



कोयर बोर्ड Coir Board

(सूक्ष्म, लघु और मध्यम उद्यम मंत्रालय, भारत सरकार
Ministry of MS&ME, Govt. of India)

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Expression of Interest (Eoi) for Engaging as Event Manager for IITF - 2015

- I. Coir Board proposes to participate in IITF-**2015**, at Pragati Maidan, New Delhi during 14-27 November, 2015 with a view to display the capabilities of Indian Coir sector before the trade, industry and the public in general, demonstrating the recent developments achieved by the Board, and to project the possibilities for coir.
- II. Coir Board Pavilion would be in 600 sq. mtr. Area constituting of Theme Pavilion, Booths to manufacturers & Exporters, Product specific booths for products like coir wood, coir pith, manure, coir geo-textiles etc. , Technology driven booths, VIP lounge, Media Room, Cafeteria etc.
- III. Coir Board proposes to engage a professional agency with proven credentials in the field for providing infrastructural facilities for organizing exhibition of coir products, technology etc

The work is proposed to be awarded after inviting competitive bids from the agencies shortlisted based on the responses with Expression of Interests. Detailed work schedule and item-wise description of work will be given while inviting competitive bids.

IV. General Conditions

- (i) Applicants who are found to canvass, influence and attempt to influence in any manner, the qualification or selection process shall be disqualified from the process at any stage.
- (ii) Coir Board reserves the right to shortlist the parties responding to this

notice on the basis of the evaluation of the technical competence, past performance, financial and other capabilities. The decision of the Secretary, Coir Board in this regard will be final and binding on all the parties. Submission of more than one application (EoI) by the same party will be a disqualification.

- (iii) By submitting a proposal, each applicant shall be deemed to acknowledge that he/she has carefully read all the conditions and limitations.
- (iv) The applicants shall have no claims whatsoever against Coir Board arising out of, or relating to this invitation or these procedures (other than those arising under a definitive service agreement with the applicant in accordance with the terms thereof).
- (v) Coir Board reserves the right to withdraw this Invitation of EoIs, at any time, if it deems that such action is in the best interest of the Board.
- (vi) Timing and sequence of processes resulting from this invitation shall ultimately be decided by Coir Board.
- (vii) Deduction of taxes and levies as applicable from time to time shall be made at source by the Board while releasing payment.
- (viii) The selection of agency will be made after the next stage of bidding process i.e. after calling the Technical and Financial bids of those agencies short listed based on the evaluation of the responses received against this invitation for EoI. The selected agency will have to enter into an Agreement in stamp paper and also will have to execute an Integrity Pact with Coir Board.

V. Such of those agencies, who have proven track record in this field, may submit their detailed Expression of Interest (EoI) incorporating proof of the past experience, expertise, financial and other capabilities, brief on their major

achievements in similar events, clientele, etc and more importantly their vision project for conduct of **IITF -2015**.

VI. The Eol in sealed envelopes indicating the contract details and address of the party may be submitted to the **Shri. J.K. Shukla, PRO & Manager, Coir Board Showroom & Sales Depot, II Floor, Baba Khadag Singh Marg, Connaught Place, New Delhi-110 001** so as to reach on or before 3pm on 26.10.2015. Responses through E-mails, Fax etc will not be entertained.

VII. Belated applications / responses and Eols without the prescribed details will be summarily rejected.

VIII. The terms of invitation will be interpreted in terms of Indian Laws and will be subject to the jurisdiction of the Courts at Kochi only.

IX. Secretary, Coir Board reserves the right to accept or reject any or all of the responses/ Eols without assigning any reasons whatsoever.

X. The Eols will be opened at the first instance at 3.30 p.m. on 26.10.2015. The Eols will be later evaluated and a short list consisting of the agencies whose Offers are meeting with the requirements of the Board will be prepared and published on the website of the Board. Technical and Financial Bids will be called for at the next stage of bidding process from the short listed agencies only.

Sd/-
Secretary

Kochi
15.10.2015