Innovative Approach :

Innovative and attractive ideas not included in the BOQ but proposed by the agency, with additional charges for those specific activities, will influence the evaluation process.

The bidder should present these innovative ideas along with their respective charges for approval by SPU. If accepted, they will be incorporated into the work order.

Bidders are required to make a comprehensive presentation for the Secondary Technical Evaluation before the Committee at the date and time communicated via email or telephone.

Key Details to Consider in the Secondary Technical Evaluation:

1. **Deeper Assessment:** The secondary evaluation might include an in-depth review of the bidders' proposed methodologies, technologies, and approaches to ensure alignment with the project's goals.
2. **Demonstrations:** Bidders may be required to give detailed presentations or demonstrate their capabilities.
3. **Interviews:** The evaluation could include interviews with key personnel from the bidders to assess expertise, experience, and potential collaboration effectiveness.
4. **Clarifications and Negotiations:** At this stage, the evaluation committee may seek clarifications or engage in negotiations to fine-tune aspects of the bid, ensuring the best match for the project needs.

The Committee will assign a score out of 100 for the comprehensive presentation during the Secondary Technical Evaluation, which will be considered as the STE Score.

Bidders with an STE Score below 55 will not qualify for the **Quality Cost Based System (QCBS)**.

Bidders with Cumulative Score of PTE and STE below 150 will not qualify for the **Quality Cost Based System (QCBS)**.



Price Bid Evaluation

a. The evaluation will be conducted using the **Quality Cost Based System (QCBS)** methodology.

b. Only bidders with a **Secondary Technical Evaluation (STE) Score above 55** and a **Cumulative Score (PTE + STE) above 150** will qualify for consideration under the QCBS framework.

c. The Committee will evaluate the bidders by assigning a 70% weightage to the quality of the comprehensive presentation along with the Technical Evaluation Score, and a 30% weightage to the Price Bid.. All relevant details mentioned in the price bid must be supported with an Annexure.

d. Bidders must complete the entire price bid, including the final amount for each specified item. The TBV derived from given formula will be considered Total Final Amount (TFA) for further evaluation in the QCBS formula.

e. The marks obtained by the bidder in the comprehensive presentation will be taken as the STE Score.

f. The comparison of Price Bids will be done using the following formula:

$$Sf = 100 \times (Fm/TFA)$$

Where:

- Sf is the standard financial score of the Price Proposal being evaluated.
- Fm is the lowest price bid.
- TFA is the Price Proposal under consideration.

g. The bidder securing the highest score/ranking will be selected based on the combined marks of the Primary Technical Evaluation (PTE), Secondary Technical Evaluation comprehensive presentation (STE), and Financial Bid (TFA) according to the following formula:

$$\text{Highest Score} = (\text{NPTE} \times 0.2) + (\text{STE} \times 0.5) + (\text{Sf} \times 0.3)$$

The Highest Score is calculated by combining three components: NPTE, STE, and SF, each weighted differently. The formula is as follows:

The NPTE score is the PTE score adjusted to a scale of 100. This is done by dividing the PTE score by 140 and then multiplying the result by 100. The NPTE is then weighted at 20% of the total score.

The STE and SF are both scores already on a 100-point scale, with STE weighted at 50% and SF weighted at 30%.

Thus, the Highest Score is calculated by multiplying the NPTE by 0.2, the STE by 0.5, and the SF by 0.3, and then adding the results together.

If required, the Committee will conduct further negotiations and finalize the price.

SPU reserves the right to appoint the successful bidder subject to any additional terms and conditions it deems appropriate in relation to the tender process and/or the provision of services. SPU is not obligated to provide any reasons for the selection or rejection of any proposal or any part thereof.

SPU also reserves the right, at any time and at its absolute discretion, to accept or reject proposals, pursue negotiations with any number of bidders, withdraw from negotiations with any bidder at any time, and to suspend, discontinue, modify, and/or terminate the tender process at any time.



ARTICLE – 3: CORRECTION OF ERRORS

Price proposals determined to be substantially responsive will be checked by SPU for any arithmetic errors. These errors will be rectified as follows:

a) If there is a discrepancy between the total price bid amount and the summary of the total cost of all components/parts, the following procedures will apply:

1. Where there is a discrepancy between the rates in figures and in words, the lesser amount will govern.
2. Where there is a discrepancy between the unit rate and the line-item total resulting from multiplying the unit rate by the quantity, the quoted unit rate will govern.
3. If the total bid amount quoted is less than the actual summation of the cost of all components/parts, the total quoted amount will govern, and the difference will be considered a discount.
4. If the total bid amount is more than the actual summation of the cost of all components/parts, the individual cost of the components/parts will govern, and the total amount will be reduced to the actual summation. This will be considered a totaling mistake.

However, the decision of SPU in this regard shall be final and binding.

The amount stated in the Form of Bid for the Price Proposal will be adjusted by SPU according to the above procedure for the correction of errors and will be considered binding upon the bidder. If the bidder does not accept the corrected bid amount, their bid will be rejected.

ARTICLE 4: COMPARISON OF PRICE BIDS

1. **Bid Evaluation and Comparison:** SPU will evaluate and compare only those bids that are determined to be substantially responsive according to the relevant clauses.
2. **Consideration of Additional Costs and Factors:** SPU's evaluation will include not only the bid prices listed in the Schedule of Prices but also any additional costs and factors, using pricing information available to SPU as required.
3. **Realistic Pricing:** If a bid's price is deemed unrealistic, it is liable to be rejected.
4. **Right to Accept or Reject Variations:** SPU reserves the right to accept or reject any variations or deviations. Any additional factors or unsolicited benefits that exceed the requirements of the bidding documents may not be considered in the bid evaluation.
5. **Low Bid Price Analysis:** If the successful bid is significantly below SPU's estimate, SPU may require the bidder to provide a detailed price analysis to prove the internal consistency of those prices.
6. **Discount Application and Proposal Rejection:** Any offered discount will be applied proportionately to each item. SPU reserves the right to reject bids and request new price proposals if necessary. For fair comparison, each Price Proposal will be thoroughly examined according to the relevant procedures.



Article 5: Clarification of Bidding Documents

1. If a prospective bidder needs clarification on the bidding documents, they should notify the Employer in writing or by fax (including electronic transmission such as facsimile, cable, emails, and telex) at the address provided in the Invitation for Bid. The Employer will respond to requests for clarification received before the Technical Bid Submission Due Date.
2. No queries of any type will be entertained over the phone.
3. No queries will be entertained once the Technical Bid Submission Due Date has passed.

CHAPTER-II

GENERAL TERMS AND CONDITIONS

ARTICLE - 1: CHECKLIST OF DOCUMENTS COMPRISING THE BID

Part-I

1. **Bid Document Fee:** One copy of the Tender Document in the prescribed form.

Part-II

1. **Signed and Sealed Bid:** The original bid, signed and sealed (with the official seal) on all pages, with all pages duly numbered.
2. **Certification Documents:**
 - **Company:** Certified copy of the Certificate of Incorporation and Memorandum and Articles of Association.
 - **Corporation:** Authenticated copy of the parent statute.
 - **Firm:** Certified copy of the Registration Deed.
 - **Proprietary Firm:** GST Certificate of the firm.
 - Certified copies must be signed and sealed by the authorized signatory.
3. **List of Key Personnel:** Present Directors/owners/executive council members/trustees/Board members, as applicable.
4. **Technical Proposal:** Detailed concept of the proposed project, including:
 - All annexures except the financial bid format.
 - Legal and mandatory obligations as mentioned.
5. **Documentary Evidence:** Signed by the authorized signatory, proving fulfillment of criteria as stated in Article 2, Chapter I.
6. **Compliance Statement:** Clause-by-clause compliance for the entire Tender Document, including all Annexures.
7. **Deviations/Non-Compliance:** Listed separately.
8. **Annexures:** Details in the given formats (check all Annexures).



Part-III

1. **Financial Bid:** As per Annexure – 1, to be submitted online only.
2. No deviations or non-compliance clauses allowed.

ARTICLE 2: BIDDING DOCUMENT

2.1 Bidders must review all instructions, forms, terms, and specifications in the bidding documents. Failure to provide all required information or submit a bid that is not fully compliant with the bidding documents may result in bid rejection. Bidders must submit a hardbound, numbered document. Loose documents may be rejected outright.

ARTICLE 3: CLARIFICATION ON BIDDING DOCUMENTS

3.1 Bidders can request written clarifications within the stipulated time from the issuance of the tender document, directed to the Office of the Registrar, SPU, Anand. Clarifications will be issued promptly.

ARTICLE 4: AMENDMENT OF BIDDING DOCUMENTS

4.1 SPU may modify the bidding documents by amendment at any time before the submission deadline, either on its initiative or in response to bidder inquiries.

4.2 All prospective bidders who have received the bidding documents will be notified of the amendment via the website <https://tender.nprocure.com/>. These modifications will be binding on all bidders.

4.3 To give prospective bidders reasonable time to account for the amendment in their bids, SPU may, at its discretion, extend the bid submission deadline.

ARTICLE 5: LANGUAGE OF BID

5.1 The bid, along with all correspondence and documents exchanged between the bidder and SPU, must be in English. If supporting documents and printed literature are in another language, they must be accompanied by an accurate English translation of the relevant pages. The English translation will be used for interpretation purposes.

ARTICLE 6: COST OF BIDDING

6.1 The bidder is responsible for all costs associated with preparing and submitting the bid. SPU will not be liable for these costs, regardless of the bidding process's outcome.

ARTICLE 7: BID FORMS

7.1 Bidders must use the specific forms prescribed in the tender document to provide the required information. If additional space is needed, bidders can use the space at the end of the form or attach extra sheets.

7.2 If no specific form is provided, bidders must design a form to include the necessary information.

7.3 SPU is not bound by any printed conditions or provisions included in the bidder's bid forms.



ARTICLE - 8: FRAUDULENT & CORRUPT PRACTICE

8.1 **Definition:** Fraudulent practice involves misrepresenting facts to influence the procurement process or the execution of a contract. This includes collusion among bidders to set bid prices at artificial, non-competitive levels, depriving SPU of the benefits of fair competition.

8.2 **Rejection of Proposal:** SPU will reject a proposal if it determines that the bidder engaged in corrupt or fraudulent practices during the bidding or execution of the contract.

ARTICLE - 9: LACK OF INFORMATION TO BIDDER

9.1 **Bidder's Responsibility:** The bidder is expected to have thoroughly examined all contract documents. Any lack of information will not relieve the bidder from fulfilling their contractual obligations.

ARTICLE - 10: CONTRACT OBLIGATIONS

10.1 **Post-Award Requirements:** If the bidder fails to sign the agreement or provide the performance guarantee within the specified time, SPU reserves the right to cancel the contract and seek remedies as per the contract terms.

ARTICLE - 11: BID PRICE

11.1 **Financial Bid Format:** The financial bid must be in the format specified in Annexure – 1. The bidder must confirm compliance with the following:

- **Influence Prohibition:** Any effort by the bidder or their representatives to influence SPU's evaluation or award decisions will result in bid rejection.
- **Rate Specification:** The bidder should provide a single consolidated rate for the contract period based on the specified payment terms.
- **Direct Submission:** Bids must be submitted directly by the bidder.

11.2 **Clarification of Bid Price:** SPU reserves the right to seek clarification or justification from the bidder regarding the bid price if deemed necessary. Based on the justification, if SPU finds the price to be unrealistic or infeasible for executing the project, it reserves the right to reject the bid. The decision of SPU will be final.

ARTICLE - 12: BID CURRENCY

12.1 **Currency Specification:** The prices for the services required in the tender should be quoted in Indian Rupees. Payment for such services, as specified in the agreement, will be made in Indian Rupees only.

ARTICLE - 13: PERIOD OF VALIDITY OF BID

13.1 **Bid Validity:** Bids must remain valid for 365 days from the date of bid opening as prescribed by SPU. Bids valid for a shorter period will be rejected as non-responsive.

13.2 **Extension of Validity:** In exceptional circumstances, SPU may request in writing to extend the validity period. The bid security, if any will also be extended accordingly. The bidder granting the request is not required or permitted to modify their bid.



ARTICLE - 14: FORMAT AND SIGNING OF BID

14.1 **Bid Copies:** The bidder shall prepare the required number of copies of the bid, clearly marking each as “Original Bid” and “Copy of Bid” as appropriate. All bid documents must be submitted in a hard-bound format. Bids submitted in loose form may be rejected outright. In case of discrepancies between the original and the copy, the original will prevail.

14.2 **Signature Requirements:** The original and all copies of the bid must be typed or written in indelible ink and signed by the bidder or an authorized representative. Every page of the bid, except for unamended printed literature, must be initialed by the person signing the bid.

14.3 **Alterations and Corrections:** The bid must be free from alterations or erasures, except as necessary to comply with SPU's instructions or to correct errors made by the bidder. Any such corrections must be initialed by the person signing the bid.

ARTICLE - 15: SEALING AND MARKING OF BID

Bidders shall submit their bids in three separate parts, with two parts submitted in sealed envelopes marked with the due date, time, project, and nature of bid (Bid Security, Technical), and the Financial Bid submitted online.

Part I: Tender Fee in a separate sealed envelope, clearly marked with the Tender Document number.

Part II: Original and one copy of the TECHNICAL BID, complete with all technical and commercial details except for prices (prices should be blanked out).

Note: Including prices in Part II will disqualify the bidder.

PART III: Submission of Financial Bid

The original FINANCIAL BID must be submitted online only, including full price details.

Sealing and Marking Instructions

Envelopes:

- Part I (Tender Fee) and Part II (Technical Bid) should be placed in separate sealed envelopes.
- These envelopes should then be placed in a larger sealed envelope.

1. Cut-Out Slips:

- Use the provided cut-out slips to label each envelope.
- Ensure all pages of the offer are signed.

2. Bidder Information:

- The outer envelope should indicate the bidder's name and address to ensure it can be returned unopened if it is declared late or if the price was not submitted online.

3. Responsibility for Sealing:

- If the outer envelope is not properly sealed and marked, SPU will not be responsible for any misplacement or premature opening of the bid.

4. Placement of Documents:

- The Tender Fee, Bid Security, and Technical Bids should each be in separate envelopes and then placed together in a double envelope as explained.

5. Consequences of Improper Sealing:

- If the envelopes are not sealed and marked as required, SPU will not be responsible for the bid's misplacement, premature opening, or rejection.



ARTICLE 16: BID DUE DATE

16.1 Bids must be received by SPU at the specified address by the date indicated in the Tender Document. Late bids will be rejected.

16.2 SPU may extend the bid due date by notifying all prospective bidders via fax or other written communication. All rights and obligations will be adjusted to the new bid due date.

ARTICLE 17: LATE AND CONDITIONAL BIDS

17.1 Bids received after the due date/time will be rejected.

17.2 Bids with conditions beyond those specified in the tender document will be rejected.

ARTICLE 18: MODIFICATION AND WITHDRAWAL OF BIDS

18.1 Bidders may modify or withdraw their bids before the submission deadline by sending a written notice to SPU.

18.2 Modification or withdrawal notices must be prepared, sealed, marked, and dispatched similarly to the original bid.

18.3 No bids can be modified after the submission deadline.

18.4 Bids cannot be withdrawn between the submission deadline and the expiration of the bid validity period. Withdrawal during this period may result in forfeiture of the bid security.

ARTICLE 19: OPENING OF BIDS BY SPU

19.1 Bids will be opened in the presence of bidders' representatives who choose to attend. Representatives must sign a register to confirm their attendance.

19.2 The names of bidders, bid modifications or withdrawals, and the presence or absence of bid security will be announced at the opening.

19.3 At the specified time, SPU will open the Technical Bids for evaluation. The Financial Bids will be submitted online and held by a designated officer for opening after the Technical Bids are evaluated. Bidders may send representatives to witness these procedures.

19.4 Bidders cannot submit additional documents/information/clarifications after the bid closure. However, SPU may request additional clarification/information/documents during the evaluation process at its discretion.

ARTICLE 20: CONTACTING SPU

20.1 Bidders should not contact SPU officers outside office hours or SPU premises from the time of bid opening until the contract is awarded.

20.2 Any attempt by a bidder to influence SPU officers during bid evaluation, comparison, or contract award will result in rejection of the bid. Bidders should communicate any additional information in writing.



ARTICLE 21: BID EVALUATION

21.1 Parameters and Procedure of Evaluation

Bidders must bid for the work outlined in this document. SPU retains the right to choose from the proposals submitted and is not obligated to select the bidder with the lowest quote. Only bidders meeting the criteria specified in this document will be considered for presentation and financial bid opening.

The technically eligible bidder with the Highest Combined Score, determined through Quality and Cost Based Evaluation Method, will be shortlisted. They may then be invited for negotiation, where outstanding points will be clarified, technical and financial arrangements finalized, and, upon successful negotiations, a Contract Agreement signed. Bidders must understand that any or all parts of their bids may be subject to negotiation.

Evaluation will be based on the parameters outlined above and the data and documents provided by the bidders to support their claims.

An Evaluation Committee appointed by SPU will conduct the evaluation. The Committee will address any issues that arise during the evaluation process and have not been covered in this Tender Document. The Committee's decisions will be final and binding on all bidders.

ARTICLE - 22 : SPU'S RIGHTS TO ACCEPT ANY BID AND TO REJECT ANY OR ALL BIDS

22.1 SPU reserves the right to reject any bid and to annul the bidding process and reject all bids at any time prior to award of Contract. Without thereby incurring any liability to the affected Bidder(s) or any obligation to inform the affected Bidder(s) of the grounds for such decision.

ARTICLE - 23: NOTIFICATION OF AWARD & SIGNING OF CONTRACT

23.1 Prior to expiry of the period of bid validity, SPU will notify the successful bidder in writing that its bid has been accepted and send the successful Bidder the Contract Form.

23.2 Within Two (02) days of receipt of the Contract Agreement, the successful bidder shall sign and date the Contract Agreement and return it to the SPU. Extension of the time contained in this clause shall be at the sole discretion of the employer. Failure on the part of the bidder to sign the contract agreement within the prescribed time shall empower the employer to cancel the Letter of Acceptance and take appropriate action against the contract including forfeiture of the 'EMD' and black listing of the bidder.

23.3 The person to sign the Contract Agreement shall be the person as described in the relevant clause.

23.4 It shall be incumbent upon the successful bidder to pay stamp duty on the Contract and all other legal charges for preparation of the Contract Agreement, as ruling on the date of execution of the Contract as specified in the Conditions of Contract.



ARTICLE 24: SPU'S RIGHT TO AWARD THE CONTRACT

SPU reserves the right to award the contract to one or more bidders and may split the order among different bidders.

In recognition of the Sardar-150 Commemorative Initiative's comprehensive nature, the detailed scope of work, deliverables, and specifications outlined in this document serve as preferred guidelines rather than absolute requirements. We encourage proposers to submit creative alternatives or suggest adjustments that enhance the project's effectiveness and overall impact.

Following a thorough evaluation of all proposals and discussions with shortlisted vendors, the final work order will clearly define the agreed-upon deliverables, specifications, and project timeline. This collaborative approach ensures we achieve the best possible outcome for the Sardar-150 Commemorative Initiative, aligning with its goals and the interests of Sardar Patel University. Sardar Patel University's final decision on the scope of work and awarded contract will be considered binding.

ARTICLE 25: BIDDER AS SUBCONTRACTOR

At the bidding stage, the bidder cannot act as a subcontractor for another bidder.

ARTICLE 26: FORCE MAJEURE

Force Majeure refers to events or circumstances beyond the affected party's control that could not have been prevented by reasonable efforts. These events have a significant adverse effect on the affected party's performance. Force Majeure events include acts of war, natural disasters, and government actions.

Procedure for Calling Force Majeure: The affected party must notify the other party in writing within 24 hours of becoming aware of the Force Majeure event. The notice should include details of the event, its impact, and the measures being taken to address it. Performance of obligations under the contract is suspended until the Force Majeure event is resolved.

ARTICLE 27: ARBITRATION

(a) Any disputes between SPU and the bidder related to the contract shall be settled through arbitration in accordance with the Indian Arbitration and Conciliation Act, 1996.

(b) Arbitration can proceed even if the works are not completed. Both parties must continue their obligations under the contract during arbitration.

(c) Arbitration proceedings will be held in Anand, and English will be the language used.

(d) The decision of the majority of arbitrators will be final and binding. Arbitrators' expenses will be shared equally, while each party bears its own expenses related to the arbitration.

(e) All arbitration awards will be in writing and state the reasons for the decision.

ARTICLE 28: BID CORRIGENDUM / CLARIFICATIONS

Any bid corrigendum will be provided through nprocure. Clarifications, if needed, will be raised via email and provided through SPU website/email.



CHAPTER III: TERMS OF REFERENCE

ARTICLE 1: SCOPE OF SERVICES

The successful bidder will perform all tasks necessary to complete the work as outlined in the Detailed Description of Items for Price Quotation document and specified in respective document.

- Execution of BOQ items is subject to SPU's requirements and instructions. SPU reserves the right to add, delete, or modify any item in the BOQ.
- The bidder may be required to perform additional work as instructed by SPU. Payment for such work will be determined by the Registrar, SPU based on market rates or rate analysis.

CHAPTER IV: SPECIAL TERMS AND CONDITIONS OF CONTRACT

ARTICLE 1: CONTRACT PERIOD

The "Contract Period" starts from the date of contract signing and extends to the successful completion of the Commemoration in October 2026.

ARTICLE 2: TERMINATION OF THE CONTRACT

SPU reserves the right to cancel the contract if the bidder breaches any contract conditions, including actions or omissions contrary to State Government/SPU laws.

ARTICLE 3: DETAILS TO BE KEPT CONFIDENTIAL

The bidder must maintain confidentiality regarding contract details unless necessary for contract purposes. Any disclosure must have prior written consent from SPU. The bidder or their representative must not disclose or use project data for commercial purposes without SPU's written permission.

ARTICLE 4: TRANSFER OF RIGHTS

The bidder cannot transfer the contract without prior permission from SPU.

ARTICLE 5: PAYMENT TERMS

a) Payment of Professional Fees: SPU agrees to remunerate the bidder for the contracted services, inclusive of professional fees, as outlined in the work order. This compensation encompasses a comprehensive range of activities and expenses, including but not limited to services, design fees, execution, hiring, transportation, conveyance, handling, loading, unloading, fabrication, erecting, installation, dismantling, commissioning, supervision, overheads, infrastructure, housekeeping, consumables, tools, and all applicable taxes except GST.

GST will be paid separately in addition to the agreed amount.

b) Mode of Payment: Payment terms shall be in accordance with the norms of Sardar Patel University. However, due to the diverse scope of work and the varying durations of multiple initiatives under this tender, specific payment schedules and structures will be negotiated and mutually agreed upon with the selected agency prior to contract finalization. This arrangement is intended to ensure that the payment terms are suitably aligned with the unique requirements and milestones of each initiative while maintaining adherence to university standards.



ARTICLE 6: OTHER SPECIAL CONDITIONS OF THE TENDER

1. The bidder must submit a soft copy of the presentation to SPU.
2. If any ambiguity or contradiction is found between the technical bid and the financial bid, the bidder must notify SPU before the Technical Bid Submission Date.
3. The bidder must incorporate any necessary changes or suggestions made by committee members during the selection process or during the execution of the works at no additional cost.
4. Any changes or deviations in work, such as quantity or area increases, must follow the directions of the committee members or SPU.
5. The bidder must submit an Affidavit Of Non-Affiliation With Educational Sectors as per Annexure 7.

Mandatory Compliance with Transfer and Control Provisions

"The selected party (hereafter referred to as 'Vendor') must strictly adhere to the following provisions throughout the duration of the contract:

1. **Transfer and Assignment Clause:** The Vendor shall not assign, transfer, or delegate any of its rights or obligations under this Contract to any third party without the prior written consent of the contracting authority. Any attempt to assign, transfer, or delegate without such consent shall be null and void. However, the Vendor may assign this Contract in the event of a merger, acquisition, or sale of substantially all of its assets, provided the successor entity agrees to assume all obligations under this Contract and comply fully with its terms.
2. **Change of Control Clause:** In the event of a change of control within the Vendor's organization, including but not limited to a merger, acquisition, or sale of all or substantially all of the Vendor's assets, the Vendor must notify the contracting authority in writing within thirty (30) days of such change. The contracting authority reserves the right to review the impact of such change and may request amendments to the Contract to address any adjustments in business objectives, financial stability, or service expectations. If an agreement on necessary amendments cannot be reached within sixty (60) days of the notification, the contracting authority or the Vendor may terminate the Contract with an additional thirty (30) days' notice, ensuring that all obligations for services rendered prior to termination are fully settled."



CHAPTER –V

ANNEXURES

TECHNICAL PROPOSAL SUBMISSION LETTER

To: [Location, Date]
The Registrar,
Sardar Patel University,
Vallabh Vidyanagar,
Anand, Gujarat 388120

Dear Sir,

We/I, the undersigned, offer to provide services for Concept, Content, Consultancy, Coordination, Event Management, and Allied Works for the Upcoming Sardar-150 Commemorative Initiative by Sardar Patel University as per the guidelines, terms, and conditions outlined in this tender document. We/I hereby submit our proposal, which includes the Technical Proposal.

The enclosed technical proposal includes the authority document for the Authorized Signatory and Consent letters, both in Original and Copy. (We are submitting our Proposal in association with: [Insert the list of partners with full names and addresses of each associated Consultant]).

We confirm that we meet the Qualification Criteria specified in your document. We declare that all the information and statements made in this Proposal are true and accept that any misinterpretation contained herein would lead to our disqualification.

If negotiations are held during the period of validity of the Proposal, i.e., 180 calendar days from the last date of proposal submission, we undertake to negotiate without any alteration in the deliverables proposed for the assignment. Our Proposal is binding upon us and subject to modifications resulting from Contract negotiations.

We undertake, if our Proposal is accepted, to initiate the services related to the assignment no later than a week from the date of issue of the letter of award.

Thank you.

Yours Sincerely,

Authorized Signature [In full and initials]:

Name and Title of Signatory:

Name of Firm:

Address:

*Proposal should be submitted on the official letterhead of the company.



ANNEXURE -1:

FINANCIAL BID FORMAT

Tender Notice No.:

Tender Document No.:

To:

The Registrar,
Sardar Patel University,
Vallabh Vidyanagar,
Anand, Gujarat 388120

Dear Sir,

I/We hereby submit our bid for the **Selection of Agency for Concept, Content, Consultancy, Coordination, Event Management, and Allied Works for the Upcoming Sardar-150 Commemorative Initiative by Sardar Patel University**, as per the Terms of Reference provided in the Tender Document of SPU, Anand. We agree to complete the work within the specified time and in accordance with the specifications, design, and instructions outlined in the Special Terms and Conditions as well as the General Terms and Conditions.

The detailed price bid format is available online on nprocure/SPU. The price bid is to be filled in the provided separate sheet format online on n-procure only.

Signature of the Bidder with Seal:

[Bidder's Signature]



ANNEXURE – 2: PROFORMA OF GENERAL POWER OF ATTORNEY

(To be signed and executed on non-judicial stamp paper of Rs. 10/=)

GENERAL POWER OF ATTORNEY

Be it known to all whom it may concern that:

1. Sri/Smt _____ S/O _____ residing at _____
2. Sri/Smt _____ S/O _____ residing at _____
3. Sri/Smt _____ S/O _____ residing at _____

We, the undersigned, being all the Partners/Directors/Board members/Trustees/Executive council members/Proprietors/Leaders of M/S _____ having its registered office at _____, hereby appoint Sri _____ S/O _____ residing at _____ as our attorney to act in our name and on our behalf and to sign and execute all documents and agreements binding the firm for all contractual obligations (including reference of cases to arbitrators) arising out of contracts to be entered into by the company/corporation/society/trust/firm with the Tourism Corporation of Gujarat Limited, Gandhinagar in connection with its tender No. _____ Dated _____ for the supply of _____ due for opening on _____.

In short, he is fully authorized to do all acts and execute all documents necessary for the above purpose concerning M/S _____, and we hereby agree to confirm and ratify his every act and any document executed by our said Attorney within the scope of the authority hereby conferred on him, including references of cases to arbitration. All such acts shall be binding on us and our company/corporation/society/trust/firm as if executed by us individually or jointly.

Witness (with address)

**Signature of the Partners/Directors/Board members/
trustees/ Executive council members/ proprietors/ Leaders**

- 1.
- 2.
- 3.

ATTESTED

ACCEPTED

Signature: _____
(Seal and Signature of the Signatory of Tender offer of the
company/corporation/society/trust/firm)



ANNEXURE – 3

PROFILE OF THE BIDDER

All individual firms and each partner are requested to complete the information in this form. Information should be provided for all owners or applicants that are partnerships or individually owned firms.

Sr.	Particular	Details
1	Name of bidder	
2	Type of firm: Proprietary/ Partnership/ Pvt Ltd, Public Ltd Company/ Society/NGO	Partnership deed/MoA AoA/Society as applicable
a	Year of Incorporation/ Registration number/GST Certificate	Incorporation certificate as applicable
3	Communication Detail	
a	Head Office address /Local Office address (if any)	
b	Head Office address	
4	Contact detail	
a	Mobile Number	
b	Landline Number	
c	Fax Number	
d	Email detail	
5	Nature of Business	
	Since_____	

Note: Providing false information or non-disclosure will result in the disqualification of the firm. Any change in the name of the company or firm must be supported by a legal resolution as per applicable norms.

Signature of the bidder with seal



ANNEXURE – 4

CHECKLIST FOR FULFILLMENT OF ELIGIBILITY CRITERIA

SR. NO.	CRITERIA	Documentary Evidence	Documentary evidence submitted (Y/N) Pg. No. of proposal
1	The bidder should possess experience in conceptualizing, designing, executing and managing District level and state-level online quiz competitions tailored to students from Upper Primary to college levels, with the provision of at least four language options.	The work order / contract from State or Central government entity should be accompanied by comprehensive documentation	
2	The bidder should possess prior experience in conceptualizing, designing, and executing on-ground quiz competitions at both the zone and state levels catering to students ranging from Upper Primary to college levels.	The work order / contract from State or Central government entity should be accompanied by photographs and comprehensive documentation that outline each round of the competition, ensuring transparency and fairness. Additionally, it should clearly describe the process for announcing the winners.	
3	The bidder should have experience in conceptualizing, designing, executing, and managing global-level online quiz competitions aimed at non-resident Indians residing in various parts of the world.	The work order / contract from State or Central government entity should be accompanied by comprehensive documentation with analytics to assess the reach and level of participation.	
4	The bidder or key personnel of the bidder company should demonstrate experience in conceptualizing, designing, executing, and overseeing national-level on-ground quiz competitions specifically tailored for government officials representing various states of India.	The work order should be accompanied by comprehensive documentation with photographs.	
5	The bidder or key personnel of the bidder company should possess experience in organizing Demonstration-cum-Exhibition of Quiz events aimed at engaging youth during State-level Events or International Fairs or Universities.	The work order should be accompanied by event photographs.	
6	The bidder or key personnel of the bidder company should possess experience in coordinating the implementation or promotion of	Work Order or D.O. letter should clearly delineate the role assigned.	



	central government initiatives at the state level.		
7	The bidder or key personnel of the bidder company should demonstrate Experience in developing and deploying Touch Screen Multilingual Quiz Kiosks across diverse thematic areas, including conceptualization, design, and implementation.	The bidder should be prepared to provide visual documentation, such as photographs, along with the work order. Additionally, upon request, the bidder should be capable of presenting three distinct conceptual designs for demonstration purposes.	
8	The key personnel of the bidder company should possess a strong background in print media, including expertise in both traditional book publishing and digital publishing.	The bidder should provide satisfactory documents. Sardar Patel University's assessment and decision shall be final without any dispute.	
9	The key personnel of the bidder company should have a sound background in either radio or television media.	Appointment letter or Work Experience Certificate from well-established media organizations.	
10	The bidder or the key personnel of the bidder company should have experience in conceptualizing and organizing Reading Competitions that involve students, conducted in three or more languages.	A self-attested concept notes along with accompanying photographs of the competition.	
11	The bidder or a key member of their team must demonstrate proven expertise in all phases of the Time Capsule project, from conceptualization and development to execution as part of the commemorative ceremony.	A self-attested concept notes along with accompanying photographs.	
12	The bidder or a key member of the bidder's team should possess a proven track record in conceptualizing, designing, and executing impactful exhibitions that showcase the lives and contributions of national leaders.	The work order accompanied by Exhibition photographs	

Signature of the Bidder with seal



ANNEXURE - 5

HISTORY OF LITIGATION

Applicants should provide information regarding any history of litigation or arbitration resulting from contracts within the last five years or currently under execution.

Year	Award for/ or against bidder	Name of Client	Litigation & Dispute Matter	Disputed Amount in Rs.

NOTE:

Failure to provide the required information in this schedule, or if it is discovered later, will result in the disqualification of the bidder.

Signature of the Bidder with seal



ANNEXURE-6

SELF DECLARATION OF NOT-BLACKLISTED

(on company letterhead)

To

[Date]

Registrar,
Sardar Patel University,
Vallabh Vidyanagar,
Anand, Gujarat 388120

Dear Sir,

This is to declare that our company, _____, is not blacklisted by any Central/State Government Department or Public Sector Undertaking.

Name of Bidder:

Signature of the Bidder with Seal:

ANNEXURE-7

AFFIDAVIT OF NON-AFFILIATION WITH EDUCATIONAL SECTORS

I, [Your Name], solemnly affirm and declare under penalty of perjury that:

1. The company, its owners, or any other company owned by its stakeholders have no direct or indirect affiliation with educational institutes, online/digital learning platforms, education startups, or any sector related to schools, colleges, or students.
2. Currently, there are no engagements in financially beneficial activities that might potentially exploit the data of students, participants, and educational institutions across the state, either wholly or partially.

Name of Bidder:

Signature of the Bidder with Seal:



Important Explanatory Note for Bidders

Before submitting your bid, carefully review the following components of the Price Bid format. These instructions are essential to ensure your bid is complete, accurate, and compliant with the tender requirements.

Key Bid Components

1. Description of Work

This section outlines the specific item, event, or initiative, detailing the scope and nature of the work. Bidders must carefully review these descriptions to fully understand expectations before quoting rates.

2. Unit/Reach

The unit of measurement or scope of reach is specified in this section. Bidders must base their **fixed-rate items** quotes on these units to align with the defined scope.

3. Fixed Rate for Full Scope of Services and Deliverables

- Provide a comprehensive rate covering all aspects of the work as outlined in the tender.
- Ensure the rate includes all associated costs, excluding taxes, with no additional charges.

4. Fee Factor for Consultancy Fee / Revenue Sharing

- Bidders may propose a **Revenue Sharing Percentage** for items with an Estimated Revenue Value (ERV) or a **Consultancy Fee Percentage** for items with an Estimated Project Value (EPV). In **Fee Factor column** enter **numerical value only** (without the percentage sign or any other symbols).
 - The percentage will apply to the EPV or ERV, representing either consultancy compensation or the portion of revenue shared with the tendering authority.
-

Bidding Methods

1. Fixed Rate

- Quote a fixed lump sum amount for the entire scope of work.
- Enter the total amount in the **Amount (Excluding Tax)** field.

2. Percentage-Based Rate

- Quote a percentage of the total ERV / EPV for Revenue Sharing or consultancy services. enter **numerical value only** (without the percentage sign or any other symbols).
 - Calculate the percentage based on the ERV /EPV and enter the calculated amount in the **Amount (Excluding Tax)** field.
-

Percentage Component Calculation

Estimated Project Value (EPV)

- The percentage component of your bid will be calculated based on the EPV specified for the project.

Example Calculation:

- **Quoted Percentage: 5%**

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- **EPV:** INR 10,00,000
- **Amount Excluding Tax:** $5\% \times \text{Rs.}10,00,000 = \text{INR } 50,000$

Estimated Revenue Value (ERV)

- The percentage component of your bid will be calculated based on the ERV specified for the project.

Example Calculation:

- **Quoted Percentage:** 8%
- **EPV:** INR 5,00,000
- **Amount Excluding Tax:** $8\% \times \text{Rs.}5,00,000 = \text{INR } 40,000$

Evaluation and Finalization

- EPV / ERV provides a consistent reference point for comparing bids with percentage-based fees.
- The percentage you quote will remain fixed and apply to the final Total Project Value (TPV) if it varies from the EPV / ERV.

Key Reminders

1. **All-Inclusive Rates**
 - Provide a comprehensive rate for each item, event, or initiative (Fixed Fee or Percentage-Based Fee).
 - Exclude taxes from the quoted rates.
2. **Cost Breakdown**
 - While not required with the bid, be prepared to submit a detailed cost breakdown if requested.
3. **Justification**
 - Be ready to justify your quoted rates, including the rationale for choosing Fixed, Percentage-Based, or Hybrid methods.

Instruction for Evaluating Bids with Mixed Pricing Structures

A **composite formula** will standardize diverse pricing structures into a single comparable value to identify the L1 (lowest bidder).

Evaluation Components:

1. **FFF (Fixed Fee Factor):** Total fixed cost derived from fixed-rate items.
2. **CBF (Consultancy Fee Factor):** Cumulative consultancy fee for all consultancy-based items, calculated as a percentage of their EPVs.
3. **RSA (Revenue Sharing Amount):** Cumulative revenue-sharing amount for all revenue-sharing based items, calculated as a percentage of their ERVs.

Formula for Total Bid Value (TBV):

$TBV = FFF + CBF - RSA$

**Concept, Content, Consultancy, Coordination, Event Management and Allied Works for
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Where:

- **FFF:** Total fixed fee for fixed-rate items.
- **CBF:** Cumulative consultancy fees for all consultancy-based items.
- **RSA:** Cumulative revenue-sharing amount for all revenue-sharing-based items.

Key Considerations:

- **CBF** is the sum of consultancy fees for all relevant items, calculated as percentages of their EPVs. (ID Code. SS-021, SS-022, SS-023)
- **RSA** is the sum of revenue shares for all relevant items, calculated as percentages of their ERVs. (ID Code. SS-024, SS-025, SS-026, SS-027)

Evaluation Process

1. Calculate the FFF, CBF, and RSA for each bid.
2. Use the formula to compute the TBV: $TBV=FFF+CBF-RSA$
3. Compare all TBVs to determine the **L1 bidder** (the lowest TBV).

ID. Code	Description of work
SS-001	<p>State Level Web Based Quiz Competition (Online)</p> <p>Project Overview We invite proposals from proficient organizations or individuals experienced in organizing online quiz competitions. The project's aim is to organize a state-wide online quiz competition to foster awareness and understanding of Sardar Vallabhbhai Patel's life, legacy, and significant contributions to India's nation-building. Additionally, it endeavors to promote values of Unity, Harmony, Peace, and Equality.</p> <p>We are soliciting proposals for a Web-based Quiz Competition designed to deliver captivating and educational quizzes to participants spanning diverse age groups. The online platform should boast an intuitive user interface, robust functionality, and scalability to accommodate future upgrades.</p> <p>1. Scope of Work</p> <ul style="list-style-type: none"> • Competition Concept and Design: <ul style="list-style-type: none"> ○ Develop a comprehensive concept for the "State Level Web Based Quiz Competition" targeting students across various segments and educational levels within the state. ○ Define clear eligibility criteria for participation and categories. ○ Design the competition format, including question difficulty levels, number of rounds, and time limits tailored to each participant segment, level and phase. ○ Determine the selection process for advancing participants to the next level / phase and state finals • Online Quiz Platform Development: To administer the competition effectively, we require a secure and user-friendly online quiz platform specifically designed for



the state. This platform will offer the following functionalities:

- Participant Management: Enable online registration and account creation for participants residing within the state.
- Content Management System: Host quiz content with defined question formats.
- Automated Scoring and Ranking: Integrate a robust scoring system to automatically evaluate responses and rank participants based on their score.
- Anti-Cheating Measures: Incorporate features to prevent cheating and ensure fair competition, such as time restrictions and limited attempts.
- Device Agnostic Accessibility: Ensure the platform is accessible on various devices (desktops, laptops, tablets, smartphones) with a responsive design.
- Scalability: The platform should be built with scalability in mind, utilizing web technologies and frameworks that support the core functionalities of delivering quizzes, managing questions, and providing a positive user experience. The chosen technologies should also allow for the future expansion of features to cater to a growing user base.
- User Authentication: Implement appropriate user authentication and authorization mechanisms to manage user accounts, profiles, and access permissions.
- Quiz Generation: Develop a user-friendly interface for creating and managing quizzes, allowing for randomization of questions and answers to enhance quiz variety.
- Scoring and Feedback: Provide immediate feedback to users upon completing a quiz, including options for displaying correct answers.
- Leaderboard: Incorporate a leaderboard system (optional) to encourage competition among users.
- **Competition Management and Execution:**
 - Oversee the smooth execution of the online quiz competition at all levels within the state (school/college / Taluka / District / State).
 - Provide technical support to participants and address any technical issues encountered during the quiz.
 - Monitor the competition progress, analyze participant data (focusing on the state), and ensure fair play throughout the competition.
- **Prize Distribution and Recognition:**
 - Define and Suggest a rewarding prize structure for winners at each level (school/college / Taluka / District / State) within the state. Consider prizes that promote education and knowledge, such as scholarships, educational tablets, or historical books related to the state.
 - Organize a virtual award ceremony or recognition program to acknowledge the achievements of top performers and finalists from the state.(optional)
- **Post-Event Evaluation and Reporting:**
 - Prepare a comprehensive report summarizing the competition's execution within the state, participation statistics, key findings, and feedback received from state participants.
 - Analyze data on participant demographics (focusing on the state), performance levels, and areas for improvement.
 - Utilize the evaluation report to refine the online quiz competition format and content for future editions, with a continued focus on the state's context.

2. Deliverables

- A well-defined concept document outlining the competition format for the state, eligibility criteria, and evaluation process.
- A secure and user-friendly online quiz platform for competition administration within the state.
- Successful execution of the online quiz competition within the state at all levels.
- A detailed post-event report with data analysis, feedback compilation from state participants, and recommendations for improvement specific to the state-level competition, considering the state's educational context and participant feedback.

3. Evaluation Criteria

- Expertise and experience of the team in online quiz management and virtual event execution.

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	<ul style="list-style-type: none"> • Creativity and effectiveness of the proposed competition concept, format, and question design, with emphasis on relevance to the state. • Feasibility, security, and user-friendliness of the proposed online quiz platform, particularly for participants within the state. • Experience in managing online competitions and demonstrably successful past projects. • Cost-effectiveness of the proposal, considering the scope of work and deliverables. <p>Additional Considerations</p> <ul style="list-style-type: none"> • Multilingual Support: As the state has a diverse linguistic population, consider offering the quiz platform and content in multiple languages to promote wider accessibility. • Educational Partnerships: Partner with educational institutions within the state to potentially offer practice quizzes or preparatory workshops for students interested in participating. • Post-Competition Engagement: Develop strategies to keep participants engaged beyond the competition. This could involve sharing interesting facts about Sardar Patel or historical resources related to the state. <p>By submitting a proposal, you demonstrate your ability to create a compelling and informative online quiz competition that not only tests student knowledge but also fosters a sense of connection to Sardar Patel's legacy and the state's history.</p> <p>Guidelines for Filling the Price Bid Form : Comprehensive Quotation for One State – One Season:</p> <ul style="list-style-type: none"> • The bidder is required to provide a lump sum quotation covering the complete scope of work as outlined above. • The quotation should represent the total cost for executing the scope of work for One state for One season as specified.
SS-002	<p>Question Bank for State Level Sardar Patel Quiz Competition</p> <p>Project Overview: This tender seeks proposals for the development of a comprehensive question bank to integrate into the online platform for the "State Level Sardar Patel Quiz Competition." The objective is to create a high-quality educational resource promoting knowledge about Sardar Vallabhbhai Patel's life, legacy, and contributions to India's nation-building. The question bank should adhere to strict quality standards for factual accuracy, clarity, and age-appropriateness, tailored to different participant segments (school/college). Ideally, the question bank should be designed for potential future expansion to include multilingual support for wider accessibility.</p> <p>Technical Requirements:</p> <ul style="list-style-type: none"> • Authentic Source: All questions must be sourced from reliable and verifiable sources, ensuring accuracy and credibility. Questions with controversial or sensitive content should be identified and excluded. • Quality Content: <ul style="list-style-type: none"> ○ Each question should be meticulously crafted to meet high-quality standards, free from duplication, grammatical errors, or ambiguity. ○ Questions should be clear, concise, and easy to comprehend, promoting lucidity and readability. • Gradation of Questions: Questions should be segmented and graded according to difficulty levels (Sections, Phases) to provide a progressive learning experience for users. • Multilingual Support (Future Expansion): The question bank should be structured to facilitate future translation into different languages while maintaining the

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- original meaning, context, and clarity.
- **Answer Options:** Each question should be accompanied by four answer options, providing users with multiple choices.
 - **Coded for Efficiency:** Questions should be coded using a standardized format for efficient storage, retrieval, and integration into the quiz website.
 - **Web-Optimized:** Question and answer sets should be optimized for the web, ensuring fast loading times and seamless integration with the online platform.
 - **Quality Criteria:**
 - Questions should be free from complexity or ambiguity, enabling users of all competency levels to engage with the quizzes effectively.
 - The question bank should be curated to ensure diversity and relevance across various topics and subject areas related to Sardar Patel.
 - Edited questions should adhere to a clear and standard format, enhancing consistency and usability.
 - A rigorous review process should be implemented to maintain the highest quality standards and eliminate any errors or inconsistencies.
 - **Budget Components:** Proposals should include cost estimates for the creation, editing, and coding of the question bank. Consideration should be given to potential ongoing maintenance and updates to ensure the question bank remains relevant and current.

Content Development:

The question bank should encompass a diverse range of questions covering:

- Historical facts about Sardar Patel's life and achievements, with a particular focus on his impact on the specific state.
- Information about his role in the Indian independence movement and nation-building process, incorporating specific references to the state's history.
- Knowledge about India, Indian history, politics, and constitutional framework (relevant for higher difficulty levels).

Additional Considerations:

- Explore incorporating content or questions related to specific historical events, places, or contributions of Sardar Patel that hold significance for the state.

Deliverables:

- A comprehensive question bank adhering to the outlined technical requirements and content development guidelines.

Evaluation Criteria:

- Expertise and experience in developing high-quality educational content.
- Quality and comprehensiveness of the developed quiz content, ensuring accuracy and focus on the state's historical context related to Sardar Patel.
- Clarity, structure, and user-friendliness of the question bank.
- Cost-effectiveness of the proposal.

By submitting a proposal, you demonstrate your ability to create a valuable educational resource that will enhance the "State Level Sardar Patel Quiz Competition" and promote knowledge about Sardar Patel's legacy and its connection to the state.

Bidder must quote a price per 100 Questions in One Language, with pro-rata rates applicable for additional Questions beyond 100.

Guidelines for Filling the Price Bid Form :

Comprehensive Quotation for 100 (One Hundred) Questions in one language:

- The bidder is required to provide a **lump sum quotation** covering the complete scope of work as outlined above.
- The quotation should represent the total cost for executing the scope of work for **100 Questions in one language**, with pro-rata rates applicable for additional Questions beyond 100.



<p>SS-003</p>	<p>Translation Services for Quiz Questions</p> <p>Project Overview: This tender specification aims to procure translation services for translating quiz questions into different languages. The translated questions should maintain consistency and clarity across all versions to ensure that the meaning and intent remain consistent, thereby enhancing the user experience and comprehension.</p> <p>Technical Requirements:</p> <ol style="list-style-type: none"> 1. Accurate Translation: <ul style="list-style-type: none"> ● Translate quiz questions accurately into the specified languages while preserving the original meaning, context, and intent. 2. Consistency and Clarity: <ul style="list-style-type: none"> ● Ensure consistency and clarity across all translated versions to facilitate easy comprehension for users in different language groups. 3. Cultural Sensitivity: <ul style="list-style-type: none"> ● Maintain cultural sensitivity during the translation process to ensure that the questions are culturally appropriate and relevant to the target audience. 4. Quality Assurance: <ul style="list-style-type: none"> ● Implement quality assurance measures to review and edit translated questions to eliminate errors, inconsistencies, or ambiguities. 5. Timely Delivery: <ul style="list-style-type: none"> ● Adhere to agreed-upon timelines for the translation of quiz questions to ensure timely delivery of the translated content. <p>Budget Components:</p> <ul style="list-style-type: none"> ● Proposals should include cost estimates for translating quiz questions into the specified languages, taking into account factors such as word count, complexity, and quality assurance processes. ● Consideration should be given to ongoing maintenance and updates to ensure the translated content remains accurate and up-to-date. <p>Bidder must quote a price per 100 Questions in One Language, with pro-rata rates applicable for additional Questions beyond 100</p> <p>Guidelines for Filling the Price Bid Form : Comprehensive Quotation for 100 (One Hundred) Questions in one language:</p> <ul style="list-style-type: none"> ● The bidder is required to provide a lump sum quotation covering the complete scope of work as outlined above. ● The quotation should represent the total cost for executing the scope of work for 100 Questions in one language, with pro-rata rates applicable for additional Questions beyond 100.
<p>SS-004</p>	<p>Ready-to-Print Quiz Book and Ready-to-Publish Digital Quiz Book</p> <p>1. Project Overview This tender invites proposals for the development and preparation of a quiz book in traditional (print-ready) and digital formats. The project will produce a high-quality quiz book on a theme specified by the client, targeting a specific audience. Bidders must deliver finalized files in a print-ready PDF format, fully compliant with the printer’s specifications, as well as a digital format optimized for e-reader compatibility.</p>



2. Scope of Work

A. Content Development

- Collaborate with the client to finalize the quiz book's theme and specific target audience.
- Develop a comprehensive set of quizzes with balanced levels of difficulty across all questions.
- Source high-quality visuals (e.g., images, diagrams) where applicable to complement quiz content.
- Structure all questions and answers in a clear, concise format to ensure readability and engagement.
- Optionally, provide answer explanations for each quiz question if requested by the client.

B. Ready-to-Print Traditional Book Publishing

- **Design and Layout:** Develop an aesthetically appealing and functional layout for the book, including a professional cover design, typography, and interior page layout.
- **Print-Ready PDF Files:** Deliver finalized, high-resolution PDF files that are fully ready for printing, adhering strictly to the technical specifications (dimensions, bleed, resolution, color profile, etc.) provided by the client's designated printing service.
- **ISBN Registration:** If required, assist the client with obtaining an ISBN for the printed book.

C. Ready-to-Publish Digital Book Publishing

- **E-Book Formatting:** Prepare a digital version of the quiz book, formatted to meet the technical requirements for popular e-reader platforms (e.g., Amazon Kindle, Apple Books).
- **Compatibility and Optimization:** Ensure the e-book file is optimized for readability, functional on major e-reader devices, and maintains fidelity to the printed book's layout where possible.
- **Distribution Guidance:** Optionally, provide guidance on distribution through major online e-book retailers.
- **DRM Protection:** Include Digital Rights Management (DRM) to prevent unauthorized use if required by the client.

3. Deliverables

- **Finalized Manuscript:** A fully proofread manuscript containing all quizzes, visuals, and optional answer explanations as agreed upon.
- **Print-Ready PDF Files:** Professionally designed, high-resolution PDF files ready for print production per printer specifications, with no additional modifications required.
- **Optimized Digital File:** A fully formatted, platform-compatible e-book file optimized for readability on major e-reader devices.
- **Proofread, Error-Free Content:** All content must be thoroughly proofread and free from any typographical, formatting, or content errors prior to submission.

4. Bidder Requirements

- **Relevant Experience:** Proven track record in creating and formatting educational or quiz-based publications.
- **Technical Proficiency:** Strong expertise in print-ready PDF preparation, digital e-book formatting, and adherence to technical specifications for both print and digital media.
- **ISBN and Distribution Knowledge:** Familiarity with ISBN registration processes and e-book distribution platforms.
- **Project Management Skills:** Ability to manage all aspects of content creation, editing, design, and file preparation efficiently to meet deadlines.

Guidelines for Filling the Price Bid Form :



	<p>Comprehensive Quotation for One Page:</p> <ul style="list-style-type: none"> The bidder is required to provide a lump sum quotation covering the complete scope of work as outlined above. The quotation should represent the total cost for executing the scope of work for One Page as specified.
<p>SS-005</p>	<p>Quiz Competition Promotion and Marketing Strategy</p> <p>1. Project Objective Develop and implement a comprehensive marketing and promotion strategy to maximize awareness and engagement for the "State Level Quiz Competition."</p> <p>2. Target Audience</p> <ul style="list-style-type: none"> Primary Audience: Students from school and college levels across the state. Secondary Audience: Educators, administrators, and institutions within the state. <p>3. Scope of Work and Deliverables The bidder must meet the following requirements, with clear expectations on the volume and quality of each deliverable. Bidders should provide a lump sum quote based on these outlined specifications.</p> <p>A. Marketing and Promotion Plan</p> <ul style="list-style-type: none"> Deliverables: Develop and submit a detailed monthly marketing and promotion plan covering: <ul style="list-style-type: none"> Strategy Overview: Specific goals, target audience segments, timelines, and promotional activities. Platform and Channel Recommendations: Selected social media platforms, traditional media outlets, and partnership channels tailored for state-level reach. Monthly Updates: Provide adjustments to strategy based on ongoing campaign performance and feedback. <p>B. Social Media Content Creation and Posting</p> <ul style="list-style-type: none"> Volume: <ul style="list-style-type: none"> Posts: Minimum of 10 engaging posts per month across popular social media platforms. Videos: 2-3 short promotional videos monthly (10-30 seconds each). Infographics: 3-5 visually appealing, educational infographics on Sardar Patel’s legacy and competition details. Content Quality: Content must be designed for high engagement, state-level relatability, and optimized for maximum reach. Deliverables: All social media content must be submitted in a ready-to-post format. <p>C. Posters and Flyers for Educational Institutions</p> <ul style="list-style-type: none"> Volume: <ul style="list-style-type: none"> Designs: 1 unique poster and flyer design per month. Distribution: Digital or Printed Copies totaling 500-700 units per month, targeting schools, colleges, libraries, and public spaces. Design Quality: Posters and flyers should be visually appealing, easily readable, and provide concise competition details. Deliverables: Submit design files and manage printing if extra budget is allocated for printing to ensure timely monthly distribution across targeted areas. <p>D. Infographics on Sardar Patel’s Legacy</p>



- **Volume:** Minimum of 3 infographics monthly.
- **Content Quality:** Infographics should be informative, visually engaging, and cover aspects of Sardar Patel's life and legacy.
- **Deliverables:** Provide infographics in ready-to-publish formats for both digital and print usage.

E. Press and Media Relations

- **Volume:**
 - **Press Releases:** Minimum of 1-2 press releases per month, announcing competition milestones.
- **Content Quality:** Press releases should be professionally written, with key competition details and ready for distribution to state and local media.
- **Deliverables:** Coordinate the distribution of press releases to relevant media outlets for timely publication.

F. Partnerships and Collaboration Proposals

- **Volume:**
 - **Educational Outreach:** Proposals and outreach to at least 3-5 educational institutions monthly.
 - **Government and Cultural Partnerships:** Collaboration proposals with 1-2 state-level agencies or cultural organizations relevant to Sardar Patel's legacy.
 - **Influencer Engagement:** Proposals for 2-3 influencer partnerships monthly, targeting social media influencers within the state.
- **Deliverables:** Provide a monthly report summarizing partnership development, including signed agreements or partnerships in progress.

G. Monthly KPI Tracking and Reporting

- **Volume:**
 - **Report Frequency:** 1 performance report per month.
 - **Metrics:** Track key performance indicators (KPIs) such as social media engagement, reach, media coverage, and participant registrations.
- **Deliverables:** Provide detailed monthly reports, analyzing the effectiveness of each aspect of the campaign, with suggested optimizations.

4. Evaluation Criteria

Proposals will be evaluated based on:

- **Creativity and Effectiveness:** The relevance and effectiveness of the proposed strategy and materials in reaching the target audience.
- **Volume and Quality of Deliverables:** Ability to meet specified volumes and maintain high-quality standards across deliverables.
- **Strength of Collaboration Proposals:** Quality and feasibility of partnership proposals with educational institutions, agencies, and influencers.
- **Measurement Approach:** A structured plan for tracking and reporting KPIs, along with clear mechanisms for analyzing campaign success.
- **Experience:** Previous experience in implementing similar campaigns for state or educational events.

By submitting a proposal, the bidder commits to meeting the defined volume and quality standards of deliverables on a monthly basis. The bidder's lump sum quote should reflect comprehensive coverage of all outlined activities and deliverables for the duration of the campaign.

Guidelines for Filling the Price Bid Form :

Comprehensive Quotation for One State for One Month:

- The bidder is required to provide a **lump sum quotation** covering the complete scope of work as outlined above.
- The quotation should represent the total cost for executing the scope of work for **One state for One Month** as specified.



SS-006

On-Ground Quiz Competition Execution, Logistics, and Technical Setup

Project Overview

This tender invites proposals for the **end-to-end management and execution of an on-ground quiz competition**. The successful bidder will handle all logistics, technical setups, stage design, audiovisuals, camera crew for episodic recordings, and social media content creation. The aim is to ensure a high-quality, seamless event experience with attention to branding, technical reliability, and participant engagement.

Scope of Work and Deliverables

A. Stage Setup and Design

- **Stage Construction and Design:**
 - Construct a standardized stage to accommodate **5 to 10 contestants or 3 to 5 teams**. Design should reflect event branding and provide optimal visibility for participants and the audience.
- **Set Decorations and Branding Elements:**
 - Design and install stage decorations and branding materials (e.g., banners, backdrops, and standees) that highlight sponsors and event themes.
- **Stage Equipment:**
 - Procure or rent essential stage equipment, including podiums, seating, and display boards.

B. Sound and Lighting Arrangements

- **Sound Equipment:**
 - Provide high-quality sound systems suitable for live audience engagement and effective communication between anchors and contestants.
- **Lighting Installation and Operation:**
 - Set up professional lighting systems to enhance visibility and create an engaging atmosphere for the audience.
- **Technicians:**
 - Assign trained sound and lighting technicians to manage equipment throughout the event.

C. Camera Crew for Videography and Photography

- **Camera Operators:**
 - Engage experienced camera operators for high-definition video recording of each quiz session.
- **Photographers:**
 - Assign photographers to capture key moments, event highlights, and branding visuals.
- **Technician Support:**
 - Provide technicians to support video and photography operations, ensuring reliable coverage and quality footage.
- **Travel and Accommodation:**
 - Cover travel, accommodation, and meals for the camera crew and technicians.
- **Unit Rate Requirement:** Consider **cost of camera operator, photographer, and technician per session**.

D. Pre- and Post-Production Tasks

- **Pre-Production Planning and Coordination:**
 - Conduct planning sessions to align with event goals and logistics, ensuring smooth setup and execution.
- **Footage Storage and Archival:**



- Archive video and photo footage for future reference and post-production needs.

E. Episodic Shooting and Event Documentation

- **Shooting Schedule Coordination:**
 - Develop and manage a schedule to cover each quiz session, ensuring all key moments are captured.
- **Video and Camera Equipment Rental:**
 - Rent high-definition video and camera equipment to document each session effectively.

Technical Equipment and Setup for Quiz Competition

F. LCD Screens/Projectors

- **Display Setup:**
 - Supply and install LCD screens or projectors for displaying questions, scores, and relevant details for participants and the audience.

G. Buzzer System

- **Buzzer Setup and Maintenance:**
 - Provide a responsive buzzer system for **5 to 10 contestants or 3 to 5 teams**, with pre-event testing and maintenance.

H. Computers for Preliminary Round

- **Computer Setup:**
 - Provide computers and necessary software for managing preliminary rounds and digital scoring.

I. Backup Power

- **Inverter / Generator Setup:**
 - Optional setups to ensure uninterrupted power and data protection throughout the event.

Participant and Administrative Management

J. Administrative Staff and Participant Management

- **Staff for Registration and Coordination:**
 - Provide qualified administrative staff to manage participant registration, coordination, and scoring.

Branding and Media Coverage

K. Press Note and Media Kit

- **Press Release and Media Engagement:**
 - Prepare and distribute press notes and media kits to ensure local and state-level media coverage.

L. Branding Materials (Backdrops, Posters, Banners, Flags)

- **Design and Printing:**
 - Design and print backdrops, posters, banners, and flags to ensure effective display of sponsors and event branding across all venues.

Maximum Sessions Per Day

- Each venue will host a maximum of **6 sessions per day**, with adequate breaks for equipment testing and staff rotation.

Evaluation Criteria

- **Experience:** Proven expertise in managing on-ground events, technical setups, and event documentation.

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	<ul style="list-style-type: none"> • Technical Setup Quality: High standards for sound, lighting, stage setup, LCDs, and buzzer systems, with reliable operation throughout the event. • Production and Media Quality: Demonstrated experience in high-definition videography, photography, episodic shooting, and post-production for social media content. • Creativity and Branding: Quality and appeal of proposed stage design, branding, and media materials. • Cost Transparency: Comprehensive, itemized cost estimates for each component. <p>Submission Guidelines</p> <ul style="list-style-type: none"> • Company Profile: Provide a summary of experience with similar events, including expertise in technical setups and production. • Technical Setup: To match industry standards for sound, lighting, stage equipment, LCD/projector systems, and camera equipment. • Sample Designs and Content: Include mock-ups for stage and branding designs, plus samples of media kits and press materials. • Budget Breakdown: Present a detailed breakdown for each deliverable. • References: (Optional) Provide testimonials or references from previous clients for similar event management projects. <p>By submitting a proposal, bidders demonstrate their ability to execute a comprehensive, technically sound, and visually engaging on-ground quiz competition aligned with the Sardar Unity Quiz objectives.</p> <p>Guidelines for Filling the Price Bid Form : Comprehensive Quotation for One Day at One Venue:</p> <ul style="list-style-type: none"> • The bidder is required to provide a lump sum quotation covering the complete scope of work as outlined above. • The quotation should represent the total cost for executing the scope of work for One Day at One Venue as specified.
SS-007	<p>Quiz Module - Mechanism, Content Development, and Execution for Each Session</p> <p>Project Overview</p> <p>This tender invites proposals for the comprehensive development and management of the Quiz Module for the Sardar Unity Quiz. The successful bidder will be responsible for designing a robust quiz mechanism, developing culturally rich content that reflects Sardar Patel’s legacy, and managing the seamless execution of each quiz session. The bidder must also engage professional anchors, handle participant management, establish a transparent scoring system, and promote educational and cultural values throughout the competition.</p> <p>Scope of Work and Deliverables</p> <p>A. Quiz Module Development and Execution</p> <ol style="list-style-type: none"> 1. Content Creation and Script Development <ul style="list-style-type: none"> ○ Question Bank: <ul style="list-style-type: none"> ▪ Develop a question bank covering themes such as Sardar Patel’s life, legacy, the vision for United and Vikasit Bharat, and principles of unity. ▪ Include multimedia elements (images, audio, and video) to make the quiz engaging. ▪ Structure questions into Preliminary, Semi-Final, and Final rounds for each session. ○ Script and Core Messages: <ul style="list-style-type: none"> ▪ Outline essential messages to promote values such as unity, ethics, and the vision of United and Vikasit Bharat.



- Integrate quiz questions and the anchor's dialogue with Sardar Patel's vision, mission and social values.
- 2. **Quiz Format and Competition Structure**
 - **Format Planning:**
 - Determine the quiz structure, including the number of rounds, types of questions, round durations, and scoring criteria.
 - **Competition Structure:**
 - Outline levels (Primary, Semi-Final, Final), specify participant numbers per level, and define elimination processes.
- 3. **Moderation and Review Process**
 - **Content Moderation:**
 - Ensure all content is precise, free from errors, and aligned with educational goals by involving subject matter experts.
 - **Pilot Testing:**
 - Conduct pilot testing with feedback sessions to adjust questions for clarity and difficulty.
 - **Tie-Breaker and Scoring Rules:**
 - Define transparent tie-breaker rules and scoring criteria, including point allocation and deduction.
- 4. **Participant Management**
 - **Registration and Tracking:**
 - Implement a seamless system for participant registration, verification, and tracking.
 - **Scoring and Answer Key:**
 - Provide an answer key and detailed scoring system for each session to ensure consistent and fair scoring.
 - **Personnel:**
 - Assign two scorers to accurately record and tally scores and one judge to impartially oversee scoring and validate results.

B. Anchors and Quiz Masters

1. **Engagement of Professional Anchors**
 - **Anchor Requirements:**
 - Engage two quizmasters (One primary and one backup) for smooth session flow and audience engagement.
 - Each anchor should possess relevant experience and be trained on quiz content and pacing.
 - **Training and Guidelines:**
 - Provide guidelines to quizmasters on presentation, question delivery, participant engagement, and time management.
(Quote including fees, travel, accommodation, meals, and training costs)
2. **Multimedia and Software Integration**
 - **Multimedia Content:**
 - Incorporate images, videos, and historical documents in quiz questions to enhance engagement.
 - **Software Requirements:**
 - Utilize a platform that supports multimedia content display, fastest finger first, and buzzer functionalities.
 - **Buzzer System:**
 - Supply a reliable buzzer system for interactive and competitive rounds, supporting **5 to 10 contestants or 3 to 5 teams**.

C. Quiz Execution and Support Systems



1. **Backup Questions and Documentation**

○ **Backup Question Set:**

- Maintain a set of backup questions to address any unforeseen technical issues or necessary substitutions.

○ **Documentation:**

- Keep detailed records of quiz questions, scoring, and results for transparency and future reference.

2. **Session Timing and Pacing**

○ **Timing Control:**

- Plan timing for each round, maintaining an engaging pace without rushing participants.

○ **Session Recording and Archival:**

- Archive each session for post-production and broadcast needs.

D. Prize Distribution and Memorabilia

● **Prize Distribution:**

- Arrange for trophies, certificates, and memorabilia (e.g., mouse pads) to be distributed to winners and participants in each session.

● **Unit Rate Requirement:** Quote per **prize package per session**, covering trophies, certificates, and additional memorabilia.

E. Post-Production and Ready-to-Air Episodes

● **Post-Production Editing:**

- Conduct editing to produce episodes ready for broadcast, including background music, graphics, and animations.

● **Distribution and Broadcasting:**

- Manage distribution to ensure broadcasting standards compliance.

● **Reels and Shorts:**

- Create short promotional videos (15-60 seconds) for social media, highlighting competition moments. 5 to 10 per Session

Evaluation Criteria

1. **Experience:** Proven expertise in quiz content creation, participant management, and on-ground quiz hosting.
2. **Content Quality:** Sample quiz questions demonstrating educational value, audience engagement, and alignment with Sardar Patel's values.
3. **Anchor Expertise:** Proposed plan for sourcing, training, and engaging experienced quizmasters.
4. **Cost Transparency:** Detailed, transparent cost breakdown for content, anchor fees, participant management, and prize distribution.

Submission Guidelines

1. **Company Profile:** Include an overview of relevant experience in educational or quiz-based events.
2. **Sample Content:** Provide sample quiz questions, multimedia integration examples, and quiz format outlines.
3. **Anchor Profiles:** Submit profiles of proposed anchors, highlighting experience in similar events.
4. **Budget Breakdown:** Present a comprehensive cost breakdown for all deliverables.
5. **References:** (Optional) Testimonials or references from previous clients in similar projects.

By submitting a proposal, bidders commit to delivering a high-quality, culturally aligned quiz experience that meets the Sardar Unity Quiz's educational and engagement standards.



	<p>Guidelines for Filling the Price Bid Form : Comprehensive Quotation for One Session:</p> <ul style="list-style-type: none"> • The bidder is required to provide a lump sum quotation covering the complete scope of work as outlined above. • The quotation should represent the total cost for executing the scope of work for One Session as specified.
<p>SS-008</p>	<p>State Level Reading Competition - Online Platform</p> <p>1. Project Overview</p> <p>This tender seeks proposals for the development and deployment of a user-friendly online platform to host a state-level reading competition. The platform will act as a central hub for contestants to learn about the competition, submit entries, and access relevant information.</p> <p>2. Project Scope</p> <p>Website Development:</p> <ul style="list-style-type: none"> • Develop a visually appealing and user-friendly website for the reading competition. • Ensure the website is responsive across various devices (desktop, mobile, tablets). • Provide clear and comprehensive information about the competition, including: <ul style="list-style-type: none"> ○ Important dates and deadlines ○ Contest details (rules, regulations, eligibility, categories) ○ Audition guidelines and sample videos ○ Submission process with an online form ○ Winners & Prizes section ○ FAQs for user assistance ○ Judging Criteria <p>3. Technical Requirements</p> <ul style="list-style-type: none"> • Create a website that is easy to navigate and visually appealing. • Ensure it is fully responsive across all devices. • Integrate a secure online submission form for contestant entries. • Optionally implement a user authentication system for contestant accounts. • Design an interface that allows easy content updates. • Prioritize fast loading times and smooth navigation. • Incorporate basic analytics to track user activity and website performance. <p>4. Content Requirements</p> <ul style="list-style-type: none"> • Develop clear, concise, and informative website content aligned with the provided competition details. • Provide high-quality visuals (images, videos) to enhance user engagement (optional). • Proofread and edit all content for accuracy and clarity. <p>5. Deliverables</p>

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	<ul style="list-style-type: none"> • A fully functional and tested website ready for launch. • High-quality, optimized website content. <p>6. Evaluation Criteria</p> <ul style="list-style-type: none"> • Expertise and experience in website development and online project management. • Quality and functionality of the proposed website design. • Adherence to the technical and content requirements. • Cost-effectiveness of the proposal and the proposed timeline. <p>7. Submission Guidelines</p> <p>Interested companies should submit:</p> <ul style="list-style-type: none"> • Website Design Mockups: Showcasing the proposed website layout and user interface. • Content Samples: Demonstrating writing style and quality. • Project Timeline and Cost Breakdown: A detailed breakdown of costs and timeline for website development. • References: Optional references from previous similar projects. <p>8. Conclusion</p> <p>We are seeking a partner who can develop a user-friendly platform to manage the state-level reading competition, ensuring a seamless user experience for participants.</p> <p>Guidelines for Filling the Price Bid Form : Comprehensive Quotation for One State – One Season:</p> <ul style="list-style-type: none"> • The bidder is required to provide a lump sum quotation covering the complete scope of work as outlined above. • The quotation should represent the total cost for executing the scope of work for One state for One season as specified.
<p>SS-009</p>	<p>Online Audition Judging and Filtering - Complete Management</p> <p>1. Project Overview</p> <p>This tender seeks proposals for the management of the judging process for a state-level reading competition. The focus is on developing a secure system for online judging, evaluating contestant submissions, and selecting finalists.</p> <p>2. Project Scope</p> <p>Online Judging & Filtering:</p> <ul style="list-style-type: none"> • Develop a secure system for managing contestant audition submissions. • Create a seamless workflow for integrating with the online platform. • Ensure data security and privacy compliance throughout the judging process. • Recruit a qualified panel of judges with expertise in reading, performance, and literary content relevant to competition categories. • Develop a detailed judging rubric outlining evaluation criteria for each category and level. • Train judges on the functionalities of the online platform for evaluating submissions.



- Facilitate a secure and anonymous judging environment.
- Manage judges' scores and feedback for each contestant.
- Filter contestants based on judge scores to select finalists.
- Communicate results to contestants promptly.

3. Technical Requirements

- Provide secure access for judges to evaluate video submissions.
- Ensure the judging system allows both individual and collective scoring, with feedback capabilities.
- The system should generate reports and data on contestant submissions and judging results.

4. Judging Rubric & Process Requirements

- Develop a comprehensive judging rubric for evaluation criteria by category and level.
- Ensure the judging process is transparent, objective, and fair.
- The system should support multiple levels of evaluation and allow for easy review of submissions.

5. Deliverables

- A secure and functional online judging and filtering system.
- Complete training for judges on how to use the system.
- Timely communication of judging results to contestants.

6. Evaluation Criteria

- Qualifications and experience of the proposed judging panel.
- Expertise in developing a secure online judging environment.
- Clarity and comprehensiveness of the judging rubric.
- Cost-effectiveness of the pricing structure and the proposed timeline.

7. Submission Guidelines

Interested companies should submit:

- Judging Panel Information: Qualifications and experience of the proposed judges.
- Judging Process & Filtering System: Explanation of the judging process, including the rubric and procedures for filtering contestants.
- Project Timeline and Cost Breakdown: A detailed breakdown of costs and timeline for online judging management.

8. Conclusion

We are seeking a partner with expertise in online judging and literary evaluation who can deliver a secure and seamless judging process to ensure the success of the state-level reading competition.

Guidelines for Filling the Price Bid Form :

Comprehensive Quotation for 500 (Five Hundred) auditions :

- The bidder is required to provide a **lump sum quotation** covering the complete scope of work as outlined above.



	<ul style="list-style-type: none"> The quotation should represent the total cost for executing the scope of work for 500 auditions, with pro-rata rates applicable for additional auditions beyond 500.
<p>SS-010</p>	<p>On-Ground Reading Competition Execution, Logistics & Technical Setup</p> <p>1. Project Overview This tender seeks proposals from experienced organizations to manage and execute a prestigious on-ground reading competition, encompassing all logistics, event setup, and technical requirements. As a commemorative event, this competition celebrates the art of reading and expression through a seamlessly organized, transparent experience.</p> <p>2. Core Values</p> <ul style="list-style-type: none"> Ensure a fair, transparent competition. Provide all required resources to create a smooth and memorable competition experience. Coordinate a clear and visually engaging event setup. <p>3. Event Management Services</p> <p>A. Pre-Event Preparation</p> <ol style="list-style-type: none"> Planning and Scheduling: Develop a detailed schedule for participant flow and competition rounds. Invitation Cards & Permissions: Design and distribute invitation cards and obtain necessary permits. Social Media Promotion (Optional): Execute a basic social media campaign to attract attention to the event. <p>B. Event Day Services</p> <ol style="list-style-type: none"> Venue Setup and Branding: Provide stage design and lighting for a competition environment that enhances audience engagement. Audio-Visual Equipment Setup: Provide a Adequate-camera setup, skilled personnel, projectors/LCD/Plasma screens, computers, and other Peripherals. Sound System and Staff: Install a quality sound system and arrange administrative staff for registration, timekeeping, and event management. <p>C. Post-Event Activities</p> <ol style="list-style-type: none"> Prize Distribution Ceremony: Organize a ceremony with trophies and certificates. Press Release and Information Kits: Prepare and distribute a press note, including an information kit for media. Event Documentation: Provide professional photography and videography services to capture event highlights. Social Media Updates: Upload event highlights, competition results, and photos on social media platforms. <p>4. Evaluation Criteria</p> <ul style="list-style-type: none"> Experience and expertise in organizing similar events. Clear competition format and judging process. Visual appeal of stage design and branding materials. Quality of proposed audio-visual setup. Cost-effectiveness and competitiveness of the pricing. <p>5. Submission Guidelines Bidders should submit proposals with:</p> <ul style="list-style-type: none"> Company profile and experience. Detailed description of services for each event stage (pre-event, event day, post-event).



	<ul style="list-style-type: none"> • Sample competition format. • Stage design concept and branding mock-ups. • Proposed timeline and budget breakdown if require. <p>(The bidder is required to provide a lump sum quotation for the complete scope of work as outlined)</p>
SS-011	<p>On-Ground Reading Competition Reader Judging Module - Mechanism, Content Development, and Execution for Each Segment / Session</p> <p>1. Project Overview This tender seeks a qualified agency or individual to develop, manage, and execute the reader judging module for the on-ground reading competition. This includes creating the competition format, judging mechanisms, content development, and smooth execution of each session.</p> <p>2. Core Values</p> <ul style="list-style-type: none"> • Develop a transparent, fair, and consistent judging module. • Curate and provide high-quality content to ensure participant engagement. • Establish clear and consistent judging criteria for reliable results. <p>3. Scope of Work</p> <p>A. Competition Mechanism & Judging Module</p> <ol style="list-style-type: none"> 1. Competition Format Design: Define the reading competition format (e.g., timed rounds, individual readings). 2. Judging Criteria: Set clear judging standards, including scoring categories, eligibility criteria, and time limits. 3. Judge Selection and Remuneration: Identify experienced judges and manage their training on judging criteria and competition procedures. Cover fees and travel arrangements. 4. Content Curation: Develop and manage the reading material for participants, either from a pre-selected list or through provided themes. 5. Scoring & Timekeeping Software (Optional): Indicate if any software is needed to enhance scoring accuracy or timekeeping. <p>B. Content Development for Each Session</p> <ol style="list-style-type: none"> 1. Content Specification: Outline the theme and category for reading materials, ensuring relevance to the competition’s goals. 2. Promotional Content Creation (Optional): Develop brief, engaging content to promote each session through social media or online channels. 3. Participant and Judge Communication: Send guidelines and information to participants and judges before each session. <p>C. Session Execution and Post-Event Review</p> <ol style="list-style-type: none"> 1. On-Site Content Coordination: Oversee content handling during each session to ensure correct materials are available. 2. Session Review & Debrief: Conduct a post-session review with judges to discuss scores and participant performance. 3. Result Compilation and Reporting: Compile results in a detailed report, providing feedback on each session’s participant performance. <p>4. Evaluation Criteria</p> <ul style="list-style-type: none"> • Experience in competition module development and content curation. • Effectiveness of the proposed judging criteria and scoring mechanism. • Quality of curated reading materials.

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	<ul style="list-style-type: none"> • Structured and fair judging process. • Cost-effectiveness and detailed pricing structure. <p>5. Submission Guidelines</p> <p>Interested parties should submit a proposal that includes:</p> <ul style="list-style-type: none"> • A profile highlighting experience in similar content development and judging mechanisms. • Sample judging criteria, competition formats, and proposed content themes. • Detailed description of each stage (competition mechanism, content development, execution). • Proposed budget and timeline for all session-based services. <p>The reading competition will be divided into distinct segments based on criteria such as age, language, academic qualification, or other relevant groupings. Each segment will include a set number of contestants, and the session will be structured to declare a winner within a maximum timeframe of three hours.</p> <p>Bidders are required to provide a lump sum quotation for their services and costs accordingly, taking into account the distinct segmentation criteria, the fixed number of contestants per segment, and the maximum three-hour timeframe allotted to declare a winner for each segment.</p> <p>Guidelines for Filling the Price Bid Form :</p> <p>Comprehensive Quotation for One Segment / One Session:</p> <ul style="list-style-type: none"> • The bidder is required to provide a lump sum quotation covering the complete scope of work as outlined above. • The quotation should represent the total cost for executing the scope of work for One Segment / One Session as specified.
SS-012	<p>Content Bank for State Level Reading Competition</p> <p>Project Overview:</p> <p>This tender seeks proposals from qualified organizations or individuals with expertise in content development and learning resource management. The objective is to create a comprehensive content bank for the "State Level Reading Competition" a key element of the state-level commemorative activities celebrating the 150th birth anniversary of Sardar Vallabhbhai Patel. The content bank aims to promote literacy, reading comprehension, and appreciation for literature while fostering a deeper understanding of Sardar Patel's life, legacy, and contributions to India's nation-building.</p> <p>Target Audience:</p> <p>Students participating in the Sardar Patel Reading Competition, categorized by age group or educational level (elementary, middle school, high school).</p> <p>Content Requirements:</p> <ul style="list-style-type: none"> • Thematic Focus: The content bank should consist of engaging and age-appropriate reading materials centered on Sardar Patel's life, achievements, and historical context, including: <ul style="list-style-type: none"> ○ Excerpts from biographies, historical accounts, and speeches related to Sardar Patel. ○ Stories highlighting Sardar Patel's leadership qualities, contributions to Indian independence, and role in national integration. ○ Children's literature (fiction/non-fiction) that creatively explores themes of patriotism, unity, and nation-building, drawing inspiration from Sardar Patel's

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legacy.

- Informational texts about the Indian independence movement and the process of national integration, with a specific focus on Sardar Patel's role
- **Differentiation:** The reading materials should cater to varying difficulty levels, catering to students with different reading abilities within each age group.
- **Comprehension Support(Optional):**
 - Include comprehension questions, activities, or discussion prompts that encourage critical thinking and analysis of the reading materials in relation to Sardar Patel's legacy.
 - Consider offering different levels of difficulty for comprehension questions to accommodate diverse reading abilities.
- **Multilingual Support (Optional):** If the state has a diverse linguistic population, consider offering at least a portion of the content bank in multiple languages to promote wider accessibility.

Technical Requirements:

- **Content Organization:** The content should be organized in a user-friendly and searchable format, allowing for easy access by students and educators. Categorize materials by age group, genre, topic, difficulty level, historical period related to Sardar Patel, or other relevant criteria.
- **Metadata (Optional):** Include metadata for each reading passage, such as title, author, genre, reading level, keywords, a brief summary, and historical context related to Sardar Patel
- **Digital Delivery:** The content bank should be delivered in a digital format, compatible with online learning platforms or downloadable for offline use.

Deliverables:

- A comprehensive content bank containing a diverse range of engaging reading materials, aligned with the content requirements outlined above and focused on Sardar Patel's legacy.
- Metadata for each reading passage, facilitating easy organization and search functionality (Optional).
- Detailed documentation outlining the procedures for the content bank.

Evaluation Criteria:

- Expertise and experience of the team in developing high-quality informative and educational content.
- Creativity, variety, age-appropriateness, and thematic connection of the proposed reading materials to Sardar Patel's life and legacy.
- focus on promoting reading and historical understanding.
- Clarity and user-friendliness of the content bank for both students and educators.
- Cost-effectiveness of the proposal.
- Feasibility of offering content in multiple languages.

Additional Considerations:

- Explore incorporating excerpts from works by prominent authors with connections to Sardar Patel or the state.
- Partner with educational institutions or historical societies within the state to identify relevant reading materials and ensure alignment with regional history and interests.
- Propose strategies for ongoing content curation and updates to maintain the relevance and diversity of the content bank over time.

By submitting a proposal, you demonstrate your ability to create a valuable resource that will enhance the "State Level Reading Competition" and contribute to a successful commemorative celebration, fostering a love of reading and a deeper appreciation for Sardar Patel's legacy among students across the state.

Guidelines for Filling the Price Bid Form :

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	<p>Comprehensive Quotation for 100 (One Hundred) Words in one language:</p> <ul style="list-style-type: none"> • The bidder is required to provide a lump sum quotation covering the complete scope of work as outlined above. • The quotation should represent the total cost for executing the scope of work for 100 Words in one language, with pro-rata rates applicable for additional Words beyond 100.
<p>SS-013</p>	<p>Translation Services for Sardar Patel Reading Competition</p> <p>Project Overview: This tender seeks proposals from qualified translation service providers to support the "Reading Competition," a key element of the state-level commemorative activities celebrating the 150th birth anniversary of Sardar Vallabhbhai Patel. The objective is to ensure the competition's content and resources are accessible to a wider audience within the state by translating them into various languages.</p> <p>Target Languages:</p> <ul style="list-style-type: none"> • The translated content needs to be available in the languages spoken by a significant portion of the student population within the state, as determined by official demographics.(e.g., Hindi, Marathi, Kannada, etc.) • The project envisions a future expansion of translated content to include additional Indian and even foreign languages as the competition potentially expands its reach beyond the state. The selected service provider should demonstrate a scalable approach to translation that can accommodate this growth. <p>Considerations for Future Expansion: Proposals should address how the translation service provider would handle:</p> <ul style="list-style-type: none"> • Identification of new target languages: A process for identifying languages spoken by a significant student population in newly targeted regions. • Cost-effective expansion: Strategies for cost-effectively adding new languages to the translated content pool while maintaining high quality. • Linguistic expertise: The ability to source qualified translators with expertise in the additional languages. • Technical compatibility: Ensuring translated content remains compatible with the competition website and learning platform if applicable. <p>Source Materials: The content requiring translation includes:</p> <ul style="list-style-type: none"> • Reading Materials: Content bank materials developed for the competition (as outlined in the separate tender for Content Bank Development). • Competition Website: All content on the competition website, including descriptions, rules, registration forms, FAQs, and other user-facing information. • Promotional Materials: Posters, brochures, social media content, and any other materials used to promote the competition throughout the state. • Additional Resources: Any competition-related documents or resources distributed to participants, educators, or the general public. <p>Quality Requirements:</p> <ul style="list-style-type: none"> • All translations must be accurate, fluent, and culturally appropriate for the target audience. • Translators must possess subject matter expertise in the relevant fields (history, literature, education) and a strong understanding of Sardar Patel's legacy. • Translations should maintain the original intent, tone, and style of the source material. <p>Technical Requirements:</p> <ul style="list-style-type: none"> • Quality Assurance: The translation service provider should utilize a robust quality assurance process to ensure accuracy and consistency throughout the translated

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- materials. This may include double-translation and review by a qualified editor familiar with the project's specific context.
- **Formatting and Style:** Translated documents should be formatted to match the layout and style of the original source documents, preserving the user experience across languages.
 - **Online Platform Compatibility:** If the competition website or learning platform utilizes specific software or content management systems, ensure translated content is compatible for seamless integration.
 - **File Formats:** Specify the required file formats for translated documents (e.g., .docx, .html, .pdf) to ensure compatibility with the competition's systems and distribution methods.

Deliverables:

- High-quality translations of all specified source materials in the designated target languages.
- Translated documents formatted and styled to match the original source materials.
- Glossaries of any specialized terminology used in the translations, ensuring clarity for the target audience.

Evaluation Criteria:

- **Expertise and Experience:** The experience and qualifications of the translation service provider, particularly in educational content and historical themes.
- **Translator Qualifications:** Qualifications and experience of the translators assigned to the project, with a focus on their subject matter expertise and knowledge of Sardar Patel's legacy.
- **Quality Assurance:** The quality assurance processes employed by the provider to ensure accuracy, fluency, and cultural appropriateness of translations.
- **Cost and Timeline:** Competitive pricing and a proposed timeline for completing the translation project, considering the volume of materials.
- **Technical Capabilities:** Ability to handle various file formats and ensure compatibility with online platforms (if applicable).
- **Track Record:** Proven track record of successfully completing similar projects involving quality content translation.
- **Scalable Translation Strategy:** In addition to the core translation service evaluation criteria, proposals will be assessed on their proposed approach to future language expansion. Proposals that demonstrate a well-defined, scalable, and cost-effective strategy will be given an advantage.

Additional Considerations:

- Offer flexibility in accommodating potential additional content or revisions that may arise during the competition.
- Clearly outline the process for handling any inconsistencies or ambiguities encountered during the translation process.
- Specify confidentiality requirements for any competition-related information or materials.

By submitting a proposal, you demonstrate your ability to provide high-quality translation services that will ensure the "Sardar Patel Reading Competition" is accessible to a wider audience within the state, fostering inclusivity and promoting knowledge about Sardar Patel's legacy.

Guidelines for Filling the Price Bid Form :

Comprehensive Quotation for 100 (one Hundred) Words in one language:

- The bidder is required to provide a **lump sum quotation** covering the complete scope of work as outlined above.
- The quotation should represent the total cost for executing the scope of work for **100 Words in one language**, with pro-rata rates applicable for additional Words beyond 100.



SS-014

Ready-to-Print Reading Content Book and Ready-to-Publish Digital Reading Content Book

1. Project Overview

This project seeks proposals for the development, publication, and distribution of a reading content book in both traditional (printed) and digital formats. The book will target users across various age groups and feature engaging and informative content (to be specified by the client).

2. Scope of Work:

A. Content Development:

- Collaborate with the client to finalize the book's theme, target audience, and content structure.
- Develop high-quality content aligned with the book's objective, ensuring originality and adherence to copyright regulations.
- Content types may include:
 - Informational text
 - Short stories
 - Poems
 - Activities and exercises (optional)
 - Illustrations and visuals (optional)
- Source high-quality images, diagrams, or other visual elements (if applicable).
- Ensure the content is age-appropriate and resonates with the target audience.
- Proofread and edit all content for accuracy, clarity, and engaging style.

B. Traditional Book Publishing:

- Design and layout the book for print publication, including cover design, page layout, and typography.
- The Consultant shall provide comprehensive consultancy and management services for the production of a visually appealing quiz book. This includes creative direction, content development, procurement of high-quality printing materials, quality control oversight, and management of all logistics related to printing and delivery. The Consultant will ensure that the final product meets the Client's specific requirements and is delivered on time and within budget.
- Obtain ISBN registration for the printed book.

C. Digital Book Publishing:

- Develop an e-book version of the reading content book compatible with major e-readers and platforms (e.g., Kindle, Apple Books, Kobo).
- Ensure the e-book format is optimized for user experience, including accessibility features.
- Secure distribution channels for the e-book through major online retailers.
- Implement DRM (Digital Rights Management) protection for the e-book (optional).

3. Deliverables:

- High-quality manuscript containing all final content (text, visuals, activities, etc.).
- Ready-to-print soft copies with content, including cover design, page layout, and typography
- Professionally designed and printed reading content book (Optional).
- Optimized e-book file compatible with major e-reader platforms.
- Proofread and finalized versions of all deliverables.

4. Requirements:

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	<ul style="list-style-type: none"> ● Bidders must have experience in publishing educational or reading content for the target audience. ● A strong understanding of both traditional and digital publishing processes is essential. ● Bidders should possess expertise in book design, layout, and e-book formatting. ● Experience with ISBN registration and e-book distribution channels is preferred. ● The ability to manage content creation, editing, production, and distribution efficiently is crucial. <p>5. Evaluation Criteria:</p> <ul style="list-style-type: none"> ● Quality and relevance of proposed content. ● Expertise and experience of the publishing team. ● Design aesthetics and functionality of proposed book layout (both print and digital). ● Cost-effectiveness and competitiveness of pricing structure. ● Distribution plan and reach for both print and digital formats. ● Proposed timeline for project completion. <p>6. Submission Guidelines:</p> <p>Interested publishers should submit proposals containing the following information:</p> <ul style="list-style-type: none"> ● Company profile and experience in relevant fields. ● Samples of previously published work focusing on educational or reading content (if applicable). ● Proposed content outline and sample chapters demonstrating writing style. ● Design concepts for the book layout (both print and digital). ● Project timeline and proposed budget breakdown for each stage (content development, printing, ebook conversion, distribution). ● References from previous clients (optional). <p>Bidders may propose alternative solutions for the Reading Content Book Publishing (Traditional & Digital), focusing on cost-effectiveness while meeting all project requirements.</p> <p>Guidelines for Filling the Price Bid Form : Comprehensive Quotation for One Page:</p> <ul style="list-style-type: none"> ● The bidder is required to provide a lump sum quotation covering the complete scope of work as outlined above. ● The quotation should represent the total cost for executing the scope of work for One Page as specified.
SS-015	<p>State-Level Reading Competition Promotion and Marketing Strategy</p> <p>1. Project Overview</p> <p>This tender invites proposals from experienced marketing agencies or professionals to create and execute a comprehensive marketing strategy for a state-level online reading competition. The primary goal is to generate high visibility and encourage participation across different demographic groups within the state. Tangible deliverables are required at each stage of the campaign to ensure measurable impact.</p>



2. Target Audience

The marketing strategy should effectively reach:

- **Students:** Elementary, middle, and high school students in the state.
- **Parents and Educators:** Guardians, teachers, and school administrators.
- **Reading Enthusiasts:** Individuals with a passion for reading and literature.
- **General Public:** Broader community members to foster community involvement.

3. Project Scope and Responsibilities

The successful bidder will develop and implement a marketing campaign with the following deliverables:

A. Campaign Development

- **Creative Theme and Messaging:**
 - Develop a unified campaign theme that reflects the competition's educational and cultural goals.
 - Create specific messaging and calls to action (CTAs) tailored to each audience segment.
 - **Deliverable:** A documented campaign theme and messaging strategy with samples for each target audience, to be submitted before launch.
- **Targeted Marketing Plan:**
 - Outline specific tactics for each audience group and detail the expected reach and engagement levels.
 - **Deliverable:** A comprehensive marketing plan with defined goals, key metrics, and timelines.

B. Marketing Materials

- **Visual Content Creation:**
 - Design high-quality graphics and visuals, including **10 posters, 5 banners, and 20 social media graphics** formatted for Facebook, Instagram, and Twitter.
 - **Deliverable:** Ready-to-use digital files of each item, delivered at least three weeks before the campaign launch.
- **Video Content (Optional):**
 - Develop a **1-2 minute promotional video** and **3-5 short clips (15-30 seconds)** for social media highlighting the competition's benefits.
 - **Deliverable:** Finalized video files in multiple formats compatible with social media platforms.
- **Copywriting:**
 - Write engaging content for **5 press releases, website content for the competition landing page, and 15-20 social media posts.**
 - **Deliverable:** Final copy for all press releases, website content, and social media posts, submitted in editable formats.

C. Media Relations & Outreach

- **Media Outreach Strategy:**
 - Develop a detailed plan for engaging **local and regional media outlets** **Deliverable:** A media outreach calendar with contacts, content for outreach emails, and expected coverage.
- **Influencer and Institutional Outreach:**
 - Identify and engage **relevant influencers** and **educational institutions** to promote the competition.
 - **Deliverable:** Documented outreach list with influencer bios, expected reach, and engagement rates.

D. Social Media Marketing

- **Platform-Specific Strategy:**



- Develop a **targeted social media strategy** for Facebook, Instagram, and Twitter to maximize competition visibility.
- **Deliverable:** Social media calendar with 20 posts, including images, captions, hashtags, and scheduled timings.
- **Social Media Advertising:**
 - Run targeted ads within allocated budget to reach **potential participants** with specific audience parameters (age, location, interests).
 - **Deliverable:** Monthly performance reports detailing ad reach, engagement, click-through rates, and conversions.

E. Website Integration

- **Website Traffic and Conversion Strategy:**
 - Implement strategies to drive traffic to the competition's website and convert visits into registrations.
 - **Deliverable:** Monthly reports detailing traffic sources, bounce rate, average time on site, and registrations.

F. Performance Tracking & Reporting

- **Campaign Monitoring Tools:**
 - Set up tracking for engagement, registrations, website traffic, and media mentions using tools like Google Analytics, social media insights, and media coverage reports.
- **Reporting:**
 - Submit a **weekly performance update** and **monthly comprehensive report** showing metrics such as reach, engagement rates, ad performance, and conversions.
 - **Deliverable:** Weekly and monthly reports with KPIs, insights, and recommended adjustments.

4. Tangible Deliverables

The following items are required to be provided by the bidder at specific intervals to ensure transparency and effectiveness:

- **Marketing Strategy Document:**
 - A detailed strategy document, including messaging, channels, target audience breakdown, and metrics, due two weeks before the campaign starts.
- **Creative Assets:**
 - **10 posters, 5 banners, 20 social media graphics, and 5 press releases** completed and ready for launch distribution.
 - **Optional Video Content:** 1-2 minute promotional video and 3-5 short clips (optional), ready for social media use.
- **Press and Media Kit:**
 - A ready-to-use media kit with a press release template, competition overview, and supporting graphics for distribution to media outlets.
- **Campaign Performance Reports:**
 - **Weekly updates** on social media and ad performance.
 - **Monthly reports** detailing overall campaign progress, including website traffic, social media metrics, influencer reach, and suggested optimizations.

5. Evaluation Criteria

Proposals will be evaluated based on the following criteria:

- **Experience and Expertise:** Track record in managing promotional campaigns for similar educational or community-based events.
- **Creativity and Quality:** Originality of proposed themes, visuals, and messages in engaging the target audience.
- **Target Audience Insight:** Ability to effectively reach and appeal to the specified audience groups through preferred channels.
- **Performance Measurement:** Clear methodology for tracking campaign impact and ensuring ROI.

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	<ul style="list-style-type: none"> • Cost Transparency: A detailed budget with itemized costs for each component. <p>6. Submission Guidelines Interested bidders must submit a proposal including:</p> <ul style="list-style-type: none"> • Company Profile: Background information on the agency or professional, with case studies or relevant experience. • Proposed Campaign Strategy: Details on audience segmentation, key messaging, and planned activities per marketing channel. • Creative Samples: Samples from previous work in event marketing, if available. • Timeline and Cost Estimate: <ul style="list-style-type: none"> ○ Clear timeline with major milestones. ○ Itemized cost breakdown covering all deliverables, including any optional services. <p>7. Conclusion This tender provides an opportunity for marketing professionals to develop and implement a data-driven, creative campaign for a state-level reading competition. We are looking for proposals that demonstrate an in-depth understanding of the target audience, innovative campaign strategies, and clear, measurable deliverables.</p> <p>Guidelines for Filling the Price Bid Form : Comprehensive Quotation for One State for One Month:</p> <ul style="list-style-type: none"> • The bidder is required to provide a lump sum quotation covering the complete scope of work as outlined above. • The quotation should represent the total cost for executing the scope of work for One state for One Month as specified.
<p>SS-016</p>	<p>Conceptualization, Design, Production and Management of Exhibition Series Project Overview: This tender seeks proposals for the conceptualization, design, and production of an exhibition series as part of a commemorative ceremony. The exhibition series aims to showcase the history, achievements, and significance of the event through engaging and informative displays.</p> <p>Scope of Work:</p> <ol style="list-style-type: none"> 1. Conceptualization: <ul style="list-style-type: none"> • Develop a compelling and cohesive concept for the exhibition series that aligns with the theme and objectives of the commemorative ceremony. • Conduct research to identify key topics, narratives, and visual elements to be included in the exhibition. 2. Design: <ul style="list-style-type: none"> • Design the layout and visual identity of the exhibition series, including signage, graphics, and multimedia elements. • Create engaging and interactive displays that capture the attention of visitors and convey the intended message effectively. 3. Production: <ul style="list-style-type: none"> • Procure materials and resources necessary for the construction of exhibition displays, including stands, panels, audiovisual equipment, and interactive installations. • Coordinate with vendors, suppliers, and contractors to ensure timely production and installation of exhibition components.



4. Content Development:

- Develop informative and engaging content for the exhibition displays, including text, images, videos, and interactive elements.
- Ensure accuracy, relevance, and accessibility of content for a diverse audience.

5. Logistics:

- Manage logistics related to transportation, setup, and dismantling of exhibition components at multiple venues as part of the commemorative ceremony.

6. Promotion:

- Develop promotional materials and strategies to generate interest and attract visitors to the exhibition series.
- Coordinate with event organizers to integrate the exhibition into the overall marketing and communication plan for the commemorative ceremony.

7. Evaluation:

- Implement mechanisms to gather feedback and evaluate the effectiveness of the exhibition series in achieving its objectives.
- Make recommendations for improvements and future iterations based on feedback and evaluation results.

Submission Instructions:

Interested firms or agencies should submit their proposals, detailing their approach, methodology, team composition, and cost estimates for the conceptualization, design, and production of the exhibition series.

To accommodate diverse exhibition spaces and budgets, we have identified three categories:

1. **Small-Scale Exhibitions**
2. **Medium-Scale Exhibitions**
3. **Large-Scale Exhibitions**

1. Small-Scale Exhibitions (10-20 Exhibits)

A. Scope of Work:

- **Content Development:** Research and curate content related to the chosen theme, focusing on a specific aspect or viewpoint.
- **Exhibit Selection:** Secure high-quality exhibits such as photographs, documents, artworks, or artifacts relevant to the theme.
- **Design and Layout:** Design a visually appealing and informative exhibition layout within the designated space.
- **Fabrication and Production:** Fabricate or source display panels, signage, and any necessary props for the exhibit.
- **Lighting Design:** Develop a lighting plan to enhance the presentation of exhibits and create a desired atmosphere.
- **Installation:** Professionally install all exhibits, signage, and display elements within the exhibition space.
- **Disassembly and Removal:** Safely disassemble and remove the exhibition after the closing date.

B. Requirements:

- Experience in designing and developing small-scale, temporary exhibitions.
- Ability to curate engaging and informative content focused on a specific theme.



- Capability to source or fabricate high-quality exhibit materials and displays within budget constraints.
- Understanding of visitor flow and effective communication through exhibit design and layout.
- Knowledge of exhibition lighting techniques to enhance the presentation of exhibits.

C. Evaluation Criteria:

- Creativity and effectiveness of the proposed exhibition concept and design.
- Quality and relevance of the proposed content and selected exhibits.
- Functionality and user-friendliness of the exhibition layout and visitor flow.
- Cost-effectiveness and competitiveness of the proposed budget for all project components.
- Proven track record of delivering high-quality temporary exhibitions on time and within budget.

2. Medium-Scale Exhibitions (20-50 Exhibits)

A. Scope of Work:

- **Content Development:** Research and curate comprehensive content covering various aspects and perspectives of the chosen theme.
- **Exhibit Selection:** Secure a diverse range of exhibits including historical artifacts, artworks, multimedia elements, and potentially interactive displays.
- **Design and Layout:** Design a visually appealing and informative exhibition layout that guides visitors through the content narrative.
- **Fabrication and Production:** Fabricate or source display panels, signage, interactive elements, and multimedia hardware for the exhibit.
- **Lighting Design(Optional):** Develop a comprehensive lighting plan to showcase exhibits effectively and create different atmospheres within the space.
- **Audio/Visual Production (Optional):** Develop and integrate multimedia elements, such as video presentations or interactive touchscreens (optional).
- **Installation:** Professionally install all exhibits, signage, interactive elements, and technology within the exhibition space.
- **Publicity and Marketing (Optional):** Develop and implement a pre-exhibition marketing campaign to generate public interest (optional).
- **Disassembly and Removal:** Safely disassemble and remove the exhibition after the closing date.

B. Requirements:

- Experience in designing and developing medium-scale exhibitions with diverse exhibit types.
- Ability to curate and present a comprehensive exploration of the chosen theme for a general audience.
- Capability to manage the fabrication or sourcing of a wider range of exhibit materials, including interactive and multimedia elements.
- Expertise in exhibition design and layout to facilitate visitor flow and enhance user experience.
- Knowledge of effective lighting techniques and potentially audiovisual production for engaging presentations.

C. Evaluation Criteria:

- Creativity and effectiveness of the proposed exhibition concept, design, and narrative flow.
- Depth and relevance of the proposed content and the variety of chosen exhibits.
- Functionality, accessibility, and user-friendliness of the exhibition layout and interactive elements.
- Cost-effectiveness and competitiveness of the proposed budget for all project components.
- Proven track record of delivering high-quality medium-scale exhibitions with diverse exhibits on time and within budget.
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3. Large-Scale Exhibitions (50+ Exhibits)

A. Scope of Work:

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- **Content Development:** Research and curate comprehensive content providing a detailed and multifaceted exploration of the chosen theme.
- **Exhibit Selection:** Secure a wide range of exhibits, including historical artifacts, large-scale installations, multimedia components, interactive displays, and potentially life-size replicas.
- **Design and Layout:** Design a visually stunning and immersive exhibition layout that accommodates diverse exhibits and facilitates visitor flow.
- **Fabrication and Production:** Manage the fabrication, sourcing, and installation of complex exhibits, technology integration, and potentially custom-designed display structures.
- **Lighting Design(Optional):** Develop a sophisticated lighting plan to create various atmospheres, highlight exhibits, and enhance visitor experience.
- **Audio/Visual Production(Optional):** Develop and integrate extensive multimedia elements, such as video presentations, interactive touchscreens, and potentially sound installations.
- **Security and Access Control(Optional):** Implement security measures and access control systems to protect valuable exhibits and manage visitor flow effectively.
- **Publicity and Marketing(Optional):** Develop and execute a comprehensive pre-exhibition marketing campaign to generate significant public interest and awareness.(Optional)
- **Education and Learning Programs (Optional):** Develop educational programs, workshops, or guided tours to enhance visitor engagement (optional).
- **Installation:** Professionally install all exhibits, technology, signage, and interactive elements within the exhibition space.
- **Disassembly and Removal:** Safely disassemble and remove the exhibition after the closing date.

B. Requirements:

- Extensive experience in designing and developing large-scale, complex exhibitions with diverse and potentially fragile exhibits.
- Ability to curate and present a comprehensive and multifaceted exploration of the chosen theme for a broad audience.
- Proven expertise in project management, coordinating fabrication, sourcing, and integration of various exhibit types and technology.
- Capability to design and implement a visually stunning and immersive exhibition layout with effective visitor flow management.
- Knowledge of advanced lighting techniques, audiovisual production, and potentially security and access control systems.

C. Evaluation Criteria:

- Creativity and innovation in the proposed exhibition concept, design, and narrative flow.
- Depth, accuracy, and comprehensiveness of the proposed content and the variety of chosen exhibits.
- Functionality, accessibility, and user-friendliness of the exhibition layout and interactive elements for a broad audience.
- Expertise in project management, cost-effectiveness, and competitiveness of the proposed budget for all project components.
- Proven track record of successfully delivering large-scale, complex exhibitions with diverse exhibits on time and within budget.

Interested firms or agencies should submit detailed proposals outlining:

- **Approach and Methodology:** Describe your creative approach to conceptualizing and designing engaging exhibitions for each size category. Explain your methodology for content development, visitor engagement strategies, and adherence to the commemoration theme.
- **Team Composition:** Introduce your project team, highlighting the expertise of key personnel involved in design, fabrication, exhibition management, and historical content development (if applicable).
- **Cost Estimates:** Provide detailed cost breakdowns for each exhibition category (Large, Medium, Small) encompassing design, fabrication, production, and installation. Consider offering modular pricing options to accommodate potential variations in venue size and requirements.
- **Project Timeline:** Propose a realistic timeline for each stage of the project, from conceptualization to installation and dismantling.

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Evaluation Criteria:

Proposals will be evaluated based on the following:

- Creativity and effectiveness of the proposed exhibition concepts for each size category.
- Expertise and experience of the design and production team in developing impactful historical exhibitions.
- Ability to deliver high-quality exhibitions within budget and specified timelines.
- Understanding of diverse audience needs and experience levels.
- Prior experience with similar projects.
- Scalability and flexibility of the proposed approach to accommodate different exhibition sizes and potential future needs.

Additional Considerations:

Proposals may address the following:

- Strategies for incorporating sustainable and eco-friendly materials and practices into the exhibition design.
- Potential for digital or online components that could enhance the visitor experience or reach a wider audience.
- Methods for ensuring accessibility for visitors with disabilities.

Special Note: Display and Management of Exhibition Series at Multiple Venues

This Exhibition Series is conceived with the flexibility for certain exhibitions to be displayed on demand or rented upon request at various venues. The selected agency will be responsible for managing and executing displays across multiple locations, including **packaging for transportation, setup, teardown, and venue-specific adjustments**. Display fees are calculated as a percentage of the production cost per venue, and they vary based on the complexity and scale of each exhibition. Below is a guideline for determining display fees at each venue:

- **Basic Setup with Minimal Adjustments:**
 - **20-25% of Production Cost per venue**
 - Best suited for exhibitions with straightforward transport, minimal setup requirements, and few venue-specific adjustments.
- **Moderate Setup with Customization Needs:**
 - **30-40% of Production Cost per venue**
 - Ideal for exhibitions requiring moderate adjustments, such as reconfiguring displays, additional lighting, or managing moderate travel distances.
- **Complex Setup with Extensive Adjustments:**
 - **45-50% of Production Cost per venue**
 - For exhibitions with large-scale installations, multimedia elements, complex layouts, or significant logistical and travel needs.

This breakdown provides a clear guideline for calculating display fees based on the specific requirements and complexity of each venue.

This Exhibition Series is designed to be displayed on demand or rented by request at various venues, typically for a duration of **3 to 7 days**. The rates negotiated and agreed upon with the selected agency will apply to a standard display period of **up to 7 days**. If the exhibition display extends beyond 7 days, an additional daily rate will be applied on a **pro rata basis at 15% of the initial display rate per extra day**.

This arrangement ensures flexibility in managing display duration while maintaining clear cost structures for extended exhibition periods at any venue.

Guidelines for Filling the Price Bid Form :



	<p>Lump Sum Quotation for Exhibitions:</p> <ul style="list-style-type: none"> The bidder must quote lump sum costs for the Conceptualization, Design, Production, and Management of the exhibitions as follows: <ul style="list-style-type: none"> Small-Scale Exhibition (ID Code: SS-016A) Medium-Scale Exhibition (ID Code: SS-016B) Large-Scale Exhibition (ID Code: SS-016C) Ensure that the costs align with the descriptions and deliverables covering the complete scope of work as outlined above. <p>Comprehensive Quotation for One Exhibition:</p> <ul style="list-style-type: none"> Provide a total lump sum cost for the complete scope of work required for one exhibition under each category (small, medium, large). Refer to the corresponding ID Codes and descriptions covering the complete scope of work as outlined above to ensure accurate representation of costs.
SS-016A	Small-Scale Exhibitions (10-20 Exhibits) as Described Above in SS-016
SS-016B	Medium-Scale Exhibitions (20-50 Exhibits) as Described Above in SS-016
SS-016C	Large-Scale Exhibitions (50+ Exhibits) as Described Above in SS-016
SS-017	<p>Plug and Play Multilingual Touch Screen Information Kiosks</p> <p>1. Project Overview This project seeks proposals from qualified vendors for the design, development, supply, installation, and ongoing support of multilingual touch screen information kiosks. These kiosks will be deployed at various locations (to be specified) and cater to a diverse audience.</p> <p>2. Project Requirements:</p> <p>A. Hardware:</p> <ul style="list-style-type: none"> Touch Screen Display: Provide high-resolution, multi-touch display panels with Appropriate screen size.. Operating System: Pre-install a user-friendly and stable operating system suitable for kiosk applications. Internal Hardware: Specify the required internal hardware configuration, including processor, RAM, storage capacity, etc., to ensure smooth kiosk operation. Enclosure: Design and fabricate durable and aesthetically pleasing enclosures for the kiosks, considering security and user access. Additional Hardware (Optional): Specify any additional hardware needs, such as cameras, audio speakers, or payment terminals (if applicable). <p>B. Software:</p> <ul style="list-style-type: none"> Multilingual Support: Develop a user interface that supports [list desired languages] and allows users to easily switch between languages.



- **Conceptual Panning:** Integrate a conceptual panning feature to allow users to navigate through large amounts of information.
- **Quiz Application (Optional):** Develop a quiz application to enhance user engagement (optional).
- **Security Features:** Implement robust security measures to protect the kiosk system from unauthorized access and malware threats.

C. Services:

- **Design and Development:** Provide conceptual design, software development, and testing of the kiosk application.
- **Fabrication and Supply:** Fabricate high-quality kiosks based on approved designs and deliver them to designated locations.
- **Transportation and Installation:** Ensure safe transportation and professional installation of the kiosks at designated sites.
- **Training:** Offer on-site training for staff on kiosk operation and basic content management using the CMS.
- **Commissioning:** Perform complete system commissioning to ensure all hardware and software components function optimally.
- **Operations and Maintenance Support:** Provide comprehensive one-year warranty coverage for all hardware and software components, including repairs, software reloading, and reconfiguration.

3. Evaluation Criteria:

- Expertise and experience in developing and supplying touch screen information kiosks.
- Quality and functionality of the proposed hardware and software solutions.
- Creativity and user-friendliness of the kiosk design and user interface.
- Effectiveness of the proposed multilingual support and content management system.
- Capability to deliver comprehensive on-site training and ongoing maintenance support.
- Cost-effectiveness and competitiveness of the overall proposal.
- Proven track record of meeting deadlines and delivering high-quality products.

4. Submission Guidelines:

Interested vendors should submit proposals containing the following information:

- Company profile and experience in similar kiosk development projects.
- Required Technical specifications for the proposed hardware components.
- Software development plan outlining the functionalities of the kiosk application and optional features (quiz application).
- Design mockups or prototypes showcasing the proposed kiosk design and user interface.
- Project timeline for development, fabrication, installation, and training.
- Comprehensive warranty coverage details, including response times for repairs and maintenance.
- Reference list from previous clients with similar kiosk deployments (optional).

Guidelines for Filling the Price Bid Form :
Comprehensive Quotation for One Kiosk:

- The bidder is required to provide a **lump sum quotation** covering the complete scope of work as outlined above.
- The quotation should represent the total cost for executing the scope of work for **One Kiosk** as specified.



SS-018

Civil Service Special Series

1. Project Overview

This project seeks proposals from qualified organizations or individuals with experience in content creation, event management, and publishing. The objective is to develop and implement the "Civil Service Special Series," a program designed to recognize and celebrate the contributions of civil service officers, particularly those associated with Sardar Vallabhbhai Patel's legacy.

2. Project Scope

The Civil Service Special Series will encompass several key tasks:

- **Content Planning and Conceptualization:**
 - Define the program's goals and target audience, emphasizing the importance of recognizing civil servants and their contributions.
 - Develop a comprehensive content plan featuring a variety of formats:
 - Talks and interviews featuring prominent civil service officers and experts.
 - Podcasts with in-depth discussions and insights from civil servants.
 - A high-quality coffee table book celebrating the lives and achievements of selected officers.
- **Speaker/Interviewee Identification and Invitation:**
 - Identify and invite civil service officers, bureaucrats, and historical experts with knowledge of Sardar Patel's legacy and the All India Civil Service System.
 - Utilize a multi-pronged approach for outreach, including formal invitations, established professional networks, and leveraging personal contacts in the civil service.
 - Ensure a diverse representation of speakers and interviewees by considering officers from various administrative services, regions of India, and backgrounds.
- **Topic Selection and Content Development:**
 - Collaborate with invited speakers and interviewees to define specific topics that highlight their experiences, achievements, and reflections on Sardar Patel's vision and the role of civil service.
 - Assist in developing compelling content for each format, focusing on key themes such as leadership, public service ethics, good governance, and nation-building.
 - Ensure content accuracy and historical relevance, particularly when focusing on Sardar Patel's legacy.
- **Podcast Production and Publication:**
 - Plan and record engaging podcast episodes featuring discussions, interviews, and unique perspectives from civil service officers and experts.
 - Edit recordings professionally for clarity, flow, and audience engagement, incorporating background music, sound effects, and transitions as needed.
 - Publish podcast episodes on popular platforms like Apple Podcasts, Spotify, and Google Podcasts, ensuring proper tagging, descriptions, and promotion to reach the target audience.
- **Talks and Interview Coordination:**
 - Manage logistics for talks and interviews, including securing suitable venues, scheduling dates and times, and arranging for technical equipment and support.
 - Facilitate smooth interactions between speakers/interviewees and the audience to foster meaningful discussions and exchanges.
 - Ensure professional and respectful conduct during talks and interviews, adhering to pre-agreed topics and guidelines.
- **Coffee Table Book Production:**

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- Gather biographical information, anecdotes, and photographs of civil service officers featured in the book.
- Collaborate with experienced writers, editors, and graphic designers to create a visually appealing layout and design for the coffee table book.
- Compile and edit content rigorously to ensure factual accuracy, narrative coherence, and adherence to publishing standards.
- Ready-to-Print Coffee Table Book and Ready-to-Publish Digital Coffee Table Book

● **Publication and Distribution:**

- Oversee the high-quality printing and production of the coffee table book.
- Develop a distribution strategy to reach relevant stakeholders, including:
 - Current and retired civil service officers.
 - Government institutions and libraries.
 - Educational institutions and universities.
 - Potential retail partners with an interest in Indian history and governance.
- Promote the book through various channels such as social media campaigns, book launches, and press releases to generate public interest and maximize visibility.

● **Engagement and Feedback Collection:**

- Implement strategies to encourage audience engagement with the Civil Service Special Series. This may include online feedback forms, surveys, and interactive elements on social media platforms.
- Closely monitor audience responses and key metrics such as podcast downloads, event attendance, book sales, and social media engagement to assess the series' impact and effectiveness.
- Utilize gathered feedback to refine future content and initiatives, continuously improving the project based on audience preferences and insights.

3. Deliverables

- A comprehensive content plan outlining the Civil Service Special Series.
- High-quality podcasts featuring engaging discussions with civil service figures.
- Professionally conducted and edited talks and interviews capturing the experiences of civil servants.
- A visually appealing and well-researched coffee table book celebrating civil service officers.
- A well-defined distribution strategy for the coffee table book.
- Reports summarizing audience engagement and feedback collected throughout the project.

4. Evaluation Criteria

- Expertise and experience of the team in content creation (podcasts, talks, publications), event management, and publishing.
- Creativity and effectiveness of the proposed approach to content development, speaker selection, and audience engagement strategies.
- Proven track record in project management, meeting deadlines, and delivering high-quality productions

Bidders must quote a lump sum for a batch of 10 complete Civil Service Special Series packs, each featuring content on one civil servant, including podcasts, talks, interviews, ready-to-print coffee table book pages, and related content, with a pro-rata rate for any additional batches.

Guidelines for Filling the Price Bid Form :



	<p>Comprehensive Quotation for Batch of 10 complete Civil Service Special Series packs:</p> <ul style="list-style-type: none"> The bidder is required to provide a lump sum quotation covering the complete scope of work as outlined above. The quotation should represent the total cost for executing the scope of work for Batch of 10 complete Civil Service Special Series packs as specified.
<p>SS-019</p>	<p>Coffee Table Book Series - Celebrating Leadership Project Overview This project seeks proposals from qualified organizations or individuals with experience in content creation, historical research, book design, and publishing. The objective is to develop and launch a Coffee Table Book Series celebrating the legacy of Sardar Vallabhbhai Patel and the contributions of prominent leaders from various fields across India.</p> <p>1. Scope of Work The project will encompass the following key tasks:</p> <ul style="list-style-type: none"> Topic Selection and Conceptualization: <ul style="list-style-type: none"> Define the overarching theme of the series, emphasizing the concept of leadership and its importance in nation-building, drawing inspiration from Sardar Patel's legacy. Identify distinct categories for each book in the series, focusing on diverse leadership domains such as: <ul style="list-style-type: none"> Spiritual Leaders Sports Leaders Education Leaders Infrastructure Leaders Philanthropy Leaders (and potentially others based on proposal recommendations) Leader Identification and Invitation: <ul style="list-style-type: none"> Research and identify prominent leaders and influencers who have made significant contributions within their respective fields. Extend formal invitations to selected leaders, inviting them to participate in the series and share their journeys. Emphasize the importance of diversifying the series by including leaders from various regions, religions, ethnicities, and genders. Content Planning and Development: <ul style="list-style-type: none"> Collaborate with participating leaders to develop compelling content for each book, encompassing biographical details, inspiring stories, key achievements, and impactful decisions. Assist leaders in crafting a narrative that highlights their unique leadership style and influence within their field. Maintain consistency and high editorial standards across the series while allowing for individual narratives and voices. Book Design and Layout: <ul style="list-style-type: none"> Partner with experienced graphic designers to create visually appealing and informative layouts for each book. Utilize high-quality photographs, illustrations, and graphic elements to enhance the reading experience and showcase the leaders' stories effectively. Ensure the design elements reflect the theme of leadership and the specific focus of each book while maintaining a cohesive series aesthetic. Editing and Proofreading:

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- Implement a rigorous editing and proofreading process to ensure the accuracy, clarity, and conciseness of all content within the series.
- Collaborate with editors, authors, and stakeholders to refine the manuscript, addressing factual accuracy, grammatical errors, and narrative flow.
- **Distribution and Promotion:**
 - Develop a comprehensive distribution strategy for widespread availability of the book series.
 - Target potential markets including:
 - Leaders featured in the series and their affiliated organizations.
 - Government institutions and libraries.
 - Educational institutions and universities.
 - Bookstores specializing in history, biography, and leadership development.
 - Utilize various promotional channels to generate public interest, such as:
 - Social media campaigns featuring snippets from the books and interviews with leaders.
 - Press releases highlighting the series launch and the featured leaders.
 - Author interviews and book signing events for enhanced visibility.
- **Engagement and Feedback Collection:**
 - Implement strategies to encourage audience engagement with the series. This may include:
 - Book launch events with featured leaders and panel discussions on leadership.
 - Online discussion forums and social media polls to spark conversation around leadership principles.
 - Collect feedback from readers, reviewers, and stakeholders to evaluate the series' impact and effectiveness.
 - Utilize feedback to inform future editions, identify potential new leadership categories, and refine the overall series concept.

2. Deliverables

- A comprehensive content plan outlining the Coffee Table Book Series.
- High-quality manuscripts for each book in the series, featuring compelling narratives and leader profiles.
- Visually appealing and professionally designed book layouts for the entire series.
- A well-defined distribution and promotion strategy for the series.
- Reports summarizing audience engagement and feedback collected throughout the project.
- Ready-to-Print Coffee Table Book and Ready-to-Publish Digital Coffee Table Book

3. Evaluation Criteria

- Expertise and experience of the team in content creation, historical research, book design, publishing, and project management.
- Creativity and effectiveness of the proposed approach to topic selection, leader identification, and content development.
- Visual design and layout capabilities for creating visually engaging and high-quality coffee table books.
- Proposed strategy for printing, distribution, promotion, and audience engagement.

Note: This tender specification offers a suggested list of leadership categories. Bidders are encouraged to propose additional categories they believe could enrich the initiative.



	<p>Guidelines for Filling the Price Bid Form : Comprehensive Quotation for One Page:</p> <ul style="list-style-type: none"> • The bidder is required to provide a lump sum quotation covering the complete scope of work as outlined above. • The quotation should represent the total cost for executing the scope of work for One Page as specified.
<p>SS-020</p>	<p>Photography and Videography Services for Sardar Saga Events</p> <p>1. Project Overview</p> <p>The Sardar Saga initiative, celebrating the legacy of Sardar Vallabhbhai Patel, invites qualified professional agencies to submit proposals for providing Photography and Videography Services for its events. These events are part of a global celebration aimed at honoring Sardar Patel’s vision for unity, peace, and prosperity in India. The successful agency will be responsible for high-quality visual documentation of these significant events, ensuring professional and engaging representation.</p> <p>2. Project Scope</p> <p>The scope of work for the successful agency includes, but is not limited to:</p> <ul style="list-style-type: none"> • Event Coverage: <ul style="list-style-type: none"> • Document key moments from the various events organized under the Sardar Saga initiative, including: <ul style="list-style-type: none"> ○ Opening Ceremonies (if applicable) ○ Sardar Unity Quiz Rounds, Cultural Programs, and Exhibitions ○ Sardar Vision Lectures and Special Sessions ○ Awards Ceremonies (if applicable) ○ Unity Walks and other significant events ○ Community Engagement Sessions, including collaborative activities with partners and sponsors • Photography: <ul style="list-style-type: none"> • Provide high-resolution photographs of participants, speakers, judges, organizers, and key event moments. • Capture diverse types of shots, including candid moments, group portraits, speaker close-ups, and event action shots. • Provide images in specified formats (e.g., JPEG, RAW).



● **Videography:**

- Film high-quality video footage of key moments throughout each event.
- Capture engaging footage that highlights the atmosphere and the emotional significance of the events.
- Use professional camera equipment and advanced filming techniques to ensure exceptional video quality.
- Provide edited videos in required formats (e.g., MP4, MOV).

● **Editing:**

- Perform basic **photo editing**, including color correction, cropping, and minor adjustments.
- Conduct basic **video editing** for trimming, adding titles, and other minor enhancements (additional editing based on event requirements may be optional).

3. Equipment Requirements

- **Professional-grade cameras** (both still and video) with suitable lenses to handle diverse event environments.
- Adequate **lighting equipment** for both indoor and outdoor settings.
- **Backup equipment** to ensure service continuity in case of technical issues.

4. Deliverables

The agency will be expected to deliver:

- All **high-resolution photos** captured during the events in the designated formats.
- **Edited photos** with necessary adjustments, including color correction and cropping.
- All **high-quality video footage** captured during the events in the specified formats.
- **Edited video content** (optional based on event needs), including trimming, titles, and basic enhancements.
- Full **copyright transfer** for all photos, videos, and related content to the **Sardar Saga** initiative.

5. Evaluation Criteria

Proposals will be evaluated based on:

- **Experience** and **expertise** in professional event photography and videography, especially for large-scale cultural or national events.



- **Portfolio quality**, showcasing previous work that demonstrates the ability to capture event atmosphere and engage with participants.
- Understanding of the **Sardar Saga** initiative and its goals of honoring Sardar Patel's legacy.
- Availability of the **necessary equipment** and **qualified personnel** for the scope of work.
- Proposed **timeline** for delivering the photographs and videos.
- **Cost-effectiveness** and competitive pricing.
- **References** from past clients, particularly those from similar projects.

6. Submission Guidelines

Interested professional agencies should submit proposals including the following:

- **Company profile**, including relevant experience in photography and videography for high-profile events.
- **Portfolio** of past work, especially from similar events.
- **Detailed methodology** for capturing events, including types of equipment to be used.
- **Proposed timeline** for event coverage, editing, and final delivery of photographs and videos.

7. Additional Considerations

- Indicate the **number of photographers and videographers** the agency plans to deploy for each event.
- Specify any **particular requests** for coverage (e.g., specific event segments, behind-the-scenes footage, interviews).
- Outline **dress code requirements** for photographers and videographers at the events.
- Clarify if **insurance coverage** is required for the equipment and personnel during event coverage.

8. Conclusion

We invite **professional agencies** with a proven track record in high-quality photography and videography to submit their proposals for capturing the essence of the **Sardar Saga** events. The selected agency will play an integral role in documenting and sharing the significant moments of these events, which celebrate unity, patriotism, and the powerful vision of Sardar Vallabhbhai Patel for a united India.

Bidders must provide a lump sum quotation for Per Event Set (for Comprehensive Coverage), which includes the full scope of photography, videography, editing, and post-production services for a single event for one day.

Guidelines for Filling the Price Bid Form :

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Upcoming Sardar-150 Commemorative Initiative by Sardar Patel University**



	<p>Comprehensive Quotation for One Event Set (for Comprehensive Coverage for One Day)</p> <ul style="list-style-type: none"> The bidder is required to provide a lump sum quotation covering the complete scope of work as outlined above. The quotation should represent the total cost for executing the scope of work for for One Event Set (for Comprehensive Coverage for One Day) as specified.
<p>SS-021</p>	<p>Consultancy and Management of the Sardar Patel Unity Walls Project</p> <p>1. Project Overview</p> <p>The "Sardar Patel Unity Walls" Project seeks proposals from experienced consultants specializing in project management and oversight for designing, implementing, and managing interactive public installations. This consultancy and management tender focuses on the Sardar Patel Unity Walls, intended to educate and inspire public audiences about Sardar Patel's legacy and contributions to national unity. The selected consultant will oversee the project from design through installation, ensuring the quality and cohesiveness of content, materials, and interactivity.</p> <p>2. Scope of Consultancy Services</p> <p>The consultancy firm will be responsible for the following:</p> <p>a. Project Management and Planning:</p> <ul style="list-style-type: none"> Project Oversight: Oversee all phases, from concept approval to installation, coordinating with designers, fabricators, and installers. Budget Management: Ensure cost-effective resource allocation and financial control throughout the project. Timeline Coordination: Manage schedules to ensure timely completion, including setting milestones for design, fabrication, and installation. Quality Control: Verify that all work meets quality standards for durability, visual appeal, and historical accuracy. <p>b. Vendor Selection and Coordination:</p> <ul style="list-style-type: none"> Designer and Fabricator Selection: Assist in selecting qualified designers, fabricators, and installers for the project. Contract Management: Prepare and manage contracts with vendors, ensuring all deliverables align with project goals. Communication Liaison: Serve as the primary point of contact between vendors and the client, ensuring clear communication on project requirements. <p>c. Content and Design Consultation:</p> <ul style="list-style-type: none"> Content Review: Work with designers to ensure the accuracy and relevance of content, focusing on Sardar Patel's legacy and broader themes of unity. Design Evaluation: Provide expert feedback on the design, ensuring it aligns with the project's educational and aesthetic objectives. Accessibility Compliance: Ensure the QR code and any interactive features are accessible and user-friendly. <p>d. Compliance and Site Management:</p> <ul style="list-style-type: none"> Site Feasibility and Safety: Assess and approve site locations, ensuring safety and suitability for both indoor and outdoor installations. Compliance: Ensure adherence to local regulations, including structural standards for public spaces. Final Inspection: Conduct inspections after installation to verify that Unity Walls meet all specifications. <p>3. Project Requirements</p> <p>a. Design and Content</p> <ul style="list-style-type: none"> Concept Development: Ensure the design reflects Sardar Patel's life, achievements, and ideals, with an emphasis on unity and national integration. Visual and Interactive Elements: Facilitate design elements like QR codes and optional interactive features, making sure they engage and educate the public.



b. Materials and Durability

- **Material Assessment:** Ensure proposed materials are weather-resistant and vandal-proof, suitable for indoor and outdoor use.
- **Lighting and Visibility:** Advise on lighting and signage for visibility under various environmental conditions.

4. Evaluation Criteria for Consultancy Proposals

Consultancy firms will be evaluated on:

- **Relevant Experience:** Proven experience in managing large-scale public installations or historical-themed projects.
- **Project Management Approach:** Clear strategies for managing design, fabrication, and installation phases.
- **Content and Historical Expertise:** Familiarity with projects related to Indian history or heritage figures is preferred.
- **Cost Management:** Ability to optimize project resources while maintaining high-quality standards.
- **Client References:** References from past clients in similar projects (optional).

5. Submission Guidelines

Interested consultancy firms should submit proposals that include:

- **Company Profile:** Overview of experience with similar projects.
- **Project Management Strategy:** Detailed approach for managing timelines, vendor coordination, quality control, and content verification.
- **Sample Projects:** Examples of past public display projects or interactive installations.
- **References:** Contact information for past clients (optional).

Bidders are required to quote their consultancy fees as a fixed percentage of the total project budget. The estimated project Value is 10,00,000/-. The quoted percentage will determine the consultancy fees based on the final approved project budget, aligning with the project's scope and requirements.

Guidelines for Filling the Price Bid Form:

1. Consultancy Fee Quotation:

- Bidders are required to quote their consultancy fees as a fixed percentage of the **Total Project Budget**.
- The **Estimated Project Value (EPV)** for this project is **INR 10,00,000/-**.
- The quoted percentage will determine the consultancy fees, which will be based on the **final approved project budget**. The final fee will be aligned with the project's scope and requirements.

2. Fee Factor Column:

- The bidder must enter the **percentage** of the consultancy fee in the **Fee Factor column** as a **numerical value only** (without the percentage sign or any other symbols).
- Example: If the bidder intends to quote 5% as the consultancy fee, they must enter **5** in the **Fee Factor column**.

3. Amount Column:

- The bidder must calculate the consultancy fee amount based on the quoted percentage of the **Estimated Project Value (EPV)**, which is **INR 10,00,000/-**.
- Enter the **calculated amount** in the **Amount column**.
- Example: If the bidder quotes a consultancy fee of **5%**, the consultancy fee will be **5% of INR 10,00,000/-**, which equals **INR 50,000/-**. The bidder should



	<p>enter INR 50,000/- in the Amount column.</p> <p>4. Final Fee Determination:</p> <ul style="list-style-type: none"> ○ The consultancy fee is based on the final approved project budget, which may differ from the EPV. Therefore, the final consultancy fee will be calculated as per the Quoted Fee Factor, once the total project budget is confirmed.
<p>SS-022</p>	<p>Consultancy and Management for Time Capsule Project - Sardar Patel’s Legacy</p> <p>1. Project Overview</p> <p>This tender invites proposals from qualified consultancy organizations or individuals specializing in historical preservation, curation, and public engagement. The aim is to manage and oversee a time capsule project dedicated to preserving the legacy of Sardar Vallabhbhai Patel, alongside a snapshot of contemporary values and achievements, for future generations. The selected consultancy will handle end-to-end management, from conceptualization to storage, ensuring historical authenticity and high standards of preservation.</p> <p>2. Consultancy Scope of Work</p> <p>A. Project Conceptualization and Planning</p> <ul style="list-style-type: none"> ● Objective Definition: Assist in defining the objectives and scope of the time capsule, with a focus on Sardar Patel's contributions and contemporary values. ● Audience and Timeline Planning: Define the intended audience (future generations) and retrieval timeframe. ● Content Strategy: Develop a content strategy that includes proposed themes and categories for curated materials. <p>B. Content Curation and Selection</p> <ul style="list-style-type: none"> ● Content Guidelines: Establish and refine selection criteria based on historical significance, preservation feasibility, and relevance. ● Content Categorization: Propose content categories such as documents, photographs, audio-visual material, and optional artifacts that align with Sardar Patel’s life and legacy. ● Content Authentication: Set standards for authenticating the provenance and ownership of materials, ensuring content integrity. <p>C. Collection and Compilation Management</p> <ul style="list-style-type: none"> ● Archival Collaboration: Coordinate with archives, museums, and historical societies to access and secure relevant materials. ● Oral Histories and Testimonials: Facilitate the collection of personal accounts from individuals with insights into Sardar Patel’s influence. ● Digitization Oversight: Ensure all physical content is digitized per preservation standards, organizing it in a digital asset management system for easy access and long-term storage. <p>D. Artifact Selection and Preservation Consultation</p> <ul style="list-style-type: none"> ● Artifact Curation: Advise on the inclusion of artifacts based on historical significance and preservation feasibility. ● Preservation Strategy: Work with conservation specialists to establish handling, packaging, and storage methods to protect items from deterioration. <p>3. Documentation and Cataloging</p> <ul style="list-style-type: none"> ● Catalog Development: Manage the creation of a comprehensive catalog for all digital and physical materials, including detailed metadata and contextual information.



- **Catalog Maintenance:** Implement a system for updating and maintaining the catalog, enabling easy reference for future researchers.
- 4. Time Capsule Construction Consultation**
- **Design and Material Recommendation:** Advise on a design for a durable time capsule container, considering material longevity, environmental protection, and security.
 - **Construction Oversight:** Supervise the construction of the time capsule to ensure it meets established standards for durability and preservation.
 - **Interactive Features:** Consider options for incorporating viewing windows or digital displays to increase engagement and future accessibility.
- 5. Public Engagement Strategy**
- **Awareness Campaign:** Develop a public engagement strategy to generate interest in the time capsule project and Sardar Patel's legacy, including social media, community events, and educational materials.
 - **Educational Outreach:** Organize events, exhibitions, and workshops aimed at educating diverse audiences about the project.
 - **Media Collaboration:** Work with media outlets to enhance public visibility and foster active community involvement.
- 6. Sealing and Dedication Ceremony Coordination**
- **Ceremony Planning:** Plan and oversee a formal ceremony to mark the sealing of the time capsule, inviting dignitaries, scholars, and community representatives.
 - **Documentation:** Arrange for documentation of the event, including photography, videography, and live broadcasts.
- 7. Storage and Maintenance Strategy**
- **Storage Facility Coordination:** Identify and coordinate with a secure, climate-controlled storage facility that meets environmental requirements.
 - **Inspection and Maintenance Protocols:** Establish protocols for periodic inspection and maintenance of the time capsule, ensuring long-term preservation.
- 8. Evaluation Criteria for Consultancy Proposals**
- Proposals will be evaluated based on:
- **Expertise in Curation and Preservation:** Demonstrated experience in managing historical projects and archival preservation.
 - **Public Engagement Experience:** Proven track record in designing and implementing public engagement initiatives.
 - **Content and Methodology:** Effectiveness and innovation in content selection, digital preservation, and cataloging.
 - **Design and Construction Plan:** Detailed approach to ensuring the durability of the time capsule container.
 - **Timeline and Budget:** Realistic project timeline and cost-effective budget management.
- 9. Submission Guidelines**
- Interested consultants should submit proposals including:**
- **Project Team:** Overview of team members' experience in historical curation, archival work, and public engagement.
 - **Work Plan and Timeline:** Detailed work plan covering each stage of the project, with estimated completion dates.
 - **Budget Breakdown:** Detailed budget with cost estimates for personnel, materials, travel, and public outreach.
 - **References:** Optional references from previous clients for similar projects.
- Optional Considerations**
- **Future Retrieval and Technological Planning:** Outline strategies for future retrieval, considering advancements in technology.
 - **Sustainability Measures:** Address sustainability aspects, such as eco-friendly materials or energy-efficient storage solutions.

Bidders are required to quote their consultancy fees as a fixed percentage of the total project budget. The estimated project Value is 50,00,000/-. The quoted percentage



will determine the consultancy fees based on the final approved project budget, aligning with the project’s scope and requirements.

Guidelines for Filling the Price Bid Form:

1. Consultancy Fee Quotation:

- Bidders are required to quote their consultancy fees as a fixed percentage of the **Total Project Budget**.
- The **Estimated Project Value (EPV)** for this project is **INR 50,00,000/-**.
- The quoted percentage will determine the consultancy fees, which will be based on the **final approved project budget**. The final fee will be aligned with the project’s scope and requirements.

2. Fee Factor Column:

- The bidder must enter the **percentage** of the consultancy fee in the **Fee Factor column** as a **numerical value only** (without the percentage sign or any other symbols).
- Example: If the bidder intends to quote 5% as the consultancy fee, they must enter **5** in the **Fee Factor column**.

3. Amount Column:

- The bidder must calculate the consultancy fee amount based on the quoted percentage of the **Estimated Project Value (EPV)**, which is **INR 50,00,000/-**.
- Enter the **calculated amount** in the **Amount column**.
- Example: If the bidder quotes a consultancy fee of **5%**, the consultancy fee will be **5% of INR 50,00,000/-**, which equals **INR 2,50,000/-**. The bidder should enter **INR 2,50,000/-** in the **Amount column**.

4. Final Fee Determination:

- The consultancy fee is based on the **final approved project budget**, which may differ from the EPV. Therefore, the final consultancy fee will be calculated as per the **Quoted Fee Factor**, once the total project budget is confirmed.

SS-023

Consultancy and Management of Fundraising and Event Sponsorship Sales and Marketing for Sardar Saga: Sardar150

1. Objective

The primary objective of this tender is to appoint a qualified firm, agency, or individual to create and execute a multi-dimensional fundraising and sponsorship strategy for **Sardar Saga: Sardar150**. The initiative honors Sardar Vallabhbhai Patel's legacy and aims to secure financial support from a range of sources, including corporate sponsors, individual philanthropists, and government bodies. The selected agency will leverage both traditional and innovative, “out-of-the-box” methods to achieve sustained funding and elevate engagement with the initiative’s mission.

2. Scope of Work

The chosen firm, agency, or individual will carry out a diverse set of responsibilities to generate funds, attract sponsors, and expand the visibility of the Sardar Saga: Sardar150 initiative through a robust and creative fundraising plan. The scope includes:

● **Fundraising Strategy Development:**

- **Assessment of Fundraising Opportunities:** Identify various sources of funding, including corporate sponsorships, individual donors, CSR partnerships, and

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- grant opportunities, with a focus on securing substantial and recurring donations.
- **Comprehensive Fundraising Plan:** Create an actionable plan that includes target donor segments, fundraising tactics, and a timeline. The plan should incorporate both traditional and out-of-the-box fundraising methods to attract diverse support for the initiative.
 - **Fundraising Proposals & Presentations:** Develop persuasive and compelling proposals that articulate the vision of Sardar Saga: Sardar150, aligned to different donor motivations, ensuring donors see their impact clearly.
 - **Donor Relationship Management:** Build and sustain long-term relationships with donors through personalized communication, donor recognition, and updates on campaign milestones.
 - **Event Sponsorship Sales:**
 - **Sponsorship Package Development:** Design a variety of sponsorship packages with tiered options that outline sponsor benefits such as brand exposure, co-marketing opportunities, and on-site branding at high-profile events.
 - **Sponsorship Sales & Negotiation:** Identify and approach potential sponsors, negotiating mutually beneficial agreements. The agency will take ownership of closing deals with high-value sponsors to ensure broad financial support for the initiative.
 - **Sponsorship Fulfillment & Relationship Management:** Ensure sponsor expectations are met by coordinating benefits like branding, visibility, and other sponsorship perks, fostering strong relationships with sponsors for ongoing support.
 - **Innovative and Traditional Fundraising Activities:**
 - **Traditional Fundraising Events:** Execute time-tested approaches such as gala dinners, corporate luncheons, auctions, and cultural performances. These events should have a high-profile, exclusive appeal, attracting prominent donors and sponsors.
 - **Out-of-the-Box Fundraising Events:** Propose and implement Creative, unique and impactful fundraising activities & events. This approach encourages both traditional and unconventional methods to engage the public and potential sponsors, generating support through interactive and community-focused events, digital campaigns, and educational collaborations. By maximizing outreach, the initiative aims to attract a broad range of contributions, including sponsorships, registration fees, and small online donations, creating widespread engagement while honoring the legacy of Sardar Patel.
 - **Marketing and Communications:**
 - **Comprehensive Marketing Plan:** Develop a strategy covering all target audiences to maximize reach. This includes both traditional marketing (print ads, radio, television) and digital outreach (social media, email marketing, and SEO-optimized content).
 - **Creation of Marketing Materials:** Generate high-quality, campaign-aligned content like brochures, press releases, video snippets, and digital ads that effectively communicate the importance of the Sardar Saga initiative to prospective donors and sponsors.
 - **Media Outreach & Public Relations:** Coordinate PR initiatives, including press conferences, media briefings, and interviews with key campaign figures, to keep the initiative in the public eye and attract media coverage.
 - **Digital Marketing and Social Media:** Actively manage the campaign's website and social media platforms to maintain engagement, sharing updates, success stories, and donation milestones. Create engaging content to attract followers and supporters, and drive online donations.
 - **Event Management Support:**
 - **Logistical Support for Fundraising Events:** Provide logistics and coordination for fundraising events, ensuring each event aligns with the theme and mission of Sardar Saga: Sardar150.
 - **Event Planning and Execution:** Support event design and planning, managing everything from setup to guest coordination.
 - **Coordination with Stakeholders:** Collaborate with key stakeholders, including governmental bodies, corporate sponsors, cultural organizations, and

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volunteers, to maintain seamless event coordination and support.

3. **Key Deliverables**

The appointed agency or individual will deliver the following:

- **Detailed Fundraising and Sponsorship Strategy:** A fully developed strategy encompassing donor and sponsorship acquisition, target fundraising goals, and timelines.
- **Tailored Sponsorship Sales Plan:** Customizable sponsorship packages for high-value partners with a clear engagement roadmap.
- **Marketing and Communication Collateral:** High-quality marketing materials across various formats.
- **Progress Reports and Financial Updates:** Regular updates detailing fundraising achievements, sponsorship status, marketing reach, and overall financials.

4. **Qualifications and Experience**

Applicants must have demonstrable expertise in fundraising, event sponsorship, and marketing, including:

- **Extensive Fundraising Experience:** Strong understanding of traditional and creative fundraising methods, experience with large-scale campaigns, and a proven record of securing funds from diverse sources.
- **Marketing and PR Skills:** Proficiency in creating and managing successful multi-channel marketing campaigns.
- **Event Planning Expertise:** Experience in managing high-profile events, including fundraising galas and corporate sponsorship events.

5. **Submission Requirements**

Interested firms, agencies, or individuals must submit the following:

- **Proposal:** A detailed proposal showcasing the approach to fundraising and event sponsorship sales.
- **Financial Proposal:** A budget breakdown for service fees, including any retainer fees or commissions.
- **Case Studies and References:** Examples of previous successful campaigns, with reference letters or testimonials.
- **Team Credentials:** Profiles of the team members dedicated to the project.

Consultancy fees will apply to all donations and sponsorships received by SPU under the **Sardar150 Commemoration** initiative. Bidders are required to quote their consultancy fees as a fixed percentage of the total revenue generated from donations and sponsorships from the contract's start through October 2026. With an estimated fundraising target of Rupees 50,00,000 the quoted percentage will determine the consultancy fees based on the final approved revenue, in alignment with the project's scope and requirements.

By submitting a proposal, applicants affirm their commitment to supporting the Sardar Saga: Sardar150's objectives through innovative fundraising and sponsorship campaigns that embody the legacy of Sardar Vallabhbhai Patel.

Guidelines for Filling the Price Bid Form:

1. **Consultancy Fee Quotation:**

- Bidders are required to quote their consultancy fees as a fixed percentage of the **Total Project Budget**.
- The **Estimated Project Value (EPV)** for this project is **INR 50,00,000/-**.
- The quoted percentage will determine the consultancy fees, which will be based on the **final approved project budget**. The final fee will be aligned with the project's scope and requirements.



	<p>2. Fee Factor Column:</p> <ul style="list-style-type: none"> ○ The bidder must enter the percentage of the consultancy fee in the Fee Factor column as a numerical value only (without the percentage sign or any other symbols). ○ Example: If the bidder intends to quote 5% as the consultancy fee, they must enter 5 in the Fee Factor column. <p>3. Amount Column:</p> <ul style="list-style-type: none"> ○ The bidder must calculate the consultancy fee amount based on the quoted percentage of the Estimated Project Value (EPV), which is INR 50,00,000/-. ○ Enter the calculated amount in the Amount column. ○ Example: If the bidder quotes a consultancy fee of 5%, the consultancy fee will be 5% of INR 50,00,000/-, which equals INR 2,50,000/-. The bidder should enter INR 2,50,000/- in the Amount column. <p>4. Final Fee Determination:</p> <ul style="list-style-type: none"> ○ The consultancy fee is based on the final approved revenue, which may differ from the EPV. Therefore, the final consultancy fee will be calculated as per the Quoted Fee Factor, once the total project budget is confirmed.
<p>SS-024</p>	<p align="center">Content Creation, Digital Platform Management, and Revenue Sharing through an engaging digital outreach campaign for the Sardar-150 Commemorative Initiative</p> <p>1. Introduction Sardar Patel University (SPU) is inviting professional agencies to conceptualize, create, manage, and promote digital platforms, including websites, social media channels, and mobile apps, for the Sardar 150 Initiative. The selected agency will oversee end-to-end digital content production and promotion—from podcasts and reels to interviews and interactive contests/challenges—while incorporating innovative, "out-of-the-box" ideas to maximize outreach.</p> <p>Important Note: SPU will not provide financial assistance for any part of the project. The agency will be solely responsible for managing and funding all deliverables. Preference will be given to bidders offering the highest percentage of revenue sharing with SPU across different platforms and revenue streams, applicable until October 2026.</p> <p>2. Scope of Work The selected agency shall be responsible for the following:</p> <p>A. Content Creation and Distribution The agency will develop, optimize, and distribute diverse digital content to engage a broad audience, including:</p> <ul style="list-style-type: none"> ● Written Content: Blog posts, articles, eBooks, whitepapers, case studies, social media posts, email newsletters, web copy, scripts, product descriptions, FAQs, and guides. ● Visual Content: Infographics, illustrations, diagrams, photos, GIFs, webinars, video tutorials, vlogs, short-form videos, live streams, animated explainers, Interviews, and product demos. ● Audio Content: Podcasts, audiobooks, audio essays, ASMR, and voiceovers. ● Interactive Content: Daily Quizzes, polls, contests, games, calculators, virtual tours, online courses, and interactive maps. ● Emerging Formats: AI-generated content, virtual/augmented reality experiences, and interactive fiction.



B. Digital Platform Conceptualization and Development

- Design, develop, and maintain related websites, social media channels, mobile apps, and other digital platforms to promote Sardar 150 Initiative.
- Ensure platforms are user-friendly, visually appealing, and optimized for performance to meet SPU specifications.

C. Content Management and Optimization

- Research, develop, and execute engaging content ideas, from social media posts to interactive contest and challenges.
- Publish and promote content aligned with the Sardar 150 Initiative’s objectives.
- Create visual assets, such as social media graphics, podcast artwork, video thumbnails, and branded templates.
- Record, edit, and produce audio and video content, including interviews and documentaries.

D. Digital Platform Management and Promotion

- Manage, moderate, and maximize user engagement across all digital platforms.
- Promote platforms through strategic marketing, social media advertising, and community-building.
- Ensure compliance with all applicable laws and intellectual property regulations.

E. Revenue Generation and Sharing

- Drive revenue through various streams, such as advertising, sponsorships, and other monetization strategies.
- Share a pre-agreed percentage of all revenue generated with SPU until October 2026. Preference will be given to agencies offering the highest revenue share percentage in their bid

3. Timeline and Deliverables

- **Content Creation:** Weeks 1-100
- **Content Publication:** Weeks 10-100
- **Reporting and Evaluation:** Ongoing, with monthly and quarterly reports

Deliverables:

- Regular social media posts and campaigns
- Periodic podcast episodes, video documentaries, and interviews
- Interactive challenges and games
- Quarterly virtual events and webinars
- Monthly progress reports and analytics

4. Key Performance Indicators (KPIs)

To assess success, the agency will be measured on:

- **Engagement Metrics:** Likes, comments, shares, and interaction rates
- **Website Traffic**
- **Podcast Downloads**
- **Video Views**
- **Contest Participation**

5. Eligibility Criteria

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- Proven experience in digital content creation, platform management, and revenue generation.
- Demonstrated capability in managing large-scale digital campaigns with substantial reach and engagement.
- Expertise in end-to-end digital project execution, including content creation, platform development, and promotion.

6. Ownership and Intellectual Property Rights

- **Ownership:** The agency (Content Creator) will retain ownership of all content produced, including intellectual property rights.
- **License to SPU:** SPU will be granted a non-exclusive, royalty-free license to use, reproduce, distribute, and display the content on its digital platforms for the Sardar 150 Initiative.

7. Selection Criteria

SPU will evaluate proposals based on:

- **Content Quality and Innovation:** Creativity and uniqueness of proposed content concepts and formats.
- **Engagement Strategy:** Effectiveness of proposed strategies to maximize reach and engagement.
- **Financial Proposal:** Highest revenue-sharing percentage offered until October 2026, with priority to agencies committing to the highest share of net revenue generated from digital platforms.

Revenue Sharing Clause

Sardar Patel University (SPU) shall receive a revenue share from all revenue streams generated by the Agency, irrespective of expenditure, loss, or profit, until October 2026. This revenue share shall be calculated on the gross revenue generated from sources including but not limited to:

- Advertising
- Sponsorships
- Affiliate marketing
- Merchandise sales
- Digital product sales
- Other revenue streams

The Agency shall ensure timely payment of SPU's revenue share as agreed upon in the contract.

Key Conditions:

1. Revenue sharing commences from the contract's effective date.
2. Revenue sharing will continue until October 2026.
3. SPU's revenue share will be calculated on gross revenue.
4. The Agency is responsible for all expenses, losses, and liabilities.

Important Note : Bidders are required to quote the **percentage of revenue they will share with SPU** as a fixed percentage of the total revenue generated from all revenue streams associated with the project. The estimated total revenue from all streams is INR 5,00,000/-, and the quoted percentage will determine the revenue amount to be shared with SPU based on the actual revenue generated.

By participating in this tender, the bidder confirms their acknowledgment, understanding, and acceptance of these terms and conditions.

Guidelines for Filling the Price Bid Form

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	<p>Revenue Sharing Quotation</p> <ul style="list-style-type: none"> Bidders are required to quote the percentage of revenue they will share with SPU from the Total Revenue Generated through the project. The Estimated Revenue Value (ERV) for this project is INR 50,00,000/-. The quoted percentage will represent the bidder’s share of revenue to be given to SPU, calculated based on the final actual revenue generated. The final amount shared will be aligned with the project’s scope and outcomes. <p>Fee Factor Column</p> <ul style="list-style-type: none"> The bidder must enter the percentage of revenue to be shared with SPU in the Fee Factor column as a numerical value only (without the percentage sign or any other symbols). Example: If the bidder intends to share 10% of the revenue with SPU, they must enter 10 in the Fee Factor column. <p>Amount Column</p> <ul style="list-style-type: none"> The bidder must calculate the revenue share amount based on the quoted percentage of the Estimated Revenue Value (ERV), which is INR 50,00,000/-. Enter the calculated amount in the Amount column. Example: If the bidder quotes a revenue share of 10%, the revenue share amount to SPU will be 10% of INR 50,00,000/-, which equals INR 5,00,000/-. The bidder should enter INR 5,00,000/- in the Amount column. This means SPU will receive INR 5,00,000/- if the revenue is INR 50,00,000/-. <p>Final Revenue Share Determination</p> <ul style="list-style-type: none"> The revenue share will be calculated based on the final actual revenue generated, which may differ from the ERV. Therefore, the final revenue share amount to SPU will be calculated as per the Quoted Fee Factor, once the total revenue is confirmed.
<p>SS-025</p>	<p>Supply of SardarSaga : Sardar-150 Commemorative Memorabilia / souvenir</p> <p>1. Introduction</p> <p>This tender specification outlines the requirements for the supply and sale of Sardar-150 Commemorative Memorabilia / souvenir, designed to honor and celebrate the legacy of Sardar Vallabhbhai Patel, as part of the Sardar-150 Commemorative Initiative & approved by SPU. The memorabilia should reflect the values, themes, and historical significance associated with Sardar Patel and must serve as tangible commemorative items for the public, institutions, and supporters.</p> <p>Important Note: Sardar Patel University (SPU) will not provide financial assistance for the production, supply, sales, or management of the memorabilia / souvenir. The agency will be solely responsible for overseeing these aspects independently.</p> <p>Preference will be given to bidders offering the highest percentage of revenue sharing with SPU on the sales of all products, applicable across different platforms and revenue streams until October 2026.</p> <p>2. Scope of Work</p> <p>The scope of work for this tender includes the conceptualization, design, procurement, production, subcontracting, distribution, and sale of commemorative Memorabilia / souvenir items related to the Sardar-150 initiative. The selected agency will be responsible for the following:</p> <ol style="list-style-type: none"> Conceptualization: <ul style="list-style-type: none"> Developing creative and thematic concepts for Memorabilia / souvenir items that align with the legacy and values of Sardar Vallabhbhai Patel. This

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includes brainstorming, designing, and curating items that symbolize, commemorate, and celebrate the Sardar-150 initiative.

2. **Design:**

- Creating detailed designs for each type of Memorabilia / souvenir item, ensuring it reflects the visual identity, colors, and symbols associated with the Sardar-150 theme.

3. **Procurement:**

- Sourcing high-quality materials and components for the production of Memorabilia / souvenir, ensuring that all products meet the required specifications and quality standards.

4. **Subcontracting:**

- Where necessary, subcontracting certain aspects of production or distribution to specialized vendors, ensuring consistent quality, timely delivery, and compliance with all terms of the contract. The agency will remain accountable for the overall quality and coordination of subcontracted services.

5. **Production:**

- Overseeing the manufacturing and crafting of Memorabilia / souvenir items, including apparel, collectibles, printed materials, accessories, functional items, digital memorabilia, and signage. The vendor must ensure production is completed on time and to the highest standards.

6. **Distribution:**

- Managing the logistics and distribution of the Memorabilia / souvenir, including delivery to **Sardar Patel University**, event venues, online stores, and other specified points of sale or collection.

7. **Sale:**

- Coordinating the sale of Memorabilia / souvenir through both physical and online channels, ensuring smooth transactions and offering items for sale in a manner consistent with the Sardar-150 initiative.

3. Range and Categories of Memorabilia / souvenir

The Memorabilia / souvenir to be supplied includes, but is not limited to, the following primary categories. Each category encompasses a variety of objects designed to commemorate, celebrate, and symbolize the legacy of Sardar Vallabhbhai Patel. More categories and additional items within each category may be included, if required and feasible:

• **Collectible Keepsakes:**

- Coins, medallions, pins, badges, miniature replicas, certificates, and membership cards.

• **Wearable Memorabilia / souvenir:**

- Apparel such as T-shirts, hoodies, scarves, caps, wristbands, jewelry, and charms.

• **Printed Materials and Stationery:**

- Posters, art prints, bookmarks, booklets, journals, diaries, calendars, and themed stationery.

• **Decorative Items:**

- Plaques, trophies, frames, sculptures, figurines, ornaments, and wall hangings.

• **Functional Memorabilia / souvenir:**

- Everyday use items (e.g., coffee mugs, trays), office and home accessories (e.g., mousepads, coasters), bags, and keychains.

• **Event-Specific Memorabilia / souvenir:**

- Tickets, access passes, program booklets, commemorative medals, ribbons, and event badges.



- **Digital and Tech-Based Memorabilia / souvenir:**
 - USB drives, memory cards, digital certificates, QR codes, and virtual collectibles such as NFTs.
- **Signage Memorabilia / souvenir:**
 - Themed signage, including parking lot signs, directional markers, commemorative signboards, and framed prints. Interactive digital signage options may also be included.

Additional items or categories may be added as per requirements, ensuring they align with the objectives and spirit of the Sardar-150 Commemorative Initiative.

4. Revenue Sharing Model

The agency selected to manage the production and sale of Memorabilia / souvenir must adhere to the following revenue-sharing model:

- **Revenue Sharing Percentage:**
 - The agency shall propose a percentage of the Maximum Retail Price (MRP) of each item that will be shared with **Sardar Patel University**. The proposed percentage must be mutually agreed upon and clearly documented in the contract.
- **Quarterly Revenue Reconciliation:**
 - The agency must provide a quarterly report outlining total sales, revenue share calculations, and any discrepancies from the expected figures. Reconciliation will occur based on these reports, with payment adjustments made as necessary.
- **Transparent Pricing Structure:**
 - The agency is required to maintain a transparent pricing structure, to ensure all stakeholders are informed and ensure a fair pricing process.

5. Design and Customization Requirements

- All Memorabilia / souvenir must be designed to reflect the visual identity, symbols, and themes associated with Sardar Vallabhbhai Patel's legacy.
- Customization options, such as personalized engravings, dates, or names, should be available for specific items upon request.

6. Quality and Durability

- All items must be made from durable materials that are visually appealing and suitable for long-term display or use.
- The items must comply with local safety, environmental, and manufacturing standards to ensure safety and quality.

7. Packaging and Presentation

- Each Memorabilia / souvenir item should be carefully packaged to enhance its commemorative appeal and to ensure it reaches recipients in pristine condition.
- The packaging should reflect the theme and branding of the Sardar-150 initiative.

8. Quantity and Variants

- The vendor must be capable of producing a range of quantities based on demand, ensuring consistency in quality across all items.
- Variants of certain Memorabilia / souvenir items (e.g., sizes of apparel, colors, or designs) must be available for broader appeal.

9. Intellectual Property and Exclusivity

- All designs, logos, and other proprietary marks used in the production of Memorabilia / souvenir must respect intellectual property rights associated with the Sardar-150 initiative.
- The vendor agrees that designs and concepts created for this project will be exclusive to this contract and cannot be reproduced for other purposes or clients.

10. Delivery and Distribution

- The vendor must manage the logistics of delivering Memorabilia / souvenir to specified locations, including **Sardar Patel University**, event venues, online stores,



and other distribution points.

- Timely delivery, in alignment with the agreed-upon production schedule, is a requirement.

11. Terms and Conditions

- The agency must adhere to all terms and conditions set forth in the contract, including ensuring all items comply with the required specifications, quality standards, and pricing structures.
- The agency is responsible for managing any issues related to defective items, incorrect deliveries, or customer complaints.

Important Note : Bidders are required to quote the **percentage of revenue they will share with SPU** as a fixed percentage of the revenue generated from total sales of all products, applicable across different platforms and revenue streams associated with the project. The estimated total revenue generated from total sales of all products is INR. 5,00,000/-. The quoted percentage will determine the revenue to be shared with SPU based on the actual revenue generated.

By participating in this tender, the Agency acknowledges and accepts these terms and conditions.

By participating in this tender, the bidder confirms their acknowledgment, understanding, and acceptance of these terms and conditions.

Guidelines for Filling the Price Bid Form

Revenue Sharing Quotation

- Bidders are required to quote the **percentage of revenue they will share with SPU** from the **Total Revenue Generated** through the project.
- The **Estimated Revenue Value (ERV)** for this project is **INR 5,00,000/-**.
- The quoted percentage will represent the bidder's **share of revenue to be given to SPU**, calculated based on the **final actual revenue generated**. The final amount shared will be aligned with the project's scope and outcomes.

Fee Factor Column

- The bidder must enter the **percentage of revenue to be shared with SPU** in the **Fee Factor column** as a **numerical value only** (without the percentage sign or any other symbols).
- **Example:** If the bidder intends to share **6%** of the revenue with SPU, they must enter **6** in the **Fee Factor column**.

Amount Column

- The bidder must calculate the **revenue share amount** based on the quoted percentage of the **Estimated Revenue Value (ERV)**, which is **INR 5,00,000/-**.
- Enter the **calculated amount** in the **Amount column**.
- **Example:** If the bidder quotes a revenue share of **6%**, the revenue share amount to SPU will be **6% of INR 5,00,000/-**, which equals **INR 30,000/-**. The bidder should enter **INR 30,000/-** in the **Amount column**. This means SPU will receive **INR 30,000/-** if the revenue is **INR 5,00,000/-**.

Final Revenue Share Determination

- The revenue share will be calculated based on the **final actual revenue generated**, which may differ from the ERV.
- Therefore, the **final revenue share amount to SPU** will be calculated as per the **Quoted Fee Factor**, once the **total revenue is confirmed**.



SS-026

Sardar On My Wall - Rotating Art Program

1. Project Overview

This project seeks proposals from qualified art providers and subscription service companies to develop and manage a program called "Sardar On My Wall" (SOMW). SOMW aims to raise awareness about Sardar Patel by offering a subscription service for rotating art pieces featuring Sardar Patel's life, work, legacy and virtues for display in homes, offices, and workplaces.

2. Program Concept:

- Develop a subscription service where individuals can receive high-quality art pieces featuring Sardar Saga Centric theme on a regular basis (e.g., monthly, quarterly).
- The artwork should be visually appealing, informative, and inspire curiosity about Sardar Patel's life and legacy.

3. Art Content and Format:

- **Theme:** Art pieces should depict various aspects of Sardar Patel's life, achievements, and contributions to India and convey the theme of unity, sacrifice, patriotism, resilience
- **Style and Format:** Offer a variety of art styles (portraits, historical scenes, symbolic representations) to cater to diverse preferences. Consider options like framed prints, canvases, or smaller decorative items.
- **Informative Element:** Integrate a brief informational card or QR code with each art piece, providing historical context and additional details about Sardar Patel.

4. Subscription Service:

- **Subscription Tiers (Optional):** Develop different subscription tiers offering variations in art size, format, or frequency of rotation (e.g., monthly vs. quarterly).
- **Delivery and Return System:** Establish a secure and convenient delivery system for sending new art pieces and facilitating the return of previous ones (prepaid return labels).
- **Informative Content:** Provide subscribers with access to online resources (website, app) featuring educational content and interesting facts about Sardar Patel.

5. Project Scope:

- Curate a collection of high-quality artwork featuring Sardar Patel in various styles and themes.
- Develop informative content or QR code integration for each art piece to enhance user experience.
- Design and manage a user-friendly online platform for subscription signup, account management, and potentially educational content about Sardar Patel.
- Implement a secure and efficient delivery and return system for art pieces within the subscription program.
- Provide ongoing customer support to address inquiries and manage subscription services.

6. Evaluation Criteria:

- Expertise and experience in art curation, design, and subscription service management.
- Creativity and quality of the proposed artwork collection related to Sardar Patel.
- Effectiveness of the proposed informative content or QR code integration for each art piece.
- Functionality and user-friendliness of the online subscription platform.
- Efficiency and cost-effectiveness of the proposed delivery and return system.
- Proven track record of successfully managing subscription services and customer support.
-

7. Submission Guidelines:

Interested vendors should submit proposals containing the following information:

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- Company profile and experience in art curation, design, and/or subscription service management.
- Samples of proposed artwork styles and themes related to Sardar Patel.
- Approach to integrating informative content or QR codes with the art pieces.
- Design mockups or prototype of the online subscription platform.
- Detailed plan for the delivery and return system of art pieces.
- Proposed subscription tiers with pricing structures and service inclusions.
- Customer support strategy for managing inquiries and addressing user needs within the program.

Revenue Sharing Model

The agency selected to develop and manage a program called "Sardar On My Wall" must adhere to the following revenue-sharing model:

- **Revenue Sharing Percentage:**
 - The agency shall propose a percentage of the Subscription fees that will be shared with **Sardar Patel University**. The proposed percentage must be mutually agreed upon and clearly documented in the contract.
- **Quarterly Revenue Reconciliation:**
 - The agency must provide a quarterly report outlining total Subscriptions, revenue share calculations, and any discrepancies from the expected figures. Reconciliation will occur based on these reports, with payment adjustments made as necessary.
- **Transparent Subscription Structure:**
 - The agency is required to maintain a transparent pricing structure, to ensure all stakeholders are informed and ensure a fair pricing process.

Important Note : Bidders are required to quote the percentage of revenue they will share with SPU as a fixed percentage of the total Subscription generated from SOMW. The estimated total Subscription(Revenue)of SOMW is INR 5,00,000/-, and the quoted percentage will determine the revenue amount to be shared with SPU based on the actual Subscription generated.

By participating in this tender, the bidder confirms their acknowledgment, understanding, and acceptance of these terms and conditions.

Guidelines for Filling the Price Bid Form

Revenue Sharing Quotation

- Bidders are required to quote the **percentage of revenue they will share with SPU** from the **Total Subscription Generated** through the project.
- The **Estimated Revenue Value (ERV)** for this project is **INR 5,00,000/-**.
- The quoted percentage will represent the bidder's **share of revenue to be given to SPU**, calculated based on the **final actual revenue generated**. The final amount shared will be aligned with the project's scope and outcomes.

Fee Factor Column

- The bidder must enter the **percentage of revenue to be shared with SPU** in the **Fee Factor column** as a **numerical value only** (without the percentage sign or any other symbols).
- **Example:** If the bidder intends to share **5%** of the Subscription(Revenue) with SPU, they must enter **5** in the **Fee Factor column**.

Amount Column

- The bidder must calculate the **revenue share amount** based on the quoted percentage of the **Estimated Revenue Value (ERV)**, which is **INR 5,00,000/-**.

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	<ul style="list-style-type: none"> • Enter the calculated amount in the Amount column. • Example: If the bidder quotes a revenue share of 5%, the revenue share amount to SPU will be 5% of INR 5,00,000/-, which equals INR 25,000/-. The bidder should enter INR 25,000/- in the Amount column. This means SPU will receive INR 25,000/- if the total Subscription(Revenue) Value is INR 5,00,000/-. <p>Final Revenue Share Determination</p> <ul style="list-style-type: none"> • The revenue share will be calculated based on the final actual revenue generated, which may differ from the ERV. • Therefore, the final revenue share amount to SPU will be calculated as per the Quoted Fee Factor, once the total revenue is confirmed.
<p>SS-027</p>	<p>On-Ground Activities and Revenue Sharing for the Sardar-150 Commemorative Initiative</p> <p>1. Introduction</p> <ul style="list-style-type: none"> • Overview: Sardar Patel University (SPU) is inviting proposals from experienced professional agencies to conceptualize, manage, and promote on-ground activities as part of the Sardar-150 Commemorative Initiative. The aim is to design impactful, engaging events that celebrate Sardar Vallabhbhai Patel’s contributions, foster community spirit, and maximize public outreach. • Scope of Work: The selected agency will manage all aspects of event activation, production, and promotion—from initial concept and planning through to execution and post-event follow-up. Events must incorporate innovative, “out-of-the-box” ideas to increase reach and foster engagement across diverse audiences. <p>2. Objectives of the Campaign</p> <ul style="list-style-type: none"> • To promote Sardar Patel’s legacy through engaging on-ground events. • To create maximum public impact by reaching diverse communities across regions. • To foster national unity and pride by highlighting Sardar Patel’s role in India’s unification. • To generate revenue through creative means, supporting the longevity and expansion of the initiative. <p>3. Scope of Services</p> <ul style="list-style-type: none"> • Event Planning & Management: Develop a detailed plan for on-ground activities, including location scouting, event setup, safety protocols, and risk management. • Production & Execution: Ensure high-quality production standards for each event, from equipment setup to stage design and logistics coordination. • Promotion & Engagement: Use innovative strategies for pre-event and on-site promotion to maximize audience engagement and visibility. • Post-Event Analysis: Provide a report on each event’s impact, engagement metrics, challenges faced, and key learnings. • Revenue Generation & Sharing: Implement strategies to generate revenue during the campaign and facilitate a revenue-sharing model with SPU (outlined in Section 7). <p>4. Suggested Activities</p> <ul style="list-style-type: none"> • Unity Walks and Marathons: Organize public runs or walks in honor of Sardar Patel, symbolizing unity and national pride. • Youth Camps and Workshops: Hold workshops focusing on leadership and national unity among youth. • Mobile Museum: Set up a traveling museum with exhibits on Sardar Patel’s life and achievements. • School and College Engagement Programs: Engage educational institutions with contests, lectures, and hands-on activities related to Patel’s vision and ideals. • Corporate and Industry Engagement Programs : As part of the Sardar 150 Commemorative Initiative, SPU recognizes the importance of fostering strong relationships with corporate entities, industry leaders, and

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organizations that align with the values and mission of the campaign. The selected agency will be responsible for developing, planning, and executing Corporate and Industry Engagement Programs aimed at maximizing participation and collaboration from the business community.

These programs will include, but are not limited to:

- **Corporate Sponsorships and Partnerships:**
 - The agency will facilitate the creation and management of strategic partnerships with key corporate sponsors. This will involve identifying potential sponsors, presenting tailored engagement opportunities, and managing the partnership throughout the campaign.
 - The agency will also be responsible for negotiating sponsorship packages, branding opportunities, and customized deliverables, ensuring that each corporate sponsor's visibility and involvement are maximized.
- **Industry Roundtables and Forums:**
 - Organize and execute industry-specific roundtables, forums, and panel discussions, with a focus on promoting discussions related to Sardar Patel's legacy and its relevance to modern business, leadership, and nation-building.
 - These events should feature key industry leaders, policymakers, and thought leaders and will be an opportunity for networking, knowledge-sharing, and aligning industry best practices with the vision of Sardar Patel.
- **Corporate Social Responsibility (CSR) Initiatives:**
 - Work with corporate entities to design and implement CSR programs that align with the values of the Sardar 150 initiative, focusing on social welfare, education, and nation-building projects.
 - The agency will be responsible for facilitating partnerships between SPU and corporations, ensuring that their CSR efforts contribute meaningfully to the initiative and are properly showcased.
- **Employee Engagement Activities:**
 - Develop programs designed to engage employees of participating corporations, fostering a sense of ownership and pride in supporting the Sardar 150 Initiative.
 - These could include employee volunteering opportunities, internal campaigns, or fundraising efforts that tie back to the Sardar Patel legacy.
- **Networking Events:**
 - Coordinate networking events for corporate leaders, sponsors, and partners, fostering a collaborative environment for sharing ideas and promoting the values of unity, integrity, and leadership exemplified by Sardar Patel.
- **Industry-Based Campaigns and Outreach:**
 - Create and implement industry-specific marketing and outreach campaigns aimed at involving businesses and professionals in the commemorative activities. This could include digital campaigns, print advertising, and targeted communications to encourage industry-wide participation.
- **Custom Engagement Opportunities:**
 - Develop and offer tailored engagement opportunities that appeal to different sectors of the corporate and industry communities, ensuring that each engagement is meaningful, impactful, and aligns with the campaign's broader objectives.

(Detailed activity descriptions should be included in the agency's proposal.)

5. Qualifications of the Agency

- **Experience:** Minimum of five years in event management, particularly with public outreach campaigns or commemorative initiatives.
- **Team Composition:** A multidisciplinary team capable of handling logistics, creative production, marketing, and technical support.

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- **Past Projects:** Proven track record with similar campaigns, preferably with a focus on historical or cultural outreach.

6. Deliverables

- **Concept Development:** Submission of detailed proposals for each activity, including logistics, estimated attendance, marketing strategy, and engagement techniques.
- **Event Execution Plan:** Comprehensive plan covering all event phases (planning, setup, execution, and closure).
- **Marketing & Promotion Plan:** Strategy for maximizing audience engagement and visibility, including the use of social media, press coverage, and partnerships.
- **Revenue Generation Strategy:** Plan outlining revenue streams and potential financial models.
- **Final Report:** Post-event analysis with key metrics, insights, and recommendations.

7. Revenue Sharing Model

- **Revenue Streams:** The agency will be responsible for generating revenue from various sources, including but not limited to sponsorships, ticket sales, Activity Fees and concessions.
- **Revenue Distribution:** The revenue generated from these activities will be shared between SPU and the agency based on a fixed percentage model. Proposed percentages must be specified in the bid, Preference will be given to bidders offering the highest percentage of revenue sharing on the revenue generated through all the on-ground activities, applicable across different platforms and revenue streams, until October 2026.
- **Documentation:** The agency will maintain detailed records of all revenue sources and provide transparent reporting to SPU.
- **Payment Schedule:** Revenue share payments will be made on a quarterly basis or as per mutual agreement between SPU and the agency.

8. Evaluation Criteria

- **Creativity & Innovation:** Originality and creativity in the proposed activities and ideas.
- **Experience & Expertise:** Proven experience in managing similar campaigns with measurable success.
- **Revenue Generation Potential:** Feasibility and projected revenue of proposed revenue-generating strategies.
- **Cost-Effectiveness:** The cost-to-benefit ratio of the proposed budget and resource allocation.

9. Proposal Requirements

- **Executive Summary:** Brief overview of the agency's approach to the campaign.
- **Detailed Activity Plan:** Specifics of each proposed activity, including logistics, projected reach, and engagement techniques.
- **Revenue Generation & Sharing Proposal:** Description of proposed revenue streams, projected income, and suggested revenue-sharing percentage.
- **Budget & Financials:** Comprehensive budget breakdown covering all anticipated expenses and income sources.
- **Credentials:** Relevant experience, client testimonials, and key team member bios.

11. Terms & Conditions

- **Confidentiality:** All information related to this campaign will remain confidential and cannot be disclosed without SPU's prior approval.
- **Compliance:** The agency must adhere to all legal and regulatory guidelines throughout the project.

On-Ground Activities Scope, Sponsorship, and Approval :

The volume, scope, nature, format, scale, and specific requirements of the on-ground activities for the Sardar 150 Commemorative Initiative may vary widely, depending on the campaign's needs and objectives. These activities could range from small, localized engagements to large-scale national events, each with distinct logistical, promotional, and operational needs. SPU may choose to sponsor these activities partially or in full, or they may be funded by one or multiple external sponsors.

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Irrespective of the funding source—whether provided entirely by SPU, through an external sponsor, or through multiple sponsoring entities—the agreed rates, financial arrangements, and revenue-sharing models will remain unchanged. The agency will be expected to follow the same terms and conditions for all activities, regardless of the funding source.

The agency is authorized to execute only those activities that have been explicitly reviewed, approved, and mutually agreed upon by SPU. No activity shall proceed without SPU's formal consent. Furthermore, the nature and scope of these activities may evolve throughout the campaign, and any adjustments to the original plan must also be approved by SPU before implementation.

This ensures that all activities align with the campaign's vision, maintain quality standards, and meet the expectations set by SPU and its stakeholders.

Important Note : Bidders are required to quote the **percentage of revenue they will share with SPU** as a fixed percentage of the total revenue generated from all on-ground activities associated with the project. The estimated total revenue from all the On Ground Activities is INR 10,00,000/- and the quoted percentage will determine the revenue amount to be shared with SPU based on the actual revenue generated.

By participating in this tender, the bidder confirms their acknowledgment, understanding, and acceptance of these terms and conditions.

Guidelines for Filling the Price Bid Form

Revenue Sharing Quotation

- Bidders are required to quote the **percentage of revenue they will share with SPU** from the **Total Revenue Generated** through the project.
- The **Estimated Revenue Value (ERV)** for this project is **INR 10,00,000/-**.
- The quoted percentage will represent the bidder's **share of revenue to be given to SPU**, calculated based on the **final actual revenue generated**. The final amount shared will be aligned with the project's scope and outcomes.

Fee Factor Column

- The bidder must enter the **percentage of revenue to be shared with SPU** in the **Fee Factor column** as a **numerical value only** (without the percentage sign or any other symbols).
- **Example:** If the bidder intends to share **8%** of the revenue with SPU, they must enter **8** in the **Fee Factor column**.

Amount Column

- The bidder must calculate the **revenue share amount** based on the quoted percentage of the **Estimated Revenue Value (ERV)**, which is **INR 10,00,000/-**.
- Enter the **calculated amount** in the **Amount column**.
- **Example:** If the bidder quotes a revenue share of **8%**, the revenue share amount to SPU will be **8% of INR 10,00,000/-**, which equals **INR 80,000/-**. The bidder should enter **INR 80,000/-** in the **Amount column**. This means SPU will receive **INR 80,000/-** if the revenue is **INR 10,00,000/-**.

Final Revenue Share Determination

- The revenue share will be calculated based on the **final actual revenue generated**, which may differ from the ERV.
- Therefore, the **final revenue share amount to SPU** will be calculated as per the **Quoted Fee Factor**, once the **total revenue is confirmed**.



<p>SS-TBV</p>	<p>Explanation of Total Bid Value (TBV) The Total Bid Value (TBV) is the comprehensive value derived from the bidder's financial proposal and will be the primary factor for identifying the L1 bidder (the lowest bidder). TBV reflects the net cost or benefit to the project, accounting for fixed fees, consultancy fees, and revenue-sharing contributions. It is calculated using the formula: TBV = FFF + CBF – RSA Where:</p> <ul style="list-style-type: none"> • FFF (Fixed Fee Component): This represents the total of all fixed fees quoted by the bidder for the fixed-rate items in the project. • CBF (Consultancy-Based Fee Component): This is the cumulative sum of consultancy fees quoted for consultancy-based items, calculated as a percentage of the Estimated Project Values (EPVs) for those items. • RSA (Revenue Sharing Amount): This is the total revenue share the bidder commits to sharing with SPU for revenue-sharing-based items, calculated as a percentage of the Estimated Revenue Values (ERVs) for those items. • <p>Purpose of TBV in Evaluating Bids The TBV enables a fair and transparent comparison of bids by considering all cost elements and revenue-sharing commitments comprehensively.</p> <ul style="list-style-type: none"> • A higher revenue-sharing amount (RSA) results in a lower TBV, benefiting SPU and increasing the bidder's competitiveness. • The bidder with the lowest TBV will be considered L1 (the lowest bidder), provided all technical and administrative requirements of the tender are met. • <p>Key Points for Bidders:</p> <ol style="list-style-type: none"> 1. The TBV calculation accounts for all elements of the financial proposal and directly impacts the determination of L1. 2. Bidders are encouraged to optimize their financial proposal by offering competitive fixed fees, consultancy fees, and revenue-sharing percentages. 3. The final TBV is subject to validation and must align with the quoted values for all items. <p>By understanding and adhering to the TBV calculation process, bidders can structure their proposals effectively to maximize their chances of being awarded the tender.</p> <p>Guidelines for Filling the Price Bid Form: The Total Bid Value (TBV) is the final quoted value for the project and must be calculated using the following formula: TBV = FFF + CBF – RSA Where:</p> <ul style="list-style-type: none"> • FFF: Total Fixed Fee for all fixed-rate items. • CBF: Cumulative Consultancy Fees for all consultancy-based items. • RSA: Cumulative Revenue Sharing Amount for all revenue-sharing-based items. <p>Key Considerations for Calculating TBV:</p> <ol style="list-style-type: none"> 1. Fixed Fee Component (FFF): <ul style="list-style-type: none"> ○ FFF represents the sum of fixed fees for all fixed-rate items as mentioned in the <i>Amount</i> column of the Price Bid Form. ○ Relevant Item ID Codes: SS-001 to SS-020. 2. Consultancy-Based Fee Component (CBF):
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- CBF is the cumulative sum of consultancy fees for all **consultancy-based items**, calculated as a percentage of their Estimated Project Values (EPVs).
- The bidder must calculate and enter the consultancy fee amount for each relevant item in the *Amount* column.
- Relevant Item ID Codes: **SS-021, SS-022, SS-023**.

3. **Revenue Sharing Amount (RSA):**

- RSA is the cumulative sum of revenue-sharing amounts for all **revenue-sharing-based items**, calculated as a percentage of their Estimated Revenue Values (ERVs).
- The bidder must calculate and enter the revenue-sharing amount for each relevant item in the *Amount* column.
- Relevant Item ID Codes: **SS-024, SS-025, SS-026, SS-027**.

Instructions for Bidders:

1. Carefully review the *Detailed Description of Items* document to understand the scope and requirements for each item.
2. Enter all values in the *Amount* column of the Price Bid Form as numerical figures only. Avoid using percentage signs (%) or any other symbols.
3. Ensure accurate calculations for:
 - Fixed fees for fixed-rate items (FFF).
 - Consultancy fees based on EPVs (CBF).
 - Revenue-sharing amounts based on ERVs (RSA).
4. Verify that the Total Bid Value (TBV) is calculated as per the formula and includes all applicable components.

Important Note:

- Any errors in calculations or omissions in the Price Bid Form may result in the bid being disqualified.
- By submitting the Price Bid Form, the bidder agrees to the terms and conditions outlined in the tender document.

Important Instructions for Price Bid Form

1. **Input Instructions for Specific Items:**

- **Items with ID Code SS-001 to SS-020:**
 - Enter values in the '**Fixed Rate for Full Scope of Services and Deliverables**' column and the '**Amount**' column manually.
 - Leave the '**Fee Factor for Consultancy Fee / Revenue Sharing**' column blank for all these fixed-rate items.
- **Items with ID Code SS-021 to SS-027:**
 - Enter the '**Fee Factor for Consultancy Fee / Revenue Sharing**' as a numerical value only (without any percentage signs or symbols).



- Manually calculate the '**Amount**' as per the instructions provided in the respective item's Detailed Description and input the calculated value in the '**Amount**' column.
 - **Item with ID Code SS-TBV:**
 - Follow the instructions in the respective item's Detailed Description to determine the value.
 - Input this value in the '**Amount**' column manually and leave all other fields blank.
2. **No Automatic Calculations:**
- This form does not perform any automatic calculations. All calculations must be done manually.
3. **Mandatory Fields:**
- All amount fields are mandatory and must be accurately filled.
4. **Risk of Incomplete or Incorrect Entries:**
- Incomplete or incorrect entries may result in the bid being disqualified.
- Ensure all details are thoroughly reviewed and accurately filled before submission.**

Important Instructions for Bidders

Mandatory Reference to Item Details Document:

Before filling in the price bid, carefully review the document titled "SPU Detailed Description of Items for Price Quotation". This document outlines the scope, expectations, and unit specifications for each item to be quoted.

Comprehensive Understanding:

Ensure you fully understand the scope of work, deliverables, and units of measurement for each item before entering any prices. Misinterpretation or incomplete review may result in non-compliance with bid requirements, disqualification, or future contract disputes.

Alignment with Specifications:

All prices quoted must align precisely with the descriptions and requirements mentioned in the Detailed Description of Items document. Any deviations must be explicitly clarified during the pre-bid query stage.



No Assumptions:

Do not make assumptions about the work scope or deliverables. Refer explicitly to the Detailed Description of Items document for clarity. For further clarification, contact the designated authority before bid submission.

Binding Nature:

The rates quoted by the bidder in the Price Bid will be considered final and binding for the scope described in the Detailed Description of Items for Price Quotation document.

Declaration:

By submitting your Price Bid, you acknowledge that you have thoroughly reviewed the Detailed Description of Items for Price Quotation document and quoted prices accordingly.