



राष्ट्रीय फैशन प्रौद्योगिकी संस्थान, गांधी नगर

(निफ्ट अधिनियम, 2006 के तहत एक सांविधिक संस्थान)

National Institute of Fashion Technology, Gandhinagar

(A statutory body governed by the NIFT Act 2006 and set up by the Ministry of Textiles, Govt. of India)



G20 इवेंट के अंतर्गत फैशन शो प्रोडक्शन सेवाएं उपलब्ध करवाने हेतु निविदा दस्तावेज़

TENDER DOCUMENT FOR FASHION SHOW PRODUCTION UNDER G20 EVENT

निविदा संख्या / **Tender No.:** NIFT-GNR/Admin/218/2023/02

Time Schedule for Tender Process:

निविदा कार्यक्रम / TENDER EVENTS	दिनांक / DATES
निविदा जारी करने की तिथि: Date of Publication of Tender	18.07.2023
विधिवत भरी हुई निविदा बोली जमा करने की अंतिम तिथि : Last date of submission of duly filled Tender Bids	24.07.2023 at 9.00 Hrs
तकनीकी बोली खोलने की तिथि और समय: Date and Time of Opening of Technical Bid of the Tender	25.07.2023 at 9.00 Hrs
मूल्य बोली खोलने की तिथि और समय : Date and Time of Opening of Financial Bid of the Tender	After evaluation of Technical Bid



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Subject: Notice Inviting Tender (NIT) for Fashion Show Production under G20 Event 2023

National Institute of Fashion Technology, (NIFT) invites Tender for Fashion Show Production during G20. Tentative date of event will be between 2nd to 4th August 2023 at Ahmedabad.

- (a) The interested agencies/contractors should submit their tender along with the copies of all the relevant certificates, documents, etc. in support of their technical & financial bids – all duly signed through Online mode only.

e-Tender document is available on Central Public Procurement (CPP) Portal (URL: <https://eprocure.gov.in/eprocure/app>)

Tender document is also available for viewing on the “tenders” link of the website of NIFT Gandhinagar i.e. <https://www.nift.ac.in/gandhinagar/tender>.

- (b) The Firm should ensure that it complies with the requirements as per tender document before applying for this tender. Also, the interested agencies should submit filled tender along with all supporting documents duly signed on NIFT e-Tender portal through Online mode only by 24.07.2023 up to 9.00 hrs.

The submission of e-Bids will be only through the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>). Bids will not be accepted in any other form. The prospective bidders should adhere to deadlines specified in tender details on the portal

The interested firms are advised to read carefully the entire tender document before submitting their tender and the tender documents not received online in prescribed format and/or are found incomplete in any respect shall be summarily rejected.

Any further clarifications can be sought from the NIFT office at NATIONAL INSTITUTE OF FASHION TECHNOLOGY, NIFT Campus, GH - 0 Road, Near Infocity, Gandhinagar (Gujarat) 382007 Or on Telephone No 07923265002 / 65003.

Closing date & time for submission of bids: 24.07.2023 up to 9.00 Hrs.

Date & time of opening of Bid:

- i. Technical bid: 25.07.2023 at 9.00 Hrs
 - ii. Financial bid : After evaluation of Technical Bid. Bidders who qualify technically will be considered for Financial bid opening.
 - iii. Bid validity : up to: 90 days from the date of opening of financial bid
- (C) The technical bid must contain the prescribed Performa as per Annexures along with the scanned copy of all supporting documents in support of eligibility and experience criteria.

(D) Earnest Money Deposit (EMD) : Nil

(E) The financial bid must contain only the financial part shall include duly filled financial bid BoQ including all taxes etc. to complete the work in all respect. NIFT will not accept any claim other than mentioned in financial bid.

Note:

1. NIFT reserves to right to withdraw the tender prior to award of the contract without assigning any reasons and without incurrence of any liability on NIFT.
2. QCBS system shall be followed for determining the financial score and weights given to the technical and financial proposals.

GENERAL TERMS AND CONDITIONS :

National Institute of Fashion Technology, (NIFT) invites Tender for Fashion Show Production during G20 Event. Tentative date of event will be between 2nd to 4th August 2023 at Ahmedabad.

1. The name and address of the bidder shall be clearly written in the space provided and no overwriting, correction, increment shall be permitted in any part of the tender unless duly countersigned by the tenderer. The tender should be filled-in and submitted in strict accordance with the instructions given herein, otherwise the tender is liable to be rejected.
2. The tender is liable to be rejected if:
 - a) Not submitted the bid in online mode through e-Tender system only.
 - b) Bid submitted in any other form except e-Tender.
 - c) Complete information not filled in and not submitted in strict compliance with the instructions laid down herein;
 - d) if the particulars and data (If any) asked for in the tender are not filled-in.
3. Corrections, if any must be attested.
4. Late tenders will not be considered.
5. The qualified bidder shall deposit 5% of the total cost quoted as Security Deposit to NIFT, Gandhinagar within three days from the date of Supply Order. No interest shall be paid on security deposit which will be returned after successful completion of event/arrangements and after adjusting dues if any.
6. The Tenders shall be accompanied by the relevant documents as per technical eligibility criteria.
7. The Agency shall ensure that he himself or his authorized representative is available for proper arrangements at NIFT Gandhinagar and at event venue.

8. The agreement will be valid for the delivery as incorporated in the tender document. This should be strictly adhered to.
9. Agency will work under the overall directions of the designated officials of NIFT Gandhinagar.
10. The Tender shall be accompanied by the relevant documents including the following with Technical Bid (**Annexure - A**)
11. Specifications of arrangements and Items required as per Annexure/Schedule/ Scope of Work which shall be arranged by the agency.
12. The rates quoted should be inclusive of all taxes and on FIRM & FIXED basis.
13. The Work Order shall be issued by NIFT Gandhinagar and delivery of work / equipment / items shall be arranged by the Agency at the venue / NIFT Campus as the case may be.
14. Bidders must clearly indicate in their offers the different taxes and duties which they propose to charge, mentioning clearly the present rate(s) thereof. Unclear statements like “duties as applicable” shall not be considered.
15. NIFT shall in no way be responsible for any default with regard to any statutory obligation and the vendor/contractor will indemnify NIFT in case of any damage or liability, which may arise on account of action of the firm.
16. **Payment terms:** One month after submission of the invoice with Institute’s GST number and the bifurcation of the amount (if any) needs to be incorporated specifically.
17. Any effort by the bidder to influence the employer in the examination, evaluation, ranking of Bids and recommendations of award of contract may result in the rejection of the bidders’ bid
18. Dispute, if any, arising out of the arrangements and supply of Items shall be settled by mutual discussion or arbitration by sole arbitrator to be appointed by the Director, NIFT Gandhinagar at Gandhinagar as per the provisions of the Indian Arbitration and Conciliation Act, 1998 and the Rules framed there under.

19. Force Majeure

“Force Majeure” means an event beyond the control of the select Bidder and not involving the vendor’s fault or negligence and not foreseeable. Such events may include but are not limited to, Acts of God or public enemy, acts of Government of India in their sovereign capacity, acts of war, fire, floods, strikes, lock-outs, and freight embargoes.

If a Force Majeure situation arises, the select Bidder shall promptly notify NIFT in writing of such conditions and the cause thereof within 30 calendar days. In such a case, the time for performance shall be extended by a period not less than the duration of such delay. If the duration of delay continues beyond a period of five days, NIFT and the

select Bidder shall hold consultations with each other in an endeavour to find a solution to the problem.

SCOPE OF WORK

Date of Show: Tentative date of event will be between 2nd to 4th August 2023 at Ahmedabad.

Venue of show is Ahmedabad (Gujarat)

Agency will depute technically qualified executive to co-ordinate with NIFT Team

Fashion Show:

The fashion show will be organized on any of the above mentioned tentative dates. The duration of the show will be 45 -50 Minutes. The number of sequences will be five and the approximate total collection will of 10 to 12 ensembles (complete attires per collection). The expected number of invites will be 300-350 who will be the delegates of G20 event.

Scope of Work for Fashion Show Production

1. Conceiving and visualising a creative theme for the show that positions traditional crafts in contemporary light which is high on quality and finesse, and has a global appeal.
2. Fillers to be created which complement the theme of the fashion show.
3. **Engaging and deputing highly reputed professionals as mentioned below:**

All the professionals as mentioned below should have experience of conducting / executing / participation in Fashion Shows such as FDCI, FDCI Fashion Week, Lakme Fashion week, Wills Lifestyle India Fashion Week, India Bridal Fashion Week, Synergy 1 Delhi Couture Week etc.

a. Hiring and engaging leading Show Director.

- Choreography of the show should be in accordance with the approved theme and in consultation with NIFT's curation team and designers.
- Portfolio of Show Director with his/her work experience to be submitted for selection by NIFT team. Should have directed 10-15 such shows.

b. Hiring and engaging Class A / B Category models as mentioned below:

Total requirement of Model: 30 (Thirty)

All Model will be Female.

1. Minimum height of Female models – 5'7"
2. Portfolio of model with their work experience to be provided for selection by NIFT team.

3. List of Model with heights and measurement of models to be provided within 2 days after award of work.
 4. In case of additional requirement of Model, prorata cost will be considered for payment of extra Model.
- c. **Master of Ceremony:** With proficiency in English and Hindi language having experience in similar type of work. The Programme host will prepare the script as per the NIFT curation team's guidance. Should have handled at least 10-15 big shows.
 - d. Hair and make-up stylists of highest standard as mentioned above with Makeup materials, tools and equipment for make-up and hairstyling.
 - e. Sound and lighting experts, tech and multimedia experts.
4. **Stage Layout, Ramp Design, Sitting Arena, Green Room, Stage light and Sound**
 - Agency will to provide detailed Specification, dimensions, layout, props requirement well in advance for execution (it will be developed by 3rd party vendor)
 - For execution, site inspection and quality control, the event management agency requires to coordinate with the 3rd party vendor.
5. **Photography and videography:**
 - High resolution images and 4 K quality video with 3 Still cameras, 2 video camera + 1 camera on gimble + Drone
 - Photo & Video to handover to NIFT Gandhinagar immediately after completion of event and final copy with edited video to be submitted subsequently.
6. **Lodging / Boarding:**
All expenses of lodging /boarding / travelling of Models, crew, etc. All arrangements of travel, lodging and boarding of models, show director, music director, wardrobe manager, folk musicians, light & sound engineers and other crew members etc.
 7. Engaging all other required teams/experts/assistants (including back-stage assistants) for the production and execution of the Fashion Show.
 8. All arrangements in green room/s for trials/fittings of garments/accessories; hangers, clothes racks, mirrors and ironing facility (including steam irons, tables, etc.); space for hair and make-up for the models/artists.
 9. Test fittings and rounds of rehearsal to be conducted a day prior 1-2 days of the show.
 10. The final rehearsal with garments, light, music, compere to be conducted prior one day of the show.

11. Direction and composition of music.

- Music compilation for entire fashion show including co-ordination of operations and presentation. All arrangements for music licensing etc.
- Composition of music should be in accordance with the approved theme and in consultation with NIFT's curation team and designers.
- Selection of team should be in consultation with NIFT team.

12. Wardrobe management with all setup.

- a. Model's coordination and backstage management
- b. Backstage dressers
- c. Ironing personnel
- d. Trial of the garments should be done by 12.00 noon
- e. Event management agency should also arrange transportation of garment from NIFT to the show venue on day of the show and bring it back to NIFT Gandhinagar after the show in safe manner.
- f. Coordination of fittings of show garments 1-2 days prior to the fashion show at Gandhinagar.

13. Closely coordinating with the designers and NIFT team regarding all aspects of the show planning and execution.

14. For all items mentioned above the bidder must ensure the required quality, material, dimensions and other parameters and quote accordingly. Payment shall not made by NIFT for items that are not found to be of satisfactory standards.

Institute reserve rights to increase / decrease / cancel any of items mentioned above.

TECHNICAL ELIGIBILITY CRITERIA :

The minimum technical eligibility criteria are as below:

- I. The agency should have successfully done **a minimum of four fashion shows.**

The above four show should be conducted / executed with FDCI, FDCI Fashion Week, Lakme Fashion week, Wills Lifestyle India Fashion Week, India Bridal Fashion Week, Synergy 1 Delhi Couture Week etc.

- II. The agency should have a minimum cumulative turnover of Rs. 5.50 Crore (Five Crore Fifty Lakh) average in preceding three financial years 2020-21, 2021-22 and 2022-23. And at least Rs. 3 Crore in financial year 2022-23.
- III. The agency should have a minimum of three years of experience in producing fashion shows in preceding three financial years 2020-21, 2021-22 and 2022-23.
- IV. The agency should have relevant licences/registrations required for an event management company and other mandatory registrations such as PAN/GST etc. Proof of the same to be submitted along with the technical documents.
- V. The agency should not have been debarred or blacklisted by any Central Government Departments, Public Sector Undertakings and State Governments. Self-undertaking for the same may to be enclosed.

The Tender shall be accompanied by the following relevant documents:

1. Tender documents along with Technical bid (**Annexure A**) duly completed and signed by the authorized signatories with all supporting documentary proofs.
2. List of clients for fashion shows conducted in the preceding three financial year (2020-21, 2021-22 and 2022-23) with copy of relevant Work Orders and other documentary evidences. Fashion Week are to be separately indicated. The Agency should have done at least 04 fashion shows in preceding three financial years.
3. Number of models in Category A / B (female and male models to be separately indicated).
4. Audited financial statement viz. Balance Sheet, Income and Expenditure statement of the Agency for the year 2020-21, 2021-22 and 2022-23.
5. Confirmation for providing the required items as per technical specifications listed in the Schedule of Items (**Annexure A**)
6. Undertaking (**Annexure – B**) of confirmation of having read and understood all terms and conditions enclosed in the Tender document.

Evaluation of Bid :

The Evaluation of the tender shall be done on the weightage with 70% to technical evaluation and 30% to financial evaluation.

The criteria for technical evaluation will be:

Agency should possess following experience and turnover in preceding 03 financial years 2020-21, 2021-22 and 2022-23.

Total number of fashion shows done by the agency (maximum 50 marks)

Number of Fashion Shows (Maximum 50 marks) :

- i. Minimum 04 fashion shows 10 Marks
- ii. 05-08 Fashion Shows - 20 Marks
- iii. 09-12 Fashion Shows - 25 Marks
- iv. 03-20 Fashion Shows - 30 Marks
- v. 21-25 Fashion Shows - 35 Marks
- vi. 26-30 Fashion Shows - 40 Marks
- vii. Above 30 Fashion Shows - 50 Marks (Maximum)

Fashion Shows as above should be in fashion weeks such as FDCI Fashion Week, Lakme Fashion week, Wills Lifestyle India Fashion Week, India Bridal Fashion Week, Synergy 1 Delhi Couture Week etc.-

B) Presentation:

NIFT will carry out preliminary screening of the bidders and will shortlist the bidders whose Technical Bids are found to be in order/fulfilling the prescribed requirements. The Shortlisted bidders will be required to make online technical presentation on following areas:

S No.	Area	Score/ Weightage (Total 50)
1.	Scale of fashion shows executed.	05
2.	Case presentation on any four of the most significant assignments completed	05
3.	Ability to execute shows and the organizational expertise in the field	10
4.	Proposed plan for executing the fashion show under this Tender.	10
5.	Presentation of Show Director along with the team to conduct the show.	20

The date and venue of the presentation will be intimated separately.

Procedure for ranking:

The total marks obtained by a bidder shall be allocated 70% weightage of the Technical bid and 30 % weightage will be assigned to Financial bid.

1. Evaluation of Financial bid

The financial bids will be evaluated using QCBS. The Lowest financial bid will be given maximum price score. The price scores of the other financial bids will be computed on relative scale.

The individual Bidder's financial bids are normalized as per the formula below:

$F_n = F_{low}/F_b * 100$ (rounded off to 2 decimal places) Where,

F_n = Normalized commercial score for the Bidder under consideration

F_b = Absolute financial quote for the Bidder under consideration

F_{low} = Lowest absolute financial quote

Example:

For example, Amount quoted in financial bid by three agency are as mentioned below:

A Ltd- Rs: 150 /-

B Ltd- Rs: 230 /-

C Ltd- Rs: 310 /-

The financial weightage shall be calculated as mentioned below:

The lowest quote will be considered 100 in scale of 100, in above case suppose "A Ltd" has quoted lowest quote of Rs: 150/- amongst all.

In this case, the calculation price score will be as follows-

A Ltd- Rs 150/- = (Rs: 150/- / Rs: 150/- X 100) = 100 points

B Ltd- Rs 230 = (Rs: 150/- / Rs: 230/- X 100) = 65.21 points

C Ltd- Rs 310/- = (Rs: 150/- / Rs: 310/- X 100) = 48.38 points

Financial bid weightage (30%) will be as follows-

A Ltd- 100 points X 0.30 = 30 points

B Ltd- 65.21 points X 0.30 = 19.56 points

C Ltd- 48.38 points X 0.30 = 14.51 points

2. The total score, both technical and financial, shall be obtained by weighing the quality and cost scores and adding them up.
3. For award of work order bidder with total highest score will be taken into consideration.

TECHNICAL BID

1. Name of the Agency/ Company/ Firm : _____
2. Name of Authorized person : _____
(signatory on the Tender document)
3. Address of the Agency : _____

4. Mobile No. : _____ Landline (O) : _____
5. Email : _____
6. Documents to be submitted :

S No	Particulars	Documents to be attached
1	Earnest Money Amount vide Demand Draft for Rupees..... (date of issue must be after publication of Tender)	DD No. : DD Date : Amount :
2	Demand Draft for Rupees (date of issue must be after publication of Tender)	DD No. : DD Date : Amount :
3	All pages of the tender documents duly filled and signed	Duly filled and signed tender documents
4	GST number	Copy of document
5	PAN number	Copy of document
6	List of clients for shows undertaken in preceding three financial years	Copy of work order and relevant documents
7	Details of models as per Category A / B	List (Male and Female models separately)
8	Name of artists for Hair and make-up stylists	
9	Name of Master of Ceremony	
10	Name of Show Director	
11 a)	Proof of experience	List along with of Work Orders of fashion shows conducted
11 b)	Proof of Annual Turnover should have a minimum cumulative turnover of Rs. 5.50 Crore (Five Crore Fifty Lakh) average in preceding three financial years 2020-21, 2021-22 and 2022-23. And at least Rs. 3 Crore in financial year 2022-23.	Copies of annual financial statement for the last three years i.e. 2020-21, 2021-22 and 2022-23

Full Signature of Tenderer : _____

Name of Authorized Signatory : _____

Name of Company/ Firm: _____

Seal of Company/ Firm: _____

Address: _____

Contact No. : _____

Annexure-B

UNDERTAKING

1. I have gone through all the Terms and Conditions and also the schedule of items as enlisted by NIFT in your Tender.
2. I/We, hereby confirm that we have understood all the Terms and conditions and confirm my/our commitment to abide by them.
3. I/We also confirm my/our commitment to provide the services as enlisted in the schedule of items and in your Tender.
4. I/We/firm is not debarred / black listed by NIFT/ Govt. organization / PSU.

Full Signature of Tenderer : _____

Name of Authorized Signatory : _____

Name of Company/ Firm: _____

Address: _____

Contact No. : _____

BRIEF FOR DESIGN CONCEPT FOR G-20 FASHION SHOW 2023

Under G20 presidency events, NIFT Gandhinagar Campus has been assigned task to curate Cultural Fashion Show to showcase the reach and varied inherent crafts of Gujarat & India to the delegates of G20 presidency countries.

Handlooms and Handicrafts are one of the most important cottage industries in the country giving livelihood to most of rural India. This sector carries proudly the traditional beauty associated with India's such precious heritage. The state of Gujarat has an array of a rich variety of crafts. Its embroidery, bead work, wood crafts, printed and woven clothes, pottery and tribal art are expression of the folklore and festivals. Their products have received acclamation not only across the country but in overseas countries too.

Gujarat crafts have attracted designers/ design studios and retails from across the globe. Among the artisans designers participating in International Fairs, Gujarat artisans tops the list.

The craft practices are one of the most sustainable livelihood generation activity, covering most of the SDG's with least carbon emission.

The Cultural Fashion Show will be consisting of five sequences on the identified themes and each sequence will be of 10-12 garments. In the 45-50 minutes show approx. 60 garments will be showcased on the ramp.

FINANCIAL BID

To be filled in BoQ format in Online tendering system only

Sr No	Particulars	Qty	*GST	Amount
1	Show Director	01 No		
2	Model Cost: Total estimated Model as per scope of work Major Female Model, few will be Male In case of additional requirement of Model, prorata cost will be taken in to account	30 Nos		
3	Master of Ceremony	01 No		
4	Photography and Videography For 2 days for 3-4 Hrs i.e. for pre event and in event	03-04 Hrs.		
5	Total Amount of all other services, supplies, rentals, engagements as per the scope of work excluding above (1 to 4).	For whole event		

***GST amount to be entered in BoQ format in online tender Sheet in "Rupees"**

Institute reserve rights to increase / decrease / cancel any of items mentioned above.