

## **Short Term Tender Document for Event Management Program for Distribution of E-Rikshaw**

**Sub.:** Tender inviting for the supply of Event Management for organizing an event i.e. distribution of E-Rickshaw by honorable dignitaries in Lohia Park, Gomti Nagar, Lucknow.

The State Urban Development Agency invites tender from well experienced and financially sound Event Management Agencies. Interested and experienced agencies are requested to submit their bid along with their status, company profile, photographs of the previous work done.

### **Conditions:**

1. Only selected agencies will be called to discuss their bids after the evaluation of their bid.
2. The agencies can be called for making presentation of the event.
3. Only such agencies, which have past experience of 2 to 3 years in Government Sector for providing these services, will be considered as eligible.
4. Application can be submitted to Director, State Urban Development Agency, Nav Chetna Kendra, 10 Ashok Marg, Lucknow – 226 001 super scribing “Empanelment of Agency for Event Management Services”
5. Last date of submission of applications is 10.08.2015 upto 04:00 p.m.
6. State Urban Development Agency (SUDA), U.P. reserves the right to reject/cancel any or all of the Tender without assigning any reasons therefore.
7. In case of cancellation of event for any reason, SUDA will not reimburse any charges borne by the bidder.
8. List of Particulars given in the price schedule is for illustration any other items required can be added and price can be quoted accordingly.

## Price Schedule

S.no.	Particulars	Size	Quantity	Rate	Amount
1	STAGE				
2	German Hanger				
3	PRINTING BACK DROP WITH FRAMING				
4	Front PANEL				
5	President Chair				
6	Dias				
7	MOZZO Barricading D SHAPE				
8	TENT FOR 300 AUTO RICKSHAW PANDAL				
9	Carpeting full area				
10	Flower Decoration				
11	Velvet Chair				
12	Plastic Chair				
13	Sofa				
14	ENTRY GATE				
15	BANNER FOR VENUE				
16	INVITATION CARD				
17	VIP PASSES				
18	SWISS TENT				
19	SOUND LINE ARRAY				
20	BETA TOP				
21	TOP SRX				
22	MONITOR				
23	PAR LIGHT				
24	PODIUM MIKE				
25	HAND MIKE				
26	STAND MIKE				
27	MIXER,AMP,EQUALISER,CRASH ETC				
28	CEILING FAN				
29	MIST FAN				
30	TOWER AC				
31	GENERATOR				
32	HIGH MASK LIGHT				
33	HALOGEN				
34	JHOOMER				
35	FARATIA FAN				
36	LED SCREEN DISPLAY				
37	LED MASKING				
38	PLASMA				

39	EXTENSION BOARD				
40	ALL JACKS AND LONG LEADS				
41	PROGRAMMING BOARD				
42	DIMMER PACK				
43	CABLING TECHNICIANS				
44	LIGHT TOWERS				
45	SNACKS AND WATER				
46	SNACKS & WATER BOTTLE				
47	DECORATED GIFT BOXES FOR KEY DISTRIBUTION				
48	GIFT BOXES				
49	PHOTOGRAPHY				
50	Event Photographer Digital				
51	Event Videography				
52	ZIMI ZIP				

Director

State Urban Development Agency