

## ADDENDUM-1

### [Addendum to Expression of Interest (EOI) document inviting Event Management Agencies/Firms to manage various Events/Festivals across Gujarat]

Sr. No.	Clause No.	Existing Provision	Amended Provision
1	Clause I	Department of Tourism, Govt. of Gujarat through Gujarat Tourism Opportunity Limited (the authority) wants to promote holistic tourism development by increasing visitor satisfaction thereby increasing visitation rate	Department of Tourism, Government of Gujarat (the Authority) through Gujarat Tourism Opportunity Limited (GUJTOP) wants to promote holistic tourism development by increasing visitor satisfaction thereby increasing visitation rate
2.	Clause V Eligibility Criteria	<ol style="list-style-type: none"> <li>1. The party should have a Valid ISO certification</li> <li>2. A party applying as a sole applicant cannot at the same time be member of any Consortium applying for this project</li> <li>3. The annual turnover of the party should not be less than Rs. 5.00 crore for last three financial years</li> <li>4. The party should have organized at least three similar big events of National/International repute in the last two years, where the Gross Event Billing was over Rs. 3.00 crore for each event.</li> </ol>	<ol style="list-style-type: none"> <li>1. The annual turnover of the party/ applicant (lead member in case of consortium) should not be less than Rs. 5.00 crore for last three financial years</li> <li>2. The party/ applicant (lead member in case of consortium) should have organized at least three big events of National/ International repute in the last two years, where the Gross Event Billing was over Rs. 3.00 crore for each event.</li> </ol> <p><b>Note:</b></p> <ol style="list-style-type: none"> <li>1. A party applying as a sole applicant cannot, at the same time, be a member of any consortium applying for the project. Also at the same time any party cannot be part of two separate consortiums.</li> <li>2. Applicants may submit other additional credentials along with their application, these credentials could be in form of membership of reputed industry specific Associations such as EEMA (Event &amp; Entertainment Management Association) or be ISO Certified</li> </ol>

3.	Clause V Submittals and Prerequisites to be sent along with the EOI application form	1. Company Profile 2. ISO certificate	1. Company profile along with any accreditations like EEMA/ ISO certification etc or any other credentials, if any.
4.	Clause V	On the basis of the applications, Top Five parties/agencies will be shortlisted and shall be required to give an Audio-Video presentation of their past profile experience and conceptual master plan for all the aforementioned festivals/events at Gandhinagar on the date so intimated before the authority.	The Authority/ GUJTOP may ask the eligible applicants to showcase a detailed presentation, before the Authority/ GUJTOP, in showcasing past profile experience and conceptual master plan for all the aforementioned festivals/events at Gandhinagar on the date so intimated.
5.	Clause VI	The word ' <b>Authority</b> ' appearing in the EOI document.	To be read as ' <b>Authority/ GUJTOP</b>
6.	Annexure I and Annexure II	Annexure I and Annexure II of EOI document	Annexure I and Annexure II, as annexed to this Addendum-I.

**Annexure: 1**

**Format for Application Letter**

*(On the letter-head of the Applicant/ Lead Member)*

Date: \_\_\_\_\_

To,  
Chief Operating Officer,  
Gujarat Tourism Opportunity Limited  
605-606, Haveli Arcade, Sector 11  
Gandhinagar, Gujarat-382011

**Subject: Expression of Interest inviting Event Management Agencies/Firms to manage various Events/Festivals across Gujarat (the “Project”).**

Dear Sir,

As per the released Expression of Interest, we, \_\_\_\_\_ (name of the applicant/ lead member) in consortium with \_\_\_\_\_ (if any), hereby unconditionally expresses our interest in participating for \_\_\_\_\_ (project name).

We \_\_\_\_\_ (name of the lead member) have been appointed as the lead member, by our all consortium members viz. \_\_\_\_\_ (name of the consortium members), for the project. (*Applicable in case of consortium applicant only*).

We understand that:

1. This is an initial Expression of Interest and does not entitle us to receive any documents or to be invited to bid for the Project;
2. The Authority/GUJTOP reserves the right, in its absolute discretion, at any stage without prior notice and without giving any reasons, terminate further participation in the bidding process by any party, change the structure, procedures and timing of the bidding process, alter the terms of participation in the bidding process at any stage of the bidding process and to suspend or terminate the bidding process

The undersigned hereby declares that the statements made and information provided in this Expression of interest is factually complete, true and correct and we shall be liable for any consequential effects arising therefrom.

All requisite documents/ papers/ information are enclosed as Annexures to this letter for Expression of Interest.

Thanking you,

Yours sincerely,

\_\_\_\_\_

(Name, Signature and Company seal of the Lead partner)

Address of Communication

**Encl: As above**

## [Checklist of Deliverables to be sent along with the EOI application]

**Expression of Interest inviting Event Management Agencies/Firms to manage various Events/Festivals across Gujarat**

1	Name of the Party/Organization	
2	Company Profile	
3	Address for Communication	
4	Phone No.	
5	Email ID	
6	Financial Capability of bidder/ Consortium including Copies of Income Tax Returns of the last three consecutive years and Audited Financial statements of the last three consecutive years	Attached/Not Attached
7	Copy of receipt of Rs. 5,000/- as purchase proof of EOI Application Fee	Attached/Not Attached
8	PAN no.	Attached/Not Attached
9	Service Tax Registration No.	Attached/Not Attached
10	Technical Capability of bidder/ Consortium Experience in handling events of National/ International Repute such as Audited statement for Event/Certificate of Completion/Work order	Attached/Not Attached
11	Consortium Letter/ MOU ( <i>in case of consortium</i> )	Attached/Not Attached
12	Experience of Consortium Members	Attached/Not Attached
13	Letter of Authorisation to the person submitting the bid	Attached/Not Attached

Date: .....

Place: .....

Signature and Name of Party

**Note:**

- 1. In case of consortium bidder, the list of deliverables to be submitted along with Annexure 2 should be submitted as a separate section for all the consortium members also.**
- 2. In case of consortium, the roles & responsibilities and their stake in the project, of each consortium member to be specified.**

**Clarifications to Expression of Interest (EOI) document inviting Event Management Agencies/Firms to manage various Events/Festivals across Gujarat**

<b>Sr. No.</b>	<b>Clause No.</b>	<b>Issues</b>	<b>Clarification</b>
1.	Clause IV	<u>How</u> the Application can be obtained and submitted to the Authority/ GUJTOP	<p>The EOI application forms can be downloaded from the official website <a href="http://www.gujtop.com">www.gujtop.com</a>. The same can be obtained from Gujarat Tourism Opportunity Limited, 605-606, Haveli Arcade, Sector 11, Gandhinagar, Gujarat-382011 Tel: +91 91 79 66720020/66720021 during office hours 10:00 a.m. to 5 p.m. from 18<sup>th</sup> October 2014 onwards.</p> <p>These application forms are available free of charge but the duly filled application forms shall be submitted with a Demand Draft of Rs. 5,000 (EOI Application Fee-non-refundable) drawn in favor of Gujarat Tourism Opportunity Limited payable at Ahmedabad</p>

Date: 28<sup>th</sup> October, 2014

Place: Gandhinagar