

**DISTRICT INDUSTRIES CENTRE, GANJAM**

**INDUSTRIAL ESTATE, ANKULI, BERHAMPUR-760008.**

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Letter No. 164 /Date 06-02-2023  
SS-IV (D) / 01/ 2023

**EXPRESSION OF INTEREST (EOI)**

**For short listing of Firms for event management.**

Expression of Interest (EOI) is invited by General Manger, DIC, Ganjam from intending bidders/reputed firms for event management to conduct District Level MSME Exhibition 2023 scheduled to be organized from date 05.03.2023 to 09.03.2023 at UCP Engg. School Ground, Berhampur in which around 100 no's of Stalls having size (10ftX10ft) with electricity connection, lighting and sitting provision, one meeting venue (24ftX32ft) with capacity of about 100 persons for opening and closing functions and seminar/discussion is to be installed along with LCD TV display, sound systems, Entry gates with banner and decoration. The interested firms satisfy the eligibility and having experience in event management may offer their sealed EOI including Demand draft of 1000/- in Favour of General Manager, DIC, Ganjam and supporting documents latest by 14.02.2023 up to 1.00PM which will be opened by a committee on same day at 4.00 PM. The bidder may remain present or send their authorized representatives while opening of quotations. The EOI in sealed cover are to be placed in the office of the GM, DIC, Ganjam during office hours on working days only and proposals received after due date will not be entertained. The authority reserves the right to cancel any or all the quotations in part or whole without assigning any reason thereof.

Encl: Eligibility Condition

  
General Manager,  
DIC, Ganjam, Berhampur.

**NB: Copy to Office Notice Board of GM, DIC, Ganjam/Collectorate, Chatrapur/Commissioner, BeMC, Berhampur/ CDO cum EO, ZP, Ganjam, Chatrapur/ Sub-Collector, Berhampur & Chatrapur**

## INFORMTION-CUM- TERMS & CONDITION

### Eligibility Criteria:

Bidders should confirm the eligibility criteria given below and to this effect produce the required supported documents/ information as indicated against each point.

SI No	Documents Required
1	Financial Statement of last four year and the agency should have an average annual turnover of Rs.1.00 Crore from Event Management business during the last 3 financial years <b>(2019-20, 2020-21 &amp; 2021-22)</b>
2	Copy of PAN
3	Copy of Goods and Services Tax Identification Number (GSTN)
4	IT Returns Last three years
5	Trade License
6	Copy of the Electrical License / Contractor hired by the Agency.
7	Experience of having successfully completed similar works during last three year <b>(2019-20, 2020-21 &amp; 2021-22)</b> should be either of the following A. Three similar [Event Management works for National/ State/ District Level Exhibitions] completed works/ assignments costing not less than the amount equal to Rs.15.00 Lakhs (Rupees Twenty Lakhs) each <b>OR</b> B. Two similar works costing not less than the amount equal to Rs. 30.00 Lakhs (Rupees Thirty Lakhs) each <b>OR</b> C. One similar works costing not less than the amount equal to Rs 50.00 Lakhs (Rupees Fifty Lakhs) each
8	Last month's GST certificate filed in GSTR 3r form.
9	Rs. 1000/- DD in favor of General Manager, District Industries Centre, Ganjam payable at Berhampur.

*Upadik*  
Asst. Manager  
D.I.C. Ganjam  
Berhampur

*[Signature]*  
General Manager  
DIC, Ganjam Berhampur