

**TENDER OPEN TO THE EMPANELLED VENDORS OF MINISTRY OF CULTURE AND THE VENDORS WHO HAVE ORGANIZED EVENTS FOR THE MINISTRY OR ITS ORGANIZATIONS IN DELHI DURING THE LAST 2 YEARS.**

**Request for Proposal for Engagement of Event Management Agency for making arrangements for the Tiranga Concert 2026 themed around “Vande Mataram” to be held on 17 August 2026 in Bharat Mandapam.**

**RFP Ref No:CM-22014/40/2026-C&M**

**Dated: 24.07.2026**

**Issued by:-**

Ministry of Culture  
(C&M Secretariat)  
3<sup>rd</sup> Floor, IGNCA Building (near Western Court)  
(Above Samvet Auditorium)  
Janpath, New Delhi – 110001  
Phone: 9910282906, 9873204446  
Email: sugeet.singh@nic.in, naveen.yadav@nic.in

#### **IMPORTANT DATES**

Date of inviting RFP by Ministry of Culture, Government of India: **24 July 2026**

Last date for submission of Pre-bid queries: **30 July 2026**

Pre- bid meeting: **3 August, 2026 (03.00 pm)**

Last Date of Submission of Proposals/Bids: **06 August, 2026 (up to 05.00 pm)**

Date of Opening of bids/applications: **10 August, 2026 (11.00 am)**

Presentation before Committee: **11 August, 2026 (11.00 am)**

Financial Bids opening: **11 August, 2026 (5.00 pm)**

Date and Venue of the Event: **17 August 2026 in Bharat Mandapam**

## **NOTICE INVITING TENDER**

### **Request for Proposal for Engagement of Event Management Agency for making arrangements for the Tiranga Concert 2026 themed around “Vande Mataram” to be held on 17 August 2026 in Bharat Mandapam.**

The Ministry of Culture (MoC), Government of India invites Empanelled Event Management Agencies and the Agencies which have worked for the Ministry and organizations under its administrative control in Delhi, to make a bid for making arrangements for the Tiranga Concert 2026, themed around Vande Mataram Song, to be held in Bharat Mandapam on 17 August 2026.

Interested bidders may peruse the detailed RFP and those having experience of handling large scale events may submit their bids viz. technical and financial in separate sealed envelopes.

MoC would be detailing the minimum pre- qualification requirements and the process of selection in the RFP. Briefly the following procedure will be followed for selection:

- A designated Committee constituted by the Ministry would evaluate the quality/capacity of Bidders on the criteria mentioned in the RFP based on their proposals received and fulfillment of eligibility criteria (Technical Bid). The technically eligible agencies would be called to make a presentation before the Committee.
- Financial Bids of only the short- listed Bidders (who score at least 70 Marks out of 100 in the Technical Bid) would be considered.
- MoC does not bind itself to accept the lowest or any tender and has a right to refuse any or all the bids without assigning any reason or select any bidder that is in the final evaluation list. The Ministry also reserves the right to re- issue the Tender without Tenderers having the right to object to such re- issue. It also reserves the rights to extend the validity period.
- The bidders shall submit their offers strictly in accordance with the Terms & Conditions of the Tender document. Any tender that stipulates conditions contrary to the conditions given in the tender document stands disqualified.
- The Technical & Financial bids should be submitted in the separate sealed envelopes mentioning Technical Bid/Financial Bid over the envelopes and must be deposited in the Office of Section Officer (SS), C&M Secretariat, Ministry of Culture, 3<sup>rd</sup> Floor IGNCA Building (Above Samvet Auditorium), Janpath, New Delhi **up to 05.00 P.M. on 06.08.2026** and the Technical bids will be opened as per schedule below:-
  - **Date: 10.08.2026      Time: 11.00 am**
  - Pre-bid queries: All queries regarding the RFP can be raised by **30.07.2026**

- Bidders are requested to attend the Pre-bid Meeting to understand in detail the activities to be covered, arrangements to be made and expectations from the Agency. Any doubt, clarification needed by the bidder will be cleared in the meeting and they will be in a better position to prepare their bid.
- Any tender received after the deadline for submission of tenders prescribed by MoC will be rejected and returned un-opened to the Bidder. The Ministry shall not be responsible for any delay or non- receipt / non- delivery of the documents.
- During opening of the technical and financial bids, all bidders or their representatives are requested to be present at Ministry of Culture, C&M Secretariat, Third Floor, IGNCA Building (Above Samvet Auditorium), Janpath, New Delhi-110001.
- MoC also reserves the sole right for carrying out amendments/ modification/ changes including any addendum to this RFP. Such amendments/ modification/ changes including any addendum to this RFP shall be notified to the Agencies.
- MoC reserves the right to advance/extend the deadline without assigning any reasons thereof.
- The bidder shall bear all costs associated with the preparation and submission of the Tender and MoC will in no case be held responsible or liable for these costs, regardless of the conduct or outcome of the tendering process.

## **I. Brief on Tiranga Concert 2026**

The Ministry of Culture proposes to organize a grand musical concert, themed around “Vande Mataram”, as part of the Har Ghar Tiranga celebrations.

The event shall feature a large ensemble of eminent artists performing patriotic compositions with “Vande Mataram” as the central theme. The concert is expected to attract dignitaries, invited guests, youth participants, cultural enthusiasts and members of the public.

The selected agency shall be responsible for end-to-end planning, fabrication, production, technical management, audience services, logistics, branding and execution.

## **II. Scope of Work**

### **1. Main Concert Stage**

Concert Grade Stage

- Main stage approximately 80 ft x 40 ft minimum
- Heavy-duty weatherproof roofing system
- Concert-grade stage flooring

- Side wings for artist entry and exit
- Backstage holding areas
- Artist green rooms
- Dedicated loading and unloading area
- Artist access control

#### Stage Décor

- Tiranga-themed stage branding
- Vande Mataram thematic design
- Floral decoration
- Podium and ceremonial arrangements
- Integrated LED fascia branding

## 2. LED Screens

#### Main LED Backdrop

- High-resolution outdoor LED wall
- Minimum 60 ft x 20 ft
- Concert-grade processing system

#### Side Relay Screens

- Two side LED screens
- Minimum 12 ft x 20 ft each
- Live camera feed and graphics display

## 3. Concert Lighting System

Provision of concert-grade intelligent lighting package including:

#### Intelligent Fixtures

- Moving Head Spotlights
- Moving Head Wash Lights
- Beam Lights
- Hybrid Fixtures
- Follow Spots

#### Architectural Lighting

- Truss-mounted lighting
- Audience lighting
- Tiranga theme lighting
- VIP zone lighting

#### Control

- Professional lighting console

- Backup power systems
- Dedicated lighting director

#### 4. Concert Sound System

Professional line-array sound reinforcement system suitable for MPH at Bharat Mandapam

Sound Package

- Line Array PA System
- Delay Towers (if required)
- Digital Mixing Consoles
- Monitor Mixing Console
- Artist Monitor System
- Wireless Handheld Microphones
- Collar Microphones
- Instrument DI Boxes
- Intercom Communication System

All sound specifications shall be upgraded as per artist technical rider.

#### 5. Artist Requirements

Technical Rider

Artist technical rider requirements shall be provided by the Ministry.

Any additional equipment, instruments, consoles, backline, special effects, stage extensions, monitoring systems or production requirements requested by artists shall be provided by the agency on actual cost basis.

**Artist + Team payments, lodging&Travel to be paid on actuals**

#### 6. Broadcasting & Live Streaming

Multi-Camera Production

Minimum:

- 4 Sony FX6 Cameras or equivalent
- 1 Jimmy Jib Camera
- 1 Handheld Wireless Camera
- Video Switching Console
- Live Graphics System

Live Streaming

- Broadcast quality live streaming
- Multi-platform streaming support
- Encoding systems

- Streaming operators

#### Internet

- Dedicated leased line internet
- Minimum 200 Mbps symmetrical bandwidth
- Backup internet connectivity

#### 7. Photography & Documentation

- Professional photographers
- Event videographers
- Artist coverage
- Audience coverage
- Event photo archive

#### 8. Audience Infrastructure

##### Seating

##### *VIP Seating*

- 500 premium sofa and cushioned chair seats

##### *General Seating*

- 1,000 chairs

##### *Reserved Areas*

- VVIP enclosure
- Media enclosure
- Protocol seating

#### 9. VIP Lounge

- Premium furniture
- Hospitality
- Tea and coffee service
- Refreshments

##### Facilities

- Dedicated housekeeping

#### 10. Registration Management

##### Registration Counters

##### **Ticketing Portal for Audience**

- Registration desks on ground
- Queue management systems

## Wristband System

- Color coded wristbands
- VIP wristbands
- General attendee wristbands
- Staff wristbands

## 11. Transportation

### Bus Transportation

Provision of buses for transportation of approximately 1,000 participants from designated pick-up points to the venue and back.

**Special golf cart in 10 of nos for ferrying people in the venue.**

## 12. Branding & Public Engagement

### Venue Branding

- Entry arches
- Wayfinding signage
- Stage branding
- Venue branding
- VIP branding

### Audience Material

- Tiranga in 1000 nos
- Vande Mataram placards
- Theme banners

### Collateral

- Invitation Cards
- Delegate Badges
- Vande Mataram Badges
- Staff ID Cards
- Official ID Cards
- Artist Passes
- Media Passes

## 13. Food & Beverage

### Water Stations

- Drinking water counters
- Refill stations

## 14. Security & Crowd Management

- Professional security personnel

- Access control
- Barricading
- Volunteers in 150 Nos.

#### 15. Medical & Emergency Services

- Ambulance
- First aid Centre
- Doctor and paramedic team
- Fire safety equipment
- Disaster response arrangements

#### 16. Power Infrastructure

- Silent DG sets
- Power distribution panels
- Redundant backup power
- UPS support for broadcast and LED systems

#### 17. Post Event Deliverables

- Event report
- Attendance report
- Media report
- Photography archive
- Edited highlight film
- Live stream recordings
- Drone footage (subject to approvals)
- Social media content package

### **III. Other Miscellaneous activities/ tasks**

The above list is a tentative list and the bidder would be required to undertake any other relevant activity as required by the tendering authority and statutory body and client department for smooth and successful completion of the overall event on prevailing market rates which are not part of initial scope of work.

.....9/-

**IV. Pre-Qualification Criteria**

1. Made arrangements for 2 VIP (viz., Union Minister/CM) events with minimum 2500 participants.
2. One (1) event for VIP with minimum value of Rs. One (1) crore
3. The annual average turnover is 02 crores in last three years ending FY 2025-26. Certificate from CA needs to be provided.
4. Net worth should be positive of the agency in last 3 years. Certificate from CA needs to be provided.

**V. Evaluation Criteria (QCBS 70:30)**Technical evaluation and marking criteria

| S. No. | Technical Bid Evaluation Criteria                                                                                                                                                                                                                             | Marks |
|--------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|
| 1      | <b>Years of experience in event management</b><br>3 to 4 years = 5 marks<br>4 to 5 years = 7 marks<br>more than 5 years = 10 marks                                                                                                                            | 10    |
| 2      | <b>Prior experience in Government / PSU / Institutional events</b><br>(In last 2 financial years)<br>3 assignments of minimum value of 1cr = 5 marks<br>3 assignments of minimum value of 1.25cr = 7 marks<br>3 assignments of value above 1.50 cr = 10 marks | 10    |
| 3      | <b>Average turnover during last 3 financial years</b><br>Rs. 2 cr to 3 cr = 5 marks<br>above Rs.3 cr to 4 cr = 7 marks<br>above Rs. 4 cr = 10 marks                                                                                                           | 10    |
| 4      | <b>Presentation before Evaluation Committee on :</b><br>-Understanding of assignment<br>-Production planning<br>- 3d drawings<br>- Technical readiness<br>- Security planning<br>-Crowd management<br>-Branding approach and innovation                       | 70    |
|        | Total                                                                                                                                                                                                                                                         | 100   |

\* Supporting documents/Work Order/Completion Certificate to be attached. CA Certificate required for average annual turnover.

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### **Technical Presentation Evaluation Process:**

The presentation with the highest technical marks (as allotted by the Evaluation Committee) shall be given a score of 100 (Hundred) and other proposals be given technical score that are proportional to their marks w.r.t. the highest technical marks.

- The bidders **securing a minimum of 70% marks** will qualify in the technical evaluation round.

### **Financial Evaluation Process:**

- After the technical evaluation is completed, financial bid of the qualified bidders shall be opened.
- Financial proposals of only those bidders will be evaluated, who secure a minimum of 70% marks in the technical evaluation. The proposal with the lowest total bid value as given in form Appendix II shall be given a financial score of 100 and other proposals given financial scores that are inversely proportional to their total bid value.

### **Combined Evaluation Process: Combined Evaluation**

- The combined score shall be obtained by weighing the technical and financial scores in the ratio of 70:30 and adding them up. On the basis of combined weighted score for technical and financial, the bidder shall be ranked in terms of total score obtained.
- The proposal obtaining the highest combined score in evaluation will be ranked as H-1 followed by the proposals securing lesser marks as H 2, H 3, etc. The bidder securing the highest Combined marks will be considered for award of the contract.

### **Example:**

As an example, the following procedure will be followed. The minimum qualifying marks for technical qualifications are 70 and the weight age of the technical bids and financial bids is kept as 70:30. Assuming that in response to the RFP, 3 proposals, A, B & C are received. The Technical Evaluation Committee awards them 75, 80, and 90 marks respectively. The proposal with the highest technical marks (as allotted by the Evaluation Committee) shall be given a score of 100 (Hundred) and other proposals be given technical score that are proportional to their marks w.r.t. the highest technical marks. Bidders securing 70% marks in this process will be deemed as technically suitable and their financial proposals will be opened after notifying the date and time of bid opening to the successful participants. Assuming that the Evaluation Committee examines the financial proposals and the quoted total bid values are as under:

Proposal Total Bid Value

A : Rs.120

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B :Rs.100

C: Rs.110

Using the formula  $LTV / TBV$ , where LTV stands for Lowest Total Bid Value and TBV stands for Total Bid Value, the Committee will give them the following points for financial proposals:

A :  $100 / 120 = 83$  points

B :  $100 / 100 = 100$  points

C :  $100 / 110 = 91$  points

In the combined evaluation, thereafter, the Evaluation Committee will calculate the combined technical and financial score as under:

Proposal A :  $75 \times 0.70 + 83 \times 0.30 = 77.4$  points.

Proposal B :  $80 \times 0.70 + 100 \times 0.30 = 86$  points

Proposal C :  $90 \times 0.70 + 91 \times 0.30 = 90.3$  points.

The three proposals in the combined technical and financial evaluation will be ranked as under:

Proposal A: 77.4 points: H3

Proposal B: 86 points:H2

Proposal C: 90.3 points: H1

Proposal C at the total bid value of Rs.110 will, therefore, be declared as winner and recommended for approval, to the competent authority.

In the event of a tie in the final scores, the agency having the lower financial quote amongst the two would be given preference.

### **PRE-BID QUALIFYING CRITERIA AND TECHNICAL PROPOSAL**

MoC shall evaluate the capabilities of the Event Management Agencies based on their profile and also keeping in view of the pre-bid criteria. **Agencies not fulfilling the pre-bid criteria will not be considered for technical and financial evaluation.**

### **Performance Bank Guarantee**

The successful bidder shall be required to deposit Performance Security equivalent to 3% of the award amount and should remain valid for 6 months beyond the date of completion of all contractual obligations. Performance Security shall be submitted in the form of Demand Draft/ BG/ FDR in favor of Pay & Accounts Officer, Ministry of Culture, New Delhi payable at New Delhi or in the form of Bank Guarantee issued by a scheduled/nationalized bank. Performance Security will be discharged after completion of contractor's performance obligations under the contract. The above security deposit will be liable to be forfeited during the period of

contract, in case breach of any terms and conditions of the contracting contractor or failure to provide any services under the contractor loss results from contractor's failure and breach of obligation under the contract.

### **4. Timeline**

- Pre-production planning and coordination immediately upon award.
- Installation and venue readiness prior to event commencement.
- Successful execution of event on 17 August 2026.
- Dismantling and venue clearance immediately after completion of each event.

### **Payment Plan**

Payment will be made on successful completion of work/deliverables and on production of Proforma Invoice.

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**TECHNICAL PROPOSAL**  
Letter of Proposal  
(On Bidder's letter head)

**APPENDIX-I**

Dated: 00.00.2026

To

The Under Secretary  
Ministry of Culture  
(AKAM Secretariat)  
IGNCA Building  
Janpath,  
New Delhi- 110001

Sub: Engagement of Event Management Agency for Partition Horrors Remembrance Day.

Dear Sir/ Madam,

1. With reference to your RFP document dated 00.00.2026, we, having examined the Bidding documents and understood their contents, hereby submit our Proposal for the aforesaid Assignment. This proposal is unconditional.
2. All information provided in the Proposal and in the Appendices is true and correct.
3. This statement is made for the express purpose of qualifying as a Bidder for undertaking the Assignment.
4. We shall make available to the MoC any additional information it may find necessary or require to supplement or authenticate the Bid.
5. We acknowledge the right of the MoC to reject our proposal without assigning any reason or otherwise and hereby waive our right to challenge the same on any account whatsoever.
6. We certify that, we have neither failed to perform on any contract, as evidenced by imposition of a penalty or a judicial pronouncement or arbitration award, nor

been expelled from any project or contract nor have had any contract terminated for breach on our part nor blacklisted nor debarred by any state/ central Government or their agencies including Central/State Level Public Enterprises.

7. We declare that:
  - a. We have examined and have no reservations to the Bidding Documents, including any Addendum issued by the MoC.
  - b. We do not have any conflict of interest in accordance the RFP document;
  - c. We have not directly or indirectly or through an agent engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice, as defined in the RFP document, in respect of any tender or request for proposal issued by or any agreement entered into with the MoC or any other public sector enterprise or any government, Central or State; and
  - d. We hereby certify that we have taken steps to ensure that inconformity with the provisions of the RFP, no person acting for us or on our behalf has engaged or will engage in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice.
8. We understand that you may cancel the Bidding Process at any time and that you are neither bound to accept any proposal that you may receive nor to invite the Bidders to Bid for the Assignment, without incurring any liability to the Bidders, in accordance with the RFP document.
9. We declare that we are not a Member of any other firm submitting a Proposal for the assignment.
10. We certify that in regard to matters other than security and integrity of the country, we have not been convicted by a Court of Law or indicted or adverse orders passed by a regulatory authority which could cast a doubt on our ability to undertake the Assignment or which relates to a grave offence that outrages the moral sense of the community.
11. We further certify that in regard to matters relating to security and integrity of the country, we have not been charge-sheeted by any agency of the Government or convicted by a Court of Law for any offence committed by us or by any of our Associates.
12. We further certify that no investigation by a regulatory authority is pending either against us or against our Associates or against our CEO or any of our Directors/Managers/employees.

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13. We undertake that in case due to any change in facts or circumstances during the Bidding Process, we are attracted by the provisions of disqualification in terms of the guidelines referred to above, we shall intimate the RFP of the same immediately.
14. We hereby irrevocably waive any right which we may have at any stage at law or howsoever otherwise arising to challenge or question any decision taken by the MoC in connection with the selection of the Bidder, or in connection with the Bidding Process itself, in respect to the above mentioned Assignment and the terms and implementation thereof..
15. In the event of our being declared as the successful Bidder, We agree to enter into an Agreement in accordance with the draft that has been provided to us prior to the Proposal Due Date. We agree not to seek any changes in the aforesaid draft and agree to abide by the same.
16. We have studied all the Bidding Document carefully. We understand that except to the extent as expressly set forth in the Agreement, we shall have no claim, right or title arising out of any documents or information provided to us by the MoC or in respect of any matter arising out of or concerning or relating to the Bidding Process including the award of Concession.
17. The Fee has been quoted by us after taking into consideration all the terms and conditions stated in the RFP, draft Agreement.
18. We agree and understand that the Proposal is subject to the provisions of the Bidding Document. In no case, we shall have any claim or right of whatsoever nature if the assignment is not awarded to us or our Proposal is not opened.
19. We agree to keep this offer valid for 180 (One hundred eighty) days from the Proposal Due Date specified in the RFP.
20. We agree and undertake to abide by all the terms and conditions of the RFP document. In witness thereof, we submit this Proposal under and in accordance with the terms of the RFP document.

Yours faithfully,

Date: (Signature of the Authorized signatory)

Place: (Name and designation of the of the Authorized signatory) Name and seal of Bidder

**FORM I - Particulars of the Bidder**

1. Name of the Company:
2. Registered Office:
3. Date of Incorporation:
4. Constitution of Bidder Company:
5. GSTIN (Copy to be closed):
6. PAN (Copy to be closed)
7. Experience in Event Management services (years) with proof:
8. Date of first assignment:
9. Presence in India:
10. Total no. of employees:
11. No. of employees in Event Management services:
12. Details of contact persons:
13. Any other details:

Name: Designation:

Contact No.:

Mobile no.:

Email id:

Postal address:

(Signature of Authorized Representative)

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**FORM II-Financial Capacity of the Bidder**

| Particulars                  | Rupees in Crores |           |           |
|------------------------------|------------------|-----------|-----------|
|                              | 2023-24          | 2024-2025 | 2025-2026 |
| Annual turnover              |                  |           |           |
| Average Turn over for 3years |                  |           |           |

(Signature of Authorized signatory with official seal)

This is to certify that the above information has been examined by us on the basis of relevant documents & other relevant information and the information submitted above is as per record and as per details annexed.

Signature, Address, Seal & Membership No. of Chartered Accountant

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**APPENDIX - II**

**FINANCIAL PROPOSAL SUBMISSION FORM**

**Submission of Proposal against your RFP:**

**Our detailed financial proposal is as follows:**

| Sl. No.              | Particulars                                                                                           | Basic price | GST as applicable | Total cost for the project |
|----------------------|-------------------------------------------------------------------------------------------------------|-------------|-------------------|----------------------------|
| (A)                  | (B)                                                                                                   | (C)         | (D)               | E (C+D)                    |
| 1.                   | Total Cost for management of the event Tiranga Concert as per the ToR and SoW as mentioned in the RFP |             |                   |                            |
| Total cost in words: |                                                                                                       |             |                   |                            |

1. The prices stated in the bid shall be deemed to include all amounts payable for the use of patents, copyrights, registered charges, trademarks and payments for any other intellectual property rights.
2. **Cost for Artists & Team payments, lodging & Travel for the event shall be reimbursed on an Actual Cost Basis**, subject to prior approval and submission of supporting documents.
3. For the purpose of evaluation for Selection of Bidder, the total cost inclusive of taxes of all the above will be considered.
4. No out-of-pocket expenses shall be paid separately unless prior approval for the same has been received from C&M representative in writing.
5. Bidder must submit their financial bid for the total scope of work the event.
6. The lump sum rates provided hereunder shall remain the same for the entire duration of the contract.

**Signature of the Authorized Signatory with  
official seal**

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**FORM III- Bidder's Authorization Certificate**

To,

The Under Secretary  
C&M Secretariat  
Ministry of Culture,  
3rd Floor,  
IGNCA,  
Janpath,  
New Delhi – 110 001

<Bidder's Name> \_\_\_\_\_, <Designation>\_\_\_\_\_ is hereby authorized to sign relevant documents on behalf of the Agency in dealing with proposal of reference <Reference No. & Date> \_\_\_\_\_. <Bidder's Name> is also authorized to attend meetings and submit technical information as may be required by you in the course of processing above said proposal.

Thanking you,

Authorized Signatory.

\_\_\_\_\_

<Agency Name>

Seal