

**NATIONAL CO-OPERATIVE CONSUMER'S FEDERATION OF
INDIA LIMITED (NCCF)**

Under the Ministry of Consumer Affairs, Food and Public Distribution,
Government of India

**EXPRESSION OF INTEREST (EOI)
FOR EMPANELMENT OF EVENT MANAGEMENT AGENCIES
FOR PLANNING, MANAGEMENT AND EXECUTION OF VIP / VVIP EVENTS OF NCCF**

EOI No.: NCCF/HO/EOI/VIP-VVIP/2026-27/K/____

Date: 14.09.2026

National Co-operative Consumer's Federation of India Limited (NCCF)

NCUI Complex, 3, Siri Institutional Area, August Kranti Marg, Hauz Khas, New Delhi – 110016

Website: www.nccfindia.com

Email ID: admincell@nccfindia.com

INVITATION FOR EXPRESSION OF INTEREST

National Co-operative Consumer's Federation of India Limited (NCCF) invites Expression of Interest (EOI) from reputed, experienced, eligible and financially sound Event Management Agencies for empanelment to provide end-to-end event management services for VIP and VVIP programmes organized by NCCF at New Delhi, State/UT headquarters, district headquarters and other locations across India.

The proposed empanelment is intended to create a panel of capable agencies which can be called upon, as and when required, for individual VIP/VVIP programmes. Empanelment shall not by itself constitute a commitment to award any work.

Particular	Details
Name of EOI	EOI for Empanelment of Event Management Agencies for VIP/VVIP Events of NCCF
EOI No.	NCCF/HO/EOI/VIP-VVIP/2026-27/____
Publication Date	14.09.2026
Last date for submission of queries	18.09.2026 up to 1800 Hrs.
Last date for submission of EOI	20.09.2026 up to 1800 Hrs.
Mode of submission	Email with encryption (Password will be requested by TEC while opening the Bid)
Technical presentation	To be submitted along with the EOI documents
Financial bid	Not invited at EOI stage; invited subsequently for specific assignments

The EOI Document can be downloaded from the NCCF website **www.nccfindia.com/Tender**.

The purpose of this EOI Document is to provide interested parties with the relevant information regarding the EOI which may be useful in submitting their proposal.

Applicants are advised to study this EOI Document carefully before submitting their proposal.

Sealed envelope, containing the requisite documents along with the copies of supporting documents shall be submitted through speed post or courier or by hand to the address given below

Submission Address:

EOI to be Addressed as: MD Cell - National Co-operative Consumer's Federation of India Limited (NCCF), NCUI Complex, 3, Siri Institutional Area, August Kranti Marg, Hauz Khas, New Delhi – 110016.

Mail Id for Submission: admincell@nccfindia.com

National Co-Operative Consumer's Federation of India Limited reserves the right to cancel this call for EOI and/or invite afresh with or without amendments, without liability or any obligation for such call for EOI and without assigning any reason. Applicants are advised to visit the NCCF's web site regularly for updates on this EOI.

DISCLAIMER

This EOI is issued solely for the purpose of identifying and empaneling competent Event Management Agencies for VIP/VVIP events of NCCF. It does not constitute an offer, agreement or assurance of award of work. NCCF reserves the right to amend, cancel, withdraw, extend or re-issue this EOI, in whole or in part, without assigning any reason.

All costs incurred by bidders in preparation, submission, presentation or clarification of their proposals shall be borne by the bidders. NCCF shall not be liable for such costs irrespective of the outcome of the EOI.

The information contained in this EOI is intended to assist bidders in preparing their proposals. NCCF reserves the right to seek clarification, verify credentials and reject any proposal containing materially false, incomplete or misleading information.

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1. INTRODUCTION

NCCF is a national-level cooperative federation headquartered in New Delhi. In the course of its activities, NCCF may organize inaugurations, conferences, conventions, conclaves, stakeholder meetings, launches, public outreach programmes, cooperative events, farmer-oriented programmes and other official functions attended by Union Ministers, Ministers of State, Members of Parliament, senior Central/State Government officials, constitutional authorities, dignitaries and other invited VIP/VVIP guests.

Such programmes require a high degree of planning, protocol sensitivity, confidentiality, coordination, punctuality, operational discipline and contingency preparedness. NCCF therefore proposes to empanel specialized Event Management Agencies with demonstrated experience in managing high-profile government and institutional events.

2. OBJECTIVE OF THE EOI

- To empanel experienced agencies capable of delivering end-to-end VIP/VVIP event management services.
- To establish a readily deployable panel of agencies with adequate manpower, technical resources, vendor networks and nationwide execution capability.
- To ensure uniform professional standards in stage management, protocol, guest handling, security coordination, branding, media management, hospitality and event operations.
- To ensure that VIP/VVIP programmes are conducted safely, professionally, discreetly and within approved timelines and budgets.
- To enable NCCF to obtain competitive financial quotations for individual events from empanelled agencies.

3. NATURE OF VIP/VVIP EVENTS

- Programmes attended by Union Ministers, Ministers of State, senior Government officials and other dignitaries.
- National/state/district-level conferences, conclaves, conventions and cooperative programmes.
- Inauguration, foundation-stone laying, launch and public outreach programmes.
- Farmer, cooperative, consumer and stakeholder engagement programmes.
- Official ceremonies, award functions and institutional events.
- Large public programmes where special protocol, security, crowd management and media arrangements are required.
- Any other event specifically identified by NCCF as a VIP/VVIP programme.

4. GENERAL TERMS OF EMPANELMENT

- The bidder shall be a single legal entity. Consortium bidding shall not be permitted unless specifically approved by NCCF through an amendment.

- The bidder shall not be owned, controlled or substantially managed by any serving NCCF Director/employee or their directly related relatives, or otherwise fall within any conflict-of-interest restriction prescribed by NCCF.
- No franchisee arrangement shall be permitted for execution of NCCF assignments.
- The empanelment shall be for three (3) years, subject to annual performance review and continued fulfilment of eligibility conditions.
- Empanelment shall not guarantee any minimum volume of work, revenue, retainer fee or assignment.
- NCCF may empanel one or more agencies depending upon its requirements.
- NCCF may suspend or terminate an agency's empanelment for poor performance, security concerns, breach of confidentiality, misrepresentation, violation of law, failure to meet service levels or other material breach.
- All work shall be undertaken only against a written Work Order/Letter of Award/Agreement issued by NCCF.

5. SCOPE OF WORK

The selected agency shall provide end-to-end services as directed by NCCF. The scope may include, but shall not be limited to, the following:

Area	Indicative Services
5.1 Event Concept & Planning	Concept development, theme, programme architecture, detailed event plan, run-of-show, production schedule, venue plan, manpower plan and contingency plan.
5.2 Venue & Infrastructure	Venue identification/coordination, site inspection, layout, stage, podium, seating, VIP/VVIP enclosures, green rooms, waiting rooms, reception areas and temporary structures.
5.3 Stage, Sound & Lighting	Professional stage, backdrop, truss, lighting, public address system, microphones, audio consoles, monitors, stage lighting and technical operators.
5.4 LED & AV	LED walls, confidence monitors, presentation screens, playback systems, teleprompter where required, video playback and technical control room.
5.5 Branding & Creative	Concept, design and production of backdrops, standees, signage, directional boards, welcome boards, stage graphics, digital creatives, invitations and event collateral.
5.6 Guest Management	Guest registration, RSVP support, invitation coordination, reception desks, ushers, seating assistance, VIP/VVIP movement coordination and hospitality desk.
5.7 Protocol Coordination	Coordination with NCCF officials and designated government/protocol/security authorities for programme protocol, arrival/departure plans, seating plans, stage sequence, introductions and ceremonial requirements.
5.8 Security Coordination	Support to NCCF and competent security authorities for access control, barricading, frisking areas, restricted zones, vehicle movement, emergency exits, holding areas and security-related event logistics. Security decisions shall remain with the competent authorities.

5.9 Crowd Management	Deployment of trained ushers, queue management personnel, barricades, entry/exit management, signage and crowd-flow arrangements.
5.10 Media Management	Media registration, media holding area, press seating, press kits, media backdrop, interview area, media facilitation and coordination with authorized media personnel.
5.11 Photography & Videography	Professional photography, multi-camera videography, highlight film, event documentation, post-production and delivery of approved digital files.
5.12 Live Streaming	Live streaming/telecast support through approved platforms, internet connectivity, encoding, graphics, multi-camera production and technical backup.
5.13 Hospitality	Tea/coffee, meals, water, hospitality counters, VIP/VVIP hospitality arrangements, green-room requirements and other approved hospitality services.
5.14 Transport & Logistics	Guest transport coordination, vehicle deployment, route/parking coordination and movement schedules as approved by NCCF and competent authorities.
5.15 Emergency & Safety	Ambulance, first-aid, fire safety equipment, emergency lighting, emergency exits and other safety arrangements as required by the venue and competent authorities.
5.16 Power Backup	DG sets, UPS/power backup, cabling, distribution boards, earthing and qualified technical personnel with necessary safety compliance.
5.17 Permissions & NOCs	Assistance in obtaining event-related permissions, licences and NOCs wherever required; copies shall be furnished to NCCF before the event.
5.18 Housekeeping & Waste Management	Cleaning, sanitation, waste collection and disposal, toilet maintenance and consumables as specified in the Work Order.
5.19 Event Staffing	Event managers, production managers, protocol coordinators, client servicing personnel, ushers, technical staff, housekeeping personnel and other approved manpower, anchors etc.
5.20 Post-Event Closure	Dismantling, restoration of venue, reconciliation of hired assets, submission of photographs/videos/reports and final documentation.

6. VIP/VVIP EVENT-SPECIFIC REQUIREMENTS

- Dedicated senior Event Director/Project Head shall be assigned for each VIP/VVIP event.
- At least one senior coordinator shall be available at the venue from the commencement of setup until completion and handover.
- A detailed minute-to-minute programme schedule and movement plan shall be prepared and approved by NCCF.
- Separate seating plans shall be prepared for VVIPs, VIPs, dignitaries, officials, media and general invitees.
- Vehicle arrival/departure and parking plans shall be coordinated with NCCF and the competent security/protocol authorities.
- Access passes, badges, colour-coded zones and restricted-area signage shall be implemented where required.

- All temporary structures, electrical installations, stage systems and equipment shall comply with applicable safety requirements.
- Backup equipment and contingency arrangements shall be available for critical systems such as microphones, power, LED, internet and presentation systems.
- No agency personnel shall disclose security plans, guest movements, contact details, itineraries or other sensitive information except to authorized persons on a need-to-know basis.
- Where the event involves a constitutional authority or protected dignitary, all instructions of the competent security/protocol authority shall prevail.

7. ELIGIBILITY CRITERIA

Sl. No.	Mandatory Eligibility Criteria	Supporting Document
1	Bidder shall be a Company/LLP/Partnership Firm/Society legally registered in India and shall have been in existence for at least 5 years.	Certificate of Incorporation/Registration, constitutional documents and PAN/GST.
2	Minimum average annual turnover of ₹2 crore from event management services during the last three completed financial years.	Audited financial statements and CA certificate specifying event-management turnover.
3	Bidder shall have successfully executed at least 5 events during the last 5 years for Central/State Government, Ministries, PSUs, constitutional bodies, autonomous bodies or reputed public institutions.	Work orders and completion/client certificates.
4	At least 5 of the above events shall have involved VIP/VVIP attendance or equivalent high-profile government/institutional protocol requirements.	Work orders/completion certificates/client confirmation.
5	At least 3 events shall have had an attendance of 800 or more persons.	Work orders/completion certificates.
6	Bidder shall have at least one senior Event Director/Project Head with 7 years or more relevant experience and a dedicated core team of at least 8 skilled personnel.	CVs, payroll/engagement proof and organization chart.
7	Bidder shall not have been blacklisted/debarred by any Central/State Government department, Ministry, PSU or autonomous body during the last 5 financial years.	Undertaking on non-judicial stamp paper.
8	Bidder shall have adequate operational capability to execute events anywhere in India and demonstrate access to reliable production, AV, hospitality and logistics resources.	Company profile and resource declaration.
9	Bidder shall possess valid GST and PAN registrations and shall comply with all applicable statutory requirements.	Certificates.

10	Bidder shall have appropriate insurance/coverage and shall obtain event-specific insurance wherever required under the Work Order or applicable law.	Policy/undertaking.
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The Bidder shall submit all relevant and material documents in support of their eligibility.

8. SHORTLISTING AND TECHNICAL EVALUATION

Only bidders satisfying all mandatory eligibility conditions shall be considered for technical evaluation.

Criteria	Maximum Marks
Relevant experience in government/PSU/institutional event management – 5 to 7 years: 10; above 7 years: 15 above 3 years: 10	15
Average event-management turnover: ₹2–5 crore: 5; above ₹5–10 crore: 10; above ₹10 crore: 15	15
VIP/VVIP events executed in last 5 years: 5–9 events: 5; 10–14: 10; 15 or more: 15	15
Large events (500+ attendance): 3–5 events: 5; 6–10: 10; above 10: 15	15
Core skilled manpower and nationwide operational capability	10
Technical presentation – methodology, protocol, production, security coordination, contingency and case studies	25
Overall composite score	95
Financial/Commercial responsiveness for subsequent individual assignments	Not scored at EOI stage

NCCF may prescribe a minimum qualifying technical score and/or a minimum score in the technical presentation through the final EOI conditions. Suggested minimum: /95 overall, subject to NCCF approval.

9. TECHNICAL PRESENTATION

Shortlisted agencies may be invited to make a technical presentation/ or it may be evaluated by a committee constituted by NCCF. The presentation may cover:

- Profile and relevant credentials.
- Case studies of VIP/VVIP government events executed.
- Proposed methodology from briefing to event closure.
- Protocol and dignitary-management approach.
- Security and access-control coordination methodology.
- Stage, AV, LED, live-streaming and technical production methodology.
- Manpower deployment plan and escalation matrix.
- Emergency and contingency management.
- Sample event layouts, branding concepts and production schedules.
- Post-event documentation, media handling and reporting.

10. PROPOSAL SUBMISSION

- The proposal shall be submitted in a sealed envelope superscribed: “EOI FOR EMPANELMENT OF EVENT MANAGEMENT AGENCIES FOR VIP/VVIP EVENTS OF NCCF”.
- All pages shall be serially numbered and signed/initialled by the authorized signatory wherever required.
- Supporting documents shall be arranged in the order of the checklist.
- Financial quotations shall NOT be submitted with the EOI unless specifically requested by NCCF.
- Queries shall be submitted only through the official communication channel specified in the EOI notice.
- Late submissions shall be liable for rejection.
- NCCF may request clarification or additional documentary evidence for verification.

11. EMPANELMENT AND AWARD OF INDIVIDUAL ASSIGNMENTS

Following evaluation, NCCF may empanel one or more agencies. For each specific event, NCCF may issue a detailed scope/brief and invite limited financial quotations and/or technical-commercial proposals from the empaneled agencies.

- Selection for a particular event may consider technical suitability, past performance, availability, location, proposed methodology, responsiveness and quoted price.
- NCCF may adopt a limited quotation, competitive quotation, RFP or any other procurement method permitted under applicable rules and NCCF's procurement framework.
- Each assignment shall be governed by a separate Work Order/Letter of Award/Agreement.
- An agency shall not commence work without written authorization from NCCF.

12. FINANCIAL BIDS FOR SPECIFIC EVENTS

No financial bid is invited at the EOI/empanelment stage. For individual events, NCCF shall specify the required services and invite commercial quotations from empaneled agencies. The agency shall provide a detailed, transparent and itemized quotation covering all applicable taxes, manpower, logistics, equipment, transportation, setup, dismantling and other approved costs.

13. PERFORMANCE SECURITY

NCCF may require the empaneled agency to furnish a Performance Bank Guarantee/security for empanelment and/or for individual assignments. The amount, validity and format shall be specified in the Letter of Empanelment/Work Order. NCCF may invoke or forfeit the performance security in cases of material non-performance, abandonment, breach or other contractual default.

14. PAYMENT TERMS

Payment shall be made against a valid tax invoice and satisfactory completion of the assigned services, supported by approved completion documents, photographs, videos, attendance/asset reconciliation and other documents specified by NCCF. The Bidder shall submit proper invoice along with all relevant and material documents. Any advance, milestone payment or retention, if applicable, shall be specified in the individual Work Order.

15. SERVICE LEVELS AND PENALTIES

- Failure to provide critical services/equipment as committed may attract deductions and/or liquidated damages as specified in the Work Order.
- Late setup, non-deployment of committed manpower, failure of critical technical systems due to inadequate backup, or material deviation from approved plans may attract penalties.
- Serious security/protocol violations, unauthorized disclosure of confidential information or abandonment of an event may result in termination and forfeiture of security.
- Where an event-specific Work Order specifies penalties, those provisions shall prevail.
- NCCF may require replacement of personnel whose conduct or performance is considered unsuitable.

16. CONFIDENTIALITY, SECURITY AND DATA PROTECTION

- The agency shall maintain strict confidentiality regarding programme schedules, guest details, contact numbers, travel plans, security arrangements, seating plans, credentials and all non-public information.
- Photographs/videos or social-media content relating to VIP/VVIP events shall not be published, circulated or used for promotional purposes without prior written approval of NCCF.
- All access-control and security procedures prescribed by competent authorities shall be followed.
- Any data collected for RSVP, registration or guest management shall be used only for the assigned event and handled in accordance with applicable law and NCCF instructions.
- Any suspected security incident, data breach or unauthorized disclosure shall be reported immediately to NCCF.

17. INTELLECTUAL PROPERTY AND OWNERSHIP

All event-specific designs, artwork, scripts, layouts, reports, photographs, videos, recordings, presentations and other deliverables prepared and paid for under an NCCF assignment shall belong to NCCF unless otherwise specified in the Work Order. The agency shall provide editable/source files where required.

18. FORCE MAJEURE

Neither party shall be liable for failure caused by circumstances beyond reasonable control, including natural disasters, government restrictions, civil disturbances, major infrastructure failures or other events

recognized as force majeure under applicable law. The agency shall nevertheless maintain reasonable contingency preparedness and immediately notify NCCF in writing of any such event.

19. RIGHT TO ACCEPT / REJECT

NCCF reserves the right to accept or reject any or all proposals, cancel or modify the EOI, seek clarification, verify credentials, disqualify bidders for false or misleading information, or invite a fresh EOI, without assigning any reason and without incurring liability to bidders.

20. DISPUTE RESOLUTION AND JURISDICTION

The EOI and resulting contractual arrangements shall be governed by the laws of India. Disputes shall first be attempted to be resolved amicably. If unresolved, the dispute-resolution mechanism specified in the applicable Work Order/Agreement shall apply. Unless otherwise specified, courts at New Delhi shall have jurisdiction.

21. TERMINATION:

NCCF may terminate an individual Work Order/Agreement:

- (a) for material breach by the Agency, if such breach is capable of cure and is not cured within the period specified by NCCF;
- (b) immediately in case of fraud, corruption, serious security/protocol violation, unauthorised disclosure of confidential information, abandonment of assignment, wilful misconduct or material misrepresentation;
- (c) if the Agency becomes insolvent, enters liquidation or ceases to carry on business;
- (d) if the Agency is blacklisted/debarred by a competent authority in circumstances materially affecting its eligibility; or
- (e) for convenience, by giving such notice as may be specified in the Work Order.

Termination shall be without prejudice to NCCF's accrued rights and remedies.

22. DATA PROTECTION:

The Agency shall process personal data only for the purposes authorised by NCCF and only to the extent necessary for performance of the assignment. The Agency shall implement appropriate technical and organisational safeguards against unauthorised access, disclosure, alteration, loss or destruction.

The Agency shall not sell, share, disclose, transfer, retain or use such data for any independent commercial or promotional purpose.

Upon completion/termination of the assignment, the Agency shall return/delete such personal data and certify such deletion, except to the extent retention is legally required.

Any actual or suspected data breach shall be reported to NCCF immediately and in any event within the timeline prescribed by NCCF/applicable law.

21. CHECKLIST

Sl. No.	Document / Information	Submitted (Yes/No)
1	Cover Letter – Annexure I	
2	Bidder Profile – Annexure II	
3	Certificate of Incorporation/Registration and constitutional documents	
4	PAN and GST certificates	
5	Non-blacklisting / non-debarment undertaking – Annexure III	
6	Financial Capability Statement with CA certification – Annexure IV	
7	Relevant VIP/VVIP Event Experience – Annexure V	
8	Authorization Letter – Annexure VI	
9	Human Resources / Core Team – Annexure VII	
10	Government/PSU Empanelment details, if any – Annexure VIII	
11	State/UT-wise event experience – Annexure IX	
12	Large Event Experience Statement – Annexure X	
13	VIP/VVIP Event Case Studies – Annexure XI	
14	Technical proposal and presentation material	
15	Any other relevant certificates/documents	

23. ANNEXURES

ANNEXURE I – COVER LETTER

To,

The Managing Director

National Co-operative Consumer's Federation of India Limited (NCCF)

NCUI Complex, 3, Siri Institutional Area, August Kranti Marg, Hauz Khas, New Delhi – 110016

Subject: EOI for Empanelment of Event Management Agencies for Planning, Management and Execution of VIP/VVIP Events of NCCF

Dear Sir/Madam,

We, _____, hereby submit our Expression of Interest for empanelment with NCCF for providing Event Management Services for VIP/VVIP events. We have examined the EOI and agree to abide by its terms and conditions.

- We confirm that the information and documents submitted are true and correct.
- We confirm that we satisfy the mandatory eligibility criteria.
- We undertake to maintain confidentiality and comply with all security/protocol directions issued by NCCF and competent authorities.
- We understand that empanelment does not guarantee any work or minimum business.
- We undertake to execute assignments only in accordance with written Work Orders/Agreements issued by NCCF.

For and on behalf of: _____

Authorized Signatory: _____

Name: _____ Designation: _____

Date: _____ Place: _____

(Company Seal)

ANNEXURE II – BIDDER PROFILE

Sl. No.	Particular	Details
1	Name of Company/Agency	
2	Registered Office Address	
3	Corporate/Legal Status	
4	Date of Incorporation/Registration	
5	CIN/Registration No.	
6	PAN	
7	GSTIN	
8	Authorized Contact Person	
9	Mobile / Telephone	
10	Email	

11	Website	
12	Number of offices in India	
13	Years in event management	
14	Average event-management turnover – last 3 FYs	

ANNEXURE III – UNDERTAKING OF NON-BLACKLISTING / NON-DEBARMENT

We, _____, having registered office at _____, hereby declare that the organization has not been blacklisted, debarred or otherwise prohibited from participating in government/PSU procurement by any Central Government Department, Ministry, Central PSU, State Government Department, State PSU or autonomous body during the last five financial years.

We further declare that no material information has been concealed and that the information furnished in the EOI is true and correct.

Authorized Signatory: _____ Date: _____ Seal: _____

Note: NCCF may prescribe execution on appropriate non-judicial stamp paper in the final EOI.

ANNEXURE IV – FINANCIAL CAPABILITY STATEMENT

Financial Year	Total Turnover (₹)	Event Management Turnover (₹)	Audited/CA Certified (Yes/No)
2023-24			
2024-25			
2025-26			
Average			

Certified by Chartered Accountant: _____ Membership No.: _____ UDIN: _____

ANNEXURE V – RELEVANT VIP/VVIP EVENT EXPERIENCE

Sl.	Event / Programme	Client	Date / Place	VIP/VVIP Guest Category	Attendance	Order / Completion Ref.
1						
2						
3						
4						
5						
6						

7						
8						
9						
10						

ANNEXURE VI – AUTHORIZATION LETTER

On the letterhead of the bidder

TO WHOMSOEVER IT MAY CONCERN

We hereby authorize Mr./Ms. _____, Designation _____, to sign and submit the EOI and represent the bidder in all matters relating to this EOI, including submission of clarifications, participation in presentations/meetings and execution of documents as authorized by the organization.

Signature: _____ Name: _____ Designation: _____ Date: _____ Seal: _____

ANNEXURE VII – CORE HUMAN RESOURCES

Sl.	Name	Designation	Qualification	Relevant Experience	Employment / Association	Role in NCCF Events
1		Event Director / Project Head				
2		Senior Event Manager				
3		Production Manager				
4		Protocol / VIP Coordinator				
5		Client Servicing Manager				
6		AV / Technical Lead				
7		Operations Manager				
8		Creative / Branding Lead				

ANNEXURE VIII – CURRENT EMPANELMENTS WITH GOVERNMENT / PSU / AUTONOMOUS BODIES

Sl.	Organization	Nature of Empanelment	Valid Till	Services Covered	Supporting Document Ref.
1					
2					
3					
4					

ANNEXURE IX – STATE/UT-WISE EVENT EXPERIENCE

Sl.	State/UT	Project / Event	Client	Year	VIP/VVIP / Large Event	Completion Ref.
1						
2						
3						
4						
5						

ANNEXURE X – LARGE EVENT EXPERIENCE (500+ ATTENDANCE)

Sl.	Event	Client	Location	Attendance	Date	Completion Certificate Ref.
1						
2						
3						
4						
5						

ANNEXURE XI – VIP/VVIP EVENT CASE STUDY

Particular	Details
Name of Event	
Client / Authority	
Date and Location	
Dignitary / VIP Category	
Approximate Attendance	
Scope handled by bidder	
Protocol arrangements handled	

Security coordination / access management	
Stage / AV / LED / live streaming	
Media management	
Hospitality / transport / logistics	
Emergency / contingency arrangements	
Key challenges and solutions	
Client contact / verification details	
