

**REQUEST FOR PROPOSAL(RFP)**  
**FOR**  
**"Event Management Consultant"**  
**for**  
**Branding of Chhattisgarh State**  
Through  
**Rajyotsav-2010**  
&  
**India International Trade Fair - 2010 (IITF)**

Issued to .....

.....

Received Rs. 5000/- vide. .... dated .....

---

**Chhattisgarh State Industrial Development Corporation Limited**

LIC Campus, Pandri, Raipur (C.G.) 492 004

Phone:0771-2583789-90, Fax:0771-2583794

Website : [www.csidc.in](http://www.csidc.in), Email address:[csidc.cg@nic.in](mailto:csidc.cg@nic.in),[csidc\\_raipur@yahoo.com](mailto:csidc_raipur@yahoo.com)

---



# Chhattisgarh State Industrial Development Corporation Limited

(A Government of Chhattisgarh Undertaking)

LIC Campus, Pandri, Raipur (C.G.) 492 004

Phone:0771-2583789-90, Fax:0771-2583794

Website : www.csidc.in, Email address:csidc.cg@nic.in,csidc\_raipur@yahoo.com

---

Detailed  
**Request for Proposal(RFP)**  
**For Event Management Consultant**  
**for**  
**Branding of Chhattisgarh State**

The Chhattisgarh State Industrial Development Corp. Ltd., Raipur (CSIDC), a Government of Chhattisgarh Undertaking on behalf of Government of Chhattisgarh intend to invite Request for Proposal (RFP) to appoint a Event Management Consultant having experience in the respective fields for the following work :-

**"Branding of Chhattisgarh State on its 10th Anniversary of state formation through the events, Rajyotsav-2010 & India International Trade Fair-2010(IITF), showcasing the progress achieved in last 10 years & opportunities available"**

## **1. Background and Objective :-**

Chhattisgarh, India's youngest and fastest growing state is on the threshold of a new phase of growth as it completes ten years of its existence on 1<sup>st</sup> November 2010.

The state has several strengths and advantages in terms of stable and forward looking political leadership, surplus power, rich natural resources, luxuriant forests and a vibrant agricultural sector. With its central location, rich and varied culture, wild life sanctuaries, attractive tourist destinations, Chhattisgarh is poised to be 'The State' of 21<sup>st</sup> Century India.

On its 10<sup>th</sup> anniversary, apart from showcasing the journey of a decade towards progress and prosperity, the state desires to project itself as an ideal location not only for core industries and power generation but also for investment in agro-industries, information technology, tourism, herbal products, real estate and infrastructure.

Two major events "**Rajyotsav**" at state level and "**IITF (India International Trade Fair, Delhi)**" at national level with the participation of countries from international level, are the most opportune and suitable platforms for showcasing the progress achieved by the state in last 10 years as well as the new opportunities available for further growth.

The Chhattisgarh State Industrial Development Corp. Ltd., Raipur (CSIDC), State Government Undertaking, has been entrusted with the responsibility of appointing a Consultant for conceptualizing, planning and managing these two major events.

---

---

## 2. Broad Scope of Work and Services -

The Event Management Consultant/Company would be required to carryout the following major tasks :-

- (i) Conceptualization of theme and concept for State's 10<sup>th</sup> Anniversary Celebration, highlighting among other things :-
  - Achievements over the past decade and new opportunities for investments and growth.
  - A young state looking towards the youth for its future development.
- (ii) Preparation of master plan for **Rajyotsav-2010 & IITF-2010** which would include :-
  - Participation of Government Departments, Public Sector Undertakings and Private Sector in both events.
  - Cultural programmes and other activities of public interest.
  - Special steps to ensure active participation of youth and children in this Mega Event.
- (iii) Plan for participation of Guest States in Rajyotsav-2010.
- (iv) Plan for organizing conclaves/seminars and investors meets.

3. To attract serious visitors/investors in these events and at the same time; making the events interesting enough for general public, engaging services of an experienced event management consultant is felt necessary for successfully organizing and managing such mega events from conception to completion ensuring that every thing runs smoothly. Experienced consultants expertise to ensure total turn-key solutions in the field of Event Management are required to be engaged.

Proposals are invited for "**Event Management Consultant**" from well reputed firms, organizations, companies and consultants -

- (i) Having experience of Creation, Managing & Marketing such mega events of similar nature completed successfully for any Govt., Semi-Govt., Public Sector Organizations in their own capacity, at least three such events in last 5 years out of which the bidder should have handled at least one domestic/international event either in India or abroad with the minimum turnover of Rs.4.00 Crore or above.
- (ii)The bidder should have a business turnover of Rs.0.75 Crore in each of the last 5 years or an amount equivalent to an aggregate of Rs.4.00 Crore in the last 5 years.

The required documents explicitly supporting the past experience such as work order copies and certificate from the clients, consortia document - MOU document, financial strength document, list of key personnel engaged along with brief bio-data must be forwarded with the application for issue of RFP document. In case of downloading the document from website, all the supporting documents as above should be forwarded

---

---

along with the RFP failing which the proposal may not be considered or may be rejected out rightly.

4. RFP document containing detailed terms and conditions can be obtained from CSIDC office **on or before 9<sup>th</sup> September 2010** during office hours on payment of cash Rs.5000/- (Rupees five thousand only) or by Demand Draft in favour of The Managing Director, CSIDC, Payable at Raipur(C.G.). RFP document can also be downloaded from CSIDC website **www.csidc.in** up to **9<sup>th</sup> September 2010** which shall be submitted along with the cost of form i.e. Demand Draft of Rs.5000/- (Rupees five thousand only) in favour of the Managing Director, CSIDC, payable at Raipur(C.G.).

5. Sealed proposals should be submitted so as to reach the office **on or before 4.00 PM. of 10/09/2010** through Speed-Post, Registered-Post or by hand delivery, **along with an earnest money of Rs.1,00,000/- (Rupees One Lakh only)** in the form of Demand Draft in favour of The Managing Director, CSIDC, payable at Raipur(C.G.) [Refundable without interest]. CSIDC will not be responsible for any delay in receiving the documents.

6. The proposals shall be submitted in three separate sealed envelopes marked as "A", "B" & "C" containing, Earnest Money and cost of document [if RFP document downloaded from website] (**Envelope "A"**), Detailed RFP document along with technical proposal, profile of applicant/firm and required information/experience as per the eligibility criteria etc. complete (**Envelope "B"**), Financial Offer (**Envelope-"C"**).

Envelope "A" shall be opened first and examined. Envelope "B" of only those participants shall be opened who have submitted EMD and cost of document as prescribed **on the same day at 5.00 P.M.** in the presence of intending participants.

7. Technically qualified bidders shall be required to make a presentation of their concept on their own cost before the Committee in Raipur.

8. Applicants will be informed in due course, the results of their submissions after evaluation of RFP proposals by the committee.

9. CSIDC reserves the right to accept/reject any or all submissions without assigning any reason thereof.

**Managing Director**  
**Chhattisgarh State Industrial Development Corporation Ltd.**



## Chhattisgarh State Industrial Development Corporation Limited

(A Government of Chhattisgarh Undertaking)  
LIC Campus, Pandri, Raipur (C.G.) 492 004  
Phone:0771-2583789-90, Fax:0771-2583794

Website : www.csidc.in, Email address:csidc.cg@nic.in,csidc\_raipur@yahoo.com

---

### AN INVITATION FOR **Request for Proposal(RFP)**

**For  
Event Management Consultant  
for**

**Branding of Chhattisgarh State**

Ref. NIT No.03/CSIDC/Tech.V/2010-11, Raipur, dated 20/08/2010

---

The Managing Director, Chhattisgarh State Industrial Development Corporation Limited, Raipur invites Request for Proposal from well reputed firms, organizations, companies and consultants for Event Management Consultant for the work of "Branding of Chhattisgarh State on its 10th Anniversary of state formation through the events, Rajyotsav-2010 & India International Trade Fair-2010(IITF), showcasing the progress achieved in last 10 years & opportunities available".

Applications are invited from expert Event Management Consultants having experience of similar nature of works, who have requisite qualification and experience as detailed below :-

#### **1. Background and Objective :-**

Chhattisgarh, India's youngest and fastest growing state is on the threshold of a new phase of growth as it completes ten years of its existence on 1<sup>st</sup> November 2010.

The state has several strengths and advantages in terms of stable and forward looking political leadership, surplus power, rich natural resources, luxuriant forests and a vibrant agricultural sector. With its central location, rich and varied culture, wild life sanctuaries, attractive tourist destinations, Chhattisgarh is poised to be 'The State' of 21<sup>st</sup> Century India.

On its 10<sup>th</sup> anniversary, apart from showcasing the journey of a decade towards progress and prosperity, the state desires to project itself as an ideal location not only for core industries and power generation but also for investment in agro-industries, information technology, tourism, herbal products, real estate and infrastructure.

Two major events "**Rajyotsav**" at state level and "**IITF (India International Trade Fair, Delhi)**" at national level with the participation of countries from international level, are the most opportune and suitable platforms for showcasing the progress achieved by the state in last 10 years as well as the new opportunities available for further growth.

The Chhattisgarh State Industrial Development Corp. Ltd., Raipur (CSIDC), State Government Undertaking, has been entrusted with the responsibility of appointing a Consultant for conceptualizing, planning and managing these two major events.

---

---

The millennium has transformed the world of events, exhibitions/trade fairs into a technologically advanced communication process where the contents and presentation need to compliment in such a manner that the visitor experience is not just restricted to see, touch and feel, but also in imbibing the hidden values. In view of the highly competitive environment it is imperative that, all communication is exciting and eye-catching yet complete in itself. Efforts are needed to be made to attract serious visitors/investors in these events and at the same time; it should be interesting enough for general public for which engaging services of an experienced event management consultant are necessary for successfully organizing and managing such an event from conception to completion ensuring that every thing runs smoothly. Experienced consultants expertise to ensure total turn-key solutions in the field of Event Management are required to be engaged for these events apart from the interior decorator being engaged for Chhattisgarh Pavilion in the IITF-2010.

These mega events will aim to highlight the achievements of the state in a decade along with vision for future development - a projection & opportunities.

## **2. Broad Scope of Work and Services -**

The Event Management Consultant/Company would be required to carryout the following major tasks :-

- (i) Conceptualization of theme and concept for State's 10<sup>th</sup> Anniversary Celebration, highlighting among other things :-
  - Achievements over the past decade and new opportunities for investments and growth.
  - A young state looking towards the youth for its future development.
- (ii) Preparation of master plan for **Rajyotsav-2010 & IITF-2010** which would include :-
  - Participation of Government Departments, Public Sector Undertakings and Private Sector in both events.
  - Cultural programmes and other activities of public interest.
  - Special steps to ensure active participation of youth and children in this Mega Event.
- (iii) Plan for participation of Guest States in Rajyotsav-2010.
- (iv) Plan for organizing conclaves/seminars and investors meets.

## **3. Eligibility Criteria -**

- (i) Event Management Consultants, having experience of Creation, Managing & Marketing such mega events of similar nature completed successfully for any Govt., Semi-Govt., Public Sector Organizations in their own capacity; at least three such events in last 5 years out of which the bidder should have handled at least one domestic/international event either in India or abroad with the minimum turnover of Rs.4.00 Crore or above.

- 
- 
- (ii) The bidder should have a business turnover of Rs.0.75 Crore in each of the last 5 years or an amount equivalent to an aggregate of Rs.4.00 Crore in the last 5 years.
- (iii) The company/organization/consultant should be India based and be in existence for at least 5 years in India.

The required documents explicitly supporting the past experience such as work order copies and certificate from the clients, consortia document - MOU document, financial strength document, list of key personnel engaged along with brief bio-data must be forwarded with the application for issue of RFP document. In case of downloading the document from website, all the supporting documents as above should be forwarded along with the RFP failing which the proposal may not be considered or may be rejected outrightly.

#### **4. Submission & Opening of Bids :**

- i) The proposals shall be submitted in three separate sealed envelopes super scribing "***RFP for Event Management Consultant for Branding of Chhattisgarh State on its 10th Anniversary of state formation through the events, Rajyotsav-2010 & India International Trade Fair-2010(IITF), showcasing the progress achieved in last 10 years & opportunities available***" marked as "A", "B" & "C" containing, Earnest Money and cost of document [if RFP document downloaded from website] (**Envelope "A"**), Detailed RFP document along with technical proposal, profile of applicant/firm and required information/experience as per the eligibility criteria etc. complete (**Envelope "B"**), Financial Offer (**Envelope-"C"**).
- ii) Sealed proposals should be submitted so as to reach the office **on or before 4.00 PM. of 10/09/2010** through Speed-Post, Registered-Post or by hand delivery, **along with an earnest money of Rs.1,00,000/- (Rupees One Lakh only)** in the form of Demand Draft in favour of The Managing Director, CSIDC, payable at Raipur(C.G.) [Refundable without interest].

The RFP proposals should be addressed to -

**The Managing Director,  
Chhattisgarh State Industrial Development Corporation Limited  
LIC Campus, Pandri, Raipur (C.G.) 492 004**

- (iii) CSIDC will not be responsible for the loss of any RFP or for any delay in receipt of RFP by Postal transit or otherwise. RFP hand delivered should be handed over to the Dak Inward Section of CSIDC, LIC Campus, Pandri, Raipur (C.G.) 492 004 by the specified time and date. RFP received after closing date and time mentioned above shall not be considered. RFP sent through Telefax/E-mail will not be entertained.
- (iv) The RFP shall be opened on **10<sup>th</sup> September 2010 at 5.00 P.M.** in the office of the Managing Director, CSIDC, LIC Campus, Pandri, Raipur(C.G.)
- (v) Authorized representative of bidder carrying a copy of the authorization letter submitted along with the RFP shall be entitled to be present at the time of opening of RFP. Any person not carrying the said authorization letter shall not be allowed to attend the RFP opening.

- (vi) In case of an unscheduled holiday on the closing/opening day of RFP, the next working day will be treated as the scheduled prescribed day of closing/opening of the RFP; the time notified remaining the same.
- (vii) Envelope "A" shall be opened first and examined. Envelope "B" of only those participants shall be opened who have submitted EMD and cost of document as prescribed **on the same day i.e. on 10/09/2010 at 5.00 P.M.** in the presence of intending participants.
- (viii) Technically qualified bidders shall be required to make a presentation of their concept on their own cost before the Committee in Raipur. In addition to the technical criteria, the presentation before the Committee shall also be taken in to account for final evaluation of the proposals.
- (ix) The financial offer(s) (**Envelope-"C"**) of technically not qualified bidders shall be returned unopened.
- (x) Applicants will be informed in due course, the results of their submissions after evaluation of RFP proposals by the committee.
- (xi) The successful bidder shall have to deposit 10% of the Bid value as security deposit. The EMD of successful bidder shall be adjusted against the security deposit. The successful bidder shall have to deposit the security amount within 07 days of communication of acceptance of the work, failing which his bid may be cancelled and in such case L<sub>2</sub> may be considered for the work. Work order shall be placed only after receipt of security deposit.
- (xii) The successful bidder shall have to enter in to an agreement with CSIDC.

**5. Financial offer** - The bidder(s) are supposed to give broad schedule of items as per their concept with detailed work plan and also quote the work wise unit rates/breakup in support of their turn-key offer in the following format covering all the aspects of services required for branding of state during the celebration of its 10<sup>th</sup> anniversary as detailed in "**Broad scope of work & Services**" through both the events.

### Financial Bid

S.No.	Item of work	Proposed Time Schedule	Value in INR (Rs. in lakhs)
A	Management fee (Turn-key)		..... Lakhs
B	Breakup of schedule of items including detailed work plan along with time schedule for each item as per the proposed concept in support of the above turn-key offer.		
i)	.....		..... Lakhs.

ii)	.....		..... Lakhs.
iii)	.....		..... Lakhs.
.....	.....		..... Lakhs.

**6. Validity of offer** - Offer shall remain open up to 90 (Ninety) days from the specified deadline of receipt of RFP and in the event of the bidder withdrawing his offer before the aforesaid date for any reason what so ever, earnest money deposited shall be forfeited.

**7. General Conditions -**

(i) The RFP must contain essential information as per the format given below.

- a. Name & address of the bidder.
- b. Business name and constitution.
- c. E-mail ID.
- d. Fax No./Telephone No.(s).
- e. Experience/Past performance, in following format.

S.No.	Name & Address of client	Year of relevant service	Brief of events worked for (State/National/ International events)	Remarks in terms of objectives & scope of services covered

particulars with supporting documents such as copy of (i)work order, (ii)work completion/performance certificate from the client, (iii)Any other document/photographs, must be enclosed for each work/event

- f. Bio-data and Experience of key personnel proposed to be engaged for different works of the assignment.
- (ii) Execution plan must be submitted for each item of work along with the time schedule covering all the aspects of "**Broad Scope of Work and Services**".
- (iii) The RFP complete in all respects must be submitted together with requisite information and annexure(s). The RFP offer should be free from ambiguity, change or interlineations. Incomplete RFP will not be considered. Conditional RFP(s) are liable to be rejected.
- (iv) The RFP and any annotations or accompanying documentation must be in English language.

- 
- 
- (v) The RFP shall be duly signed on each page by an authorized person. Documents authorizing such person must accompany the RFP. CSIDC reserves the right to reject outright any RFP unsupported by proof of the signatory's authority.
  - (vi) It shall be obligatory on the part of the bidder to furnish any further information as may be sought by CSIDC.
  - (vii) If at any time after execution of the agreement, the Managing Director, CSIDC or his authorized representative for any reasons, require any part of the work or item of works, not required to be carried out at all shall bring to notice in writing of the Event Management Consultant, for which he shall not be entitled to the amount specified against the said item or items of work given/approved as per the breakup of the financial offer.
  - (viii) Collection of base materials like statistics and required data from different Government Departments and all possible sources shall be the sole responsibility of the Event Management Consultant for which he will depute representatives well in advance for coordination with concerned departments and nodal agency CSIDC.
  - (ix) In the event of bad performance in addition to forfeiture of EMD and security deposit other financial penalties may be levied as decided by the committee.
  - (x) The Event Management Consultant would be fully responsible to follow all labour welfare legislations in the State and India and CSIDC will not be responsible for any default/violation of labour welfare legislations by the consultant.

#### **8. Payment of Bills & Taxes -**

- (i) 5% mobilization advance shall be made to the consultant after execution of the agreement, setup of their office for the event at Raipur and submission of detailed work plan.
- (ii) Limited to 50% of total turn-key contract including 5% mobilization advance amount as first running payment shall be made after the successful completion of the event Rajyotsav-2010 based on the work completed as per the approved schedule and work plan.
- (iii) Limited to 25% of the balance amount of total turn-key contract amount as second running payment shall be made after the successful completion of the event IITF-2010 based on the work completed as per the approved schedule and work plan.
- (iv) Balance 25% amount of total turn-key contract/revised contract amount as the case may be, as final payment shall be made within one month after successful completion of both the events.
- (v) While computing the amount of running/final bill payments, apart from usual income tax; taxes as applicable/imposed by State/Central Government and local taxes will also be recoverable from the bills before arriving at the net amount payable to the consultant.

#### **9. Arbitration -**

---

---

Disputes or Differences, arising from this Invitation for RFP or in any manner connected therewith shall be subject to the following dispute resolution mechanism.

- (i) Any dispute shall initially be referred to the Executive Director, CSIDC and designated Senior Management of the bidder for amicable settlement within 10 (ten) days of a dispute arising.
- (ii) If any amicable settlement is not arrived at within 10 (ten) days then any party may refer the dispute to a Sole Arbitrator to be nominated by the Managing Director. The Sole Arbitrator as the case may be, shall be retired Judge/Judges of the High Court of Chhattisgarh. The place of arbitration shall be Raipur. All arbitration proceedings shall be conducted in English and in accordance with the provisions of the Arbitration and Conciliation Act 1996 as amended from time to time.
- (iii) The arbitration award will be final and binding upon the parties and each party will bear its own costs of arbitration and equally share the fees of the arbitral tribunal unless the arbitral tribunal decides otherwise.
- (iv) All suits, legal proceedings under this agreement will be subject to the exclusive jurisdiction of Courts at Raipur only.

**10. Governing Law -**

Indian laws, both substantive and procedural shall govern.

**11. RFP Form -**

Having examined the details given above in invitation to RFP and terms set out above, I/We hereby submit the relevant information for considering my/our RFP.

- i. I/We accept all the terms and conditions of RFP as set out above.
- ii. I/We hereby certify that all the statements made and information supplied in the enclosed documents and accompanying statements are true and correct.
- iii. I/We have furnished all information and details necessary for RFP. My/our RFP is complete in all respects.
- iv. I/We have submitted all necessary documents in support of our eligibility, experience and capability.

Signature of Owner/Authorized representative

Enclosures: (List of enclosures/documents).

Seal of applicant

Date of submission.

---

---

## 12. Responsibilities & Obligations -

The interested parties shall submit the proposal as per their conceptualization, planning, designing, production, direction & management of the event on a turn-key basis. Any modification in the scope of work shall be included in the proposal. The bidder(s) shall have to present their activities and work plan before the committee.

The concerned parties, who shall qualify in the technical criteria, shall be invited to present the entire activities or concept plan in hard copy and also through CD to the committee. The date, time and place of presentation shall be communicated to the concerned parties accordingly. Such CDs shall; be the property of CSIDC. The selected party shall have to abide by the concept plan submitted by him.

The selected bidder shall act in a transparent manner for the Event and shall not in any way act in the manner that is detrimental to the interest and reputation of the State.

The selected bidder shall undertake to abide sincerely by all rules, regulations and laws of land for their responsibilities to manage the events and shall agree to keep itself liable and responsible for any such violation directly or indirectly related to their responsibilities for the events.

## 13. Consequences of default -

In the event of any material default which result in shabby presentation or any failure on any account shall be treated as breach of faith/contract and accordingly be liable for penal provisions as set by the CSIDC.

## 14. Expected Deliverables and Time Schedule -

In view of the time span available before these two major events, *Rajyotsav at State level (proposed to be celebrated in between last week of October to first week of November 2010) and IITF at National Level (India International Trade Fair, Delhi, to be held from 14<sup>th</sup> Nov. to 27<sup>th</sup> Nov. 2010)*, the final concept and master plan with detailed working proposals should be ready well in advance so as to make it practical for timely implementation.

Time is the essence of the contract.

The bidder(s) are supposed to give broad schedule of items as per their concept with detailed work plan covering all the aspects of services required for branding of state during the celebration of its 10<sup>th</sup> anniversary as detailed in "**Broad scope of work & Services**" through both the events along with detailed time schedule, pre-event assistance, on site assistance during the conduct of events, technical reporting, review and documentation support for flawless organization and management of the events.

## 15. Tender Evaluation Criteria -

The tender shall be evaluated in three stage marking system.

Technical Qualification	-	20 Marks
Presentation	-	50 Marks
Financial	-	<u>30 Marks</u>
		<u>Total 100 Marks</u>

---

---

Successful bidders after being evaluated for technical qualifications shall be invited for presentation. Finally the bidder shall be evaluated on quality cum cost basis.

The final selection of the Event Management Consultant and award of work would be decided by the committee whose decision would be final and binding on all the participating bidders and no claim or arbitration would be entertained. The award of work and selection of consultant would be on following criteria :-

- a) The concept and professional approach of the consultant.
- b) Thoughtfulness and clarity in conceptualization of the theme and concept for branding of State on its 10<sup>th</sup> anniversary celebration, highlighting achievements over the past decade and new opportunities for growth and investment, through the events Rajyotsav-2010 & IITF-2010 covering all the aspects as detailed in broad scope of work and services.
- c) Confidence and knowledge about the management of similar kind of events.
- d) Manpower and infrastructural facilities available with the firm.
- e) Cost offered.

Weightage would be given both to concept and cost offered to execute the work.

.....



## Chhattisgarh State Industrial Development Corp.Ltd.

(A Government of Chhattisgarh Undertaking)

LIC Campus, Pandri, Raipur 492 004(CG) Ph.2583789, Fax:0771-2583794

Website : [www.csidc.in](http://www.csidc.in), Email address:csidc.cg@nic.in,csidc\_raipur@yahoo.com

NIT No. 03/CSIDC/Tech-V/2010-11

Raipur, dated 20/08/2010

### REQUEST FOR PROPOSAL (RFP)

The Chhattisgarh State Industrial Development Corp. Ltd., Raipur (CSIDC), a Government of Chhattisgarh Undertaking on behalf of Government of Chhattisgarh intend to invite Request for Proposal (RFP) to appoint a Event Management Consultant having experience in the respective fields for the following work :-

**"Branding of Chhattisgarh State on its 10<sup>th</sup> Anniversary of state formation through the events, Rajyotsav-2010 & India International Trade Fair-2010(IITF), showcasing the progress achieved in last 10 years & opportunities available"**

RFP document containing detailed terms and conditions & Scope of work for the above assignment can be obtained from CSIDC office **on or before 9<sup>th</sup> September 2010** during office hours on payment of cash Rs.5000/- (Rupees Five Thousand only) or by demand draft in favour of the Managing Director, CSIDC payable at Raipur(C.G.).

1. The sealed proposals should be submitted so as to reach the office **on or before 4.00 P.M. of 10<sup>th</sup> September 2010**, through Speed Post, Registered Post or by hand only, along with an Earnest money of Rs.1,00,000/- (Rupees One Lakh only) in the form of demand draft in favour of the Managing Director, CSIDC payable at Raipur(C.G.).
2. The proposal shall be submitted in three separate sealed envelopes marked as "A", "B" & "C" containing EMD, Technical Proposal & Financial offer respectively. Envelope 'A' shall be opened and examined. Envelope 'B' of only those participants shall be opened who have submitted EMD as prescribed, on the same day at **5.00 P.M.** in the presence of intending participants.
3. Detailed terms & conditions are available on Corporation's website "**[www.csidc.in](http://www.csidc.in)**"

Managing Director