

SECTION 1 – LETTER OF INVITATION

Dear Sir,

Department for Promotion of Industry & Internal Trade (DPIIT), Ministry of Commerce and industry, Govt of India invites proposals as per EOI Ref No: P-37022/17/2023-IC dated 21st August 2023 for “**Selection of an Event Management Agency (EMA) for Inauguration of India International Convention Centre (IICC), Dwarka, New Delhi**”.

1. A bidder will be selected under the Quality cum Cost Based Selection (QCBS) method with weightages of 70:30 (70% for technical proposal and 30% for financial proposal) and as per procedures described in this RFP.
2. The content of this RFP enlists the requirements of DPIIT. The RFP includes the following sections:
Section 1 - Letter of Invitation
Section 2 - Instructions to Bidders
Section 3 - Technical Proposal
Section 4 – Financial Proposal
Section 5 - Terms of Reference
3. The Bidders are expected to examine all the instructions, forms, terms and conditions, requirements and qualifications in the RFP documents. Failure to furnish all the information required as per the Bidding documents or non-submission of the bid in every respect will be at the Bidder's risk and may result in the rejection of the bid.
4. DPIIT reserves the right to update, amend and supplement the information in this document including the qualification process by issuing appropriate corrigendum/s before the last date and time of receipt of bids.
5. The shortlisted Bidders as per conditions laid down in EOI, are advised to submit the bid in CPP portal **on or before the 06th of September 2023, 13:00 Hrs.**
6. Any communications/ grievances/ queries shall be addressed to;

Brijesh Kumar Sharma
Under Secretary to the government of India
Room no 417, Udyog Bhawan New Delhi, 110011
E: bk.sharma@nic.in
cc: id1-dipp@nic.in
M: 9911206284