

GOVERNMENT OF MANIPUR  
DIRECTORATE OF TOURISM

**NOTICE INVITING TENDER**


Imphal, the 27<sup>th</sup> October, 2025

**No. 6/381/2025-DTSM/OT:** In pursuance of the approval conveyed by the Government vide letter No. TF-101/3/2025-TSM-TSM dated 27.10.2025, the Directorate of Tourism, Manipur invites e-bids from intending reputed Firms/ Agency/ Company for selection of Firms/agency/Company for executing the items of works tabled below in connection with the Manipur Sangai Festival 2025.

Sl. No.	Name of RFP
1	<b>Floating of E-Tender for selection of Company/Firm/Agency for Production, marketing &amp; management of Tickets for entry of visitors for MSF 2025.</b>

Detailed, Request for Proposal (RFP) documents containing information on eligibility, dates and timelines, required formats etc. shall be available in the Tourism website [www.manipur tourism.gov.in](http://www.manipur tourism.gov.in) and the Government website [www.manipur tenders.gov.in](http://www.manipur tenders.gov.in) from 27.10.2025 onwards.

Further, the bidding shall be online and all interested firms/ Organizations and Companies etc. shall apply the bid through online at [www.manipur tenders.gov.in](http://www.manipur tenders.gov.in).

  
27/10/2025  
(Lourembam Bikram)

**Director (Tourism), Manipur**

**Copy to :**

1. S.O. to Chief Secretary, Government of Manipur.
2. Commissioner, Tourism, Government of Manipur.
3. Director (IT), Manipur.
4. Gyanprakash Laimayum, Office Assistant, TCML - with a request to kindly upload the above Notification in the Department's website : [www.manipur tourism.gov.in](http://www.manipur tourism.gov.in)
5. Relevant File.



**DIRECTORATE OF TOURISM**  
**GOVERNMENT OF MANIPUR**

**INVITES BIDS**

**FOR**

**MANIPUR SANGAI FESTIVAL (MSF)-2025**

Directorate of Tourism, Government of Manipur  
North AOC, Near Hotel Imphal  
Imphal-795001

INVITATION FOR TENDER AND INSTRUCTION TO BIDDERS FOR ALL THE ITEMS GIVEN IN THE NOTIFICATION IN CONNECTION WITH MANIPUR SANGAI FESTIVAL-2025 TO BE HELD FROM 21<sup>st</sup> TO 30<sup>th</sup> NOVEMBER, 2025.

TABLE OF CONTENTS

Section	Description	Page No.
1	OVERVIEW	3
2	CRITICAL INFORMATION	3 - 4
3	GENERAL INFORMATION FOR BIDDERS	5 - 9
4	TERMS AND CONDITIONS GOVERNING THE CONTRACT	10 - 11
5	ANNEXURE 1 - 2	11 - 14
6	APPENDIX - II	15-16
7	APPENDIX - III	17
8	APPENDIX - III A	18

1. **OVERVIEW OF MANIPUR SANGAI FESTIVAL (MSF) -2025.**

Manipur Sangai Festival, an annual calendar event of Manipur Tourism, started in the year 2010. This edition of Manipur Sangai Festival will be held from 21<sup>st</sup> to 30<sup>th</sup> November. The festival showcases the tourism potential of the State in the field of Arts & Culture, Handloom, Handicrafts, Indigenous Sports, Cuisine, Music and Adventure Sports of the State. This edition of Festival will be held for 10 days where the diverse communities in Manipur and the Country will be brought together to showcase the vibrant culture and traditions. The festival has been a success and has brought a large number of tourists from within and outside the State. This RFP is for goods and services related with the upcoming Manipur Sangai Festival 2025.

2. **CRITICAL INFORMATION :**

Important Information to the bidders in the Annexure for Manipur Sangai Festival 2022:

Sl. No.	Particulars	Date
1	Date of Publishing Notice Inviting Tender ( common NIT for Tenders)	27 <sup>th</sup> October, 2025
2	Availability of RFP for E- Tenders in the Website ( <a href="http://www.manipurtenders.gov.in">www.manipurtenders.gov.in</a> , <a href="http://www.manipur tourism.gov.in">www.manipur tourism.gov.in</a> )	27 <sup>th</sup> October, 2025
3	Bid Queries clarification	Last date for submission of bid queries 30 <sup>th</sup> October, 2025
4	Bid Queries clarification notification	3 <sup>rd</sup> November, 2025
5	Last date and time for Submission of Completed Bid documents for Tender	7 <sup>th</sup> November, 2025
6	Date and Time of Opening of Bids for Tender	10: 00 AM 10 <sup>th</sup> November, 2025
7	Evaluation of the Technical Proposals and Bidder Presentation	3:30 PM , 10 <sup>th</sup> November,2025
8	Signing of contract agreement	Will be notified later
9	Award of Contract	Will be notified later
10	Portal for RFP Information	<a href="http://www.manipurtenders.gov.in">www.manipurtenders.gov.in</a> <a href="http://www.manipur tourism.gov.in">www.manipur tourism.gov.in</a>
11	Office Address of the Directorate – wherein the Bid documents are to be submitted and presentation to be made	Bidder shall submit all technical and financial bid through e-portal and the same copy shall be submitted to the Directorate of Tourism , North AOC, DM Road, Imphal - 795001

12	Nodal Contact Person	Deputy Director (Tourism), Manipur
13	Legal Jurisdiction	High Court of Manipur, Imphal
14	Sole Right to Accept or Reject any Proposal will be with	Department of Tourism Government of Manipur

## GENERAL INFORMATION FOR BIDDERS

1. Delivery of goods and services for Manipur Sangai festival 2025 will be in Manipur

### 1.1 Brief Description of Work:

### 1.2 Items of Work:

Sl. No	Name of the work	Tender Specification	Budget available (Rs.)
1.	Production, marketing & management of Tickets for entry of visitors for MSF 2025	Annexure 1	Not less than 70 % of the total earning

1. Quantity of Work to be executed will be as per Annexure and Appendices enclosed thereto.

2. The Contract, if any, which may arise from this tender shall be governed by the terms and conditions of the Contract as set out in the NIT/General information for the Bidders and as given in the Annexure and Appendices to this tender.

### 3. Instructions to Bidders:

A. The bid documents should be submitted to the Director, Directorate of Tourism, Government of Manipur, North A.O.C., Imphal West

B. Bidders should submit Bids with all necessary documents for each item of work separately from the list of items given with the Bid document as notified.

C. The bidders (Firms/ Agency/ Company) shall not be allowed to apply for or bid for more than one item.

D. Bidder must fill up and sign the Forwarding Letter in the format given in Appendix-II and also furnish full, precise and accurate details in respect of information sought for in Appendix-III attached with the NIT / Bid document. The bid shall be filled in by bidder neatly, clearly and precisely. Any alteration erasures or overwriting should be duly initiated by authorized signatory.

E. The Bidding is a two stage bidding and therefore, Bidder shall submit two separate bid i.e. Technical Bid and Financial bid, in two separate envelop, explained below.

F. The original copy of the bid along with the documents required under the Technical Bid is to be kept in one envelope superscripted 'A' – Technical Bid and the Price Bid should be kept in another sealed envelope superscripted 'B' – Price Bid. Both the bids then should be kept in another sealed envelope superscripted Tender Specification No. \_\_\_\_\_ for \_\_\_\_\_ and addressed to "The Director (Tourism), Manipur, North A.O.C, DM Road, Imphal-795001" along with name and address of the Bidder..

G. The Technical Bid shall include the following:

- I. The Bid Document along with all its Appendix III, Appendix III (A) & Annexure duly signed on each page by the bidder.
- II. Earnest Money Deposit (EMD).
- III. A sample/design of the material, wherever indicated in Annexure & Appendices thereto.

- IV. List of documents attached, as per the format in Appendix-III, duly signed by the bidder.
- H. The bidder shall submit Price bid in the prescribe formats in the **annexure enclosed**, and the price quoted shall inclusive of **GST and other tax applicable**.
- I. **It is made clear that no opportunity shall be given to alter, modify or withdraw any offer at any stage after submission by the bidder.**
- J. Signing of Bid: Person (s) signing the bid shall state the capacity in which he/she is or they are, signing, e.g. as sole proprietor of the firm, or as Secretary/Manager/Director, etc., of a limited Company. The person signing the tender or any other documents forming part thereof, on behalf of any other person or firm shall be deemed to warrant that he has the authority to bind such other person of firm, as the case may be, in all matters pertaining to the Contract. If at any stage, It is found that the person concerned had no such authority or otherwise, the Department of Tourism may without prejudice to other civil/criminal remedies, terminate the Contract and hold the Signatory/ Firm / Agency liable for all costs and damages.
- K. **Any bid falling to comply with these instructions shall be summarily rejected.**

**Qualifying conditions for Bidding:**

- Bidder can be firms, company or non – profit organization and have prior experience in the specification for a period of 2 years.
- The Bidder must have a bank transaction of a total of at least 80% of the budget available and this should be supported by the latest bank statement.
- The Tendering agency/individual must have an average annual turnover of not less Rs. 50 Lakh for the last three financial year (2022-23, 2023-24, 2024-25). Audited annual turnover report certified by a C.A with profit & loss, balance sheet, income and expenditure statement for the last 3 years to be submitted with the technical bid.
- All the Documents mentioned in appendix III.
- **EMD & Security Deposit:**
  - i. The Bidder shall furnish Earnest Money Deposit of an amount Rs. 50,000/- (Fifty thousand rupees only) in the form of a Demand Draft/Pay Order issued by a Scheduled Bank in favour of **The Director (Tourism), Manipur** payable at Imphal. **Any bid which is not accompanied by Earnest Money Deposit shall be summarily rejected.** *Deposit of EMD shall be relaxed for companies, agencies or firms which are recognized as MSME( Micro, Small & Medium Enterprises) as defined in MSE Procurement Policy issued by Department of Micro, Small and Medium Enterprises (MSME) or are registered with the central purchase organization or concerned Ministry or Department (or startup as recognized by Department for Promotion of Industry and Internal Trade).*
    - a) The Earnest Money received will be refunded or released as the case may be to the unsuccessful Bidder without any interest. The Earnest Money of the successful Bidder will be retained and converted to as a part of the Security Deposit.
    - b) Successful bidder shall furnish within 7 (seven) days of acceptance of his tender, a Security Deposit Rs.1,50,000(One lakh fifty thousand rupees only) in the form of Demand Draft or Pay Order issued by a Scheduled Bank in favour of Director (Tourism), Manipur for due, proper and complete discharge of all their obligations under the Contract. **The Security Deposit shall not earn any interest.**

- c) In the event of the bidder failure, after the communication of acceptance of the tender by the Tourism Department, to deposit the Security Deposit within 7(seven) days of acceptance of his bid, the same shall be summarily rejected besides forfeiture of the EMD and the Department shall proceed for appointment of another Agency/Individual.
- d) The Security Deposit will be refunded to the Agency/Individual on due satisfactory performance of the Service, satisfactory delivery of products and on completion of all obligations by the Supplier/Service Provider under the terms of the Contract.

#### 4. Corrupt Practices:

Any bribe, commission, or advantage offered or promised by or on behalf of the bidder to any Officer or Official of the Department (in addition to any criminal liability which the bidder may incur) shall debar his bid from being considered. Canvassing on part of or on behalf of, the bidder will also make his tender liable for rejection.

#### 5. Disqualification of tender and bidder:

- Bidder who have been blacklisted or otherwise debarred by any Department of any State Government/Central Government/ Public Sector Undertaking will be ineligible during the period of such blacklisting or for a period of 5(five) years, whichever is earlier.
- Bidder whose Earnest Money Deposit and /or Security Deposit has been forfeited by any Department of any State Government /Central Government/Pubic Sector Undertaking during the last 5(five) years, will be ineligible.
- If the proprietor/any of the partners of the bidder have been, at any time , convicted by a Court of an offence and sentenced to imprisonment for a period of 3(three) years or more, such bidder will be ineligible.
- Non submission of all the documents in appendix III.
- **Department of Tourism reserves the right to reject any or all the tenders without assigning any reason. The successful bidder would be intimated of the acceptance of his tender through letter/fax/e-mail.**
- In case of any clear indication of categorization, the Department shall reject the tender (s), and forfeit the EMD.
- Bids received after the closing date and time prescribed in the tender document shall not be accepted under any circumstances.
- In case the information furnished by the bidder or part thereof found to be incorrect/false at any stage, Department shall have the right to disqualify/summarily terminate the contract, without prejudice to any other rights that the Department may have under the Terms of the Contract and Law.

#### 6. Evaluations and selection process\*\*\*

*Selection Criterion: Evaluation of Techno-Commercial Proposals will be on the following criterion:*

##### 1. Technical Bid (Total of 50 Marks):

Bidder shall be required to score at least 30 Mark Technical bid to qualify for the financial bidding. The Technical bid shall be evaluated in the following manner:

- a) Relevant Experience in their filed(20 marks)

Sl. No.	Duration of Experience	Marks
1	0 – 6 months of experience	0
2	6 months to 3 years of experience	10
3	3 years and above of experience	20

- b) Similar assignments with Department/Corporations of Govt. of Manipur or other Tourism Departments/ Boards of Other States/ Ministry of Government of India , etc **(10 marks)**  
**(Appendix IIIA)**
- c) Presentation (PPT) before the 'Selection Committee' on the detailed plan, designs, concepts and new innovative ideas for the scope of work **(20 Marks)**

II. Financial Bid

- a) Financial Bid shall be opened only in respect of bidders who qualify the Technical bid with a minimum mark of 30 (Thirty).
- b) The Department of Tourism, Government of Manipur shall reserve the right to award the contract to H1 Bidder or otherwise as deemed fit.
7. Successful bidder will have to sign a Contract Agreement with the Directorate of Tourism and the final award of work shall be given only after successfully signing of the Contract Agreement. **(Refer to "Contract Agreement" in the tender document)**
8. **Cost Escalation:** The rate quoted shall not be subject to any fluctuation due to increase in cost of materials, labor, GST etc.
9. **Income Tax, GST on Works Contract:** The Statutory deduction of Income Tax, GST as applicable on contract works or services will be paid by the agency/ firms from all interim and final payment to the Agency. The bidder must include in their tender prices quoted for all duties, royalties, cess and GST or any other Taxes or local charges, if applicable. No extra claim on this account will in any case be entertained.
10. **Specification & Language:** Specifications of the work to be executed/ Service to be provided are given in details at annexure. The bid and all correspondence and documents shall be in the English language.
11. **Bidder shall visit the site, wherever applicable:**
- Intending bidder shall visit the site and make himself thoroughly acquainted with the local site condition, nature and requirements of the works, facilities of transport condition, effective labor and materials, access and storage of materials and removal of rubbish. The bidder shall provide in their tender for cost of carriage, freight and other charges as also for any special difficulties and including police restriction for transport, etc., for proper execution of work. The successful bidder will not be entitled to any claim of compensation for difficulties faced or losses incurred on account of any site condition which existed before the commencement of the work or which in the opinion of the Directorate might be deemed to have reasonable been inferred to be so existing before commencement of work.
12. **Amendment of Bidding Documents:** At any time prior to the date of submission of bid, the authority inviting tender may for any reason, whether at his own initiative or in response to a clarification from a prospective bidders modify the bidding documents by any amendment. All prospective bidders who have received the bidding documents will be notified of the amendment in writing and the amendment shall be binding on them in order to provide reasonable time to take the amendment into account and preparing the bid, the authority inviting tender, may at his discretion, extend the date and time for submission of bids.
13. **Validity:** Tenders shall be valid for a period of six months from the date of opening of the tender.

Director (Tourism), Manipur

**FORMAT FOR CONTRACT AGREEMENT TO BE SIGNED BEFORE THE  
EXECUTION OF WORK – EXECUTED IN A NON JUDICIAL STAMP OF AN  
APPROPRIATE VALUE**

**TERMS AND CONDITIONS GOVERNING THE CONTRACT**

(Valid for all items of the NIT/Annexure)

**1. Definitions:**

- I. First party : The Department of Tourism , Government of Manipur , represented by the Director , Tourism or an officer acting on his behalf authorized by the Government, shall be called First Party
- II. Second Party: The successful bidder/ agency / firm / company executing the work or providing services shall be called the Second party. The person signing the tender or any other documents forming part thereof, on behalf of any other person or firm shall be deemed to warrant that he has the authority to bind such other person or firm, as the case may be, in all matters pertaining to the Contract. If at any stage, it is found that the person concerned had no such authority or otherwise, the Department of Tourism may without prejudice to other civil/criminal remedies, terminate the Contract and hold the Signatory/ Firm / Agency liable for all costs and damages.
- III. Contract Rates: shall mean the rates of payment accepted by the Director (Tourism), Manipur for and on behalf of the Department.
- IV. Director: shall mean Director, Tourism Department, Government of Manipur.
- V. Services: shall mean performance of any of the items of work enumerated in the Tender Document or as may be indicated by the Director or an officer acting on his behalf authorized by the Government.
- VI. Goods : shall mean the items of work to be supplied or hired in the Tender Document or as may be indicated by the Director or an officer acting on his behalf authorized by the Government

2. **Subletting:** The Second party is strictly prohibited from subletting, transferring or assigning the Contract, or any part thereof to any other person/ Agency/ Firm/ Company etc , fail which , the contract is liable to be canceled and the First party shall have the right to forfeit security deposits, recovery of loss from the Second party .

**3. Liability of Agency for losses suffered by Department:**

The Agency/Firms/ Companies shall be liable for all costs, damages, and expenses suffered or incurred by the Department due to the Agency's negligence and un-professional performance of any services under this Contract, or breach of any terms of the Contract, or failure to carry out the work under the Contract, and for all damages or losses occasioned to the Department, or in particular to any property belonging to the Department, or any event organized by the Department due to any act whether negligence or otherwise of the Agency or his employees. The decision of the Director regarding such failure of the Agency and their liability for losses, etc. suffered by the Department and the qualification of such losses shall be final and binding on the Agency.

4. **Cancellation of Work & Non Transferable:** The First party reserves the right to cancel the Contract/Work Order at any point of time without assigning any reason thereof. The tender document is not transferable.
5. **Clearing Site on Completion:** On completion of the works, the Second party shall clear away and remove, from the site, all constructional implements, Surplus materials and rubbish to the satisfaction of the Directorate.
6. **Payment:** The Second party shall made part of the payment to the First Party the proceeds of the revenues as indicated in the Price Bid within 15 (fifteen) days after the closing of Manipur Sangai Festival – 2025., i.e. **15/12/ 2025 through Demand Draft in favour of Director Tourism, Manipur**

7. **Superintendence& Supervision:**

The First party shall holds the right to superintendence, supervision and inspection of the work in progress at any time to ensure proper quality and festival readiness .The Second party shall give all necessary personal assistance and ensure compliance to the directions, explanations, instructions or notices given by the Directorate/TCML . The second party shall appoint representative to ensure one point contract with the officials of Directorate of Tourism.

Failure on the part of Second Party, to comply with the directions and instructions of the First Party will attract penalty as commensurate.

8. **Schedule for Completion of Work: The Second Party** shall ensure completion of the work and deliver the product/Service by the deadline indicated at Appendix-I.
9. **Possession Prior to Completion:** The First Party shall have the right to take possession of or use any completed or partially completed part of the work. Such possession or use shall not be an acceptance of any work not completed in accordance with the Work Order or the Contract.
10. **Labour and Payment of Wages:** The Second Party shall employ persons/worker according to the Labour Laws and other relates rules and regulations of the State of Manipur .Any firm or agency found employing persons below 14 years of age shall be dealt with relevant laws and work order issued shall stand cancelled.
11. **No Obligation to accept highest bid:**  
The department is not bound to accept the highest bid and reserves the right to accept or reject all or any tender in full or in part without assigning any reason thereof.
12. **Force Majeure:** The Agency will not be responsible for delays which may arise on account of reasons beyond their control of which the Director shall be the final judges. Strikes by Agency's workers on account of any dispute between the Agency and their workers as the wages or otherwise will not be deemed to be a reason beyond the agency control and the Agency shall be responsible for any loss or damage which the department may suffer on this account.

Annexure 1A2. Production, marketing & management of Tickets for entry of visitors for Manipur Sangai Festival 2025**A. Broad Scope:**

Production, marketing & management of Tickets for entry of visitors for Manipur Sangai Festival (MSF)- 2022 on behalf of Directorate of Tourism, Government of Manipur.

**B. Broad Deliverables:**

- The Firm/Agency should come up with innovative ideas, concept of entire ticketing, marketing and management exercise in an integrated and tourist friendly nature.
- The firm/Agency should be responsible for printing of the tickets and selling it offline and online.
- The firm/Agency is to provide security staff(minimum of 25 security personnel for the main venue in addition to own requirement of the agency/ firm), festival feedback form, staff location banners, road side direction banners, parking banners, installation of cameras and minimum of 10 bouncers etc.
- The firm/agency has to provide provisions for live updates of number of visitors at each venue through mobile phones.
- The firm/ agency are to provide adequate manpower for manning the ticket counter and have to liaise with the police Department for traffic and security set up.
- A detailed report to be submitted to the Directorate of Tourism at the end of the festival.
- Manipur Sangai Festival Logo (to be provided by Tourism Department) has to be printed on every ticket.
- The offer should not be less than 70 % of the total earning. Bid where the offer is less than 70% shall not be considered.
- The firm/ Company should have prior experience of doing the same kind of work.

**C. Specific deliverables with timelines:**

Sl. No.	Deliverables	Quantity
1.	Provision of uniformed and trained security staff	Minimum of 25 security personnel for all the venue in addition to own requirement of agency
2.	Provision of staff location banners, Roadside Direction banners, and a minimum 6 (six) bouncers	As required
3.	Provision of uniformed manpower for manning ticket counters	As required
4.	Liaisoning with the Police Department for traffic management and security set-up.	As frequently as required

**PRICE BID**

**[VALID FOR ONLY SINGLE ITEMS (Production, marketing & management of Tickets for entry of visitors for Manipur Sangai Festival 2025) IN THE TENDER DOCUMENT AT ANNEXURE 2]**

From,

-----  
-----  
-----

(Full name and address of the tenderer)

To,

The Director (Tourism), Manipur,  
North AOC, D.M. Road,  
Imphal, 795001.

R.O. \_\_\_\_\_

Sir,

I submit the PRICE BID for the tender for appointment as Agency for delivery/execution of the following items (S) of works:

Sl. No. of items of Tender Documents (Annexure).....

Name of Tender work.....

2. I have thoroughly examined and understood all the terms & conditions as contained in the Tender Document; NIT, its annexure & appendices and agree to abide by them.

3. I offer to share .....% of the total earnings with the Department of Tourism, Government of Manipur

5. Percentage quoted is valid for a period of 6(six) months starting and inclusive of October, 2025 till and inclusive of March, 2026.

Yours sincerely,

**(Signature of bidder)**

Appendix-II

Forwarding Letter

Paste photograph here with crossed signature

From,

-----  
-----  
-----

(Full name and address of the tenderer)

To,

The Director (Tourism), Manipur,  
North AOC, D.M. Road,  
Imphal, 795001.

R.O. \_\_\_\_\_

Sir,

I submit the PRICE BID for the tender for appointment as Agency for delivery/execution of the following items (S) of works:

Sl. No. of items of Tender Documents (Annexure).....  
Name of Tender work.....

2. I have thoroughly examined and understood all the terms & conditions as contained in the Tender Document; NIT, its annexure & appendices and agree to abide by them.

3. I agree to keep the offer open for acceptance up to and inclusive of (date) -----  
-----) and to extension of the said date by 7(seven) days in case it is so decided by the Director(Tourism), Manipur. I/we also agree that, if the date up to which the offer would remain open is declared a holiday by the Government, the Offer would remain open acceptance till the next working day.

4. Demand Draft No.....dated ..... drawn on the ..... for Rs. ....  
(Rupees .....) only is enclosed as Earnest Money Deposit(EMD) in the event of my/our tender being accepted, I/we agree to furnish within 7(seven) days acceptances of the tender, Security Deposit as stipulated in the tender.

5. I do hereby declare that the entries made in the tender and Appendices/Annexure attached therein are true and also that I/we shall be bound by the act of my/our duly constituted Attorney.

6. I hereby declare that my Agency /Company/NGO has not been blacklisted or otherwise debarred during last 5(five) years by the Tourism Department, Manipur or any PSU or any Government or any other client for nay failure to comply with the terms and conditions of any contract or for violation of any Statute, Rule, or Administrative instructions (\*).

OR

I hereby declare that my Agency /Company/NGO was blacklisted/debarred by ..... (name of client) for a period of..... which has expired on.....(Provide complete details of reasons for blacklisted/debarring (\*) (\*) (Strike out whatever is not applicable).

7. I hereby declare that no contract entered into by me/my Firm/Agency/Company with the Department or any other PSU or any Government, or any other client, has been terminated before the expiry of the contract period at any point of time during the last five years.

8. I hereby declare that the Earnest Money Deposit and/or Security Deposit has not been forfeited or adjusted against any compensation payable, in the case of any contract entered into by me/us with the Department, or any other PSU or any Government, or any other client during the last five years.

9. I hereby declare that I have not been convicted at any time by a Court of Law for an Offence and Sentenced to imprisonment for a period of three or more years.

10. I hereby declare that I/My Firm have not supplied defective items to the Tourism Department, Government of Manipur, on any occasion in the past 5 (five) years, without the same having been replaced. I further declare that I/We shall be bound by decision of the **Director (Tourism), Manipur** in this regard.

**DECLARATION**

I/We certify that all information furnished by me/us is correct and true and in the event of my information being found incorrect/untrue, the Department shall have the right to disqualify me/us without giving any notice or reason thereof or summarily terminate the contract, without prejudice to any other rights that the Department may have under the Contract and Law.

(Signature of bidder)

## TOURISM DEPARTMENT, MANIPUR

Tender for (Sl.No. and name of item of works as in Appendix -I):-----

## A. Details of bidder( to be filled in by the bidder)

1	Name of bidder	
	Address	
	e-mail and contact details	
2	Composition of bidder: (State whether the bidder is a proprietorship concerned or a Company) The name of the Proprietor/Director as applicable	
3	Business in which the bidder is employed together with address particulars of the heads office and branches if any, are located	
4	Income Tax (PAN No. of bidder)	
5	GSTIN of Bidder	

## B. List of Documents Attached.

Sl. No.	Particulars	Yes/No
1	Forwarding Letter ( <i>Appendix II</i> )	
2	Part-A Technical Bid with its Annexure and Appendices	
3	Attested copy of Memorandum and Articles of Association/Bye Laws/Certificate of Registration, etc as applicable	
4	Power of Attorney of person signing the tender, if any	
5	Certificate (s) of experience and details thereof (appendix IIIA)	
6	Certificate (s) of experience ( <b>Relevant Experience in the field</b> ) (appendix IIIA)	
7	Copy of Income Tax Return	
8	Copy of PAN Card	
9	UDYAM registration certificate( only for MSME)	
9	Copy of GSTIN	
10	Copy of Bank Transaction Statement for the last 1 (one) year	
11	Sample of material/design to be used, if indicated in annexure	
12	EMD for the Specification (Annexure)	

**ENCLOSE ALL THE RELEVANT DOCUMENTS TO SUBSTANTIATE YOUR CREDENTIALS WITH RESPECT TO THE PARAMETERS DETAILED BELOW:**

Sl. No.	Parameter
1	Similar assignments with Departments/Corporations of Govt. of Manipur or other Tourism Departments/ Boards of Other States / Ministry of Government of India , etc
2	Relevant Experience in the field