APPENDIX-A

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LIMITED TENDER FOR ENGAGEMENT OF MEA EMPANELLED EVENT MANAGEMENT COMPANIES FOR EGMONT WORKING & REGIONAL GROUP MEETINGS 2027 TO BE ORGANISED BY FINANCIAL INTELLIGENCE UNIT - INDIA, MINISTRY OF FINANCE, DEPARTMENT OF REVENUE

LIMITED TENDER FOR ENGAGEMENT OF MEA EMPANELLED EVENT MANAGEMENT COMPANIES FOR HOSTING OF EGMONT WORKING & REGIONAL GROUP MEETINGS 2027 ORGANISED BY FINANCIAL INTELLIGENCE UNIT - INDIA, MINISTRY OF FINANCE, DEPARTMENT OF REVENUE

Disclaimer

The information contained in this Tender (hereinafter referred to as "TENDER") document is provided to the Bidder(s), by Financial Intelligence Unit - India, Ministry of Finance, Department of Revenue, (hereinafter referred to as "FIU–IND"), on the terms and conditions set out in this document and all other terms and conditions subject to which such information is provided.

The purpose of this TENDER document is to provide the Bidder(s) with information to assist the formulation of their Proposals/Quotations. This TENDER document does not purport to contain all the information each Bidder may require. This TENDER document may not be appropriate for all persons, and it is not possible for FIU-IND to consider the business/investment objectives, financial situation and particular needs of each Bidder who reads or uses this document.

Each Bidder should conduct its own investigations and analysis and should check the accuracy, reliability, and completeness of the information in this TENDER document and where necessary obtain independent advice from appropriate sources. FIU-IND makes no representation or warranty and shall incur no liability under any law, statute, rules or regulations as to the accuracy, reliability or completeness of the TENDER document. FIU-IND may, in their absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this TENDER document without any further notice.

The definitions contained in the document are not exhaustive and for the terms not defined here, definitions in accordance with law shall be taken as appropriate.

FIU-IND reserves the right to cancel bidding process at any stage without assigning any reasons.

1. INTRODUCTION

The Egmont Group of Financial Intelligence Units (FIUs) is a prominent international organization comprising over 180 member jurisdictions dedicated to the secure exchange of financial intelligence to combat money laundering and the financing of terrorism (ML/TF). As a core member of the global AML/CFT framework, India is slated to host the Working and Regional Group Meetings from 8th to 11th February 2027. These sessions constitute the main operational meetings of the Egmont Group, where the four specialized Working Groups covering Policy, Membership, Technical Assistance, and information Exchange and eight Regional Groups convene to drive strategic and technical objectives.

2. PROPOSAL

2.1 In this context, FIU-IND proposes to engage an Event Management Company (EMC) from among the six (06) empanelled EMCs of the Ministry of External Affairs (MEA) for providing comprehensive end-to-end event management services for conduct of these official meetings and related activities.

2.2 The selection shall be carried out through a Limited Tender Enquiry (LTE) by inviting Technical and Financial Bids only from the MEA's empanelled EMCs, in accordance with the terms and conditions of the empanelment agreement.

2.3 The work shall be awarded to the EMC based on quality-cum-cost based system (QCBS) of evaluation of bids, subject to fulfillment of the terms and conditions and approval of the competent authority.

2.4 The Tender Critical Date Sheet, indicating key timelines for issue of bid, submission and opening of bids is mentioned in the tender document.

3. SCOPE OF WORK

The scope of work will be the same as indicated in **Annexure- I**.

4. PRE-BID ENQUIRIES

Interested bidders are required to send in their queries via email only to Shri G. Anand (dydirector-25@fiuindia.gov.in), Deputy Director (Admin.) on or before 17.11.2026.

5. SUBMISSION OF BIDS/PROPOSALS

5.1 Bids are required to be submitted as per instruction provided at **Appendix-B**.

5.2 Bids shall be sent through GeM portal or by email to Shri G. Anand (dydirector-25@fiuindia.gov.in), Deputy Director on or before bid submission end date/time as per Tender Critical Date Sheet mentioned in tender document. The bids/proposals received after bid submission end date/time shall be summarily rejected. The Technical proposal / financial bids will be opened in the presence of authorized person/ representative of bidding firm by Selection Committee. The date and time of Bid Opening is also mentioned in Tender Critical Date Sheet of the tender document. In case of any change in the bid opening date and time it will be intimated separately through email.

5.3 The Government reserves the sole right to accept or reject any or all bids thus received without assigning any reasons thereof.

6. SELECTION CRITERIA AND PROCEDURE

6.1 The Bids shall be invited only from the MEA's empanelled Event Management Companies (EMCs). Evaluation of Bids shall be done under quality-cum-cost based system (QCBS). Under this system, the Technical Proposal, i.e. Annexure-XII, shall be allotted weightage of 30% while the Financial Proposal shall be allotted the weightage of 70%. The vendor scoring the highest combined score will be awarded the work.

(a) **Technical Evaluation**: The selection committee appointed by FIU-IND will carry out the technical evaluation of proposals based on the evaluation criteria and points system enclosed as Annexure-XII. The financial bids of EMCs that qualify in technical evaluation will be opened.

(b) **Financial Evaluation**: In the financial bid the EMCs shall quote their respective final rate after discount on the items covered under ceiling rates prescribed in the MEA empanelment agreement and the absolute rates for items not covered under MEA rates as indicated in the scope of work.

(c) Composite Bid Evaluation Methodology

The vendor scoring the highest combined score of the technical proposal and the financial bid will be awarded the work, as per the methodology given below:

(d) Normalization of technical bid scores

The EMC with highest technical marks would be taken as the base / reference for arriving at Technical Score for each technically qualified EMC. The Technical Score for the EMC with highest Technical Marks (out of 100) would be taken as 30 and the Technical Score for other technically qualified EMCs will be scaled proportionally. The following example illustrates the proposed methodology for arriving at Technical Score of the EMC**:**

Proposal	Technical Marks (Assumed)	Technical Score Calculation	Technical Score
A	96 / 100	30*96 / 96	**30.00**
B	90 / 100	30*90 / 96	**28.13**
C	70 / 100	30*70 / 96	**21.88**

(e) Normalization of financial bid scores

The minimum quoted price among the technically qualified bids will be taken as base/reference rate for arriving at the evaluated marks for each qualified EMC. The evaluated marks for the lowest priced EMC in Price Bid shall be 70. The following example illustrates the proposed methodology for arriving at the Financial Score of the EMC:

Proposal	Quoted rate (assumed)	Financial Score
A	INR 12 Cr	70*08/12 = 46.67
B	INR 10 Cr	70*08/10 = 56.00
C	INR 08 Cr	70*08/08 = 70.00

The sum of the normalized Technical Score and the normalized Financial Score as detailed above shall be the Total score for the EMC. The EMC with the highest Total Score shall be awarded the work.

6.2 The work shall be awarded to a single company for the entire scope of work. The scope shall not be split between companies. No conditional rebates or alternative financial proposals shall be accepted

7. PAYMENT OF FEE AND REIMBURSEMENT OF EXPENSES

7.1 The rates quoted for the items in BOQ by the selected Event Management Company (EMC) shall be **inclusive of** all applicable taxes, duties, levies and charges under the prevailing laws except the GST.

7.2 Payment shall be made against invoices/bills raised by the EMC for the services rendered, subject to satisfactory completion of the scope of work for each meeting/event and certification by the competent authority.

7.3 All invoices shall be raised in Indian Rupees (INR) and payments shall be made in INR only.

7.4 The EMC shall be responsible for compliance with all statutory obligations including taxes and levies applicable under law.

7.5 Financial bids shall be invited by FIU- IND only as final rate after discount on the items covered under ceiling rates prescribed in the MEA empanelment agreement and the absolute rates for items not covered under MEA rates as indicated in the scope of work. In case the MEA rates are revised, the rates finalized thereunder shall also apply. The payable rates shall be the lowest of MEA's existing rates, MEA's new tender rates, or the rates after applying discount, which shall act as the price ceiling.

7.6 The dry run shall be conducted one day prior to the scheduled meeting, for which no separate payment shall be admissible.

8. TERMINATION OF ASSIGNMENT

8.1 In the event that the selected Event Management Company (EMC) fails to perform the assigned services in accordance with the terms of the tender, or the performance is found to be unsatisfactory, delayed or not in conformity with the approved scope of work, FIU-IND shall have the right to terminate the contract, in whole or in part, at any stage and to carry out the unexecuted portion of the work either departmentally or through engagement of any other empanelled company or service provider, as deemed fit.

8.2 Upon termination, FIU-IND shall be entitled to take possession of all works executed, documents, materials and deliverables prepared by the selected Event Management Company (EMC) in connection with the contract and utilize the same for completion of the remaining work, either directly or through any other company. The EMC shall not raise any objection or claim in this regard.

8.3 Termination of the contract by FIU-IND shall not entitle the selected EMC to any compensation or claim whatsoever, except payment for the services satisfactorily rendered up to the date of termination, as certified by the competent authority.

8.4 FIU-IND may issue such directions and impose such conditions as may be necessary to ensure smooth transition and continuity of services, which the selected EMC shall be bound to comply with.

9. NON-DISCLOSURE AGREEMENT

The selected EMC has to execute a Non-Disclosure Agreement at the time of award of contract in the prescribed format at **Annexure-II**

10. LAWS GOVERNING THE CONTRACT

This document and services hereunder shall be governed by and construed and enforced in accordance with the laws of India and only the courts in Delhi/New Delhi shall have exclusive jurisdiction for arising out of as in relation to this tender.

Appendix-B

Instructions for Online Bid Submission

Bid Submission

a. The bidding process for this TENDER will be completed online through email/GeM portal.

b. The TENDER Document can also be downloaded from the CPP portal: https://eprocure.gov.in. or GeM portal. Further, it will be the Bidders' responsibility to check for updated information on the above portal and on their email address.

c. Any queries relating to the process of online bid submission or queries via email in general may be submitted to following officer- G. Anand, Deputy Director.

Phone number: 011-23463639 and Email: dydirector-25@fiuindia.gov.in

d. The Prebid queries should be sent in the following format (in an excel file) through email at dydirector-25@fiuindia.gov.in by 17.11.2026 .

Company name		M/s.		
S. No	**TENDER Page No.**	**Relevant Section /Annexure of TENDER**	**Relevant Content from TENDER**	**Company's Query /Comment**

e. FIU- IND will endeavor to provide a complete, accurate, and timely response to all relevant queries raised by the bidders.

f. The Bidder should try to submit the Bid well before the last date i.e. 25/11/2026(12:00 noon). The bidders need to submit supporting documents including a Cover letter signed by an authorised signatory of the bidder as per **Annexure-VIII** of this TENDER.

g. The bidder will be required to submit a signed copy of the TENDER as an acceptance of the terms and conditions laid down by FIU-IND, failing which the offer will be treated as withdrawn.

h. All pages of the bid document (.pdf) shall be numbered & signed/initialed by the authorized signatory. Bids shall be in accordance with the directions given in the Table below:

Bid Cover/ Folder	**Bid Submission**
Documents	Format of documents to be submitted has been attached with this tender, bidder must submit all the duly filled-in documents with the tender.
Technical Proposal	Details as given in Annexure-XII

Bid Cover/ Folder	Bid Submission
Financial Bid	Financial bids shall be invited by FIU- IND only as final rate after discount on the items covered under ceiling rates prescribed in the MEA empanelment agreement and the absolute rates for items not covered under MEA rates as indicated in the scope of work. In case the MEA rates are revised, the rates finalized thereunder shall also apply. The payable rates shall be the lowest of MEA's existing rates, MEA's new tender rates, or the rates after applying discount, which shall act as the price ceiling. Quoting of rates higher than the MEA approved rates shall not be permitted and shall render the bid non responsive.

i. Other details may be referred to the **FACT SHEET** placed at **Annexure- III**.

Bid Opening Session

a. The technical and financial bids of the EMCs would be opened as per tender critical date sheet given below:

S.No.	Event/activity	Date/time
1.	Tender Document emailed on	12.11.2026
2.	Online Clarification Ending Date and time	17.11.2026
3.	Bid Submission End Date and time	25.11.2026(12:00 noon)
4.	Technical proposal Opening Date	26.11.2026 (12:00 noon)
5.	Technical presentation date	30.11.2026 (12:00 noon)
6.	Financial bid Opening Date	02.12.2026 (12:00 noon)

b. One authorized representative of each of the bidders would be permitted to be present at the time of opening of bids.

c. FIU- IND reserves the right to reschedule or cancel a scheduled bid opening.

d. If the event of the specified date of bid opening being declared a holiday, the Bids shall be opened at the same time and location **on the next working day**. However, if there is no representative of the bidder, FIU- IND shall go ahead and open the bid of the bidders.

Period of validity of bids

a. Bids shall remain valid for 120 days. In exceptional circumstances, FIU-IND may solicit the bidder's consent to an extension of the period of validity. The request and the response thereto shall be made in writing. Extension of validity period of the bid should be unconditional. However, the discretion for extension of bid validity is subject to the approval of FIU- IND.

Rejection of bid

a. The Bid has to be sent through email or GeM Portal in password protected PDF file as per sample of BOQ placed at **Annexure-XI**. Bids submitted by any other mode shall not be entertained. Any condition put forth by the bidder non-conforming to the bid requirements shall not be entertained at all and such bid shall be rejected.

b. FIU- IND shall not be responsible for any incomplete documents received through email or GeM in encrypted password format. No further correspondence on this subject will be entertained.

c. As per OM No. F 12/17/2019-PPD dated 06th February 2020 of Procurement Policy Division of Department of Expenditure, an Abnormally Low Bid is one in which the bid price, in combination with other elements of the bid, appears so low that it raises material concerns as to the capability of the bidder to perform the contract at the offered price. Procuring Entity may in such cases seek written clarifications from the bidder, including detailed price analyses of its bid price in relation to scope, schedule, allocation of risks and responsibilities and any other requirements of the bid document. If, after evaluating the price analyses, procuring entity determines that the bidder has substantially failed to demonstrate its capability to deliver the contract at the offered price, the Procuring Entity may reject the Bid/Proposal.

d. FIU-IND reserves the right to disqualify any bidder for reasons recorded in writing, after providing due opportunity.

Other documents needs to be referred

a. Financial Bid Format – **Annexure-IV**

b. Tender Acceptance Letter in format at **Annexure-V**

c. Authority letter authorizing a person of bidder to sign the proposal and other documents in case there is change of authorized person declared at the time of empanelment with FIU – IND in format at **Annexure-VI**

d. Certificate with respect to "No conflict of Interest" in format at **Annexure-VII**

e. ORGANISATION PROFILE details as per **Annexure-IX**.

f. FORMAT FOR FINANCIAL BID COVERING LETTER – **Annexure – X**

g. BOQ – **Annexure – XI**

h. Format of Technical Proposal – **Annexure -XII**

i. POWER OF ATTORNEY – **Annexure – XIII**

j. PROFORMA OF UNDERTAKING TO EXECUTE WORK AT ITEM WISE RATES FROM EMPANELLED EMCs - **ANNEXURE XIV**

k. FORMAT FOR DETAILS OF MANPOWER – **Annexure XV**

l. AGREEMENT BETWEEN SELECTED EMC AND FIU-IND – **Annexure XVI**

m. INTEGRITY PACT BETWEEN SELECTED EMC AND FIU-IND– **Annexure XVII**

Annexure- I

Broad Scope of Work and Services

The selected Event Management Companies, inter-alia, will be responsible for Organizing Conferences/Meetings whose scope shall include Event Management, Conceptualizing, Designing, Branding, Execution of works at the site, including exterior and interior decoration, development of site infrastructure, services, collaterals, general ambience etc. details of which are broadly as follows:

1. Pre-Event Planning and Coordination

- Preparation of a comprehensive Event Management Plan, detailed venue layouts, movement plans, risk mitigation strategies, and contingency plans.
- Conduct of site inspections and joint coordination meetings with FIU-IND, venue authorities, hotel management, transport company, and other relevant stakeholders.
- Deployment of a dedicated Project Manager and establishment of a fully functional Event Control Room at the venue for overall execution and real-time coordination.

2. Venue Management and Event Operations

- Complete venue management for all official events, including registration areas, help desks, stage management, venue branding, signage, floral decor, green rooms, holding areas and coordination with venue authorities.
- Installation, operation and timely dismantling of all event-related infrastructure and temporary setups.
- Arrangement of artists and performers for cultural programs included in the event.

3. Delegate Registration and Hospitality

- End-to-end delegate registration and accreditation management, including online/onsite registration portals, QR code-based seamless check-in systems, badge printing, help desks, and VIP facilitation.
- Design, procurement, assembly, and distribution of premium delegate kits, badges, conference materials, stationery, information literature, and official souvenirs/gifts.

4. Audio-Visual, IT, and Technical Support

Provision, installation, operation, testing, and maintenance of high-grade audio-visual equipment, conference systems, simultaneous interpretation systems including setting up of interpreter booths and providing appropriately trained simultaneous/consecutive interpreters in different languages for the event, sound proof room, with A/V, headset for audience etc., LED displays, presentation control systems, high-speed internet connectivity, Wi-Fi networks, printing facilities, and continuous technical support with adequate backup power/equipment redundancy.

5. Branding, Printing, and Event Collaterals

- Design, production, installation, and post-event removal of all official event branding, signage, stage backdrops, digital displays, country identifiers, standees, invitations, and other printed collaterals as approved by FIU-IND.

6. Management of Official Events

- Complete event management services for all scheduled functions, including Welcome reception, Inauguration session, meeting Sessions, Gala Dinner, Cultural Programs and the City Tour.
- Comprehensive support covering stage management, hospitality, guest management, cultural performances, photography, videography, and logistical coordination.

7. Transportation and Logistics

- End-to-end transport management for delegates and dignitaries, including hotel-to-venue movements and excursion logistics for the City Tour.
- Deployment of professional transport coordinators equipped with real-time fleet monitoring tools and contingency vehicles to ensure seamless transit.

8. Protocol and Hospitality Services

- Deployment of protocol assistance staff, multilingual hospitality executives, ushers, trained volunteers, airport facilitation desks, VIP escorts and dedicated guest assistance personnel throughout the duration of the event.

9. Photography, Videography, and Documentation

- Professional high-definition photography and videography. Audio recordings of the meetings and submission of all raw and processed digital content to FIU-IND.

10. Manpower Deployment

- Deployment of highly qualified and experienced personnel, including Event Director, Project Manager, venue managers, technical leads, registration personnel, protocol officers, hospitality executives, logistics coordinators, transport supervisors, electricians, and support staff required for smooth execution.

11. Safety, Security, and Emergency Support

- Close coordination with security company and venue authorities for access control, crowd management, emergency response protocols, medical assistance, fire safety measures, uninterrupted power backup, and implementation of approved contingency plans.

12. General Responsibilities

- The EMC shall provide all required manpower, equipment, consumables, logistics, supervision, and ancillary services necessary for the successful execution of the event.
- The EMC shall work in close coordination with FIU-IND and other designated company, strictly complying with statutory requirements, security protocols.
- Any additional services incidental to the successful conduct of the event, though not explicitly mentioned herein, shall be deemed included within the scope of work without additional financial implications, unless specifically approved by FIU-IND.

13. City Tour (Delhi) Excursion Arrangements

- The EMC shall be fully responsible for all guide services, and transportation arrangements for officials and delegates during the Delhi City Tour. The buses for venue and hotels are to be used to the extent possible.
- The EMC shall bear the cost of all monument/site entrance tickets and access fees for officials and delegates during the tours.
- Provision of certified, professional multilingual tour guides for the entire duration of the city tour.

14. Miscellaneous Arrangements

- The EMC shall arrange simultaneous interpretation systems, registration helpdesks, inauguration-related setups (including lamp lighting, floral arrangements, bouquets), airport facilitation desks, stage decor, public address systems, VVIP lounge setup, access control systems, power backup, event control room and required helpdesks, waiting/prayer rooms, and a fully equipped medical room with first-aid facilities.
- The EMC shall also curate and provide official delegate kits, stationery, and premium commemorative gifts.

The above-mentioned activities are not exhaustive. Depending upon circumstances additions/modifications are expected. Designated nodal officer from the Financial Intelligence Unit - India, Department of Revenue, Ministry of Finance would forward the required information to the nodal officer of the engaged Event Management Company.

Bidders shall be mindful of the fact that services/items provided during the events shall be of the highest quality/standards befitting the stature of events.

Annexure-II

Format for Non-Disclosure Agreement

(To be submitted by successful bidder post issue of Work Order)

This Non-Disclosure Agreement is made and entered into _____ day of _____ 2026 by and between Financial Intelligence Unit-India, Ministry of Finance, Department of Revenue, (FIU-IND/Department) and _____ ("Company") Whereas, FIU-IND and Company have entered into an Agreement _____ effective_____ ; AND for Whereas, each party desires to disclose to the other party certain information in oral or written form which is proprietary and confidential to the disclosing party, ("CONFIDENTIAL INFORMATION"). The confidentiality obligations shall survive the termination of this Contract.

NOW, THEREFORE, in consideration of the foregoing and the covenants and agreements contained herein, the parties agree as follows:

2. Definitions. As used herein:

    a. The term "Confidential Information" shall include, without limitation, all information and materials, furnished by either Party to the other in connection with citizen/ users/ persons/ customers data, products and/ or services, including information transmitted in writing, orally, visually, (e.g. video terminal display) or on magnetic or optical media, and including all proprietary information, customer lists, trade secrets, trade names or proposed trade names, methods and, licensed document know-how, ideas, concepts, and other intellectual property relating to the disclosing party's data, computer database, products and/ or services. Results of any tests, sample surveys, analytics, data mining exercises or usages etc. carried out by the receiving party in connection with the Department's Information including citizen/ users/ persons/ customers personal or sensitive personal information as defined under any law for the time being in force shall also be considered Confidential Information.

    b. The term, "Department" shall include the officers, employees, agents, consultants and representatives of Department.

    c. The term, "Company" shall include the directors, officers, employees, agents, consultants and representatives of Company, including its applicable affiliates and subsidiary companies.

3. Protection of Confidential Information. With respect to any Confidential Information disclosed to it or to which it has access, Company affirms that it shall:

    a. Use the Confidential Information as necessary only in connection with Project and in accordance with the terms and conditions contained herein

    b. Maintain the Confidential Information in strict confidence and take all reasonable steps to enforce the confidentiality obligations imposed hereunder, but in no event take less care with the Confidential Information that the parties take to protect the confidentiality of its own proprietary and confidential information and that of its clients

    c. Not to make or retain copy of any citizen/ users/ persons/ customers database, Proposals developed by or originating from Department or any of the prospective clients of Department except as necessary, under prior written intimation from Department, in connection with the Project, and ensure that any such copy is immediately returned to Department even without express demand from Department to do so

    d. Not disclose or in any way assist or permit the disclosure of any Confidential Information to any other person or entity without the express written consent of the other party; and

e. Return to the other party, or destroy, at Department's discretion, any and all Confidential Information disclosed in oral/ printed form or other permanent record, or in any other tangible form (including without limitation, all copies, notes, extracts, analyses, studies, summaries, records and reproductions thereof) immediately upon the earlier to occur of (i) expiration or termination of either party's engagement in the Project, or (ii) the request of the other party therefore.

f. Not to discuss with any member of public, media, press, any or any other person about the nature of area entered between Department and Company or the nature of services to be provided by the Company to the Department.

4. **Onus** - Company shall have the burden of proving that any disclosure or use inconsistent with the terms and conditions hereof falls within any of the following exceptions.

5. **Exceptions** - These restrictions as enumerated in this Agreement shall not apply to any Confidential Information:

   a. Which is independently developed by Company or lawfully received from another source free of restriction and without breach of this Agreement; or

   b. After it has become generally available to the public without breach of this Agreement by Company; or

   c. Which at the time of disclosure to Company was known to such party free of restriction and evidenced by documentation in such party's possession; or

   d. Which Department agrees in writing is free of such restrictions.

   e. Which is received from a third party not subject to the obligation of confidentiality with respect to such Information

6. **Remedies** - Company acknowledges that (a) any actual or threatened disclosure or use of the Confidential Information by Company would be a breach of this agreement and may cause immediate and irreparable harm to Department; (b) Company affirms that damages from such disclosure or use by it may be impossible to Measure accurately; and (c) injury sustained by Department may be impossible to calculate and remedy fully. Therefore, Company acknowledges that in the event of such a breach, Department shall be entitled to specific performance by Company of Company's obligations contained in this Agreement. In addition, Company shall indemnify Department of the actual and liquidated damages which may be demanded by Department. Moreover, Department shall be entitled to recover all costs (including reasonable attorneys' fees) which it or they may incur in connection with defending its interests and enforcement of legal rights arising due to a breach of this agreement by Company.

7. **Need to Know**- Company shall restrict disclosure of such Confidential Information to its employees and/ or consultants with a need to know (and advise such employees of the obligations assumed herein), shall use the Confidential Information only for the purposes set forth in the Agreement, and shall not disclose such Confidential Information to any affiliates, subsidiaries, associates and/ or third party without prior written approval of the disclosing party.

8. **Intellectual Property Rights Protection** - No license to a party, under any trademark, patent, copyright, design right, mask work protection right, or any other intellectual property right is either granted or implied by the conveying of Confidential Information to such party.

9. **No Conflict** - The parties represent and warrant that the performance of its obligations here under does not and shall not conflict with any other agreement or obligation of the respective parties to which they are a party or by which the respective parties are bound.

10. **Authority** - The parties represent and warrant that they have all necessary authority and power to enter into this Agreement and perform their obligations here under.

11. **Dispute Resolution** - If any difference or dispute arises between the Department and the Company in connection with the validity, interpretation, implementation or alleged breach of any provision of this Agreement, any such dispute shall be referred to MOF

    a. The arbitration proceedings shall be conducted in accordance with the (Indian) Arbitration & Conciliation Act, 1996 & amendments thereof.

    b. The place of arbitration shall be New Delhi

    c. The arbitrator's award shall be substantiated in writing and binding on the parties.

    d. The proceedings of arbitration shall be conducted in English language.

    e. The arbitration proceedings shall be completed within a period of 180 days from the date of reference of the dispute to arbitration.

12. **Governing Law** - This Agreement shall be interpreted in accordance with and governed by the substantive and procedural laws of India and the parties hereby consent to the exclusive jurisdiction of Courts and/ or Forums situated at New Delhi, India only.

13. **Entire Agreement**- This Agreement constitutes the entire understanding and agreement of the parties, and supersedes all previous or contemporaneous agreement or communications, both oral and written, representations and under standings among the parties with respect to the subject matter hereof.

14. **Amendments** - No amendment, modification and/ or discharge of this Agreement shall be valid or binding on the parties unless made in writing and signed on behalf of each of the parties by their respective duly authorized officers or representatives.

15. **Binding Agreement** - This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and permitted assigns.

16. **Severability** - It is the intent of the parties that in case any one or more of the provisions contained in this Agreement shall be held to be invalid or unenforceable in any respect, such provision shall be modified to the extent necessary to render it, as modified, valid and enforceable under applicable laws, and such invalidity or unenforceability shall not affect the other provisions of this Agreement.

17. **Waiver** - If either party should waive any breach of any provision of this Agreement, it shall not thereby be deemed to have waived any preceding or succeeding breach of the same or any other provision hereof.

18. **Survival** - Both parties agree that all their obligations undertaken herein with respect to Confidential Information received pursuant to this Agreement shall survive till perpetuity even after any expiration or termination of this Agreement.

IN WITNESS HEREOF, and intending to be legally bound, the parties have executed this Agreement to make it effective from the date and year first written above.

For Department

For Company

_____

Name:

Title:

_____

Name:

Title:

WITNESSES:

1.

2.

Annexure III

Fact Sheet

S.No.	Key Information	Details
1.	Assignment Title	Invitation of Limited Tenders for Egmont Working & Regional Group Meetings 2027 from MEA Empanelled Event Management Companies (EMCs)
2.	Purchaser	FIU - INDIA, DoR, MOF
3.	Location	Yashobhoomi IICC Convention Centre, Sector-25, Dwarka, New Delhi-110071
4.	Date of publication of the TENDER	12.11.2026
5.	Last date of submission Of queries	17.11.2026
6.	Pre-bid Meeting	Communicated separately via email as and when required by the prospective bidder.
7.	Bid Submission	The password protected PDF version of the bid proposals would be called via email or GeM.
8.	Method of Selection	The Bids shall be invited only from the MEA empanelled Event Management Companies (EMCs). Evaluation of Bids shall be done under quality-cum-cost based system (QCBS). Under this system, the Technical Proposal, i.e. Annexure-XII, shall be allotted weightage of 30% while the Financial Proposal shall be allotted the weightage of 70%. The vendor scoring the highest combined score will be awarded the work. (a) **Technical Evaluation**: The selection committee appointed by FIU-IND will carry out the technical evaluation of proposals based on the evaluation criteria and points system enclosed as Annexure XII. The financial bids of EMCs that qualify in technical evaluation will be opened. (b) **Financial Evaluation**: In the financial bid the EMCs shall quote their respective final rate after discount **on the items covered under ceiling rates** prescribed in the MEA empanelment agreement and the absolute rates for items not covered under MEA rates as indicated in the scope of work. **(c) Composite Bid Evaluation Methodology** The vendor scoring the highest combined score of the technical proposal and the financial bid will be awarded the work, as per the methodology given in Para 6.1 of Appendix A

S.No.	Key Information	Details
9.	Performance Security	The Event Management Company will issue a Performance Bank Guarantee (PBG)/FDR/Demand Draft for the amount equal to 4% of the successful bid in the form of Account Payee Demand Draft, Fixed Deposit Receipt from a Commercial Bank, Bank Guarantee (including e-Bank Guarantee) or online payment in acceptable form from any of the commercial banks in favor of Pay & Accounts Officer, Department of Revenue, Ministry of Finance payable at New Delhi. which may be withdrawn after 60 days of completion of contractual obligations of that particular work.
10.	Last Date and time for submission of bids	The password protected PDF version of the bid proposals would be called via email or GeM on or before 25.11.2026 (12:00 noon).
11.	Date of Opening of bid proposals	Technical Proposal opening date: 26.11.2026 (12 noon) Technical presentation date: 30.11.2026 (12 noon) Financial Bid opening date: 02.12.2026 (12 noon)
12.	Bid validity	120 days from the date of submission of Bid.
13.	Bid documents	Bidders must submit their bids in line with requirements mentioned in this TENDER.
14.	Signing of Empanelment Agreement	To be informed later
15.	Address for Communication	Deputy Director (Admin), Financial Intelligence Unit - India, Department of Revenue, Ministry of Finance [6th Floor, Tower II, Jeevan Bharti Building, Connaught Place, New Delhi - 110001] Phone 011-23463639 Email: dydirector-25@fiuindia.gov.in

Annexure-IV

Financial Bid Format

Name of Tender/Work: Engagement of Event Management Company (EMC) for organising meetings/events under India's Hosting of Egmont Working & Regional Group Meetings 2027

Tender Reference No.:

I/We, (Name of Company/Firm), hereby submit our Financial Bid mentioning final rates after discount on the ceiling rates prescribed in the MEA empanelment agreement and lowest rates for individual items not covered under MEA ceiling rates, for all items/services covered under the scope of work.

I/We confirm that the rates arrived are inclusive of all applicable taxes, duties, levies and charges except GST and that no conditional rebate or alternative financial proposal has been submitted.

I/We further confirm that the Financial Bid shall remain valid for the period stipulated in the tender document and shall be binding upon us.

Signature of Authorized Signatory:

Name:

Designation:

Name of Company/Firm:

(Company Seal)

Date:

Place:

Annexure-V

Tender Acceptance Letter

(To be furnished on Company Letter Head)

Date:

To

The Financial Intelligence Unit – India
Department of Revenue
Ministry of Finance
Government of India
New Delhi

Subject: Acceptance of Terms & Conditions of Tender – Engagement of EMC for Hosting of Egmont Working & Regional Group Meetings 2027

Tender Reference No.:

Name of Tender/Work: Engagement of Event Management Company for organising meetings/events under Egmont Working & Regional Group Meetings 2027

Sir/Madam,

1. I/We hereby acknowledge receipt of the Tender Document(s) issued by the Financial Intelligence Unit - India (FIU- IND), Ministry of Finance, Department of Revenue for the above-mentioned work.
2. I/We certify that I/We have carefully read and understood all the terms and conditions of the tender documents, including annexures, scope of work, schedules and other provisions forming part of the tender, and agree to abide by the same in their entirety.
3. I/We confirm that all corrigenda/clarifications issued by FIU- IND from time to time have been duly taken into account while submitting the Financial Bid.
4. I/We hereby unconditionally accept all the terms and conditions of the tender document(s) and agree to perform the services in accordance therewith.
5. I/We declare that our firm/company is not blacklisted or debarred by any Central/State Government Department, Ministry, Public Sector Undertaking or statutory authority.
6. I/We further certify that all information furnished by us in connection with the tender is true and correct. In case any information is found to be false, incorrect or misleading, FIU- IND shall be at liberty to reject the bid or terminate the contract without prejudice to any other rights available under law.

Yours faithfully,

(Signature of Authorized Signatory)

Name:

Designation:

For and on behalf of: (Company/Firm Name)

(Company Seal)

Annexure-VI

Authority letter

(To be furnished on Company Letter Head)

Date:

To,

The Financial Intelligence Unit – India
Department of Revenue
Ministry of Finance
Government of India
New Delhi

Subject: Authority Letter authorizing the signatory for submission of Bid – Hosting of Egmont Working and Regional Group Meetings 2027.

Sir/Madam,

With reference to the Limited Tender Enquiry issued by the Financial Intelligence Unit - India (FIU - IND), Ministry of Finance, Department of Revenue, Government of India for engagement of an Event Management Company (EMC) for organising meetings and events under Egmont Working & Regional Group Meetings 2027, we hereby authorize Mr./Ms._____ to act as the authorized signatory on behalf of M/s._____ (Name of Company/Firm)

1. Mr./Ms. _is hereby authorized to represent the company/firm for the purpose of participating in the above-mentioned tender process and to sign, submit and execute all documents including the Bid, declarations, undertakings and related correspondence.
2. All acts, deeds and documents executed by the above authorized signatory in connection with the said tender shall be binding on the company/firm.
3. This authorization shall remain valid for the entire duration of the tender process and subsequent engagement, if awarded.

Yours faithfully,
(Signature of Authorized Signatory)
Name:
Designation:
For and on behalf of: (Company/Firm Name)
(Company Seal)

Annexure-VII

"No conflict of Interest" Certificate

(To be furnished on Company Letter Head and duly signed by the Authorized Signatory)

"I/We hereby certify that I/we are not engaged with any third party or organization which may give rise to a Conflict of Interest in relation to the services to be provided for the conduct of meetings/events under Egmont Working & Regional Group Meetings 2027, being organised by the Financial Intelligence Unit - India (FIU- IND), Ministry of Finance, Department of Revenue, Government of India.

I/We further undertake that, during the currency of the assignment, if any situation of conflict of interest arises or is likely to arise, the same shall be promptly disclosed in writing to the Financial Intelligence Unit - India (FIU- IND), Ministry of Finance, Department of Revenue for appropriate decision.

This certificate is issued in compliance with the terms and conditions of the Limited Tender Enquiry for engagement of Event Management Company for Hosting of Egmont Working & Regional Group Meetings 2027 related meetings and events."

(Seal and Signature of Authorized Signatory of the Event Management Company)

Name:

Designation:

Date:

ANNEXURE VIII

COVER LETTER FOR BID

(To be submitted on the letter head of the bidder)

To
Deputy Director (Admin.)
Financial Intelligence Unit - India,
Department of Revenue,
Ministry of Finance
6th Floor, Tower-2,
Jeevan Bharti Building
Connaught Place, New Delhi - 110001

Subject:

Sir,

We, the undersigned, offer to provide services with reference to your Tender (TENDER) dated <insert date> and our Proposal. We are hereby submitting our Technical and Financial Proposal as part of this TENDER requirement.

We hereby declare that all the information and statements made in this Proposal are true and accept that any misinterpretation contained in it may lead to our disqualification.

We agree to abide by all the terms and conditions of this TENDER document. We would hold the terms of our proposal valid for the number of days as stipulated in the TENDER document.

By submitting the proposal, we acknowledge that we have carefully read all the sections of this tender document including all forms, schedules, and appendices hereto, and are fully informed to all existing conditions and limitations. We also acknowledge that the company agrees with terms and conditions of the tender and the procedure for bidding, evaluation, and selection.

We confirm that information contained in this response or any part thereof, including documents and instruments delivered or to be delivered to FIU-IND, are true, accurate, verifiable, and complete.

We fully understand and agree that on verification, if any of the information provided here is found to be misleading the evaluation process or result in undue favours to our company in evaluation process, we are liable to be dismissed from the selection process or termination of the contract with FIU-IND, Ministry of Finance, Department of Revenue.

We understand that you are not bound to accept any bid that you may receive. It is hereby confirmed that I/We are entitled to act on behalf of our corporation/company/firm/organization and empowered to sign this document as well as such other documents, which may be required in this connection.

Yours sincerely,

On behalf of [bidder's name]
Authorized Signature [In full and initials]:
Name & Title of signatory:
Name of Firm:
Address:
Seal/Stamp of bidder:
Place,
Date:

ANNEXURE IX

Organisation Profile

S. No.	Particulars	Details
1.	Name of Bidder	
2.	Legal status of Bidder (Company, Pvt. Ltd., Ltd., LLP, etc.)	
3.	Bidder's Indian company of registration	
4.	Incorporation Details (Incorporation / Registration date and number)	
5.	Date of Empanelment with MEA and its validity	
6.	GSTN number	
7.	PAN	
8.	Registered address (In country of Registration)	
9.	Areas of business of the Bidder	
11.	Primary Contact Person (Name, Designation, address, mobile number,email)	
12.	Secondary Contact Person (Name, Designation, address, mobile number,email)	

On behalf of [bidder's name]
Authorized Signature[In full and initials]:
Name & Title of signatory:
Name of Firm:
Address:
Seal/Stamp of bidder:
Place:

Annexure X

Format for Financial Bid Covering letter

To
Deputy Director (Admin.)
Financial Intelligence Unit - India,
Department of Revenue,
Ministry of Finance
6th Floor, Tower-2,
Jeevan Bharti Building
Connaught Place, New Delhi - 110001

Sir,

The undersigned, on behalf of [give the name of bidder], offer to provide the services for [Insert title of Assignment] in accordance with your Tender dated [Insert Date] and our Proposal. We are hereby submitting our financial proposal.

a. We confirm that all the rates mentioned in our bid are in accordance with the terms as specified in this TENDER. All the rates and other terms and conditions of this Bid are valid for the entire duration of the contract.

b. We hereby confirm that all taxes other than GST has been included in the prices of individual items mentioned in the Financial Bid.

c. We are not submitting any assumptions or conditions with our financial proposal as it is all inclusive proposal (excluding GST). FIU- IND reserves the right to reject our proposal in case of any discrepancy or conditions found with our proposal.

d. FIU-IND, MOF, DoR shall only pay GST as per actual and on submission of proof of GST payment. The price is payable in local currency i.e. Indian Rupees.

e. We declare that our Bid Price is for the entire scope of the work as specified in the detailed TENDER document. Our bid prices are mentioned in the submitted Financial Bid.

f. Our Financial Bid shall be binding upon us subject to expiration of the validity period of the Proposal.

g. We understand that you are not bound to accept any proposal you receive. We hereby declare that our bid is made in good faith, without collusion or fraud and the information contained in the bid is true and correct to the best of our knowledge and belief.

h. The financial bid is submitted herewith as per the format given in this tender for financial bid.

On behalf of [bidder's name]
Authorized Signature [In full and initials]:
Name & Title of signatory:
Name of Firm:
Address:
Seal/Stamp of bidder:
Place,
Date**:**

Annexure-XI

Welcome Reception

S No	Element	Qty	Unit	Days	One time/ per day	Rate	Amount (INR)	Remarks
1	**Fabrication**							
	Construction of wooden stage with multilevel riser and appropriate pergo finished floor as per artist requirement (32' x 16')	512	sqft	1	one time			
	Customised Backdrop as per design Size 8' x 10'	2	nos.	1	one time			
	Green Rooms for Artist with accessories	6	nos.	1	one time			
	Flower Décor	300	sqft	1	per day			
	Signage and Branding	1000	sqft	1	per day			
	Q Managers	10	nos	1	per day			
	Camera Raisers with Carpet (6' x 6') x 2 Qty	72	nos	1	per day			
	Multi level console (24' x 8')	192	sqft	1	per day			
	Console masking Flex	144	sqft	1	per day			
	LED riser Size 30' x 4' x 4' (Main Stage LED)	120	sqft	1	per day			
2	**Video**							
	LED Screen Size 16' x 10'	160	sqft	1	per day			
	Processor for LED Wall	1	nos.	1	per day			
	Watchout Server	1	nos.	1	per day			
	Full HD Switcher	2	nos.	1	per day			
	Scan Convertor	2	nos.	1	per day			
	Laptop Computer Core i5	3	nos.	1	per day			
	Digital Still Photography	2	nos.	1	per day			
	Digital Video Photography	2	nos.	1	per day			
	Video MCU for integration of camera feeds and content sharing	4	nos.	1	per day			
	Earphone (For Talk Back)	4	nos.	1	per day			
	Video Jockey	1	nos.	1	per day			

3	**Sound**							
	PA Systems (All in one linear Array)	4	nos.	1	per day			
	Delay Speaker	10	nos.	1	per day			
	Cordless Hand Held Mike	10	nos.	1	per day			
	Amplification system	4	nos.	1	per day			
	Audio Mixer	1	nos.	1	per day			
	Audio-video distribution box	10	nos.	1	per day			
	Technician for Sound	5	nos.	1	per day			
	Earphone (For Talk Back)	6	nos.	1	per day			
	Tech Rider (Will depend on the Artist)			1	per day			
4	**Lights**							
	LED Pars	150	nos.	1	per day			
	LED Battons	10	nos.	1	per day			
	Sharpie	10	nos.	1	per day			
	Nick NRG Wash	10	nos.	1	per day			
	Audience Blinder	2	nos.	1	per day			
	Programming board (4 channels)	4	nos.	1	per day			
	Dimmer	5	nos.	1	per day			
	Truss	200	nos.	1	per day			
	Light Technician	5	nos.	1	per day			
5	**Genset**							
	UPS Power (125 KVA)	3	nos.	1	per day			
	Power Distribution	1	Lumsum	1	per day			
6	**Manpower**							
	Emcee	1	nos.	1	per day			
	Ushers	12	nos.	1	per day			

7	**Artists**							
	Live Band							5pcs band
	DJ							
8	**Permissions / NOC**							
	PPL, IPRS , Novex , Police Permission							
	Sub Total							

Meeting Halls (Setup)

Element	Meeting Style/ Setup	Qty	Unit	No of Halls	Days	One time/ per day	Rate	Amount (INR)	Remarks
EGS Room	15-20 Pax Board Room Set up								
Laptop		1	Nos	1	5	Per Day			
B/W Printer		1	Nos	1	5	Per Day			
MFP (Scanner/copier/Printer)		1	Nos	1	5	Per Day			
Photocopier (Heavy Duty) B/W		1	Nos	1	5	Per Day			
Photocopier (Heavy Duty) Colour		1	Nos	1	5	Per Day			
Shredder		2	Nos	1	5	Per Day			
Office stationery				1	5				
Paper Rim		5							
Pencil		20							
Pens		10							
Eraser		10							
Glue sticks / Cello tape / pins / binder clips		10							
L File folders		20							
Plug Points		20	Nos	1	5	Per Day			
Secretariat Assistants		2	Nos	1	5	Per Day			
Logistics Meeting / EC Meeting/Europe-II RG	50 Pax Double U Shape								
PA System		1	Nos	1	5	Per Day			
Audio Mixer		1	Nos	1	5	Per Day			
Microphone		25	Nos	1	5	Per Day			
Laptop for Projector		1	Nos	1	5	Per Day			
Remote Clicker		1	Nos	1	5	Per Day			
Nameplates/ Tent Card		100	Nos	1		One time			
Digital Still Photography		1	nos.	1	4	per day			
Digital Audio Recording		1	nos.	1	2	per day			
AV Console Masking	16ft x 4ft	1	Sqft	1	5	Perday			
Hall Assistants		2	Nos	1	4	Per Day			
PTZ Camera		4	Nos	1	5	Per Day			
UPS 62 KVA		1	Nos	1	5	per day			

LED Screen (16ft x 9ft)		1	Nos	1	4	Per Day			
Led Riser (16ft x 4ft)		1	Sqft	1	4	Per Day			
Full HD Switcher		1	Nos	1	4	Perday			
Scan Convertor		1	Nos	1	4	Perday			
Video Conference meeting set up				1	2	per day			
IT Professionals Meeting/ IEWG/WCA RG	**100 pax - Double U Shape (404A &404B)**								
Screen for Head table		**2**	Nos	**1**	**3**				
PA System		3	Nos	1	3	Per Day			
Audio Mixer		1	Nos	1	3	Per Day			
Push to Talk Table Mics (Integrated with Camera System)		65	Nos	1	3	Per Day			
Laptop for LED Screen		2	Nos	1	3	Per Day			
Remote Clicker		1	Nos	1	3	Per Day			
LED Screen (16ft x 9ft)		3	Nos	1	3	Per Day			
Led Riser (16ft x 4ft)		3	Sqft	1	3	Per Day			
Full HD Switcher		1	Nos	1	3	Perday			
Scan Convertor		1	Nos	1	3	Perday			
Nameplates/Tent Cards		150	Nos	1		One time			
Digital Still Photography		1	nos.	1	3	per day			
Digital Audio Recording		1	nos.	1	3	per day			
AV Console Masking	16ft x 4ft	1	Sqft	1	3	Perday			
Hall Assistants		2	Nos	1	3	Per Day			
PTZ Camera		4	Nos	1	3	Per Day			
UPS 62 KVA		1	Nos	1	3	per day			
Earphone - SI		30	Nos	1	1	Per Day			
Simultaneous interpretation sound proof cabin, in conformity with ISO Standards,		1	Nos	1	1	Per Day			
Infra-Red Interpretation		1	NOs	1	1	Per Day			
Display Monitors for viewing in each interpretation booth		1	Nos	1	1	Per Day			
Interpreter (French-English-French)		2	Nos	1	1	Per Day			
IEWG Project Side Meetings/ MSCWG/Americas RG	**50-80 Pax Double U Style (401+402)**								

PA System		2	Nos	1	3	Per Day			
Audio Mixer		1	Nos	1	3	Per Day			
Push to Talk Table Mics (Integrated with Camera System)		45	Nos	1	3	Per Day			
Laptop for LED Screen		2	Nos	1	3	Per Day			
Remote Clicker		1	Nos	1	3	Per Day			
LED Screen (16ft x 9ft)		3	Nos	1	3	Per Day			
Led Riser (16ft x 4ft)		3	Sqft	1	3	Per Day			
Full HD Switcher		1	Nos	1	3	Perday			
Scan Convertor		1	Nos	1	3	Perday			
Nameplates/Tent Cards		80	Nos	1	1	Perday			
PTZ Camera		4	Nos	1	3	Per Day			
Digital Still Photography		1	Nos	1	3	per day			
Digital Audio Recording		1	Nos	1	3	per day			
AV Console Masking	16ft x 4ft	1	Sqft	1	3	Perday			
Hall Assistants		2	Nos	1	3	Per Day			
UPS 62 KVA		1	Nos	1	3	per day			
Earphone - SI		50	Nos	1	1	Per Day			
Simultaneous interpretation sound proof cabin, in conformity with ISO Standards,		1	Nos	1	1	Per Day			
Infra-Red Interpretation		1	NOs	1	1	Per Day			
Display Monitors for viewing in each interpretation booth		1	Nos	1	1	Per Day			
Interpreter (Spanish-English-Spanish)		2	Nos	1	1	Per Day			
Bilateral Meeting Rooms	15 Pax - Board Room Setup								
Hall Assistants		2	Nos	1	3	Per Day			
(WG) Meetings (Full day) PPWG +Europe I/TATWG+APRG	60-90 persons (Double U-shape with Head table for 6) - (304, 305)								
PA System		3	Nos	2	2	Per Day			
Audio Mixer		1	Nos	2	2	Per Day			

Push to Talk Table Mics (Integrated with Camera System)		50	Nos	2	2	Per Day			
Laptop for LED Screen		2	Nos	2	2	Per Day			
Remote Clicker		1	Nos	2	2	Per Day			
LED Screen (20ft x10ft)		3	Nos	2	2	Per Day			
Led Riser (20ft x 4ft)		3	Sqft	2	2	Per Day			
Full HD Switcher		1	Nos	2	2	Perday			
Scan Convertor		1	Nos	2	2	Perday			
Extension boards for each table		100	Nos	2	3	Perday			
Nameplates		90	Nos	2	2	Perday			
Digital Still Photography		1	Nos	2	2	per day			
Digital Audio Recording		2	Nos	2	2	per day			
Gimble for event coverage		1	Nos	2	2	per day			
AV Console Masking	16ft x 4ft	1	Sqft	2	2	Perday			
Hall Assistants		2	Nos	2	2	Per Day			
PTZ Camera		4	Nos	2	2	Per Day			
UPS 62 KVA		1	Nos	2	2	per day			
Egmont Regional Group (RG) Meetings (afternoon)	ESA 20 Pax Double U Setup (403)								
PA System		1	Nos	1	1	Per Day			
Audio Mixer		1	Nos	1	1	Per Day			
Microphone		10	Nos	1	1	Per Day			
Laptop for Projector		1	Nos	1	1	Per Day			
Remote Clicker		1	Nos	1	1	Per Day			
Nameplates		20	Nos	1	1	Perday			
Digital Still Photography		1	Nos	1	1	per day			
Digital Audio Recording		1	Nos	1	1	per day			
AV Console Masking	12ft x 4ft	1	Sqft	1	1	Perday			
Hall Assistants		2	Nos	1	1	Per Day			
MOU Signing Room / Eurasia RG /	**Single U set up - 1 day**								
Screen Wall Mounted	65 inch	1	Nos	1	3	Per Day			

Wooden Backdrop for Mounting of Screen	10' x 8'	1	Sqft	1	3	One Time			
Laptop		1	Nos	1	3	Per Day			
PA System		1	Nos	1	1	Per Day			
Audio Mixer		1	Nos	1	1	Per Day			
Microphone		10	Nos	1	1	Per Day			
Remote Clicker		1	Nos	1	1	Per Day			
Nameplates		20	Nos	1	1	Perday			
Digital Still Photography		1	Nos	1	3	per day			
Digital Audio Recording		1	Nos	1	1	per day			
AV Console Masking	12ft x 4ft	1	Sqft	1	1	Perday			
Hall Assistants		2	Nos	1	3	Per Day			
VVIP/Dignitaries Lounge (5F Lounge)	15 pax								
Sofa Double Seater (For VIPs) (full upholstery)		6	Nos		4	Per Day			
Centre Table		3	Nos		4	Per Day			
FIU - India Secretariat (202)	Board Room Setup								
Laptop		2	Nos	1	5	Per Day			
B/W Printer		1	Nos	1	5	Per Day			
MFP (Scanner/copier/Printer)		1	Nos	1	5	Per Day			
Photocopier (Heavy Duty) B/W		1	Nos	1	5	Per Day			
Photocopier (Heavy Duty) Colour		1	Nos	1	5	Per Day			
Shredder Heavy Duty		1	Nos	1	5	Per Day			
Basic office stationery				1	5				
Plug Points		20	Nos	1	5	Per Day			
Secretariat Assistants		4	Nos	1	5	Per Day			
ECOFEL ROOM (303)	Board Room Setup								
Laptop		1	Nos	1	3	Per Day			
Remote Clicker		1	Nos	1	3	Per Day			
Plug Points		5	Nos	1	3	Per Day			
Secretariat Assistants		1	Nos	1	3	Per Day			
Networking Cost					5	LS			
HDD for audio recordings		1	Nos	1	3				

Power									
Green Genset - 125KVA for 10 Hour Shift		7	Nos	1	5	Per Day			
Power Distribution						LS			
Sub Total									

* Please note Internet would be provided by Yashobhoomi

Gala Dinner

S No	Element	Qty	Unit	Days	One time/ per day	Rate	Amount (INR)	Remarks
1	**Fabrication**							
	Construction of wooden stage with multilevel riser and appropriate Pergo finished floor as per artist requirement (60' x 30')	1800	sqft	1	one time			
	Customised 3D Backdrop as per design Size 60' x 10'	1	nos.	1	one time			
	Green Rooms for Artist with accessories	6	nos.	1	one time			
	Flower Décor	500		1	per day			
	Signage and Branding	1000	sqft	1	per day			
	Q Managers	50	nos	1	per day			
	Carpet Loop Pile at Enterance (400' x 10')	4000	sqft	1	onetime			
	Camera Raisers with Carpet (6 ' x6')	3	nos	1	per day			
	Multi level console (24' x 8')	192	sqft	1	per day			
	Console masking Flex	144	sqft	1	per day			
	LED riser Size 40' x 4' x 2' (Qty 2)	320	sqft	1	per day			
2	**Video**							
	LED Screen 2.6mm Size 60' x 16' - Stage	960	sqft	1	per day			
	Processor for LED Wall	2	nos.	1	per day			
	Watchout Server	1	nos.	1	per day			
	Full HD Switcher	1	nos.	1	per day			
	Scan Convertor	1	nos.	1	per day			
	Laptop Computer Core i5	3	nos.	1	per day			
	Digital Still Photography	2	nos.	1	per day			
	Digital Video Photography	3	nos.	1	per day			
	Gimble for event coverage	1	nos.	1	per day			
	Video MCU for integration of camera feeds and content sharing	4	nos.	1	per day			
	Earphone (For Talk Back)	4	nos.	1	per day			
	Video Jockey	1	nos.	1	per day			

3	**Sound**							
	Sound System (Dual Stack) for 650 pax	8	nos.	1	per day			
	Delay Speaker	10	nos.	1	per day			
	Amplification System	6	nos.	1	per day			
	Cordless Hand Held Mike	8	nos.	1	per day			
	Foot Mikes	10	nos.	1	per day			
	Cordless Mics on Stand	10	nos.	1	per day			
	Podium Mics	2	nos.	1	per day			
	Audio Mixer - Digico	1	nos.	1	per day			
	Audio-video distribution box	10	nos.	1	per day			
	Technician for Sound	8	nos.	1	per day			
	Earphone (For Talk Back)	6	nos.	1	per day			
4	**Lights**							
	LED Pars	150	nos.	1	per day			
	LED Battons	20	nos.	1	per day			
	Sharpie	36	nos.	1	per day			
	Nick NRG Wash	36	nos.	1	per day			
	Audience Blinder	4	nos.	1	per day			
	Programming board (4 channels)	4	nos.	1	per day			
	Dimmer	10	nos.	1	per day			
	T - Truss	10	nos.	1	per day			
	Box Truss for Stage	376	RFT	1	per day			
	Light Technician	6	nos.	1	per day			
5	**Genset**							
	UPS 125 KVA	3	nos.	1	per day			
	UPS 125 KVA (For Rehearsals)	2	nos.	1	per day			
6	**Manpower**							
	Emcee	1	nos.	1	per day			
	Ushers	10	nos.	1	per day			
7	**Artist**							
	Dance troupe : 30 mins Performance (50 - 60 dancers composition)							
	Instrumental Artist - 6 pcs Band							

8	**Permissions**							
	DCP Permissions							
	Traffic permission							
	PPL / Novex / IPRS License							
	Sub Total							

Inauguration

S No	Element	Qty	Unit	Days	One time/ per day	Rate	Amount (INR)	Remarks
1	**Fabrication**							
	Construction of wooden stage with multilevel riser and appropriate Pergo finished floor as per artist requirement (60' x 30')	1800	sqft	1	one time			
	Backdrop as per design Size 60' x 10'	1	nos.	1	one time			
	Green Rooms for Artist with accessories	6	nos.	1	one time			
	Flower Décor	500		1	per day			
	Signage and Branding	1000	sqft	1	per day			
	Q Managers	50	nos	1	per day			
	Carpet Loop Pile at Enterance (200' x 10')	2000	sqft	1	onetime			
	Camera Raisers with Carpet (6 ' x6')	3	nos	1	per day			
	Multi level console (24' x 8')	192	sqft	1	per day			
	Console masking Flex	144	sqft	1	per day			
	LED riser Size 20' x 4' x 2' (Qty 2)	160	sqft	1	per day			
2	**Video**							
	LED Screen 2.6mm Size 20' x 10' - Stage	400	sqft	1	per day			
	Processor for LED Wall	2	nos.	1	per day			
	Watchout Server	1	nos.	1	per day			
	Full HD Switcher	1	nos.	1	per day			
	Scan Convertor	1	nos.	1	per day			
	Laptop Computer Core i5	3	nos.	1	per day			
	Digital Still Photography	2	nos.	1	per day			
	Digital Video Photography with Mixer	3	nos.	1	per day			
	Video MCU for integration of camera feeds and content sharing	1	nos.	1	per day			
	Earphone (For Talk Back)	4	nos.	1	per day			
	Video Jockey	1	nos.	1	per day			
3	**Sound**							

	Sound System (Dual Stack) for 650 pax	8	nos.	1	per day			
	Delay Speaker	10	nos.	1	per day			
	Amplification System	6	nos.	1	per day			
	Cordless Hand Held Mike	8	nos.	1	per day			
	Podium Mics	4	nos.	1	per day			
	Audio Mixer - Digico	1	nos.	1	per day			
	Audio-video distribution box	10	nos.	1	per day			
	Technician for Sound	8	nos.	1	per day			
	Earphone (For Talk Back)	6	nos.	1	per day			
4	**Furniture**							
	Sofa for VIPs	20	nos.	1	per day			
	Coffee table	10	nos.	1	per day			
	Stage wooden Arm Chairs	10	nos.	1	per day			
	Coffee table for stage	5	nos.	1	per day			
5	**Lights**							
	LED Pars	100	nos.	1	per day			
	LED Battons	20	nos.	1	per day			
	Sharpie	12	nos.	1	per day			
	Nick NRG Wash	12	nos.	1	per day			
	Audience Blinder	4	nos.	1	per day			
	Programming board (4 channels)	4	nos.	1	per day			
	Dimmer	10	nos.	1	per day			
	T - Truss	6	nos.	1	per day			
	Box Truss for Stage	376	RFT	1	per day			
	Light Technician	6	nos.	1	per day			
6	**Genset**							
	UPS 125 KVA	3	nos.	1	per day			
	UPS 125 KVA (For Reharsals)	2	nos.	1	per day			

7	**Manpower**							
	Emcee	1	nos.	1	per day			
	Ushers	10	nos.	1	per day			
	Sub Total							

LOGISTICS & TRANSPORT

Element	Qty	Unit	Days	One time/ per day	Rate	Amount (INR)	Remarks
Airport Facilitation Desk							
Rental Charges for Space payable to GMR	1	Nos	2	Per Day			
Desk with Backdrop	1	Nos	2	One Time			
Assistants at Airport (24 Hours Basis) (4 Ushers per 12hrs)	8	Nos	2	Per Day			
Daily Shuttle Service							
Shuttle Services (Hotel - Venue - Hotel)							Toll and parking will be charged as per actuals
Volvo Bus (35 Seater) - 1 shift of 16 hours - 120 Km	15	Nos	4	Per Day			
Coaster 1 shift of 16 hours - 120 Km	2	Nos	4	Per Day			
Assistants in the Bus	17	Nos	4	Per Day			
Extra KM	1	Nos	1	Per Day			
Extra Hour	1	Nos	1	Per Day			
Innova or equivalent at Yashobhoomi 4 cars (16 hrs shift)	4	Nos	4	Per Day			
Local Sight Seeing							
Guides (English & French Speaking)	1	Nos	1	Per Day			
Guides (English & Spanish Speaking)	1	Nos	1	Per Day			
Guides (English)	12	Nos	1	Per Day			
Guides Portable Speaker with mics	14	Nos	1	Per Day			
Local sight seeing in Delhi							
Safdarganj Tomb- Humanyu Tomb- Museum - Sundar Nursery							
Sub Total							

Other Services

	Element	Qty	Unit	Days	One time/ per day	Rate	Amount (INR)	Remarks
	Collaterals with branding							
	Delegate Bags	550	Nos	1	OneTime			
	Diary	550	Nos	1	OneTime			
	Pens	550	Nos	1	OneTime			
	Delegate Souvenior / Memorabilia	550	Nos	1	OneTime			Upto : Rs.1500
	Shawl for Inauguration	10	Nos	1	OneTime			Upto : Rs.10000
	Souvenir (For Minister/VVIP) with branding	20	Nos	1	OneTime			Upto : Rs.20000
	Souvenir for VIPs	50	Nos	1	OneTime			Upto : Rs.5000
	Customised Invitation Cards	100						
	Registration							
	Printed PVC Badges	600	Nos	1	One Time			
	Printed Lanyards	600	Nos	1	One Time			
	Colour Printer (Badge Printing)	3	Nos	4	Per Day			
	Laptops	5	Nos	4	Per Day			
	Assistants at Desk	10	Nos	4	Per Day			
	Que Managers	10	Nos	1	Per Day			
	QR Code Scanners/Mobile devices compatible with Cvent meeting management software	12	Nos	4	Per Day			
	Plug Points	30	Nos	4	Per Day			

	Assistants	10	Nos	5	Per Day			
	Clearcomms/ Walkitalkies	20	Nos	5	Per Day			
	Branding for the entire event venue (Including Backdrop, Directional Signages etc of different sizes)	15000	sqft	1	OneTime			
	Digital Screens	10	Nos	5	Per Day			
	Flower Arrangements For All Days				LS			
	Fire tender as per requirement for obtaining permissions.							
	Ambulance with essential facilities and staff as per the international protocol.							
	Sub Total							

Grand Total of All Services	Rs.

Note:-

*The buyer can increase or decrease the contract quantity or contract duration up to 25 percent at the time of issue of the contract.

* All Hall Assistant to be English speaking
* All printers/copier etc to be wifi enabled
* Assistants will be used in halls as per requirement
* Dedicated technical person needed to look after Audio/Video/Technical issues
* Audio recordings of all meetings to be submitted in Hard Drive

Annexure-XII

TECHNICAL EVALUATION CRITERIA FOR QCBS: -

SL. No.	Parameter Criteria	Marking Criteria	Maximum Marks
1	Execution of International or multilateral events/meetings attended by HOS/Minister with 300+ delegates and foreign participants in the last 3 financial years.	a) At least two such events successfully executed – 15 Marks b) More than two events successfully executed – 5 Marks for each additional event	30
2	Execution of Meetings attended by HOS/Minister at large convention complexes, such as Yashobhoomi (IICC) or Bharat Mandapam	(a)At least two such meetings successfully executed – 15 Marks b) More than two events successfully executed – 5 Marks for each additional event	30
3	Technical Presentation (Only those EMCs securing a minimum of 15 marks each under Criteria 1 and 2 above shall be eligible to participate in the Technical Presentation.)	A) Conceptualisation and Execution Plan – 40 Marks • Event plan and timeline • Registration, accreditation and security coordination • Transport and protocol • AV, interpretation, hybrid setup and IT • Hospitality, social programme and branding • Risk management and contingency ▪ Innovation, creativity, and value-added features proposed for the event.	40

Remarks: -

1. Bidder securing less than 15 marks in each serial no. 1 and 2 will be rejected and shall not be eligible to participate in Technical Presentation. **The bidders have to provide sufficient evidence to fulfill the criterias 1 & 2.**
2. Bidder securing less than 20 marks in serial no. 3 will be rejected and shall not be eligible to opening of Financial Bid.

Annexure-XIII

POWER OF ATTORNEY

(On Stamp Paper of relevant value)

Know all men by these presents, we.....(name of the company and address of the registered office) do hereby appoint and authorize Mr / Ms.....(full name and residential address) who is presently employed with us and holding the position of.....as our attorney, to do in our name and on our behalf, all such acts, deeds and things necessary in connection with or incidental to our bid document for this project, in response to the

< tender no > invited by the FIU - IND including signing and submission of all documents and providing information / responses to FIU - IND in all matters in connection with our bid.

We hereby agree to ratify all acts, deeds and things lawfully done by our said attorney pursuant to this Power of Attorney and that all acts, deeds, and things done by our aforesaid attorney shall and shall always be deemed to have been done by us.

Dated this.....day of.....2026

For

(Signature)

(Name, Designation and Address):

Accepted

(Signature)

(Name, Title and Address of the Attorney) Date:

Note:

a. The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executants and when it is so required the same should be under common seal affixed in accordance with the required procedure.

b. Also, wherever required, the bidder should submit for verification the extract of the charter documents and documents such as a resolution / power of attorney in favour of the person executing this Power of Attorney for the delegation of power hereunder on behalf of the bidder.

c. In case the bid is signed by an authorized Director / Proprietor of the bidder, a certified copy of the appropriate resolution / document conveying such authority may be enclosed in lieu of the Power of Attorney.

Annexure-XIV

Proforma of Undertaking to execute work at item-wise quoted rate

(to be submitted on letter head of the EMC)

Date: Tender No.

It is hereby solemnly affirmed that if I/We (Name of Event Management Company) am/are selected for the EMC Service, I/We (Name of Event Management company) shall work at the rate for each item of the BOQ quoted by our company.

(Name of EMC).

Authorized Signatory

Signature Name & Seal.

Annexure - XV

Details of Manpower

Sl No	Name & Designation	Date of appointment in the Current Company	Professional Qualification	Details of Projects/works handled	Brief C.V.
1					
2					
3					

Annexure-XVI

Agreement between Selected EMC and FIU-INDIA

FILE NO. 1/1/2026-Admn.

GOVERNMENT OF INDIA
MINISTRY OF FINANCE
DEPARTMENT OF REVENUE
FINANCIAL INTELLIGENCE UNIT-INDIA



AGREEMENT FOR PROVIDING EVENT MANAGEMENT SERVICES FOR EGMONT WORKING AND REGIONAL GROUP MEETINGS TO BE HELD IN NEW DELHI

BETWEEN

FINANCIAL INTELLIGENCE UNIT- INDIA,
MINISTRY OF FINANCE, Department of Revenue
AND
M/S

This Agreement is executed in New Delhi on _____day of _____2026 between the President of India, acting through the Deputy Director (Admin), Financial Intelligence Unit - India, Ministry of Finance, Department of Revenue, Government of India, New Delhi (hereinafter referred to as the 'FIU-IND') which expression shall include designated officers of the Financial Intelligence Unit-India, Ministry of Finance, Department of Revenue, Government of India

AND

M/s. (COMPANY NAME), a company registered under Companies Act having its registered office at **(COMPANY ADDRESS)** (herein referred to as the 'Event Management Company' which expression shall include its executors, administrators, representatives, assigns and successors).

Whereas the FIU-IND has agreed to engage the Event Management Company for Meetings/ events scheduled to be held as the executing company for the works assigned on the terms and conditions as are laid down in this Agreement.

NOW IT IS AGREED BY AND BETWEEN THE PARTIES HERETO AS FOLLOWS:

1.GENERAL

1.1. The Event Management Company undertakes to set up and provide the services, details of which, in general, are described along with objects as under.

1.2. The events will involve several works out of which the Event Management Company shall provide the personnel, equipment and services etc. on terms and conditions given in para 1.3 of this agreement which shall form integral part of the Agreement.

1.3. The main objects of the Agreement is as below:

Broad Scope of Work and Services:

The selected Event Management Companies, inter-alia, will be responsible for Organizing Conferences/Meetings whose scope shall include Event Management, Conceptualizing, Designing, Branding, Execution of works at the site, including exterior and interior decoration, development of site infrastructure, services, collaterals, general ambience etc. details of which are broadly as follows:

1. Pre-Event Planning and Coordination

- Preparation of a comprehensive Event Management Plan, detailed venue layouts, movement plans, risk mitigation strategies, and contingency plans.
- Conduct of site inspections and joint coordination meetings with FIU-IND, venue authorities, hotel management, transport company, and other relevant stakeholders.
- Deployment of a dedicated Project Manager and establishment of a fully functional Event Control Room at the venue for overall execution and real-time coordination.

2. Venue Management and Event Operations

- Complete venue management for all official events, including registration areas, help desks, stage management, venue branding, signage, floral decor, green rooms, holding areas and coordination with venue authorities.
- Installation, operation and timely dismantling of all event-related infrastructure and temporary setups.
- Arrangement of artists and performers for cultural programs included in the event.

3. Delegate Registration and Hospitality

- End-to-end delegate registration and accreditation management, including online/onsite registration portals, QR code-based seamless check-in systems, badge printing, help desks, and VIP facilitation.
- Design, procurement, assembly, and distribution of premium delegate kits, badges, conference materials, stationery, information literature, and official souvenirs/gifts.

4. Audio-Visual, IT, and Technical Support

Provision, installation, operation, testing, and maintenance of high-grade audio-visual equipment, conference systems, simultaneous interpretation systems including setting up of interpreter booths and providing appropriately trained simultaneous/consecutive interpreters in different languages for the event, sound proof room, with A/V, headset for audience etc., LED displays, presentation control systems, high-speed internet connectivity, Wi-Fi networks, printing facilities, and continuous technical support with adequate backup power/equipment redundancy.

5. Branding, Printing, and Event Collaterals

- Design, production, installation, and post-event removal of all official event branding, signage, stage backdrops, digital displays, country identifiers, standees, invitations, and other printed collaterals as approved by FIU-IND.

6. Management of Official Events

- Complete event management services for all scheduled functions, including Welcome reception, Inauguration session, meeting Sessions, Gala Dinner, Cultural Programs and the City Tour.
- Comprehensive support covering stage management, hospitality, guest management, cultural performances, photography, videography, and logistical coordination.

7. Transportation and Logistics

- End-to-end transport management for delegates and dignitaries, including hotel-to-venue movements and excursion logistics for the City Tour.
- Deployment of professional transport coordinators equipped with real-time fleet monitoring tools and contingency vehicles to ensure seamless transit.

8. Protocol and Hospitality Services

- Deployment of protocol assistance staff, multilingual hospitality executives, ushers, trained volunteers, airport facilitation desks, VIP escorts and dedicated guest assistance personnel throughout the duration of the event.

9. Photography, Videography, and Documentation

- Professional high-definition photography and videography. Audio recordings of the meetings and submission of all raw and processed digital content to FIU-IND.

10. Manpower Deployment

- Deployment of highly qualified and experienced personnel, including Event Director, Project Manager, venue managers, technical leads, registration personnel, protocol officers, hospitality executives, logistics coordinators, transport supervisors, electricians, and support staff required for smooth execution.

11. Safety, Security, and Emergency Support

- Close coordination with security company and venue authorities for access control, crowd management, emergency response protocols, medical assistance, fire safety measures, uninterrupted power backup, and implementation of approved contingency plans.

12. General Responsibilities

- The EMC shall provide all required manpower, equipment, consumables, logistics, supervision, and ancillary services necessary for the successful execution of the event.
- The EMC shall work in close coordination with FIU-IND and other designated company, strictly complying with statutory requirements, security protocols.
- Any additional services incidental to the successful conduct of the event, though not explicitly mentioned herein, shall be deemed included within the scope of work without additional financial implications, unless specifically approved by FIU-IND.

13. City Tour (Delhi) Excursion Arrangements

- The EMC shall be fully responsible for all guide services, and transportation arrangements for officials and delegates during the Delhi City Tour. The buses for venue and hotels are to be used to the extent possible.
- The EMC shall bear the cost of all monument/site entrance tickets and access fees for officials and delegates during the tours.
- Provision of certified, professional multilingual tour guides for the entire duration of the city tour.

14. Miscellaneous Arrangements

- The EMC shall arrange simultaneous interpretation systems, registration helpdesks, inauguration-related setups (including lamp lighting, floral arrangements, bouquets), airport facilitation desks, stage decor, public address systems, VVIP lounge setup, access control systems, power backup, event control room and required helpdesks, waiting/prayer rooms, and a fully equipped medical room with first-aid facilities.
- The EMC shall also curate and provide official delegate kits, stationery, and premium commemorative gifts.

The above-mentioned activities are not exhaustive. Depending upon circumstances additions/modifications are expected. Designated nodal officer from the Financial Intelligence Unit - India, Department of Revenue, Ministry of Finance would forward the required information to the nodal officer of the engaged Event Management Company.

Bidders shall be mindful of the fact that services/items provided during the events shall be of the highest quality/standards befitting the stature of events.

2. APPROVED COST OF THE PROJECT

2.1. Cost projected by the Event Management Company for any event will be in accordance with the elements to be utilized by FIU-IND.

2.2. Notwithstanding anything in Clause 2.1, the following shall always be taken into consideration to arrive at correct Meaning of the provisions:

i. Only GST will be paid by the FIU-IND under the prevailing laws on the quoted rates

ii. Transport, food & Accommodation of EMC personnel is the responsibility of the EMC during Recce/advance visits and actual event. Transportation charges is not admissible for any event.

iii. Payment of non-BOQ items will be based on due justification of necessity and rate reasonability of the said element along with submission of third-party bills. EMC is required to submit a prior intimation regarding such usage of non-BOQ elements along with the associated costs.

2.3. (i) The Event Management Company agrees to supply personnel, equipment and other services as directed by the Ministry through its designated officers and official communication.

(ii) Installation, commissioning and trial run (one day prior to event) may be required to be undertaken by the Event Management Company to the full satisfaction of the FIU-IND and no charges/rent will be payable for the services /equipment provided for the same.

2.4. Access to premises/venue, described below will be provided by the FIU-IND to the Event Management Company as follows:

i. Access to Yashobhoomi, its several rooms and halls;

ii. Access to the airport for facilitation of Delegates by Event Management Company.

3. SUPPLY OF EQUIPMENT

3.1. The details of equipment, to be supplied for the events: The Event Management Company will arrange its commissioning as directed by FIU-IND. In the event of FIU-IND requisitioning supply of any equipment, in addition to the equipment covered by this contract or making any changes in the specification in the existing list, a separate schedule for supply would be worked out for the additional/ changed equipment. However, the Event Management Company should anticipate all materials, machinery; equipment needed for the organization of the Meetings and shall bring it to the notice of the FIU-IND well in advance with its costing. The Ministry shall consider the advice and work out a schedule of its supply or otherwise. The Event Management Company shall not express his inability to supply any equipment required for the success of the event.

3.2. All the items, mentioned in BoQ, ordered and procured by the Event Management Company from sources of manufacturers/suppliers will be based on their reputation and quality requirements.

3.3. The jobs involving branding, printing and signage at venue will be as per standards and directions of FIU - IND. Graphics and design work will be the responsibility of the Event Management Company.

3.4. The EMC shall appoint coordinators for airport facilitation, printing, signage, arrangements at the venue, as agreed mutually between FIU-IND and EMC. EMC's representative shall be available whenever summoned by designated officer of FIU- IND.

3.5. EMCs should envisage all the manpower/personnel/associated accessories required for functional/operational requirement of equipment to organize an event as per the instructions received from the Nodal officer appointed by FIU-IND.

4. PERSONNEL

4.1. The Event Management Company shall provide the personnel as mentioned in BoQ. They should be well trained, educated, presentable and well-versed in Protocol and event management activities. They shall bear themselves with decorum, discipline and decency. Personnel found wanting in the necessary attributes shall be replaced by the Event Management Company on the directions of the FIU-IND immediately without hesitation/reconsideration.

4.2. The EMCs shall be responsible for compliance with all laws including labour laws. In no event shall FIU-IND be liable for any liability towards the personnel employed by the event management company. In case any personnel brings any claim against the FIU-IND, the event management company shall indemnify the FIU-IND of the legal and other cost.

4.3. The EMC is responsible to produce antecedent verification/Police Clearance Certificates for all deployed manpower prior to the event.

5. Method of awarding work

5.1. The Bids shall be invited only from the MEA's empanelled Event Management Companies (EMCs). Evaluation of Bids shall be done under quality-cum-cost based system (QCBS). Under this system, the Technical Proposal, i.e. Annexure-XII, shall be allotted weightage of 30% while the Financial Proposal shall be allotted the weightage of 70%. The vendor scoring the highest combined score will be awarded the work.

(a) **Technical Evaluation**: The selection committee appointed by FIU-IND will carry out the technical evaluation of proposals based on the evaluation criteria and points system enclosed as Annexure XII. The financial bids of EMCs that qualify in technical evaluation will be opened.

(b) **Financial Evaluation**: In the financial bid the EMCs shall quote their respective final rate after discount **on the items covered under ceiling rates** prescribed in the MEA empanelment agreement and the absolute rates for items not covered under MEA rates as indicated in the scope of work.

(c) Composite Bid Evaluation Methodology

The vendor scoring the highest combined score of the technical proposal and the financial bid will be awarded the work, as per the methodology given below:

(d) Normalization of technical bid scores

The EMC with highest technical marks would be taken as the base / reference for arriving at Technical Score for each technically qualified EMC. The Technical Score for the EMC with highest Technical Marks (out of 100) would be taken as 30 and the Technical Score for other technically qualified EMC will be scaled proportionally. The following example illustrates the proposed methodology for arriving at Technical Score of the EMC**:**

Proposal	Technical Marks (Assumed)	Technical Score Calculation	Technical Score
A	96 / 100	30*96 / 96	**30.00**
B	90 / 100	30*90 / 96	**28.13**
C	70 / 100	30*70 / 96	**21.88**

(e) Normalization of financial bid scores

The minimum quoted price among the technically qualified bids will be taken as base/reference rate for arriving at the evaluated marks for each qualified EMC. The evaluated marks for the lowest priced EMC in Price Bid shall be 70. The following example illustrates the proposed methodology for arriving at the Financial Score of the EMC:

Proposal	Quoted rate (assumed)	Financial Score
A	INR 12 Cr	70*08/12 = 46.67
B	INR 10 Cr	70*08/10 = 56.00
C	INR 08 Cr	70*08/08 = 70.00

The sum of the normalized Technical Score and the normalized Financial Score as detailed above shall be the Total score for the EMC. The EMC with the highest Total Score shall be awarded the work.

5.2 The work shall be awarded to a single company for the entire scope of work. The scope shall not be split between companies. No conditional rebates or alternative financial proposals shall be accepted

6. Payment Terms & Schedule

6.1. EMC is required to raise the invoices within 30 days after the successful completion of work. The work and invoice should be certified by the designated event officer/concerned user division/Department. Any deviation from awarded work should be properly documented and prior intimation/approval of the designated event officer/concerned user division/Department of such deviations must be included in the invoice. Payment will be done as soon as possible after due scrutiny of invoice and certification by FIU-IND subject to availability of funds. Further, bills so presented by EMC may be subject to scrutiny/verification by staff of FIU-IND. The bills/claims shall be further subject to scrutiny of Pay & Accounts Office, Department of Revenue, Ministry of Finance, New Delhi.

6.2. The charges for set-up and dismantling of the event venue will not be charged separately. EMCs will be paid only for the event days. However, if setup is requested for functional reasons 24-48 hours before event, approval of competent authority will be taken and payment will be made accordingly. For items, that are charged per day basis only.

6.3. A one-time advance payment of maximum of thirty percent (30%) of the contract value for allocated event(s) can be made by the FIU-IND, after signing of the contract, based on submission of bank guarantee of 110% of the said advance amount by the Company and remaining 70% will be released after further scrutiny of the bills and assessing the correct and final amount payable by

FIU-IND after the completion of the event. No interest/damages shall be claimed by EMCs for delayed payment.

6.4. Transport, food & Accommodation of EMC personnel is the responsibility of the EMC during Recce /advance visits and actual event. Transportation charges is not admissible for any event anywhere in India.

6.5. Payment of non-BOQ items will be based on due justification of necessity and rate reasonability of the said element along with submission of third-party bills. EMC is required to submit a prior intimation regarding such usage of non-BOQ elements along with the associated costs.

6.6. GST shall be payable by FIU-IND as per actual and on submission of proof of GST payment. GST will not be payable for exempted items.

6.7. Payment will be done through ECS and subject to applicable deductions/penalties as defined in TENDER.

7. Termination of contract

7.1. FIU - IND may issue Termination Notice to EMC provided that before issuing of such notice, FIU – IND shall inform EMC of intention to terminate and grant one week period to make a representation, and may after the expiry of one week period, whether or not it is in receipt of such representation, FIU – IND in its sole discretion to issue the termination notice. Final decision by FIU-IND will be taken after due consideration of their representation. The contract may be terminated along with forfeiture of all PBGs under the following circumstances:

a. FIU - IND is of the opinion that there has been such event of default on the part of the EMC which would make it necessary to terminate this contract, which may include failure on the part of the EMC to respect any of its commitments/obligations under this contract.

b. The EMC has failed to commence the provision of Services without any lawful reason under the conditions of this contract.

c. In the event that personnel and/or services as per the scope of work under the contract with FIU-IND is not found acceptable by FIU-IND.

d. The EMC has neglected or failed to observe and perform all or any of the terms under this Contract to be observed and performed by it.

e. The EMC has acted in any manner to the detrimental interest, reputation, dignity, name,or prestige of FIU-IND.

f. The EMC has been declared insolvent/bankrupt.

g. The EMC has refused to organize the events and fails to provide services in any event without prior approval of FIU-IND. This will be treated as breach of contract and action to black list the company and other legal action may also be taken in such cases including forfeiture of all BGs.

h. Bills submitted fraudulently such as increasing the quantity of items than used, inclusion of items which are not utilized, increasing the dimensions of the items used, deliberately reducing quality of items/services, variation in number of installations etc. by EMC after concluding the meeting may attract the termination of contract. Further, FIU-IND may take punitive action against the company under relevant law/rules.

i. Any other lapses on the part of EMC warranting action /termination.

8. Consequences of Termination

a. FIU - IND shall have the right to carry out the unexecuted portion of work either by itself or through selecting other company. In the event of termination of this contract, FIU - IND shall be entitled to impose any such obligations and conditions and issue any

clarifications as may be necessary to ensure an efficient transition and effective business continuity which the selected bidder shall be obliged to comply with.

b. FIU-IND, DoR, MOF may take possession of the works and all deliverables of the selected bidder and use or employ the same for completion of the work or employ any other selected bidder or other person or persons to complete the work. The selected bidder shall not in any way object or interrupt or do any act, matter, or thing to prevent or hinder such actions, other Company or other persons employed for completing and finishing or using such deliverables.

c. When the contract is terminated by FIU-IND for all or any of the reasons mentioned above, the selected bidder shall not have any right to claim compensation on account of such termination.

9. Liquidated Damages and Compensation Clause

9.1. The appointed Company shall perform its obligations in a professional manner. In case of delay in execution of the assigned work to the company, FIU-IND may impose penalty as per the performance matrix detailed below:

Sl. No	Problem	Penalty
1	Non-functioning of AV equipments	5-10% of the value of work awarded
2	Poor quality/deviation of equipments/collateral items	3-5% of the value of work awarded
3	Poor quality of branding	3-5% of the value of work awarded
4	Late completion of the setup	1% per hour of the value of work awarded with overall maximum 10% of the same.
5	Inappropriate behavior of EMC personnel	3% of the value of work awarded
6	Refusal to do the work	10% of the value of work awarded and forfeiture of PBGs.
7	Late submission of bills related to events i.e. after 30 days of the successful completion of work	0.5% of the value of the work awarded per week /PART OF WEEK of delay
8	Variance/Deviation from work awarded	5% of the contract value of work awarded
9	Delayed removal of waste from the site/venue after completion of event	10% of the contract value of work awarded

9.2. **The maximum amount of penalty which shall be recovered would be subject to a maximum of 10% of value of the work awarded except as at Sl. No. 6 above. If the delay is beyond stipulated time/ refusal of work, then FIU – IND, may annul the project and shall be free to get it done from other company at the risk and costs of the appointed company. FIU-IND,** may debar and blacklist these company for applying in its future events for a period of 3 years from the date of default.

The performance evaluation will be done on basis of:

a. Timely mobilization of resources

b. Preparation of venue and meeting set up in accordance with the timelines indicated

c. On site validation and evaluation by designated officials of products used

d. Production of certificate of quality if so desired by officials

e. Manpower support and efficient coordination with **FIU – IND,**

9.3. **Compensation Clause**: FIU-IND**,** reserves the right to claim compensation to cover its losses for organizing rest of the events at higher rate in case of non-performance or EMC rendering services which are not at par, leading to termination of contract. FIU-IND, may also recover the extra expenses that need to be borne by FIU-IND, in case a new EMC/any company has to be hired at a higher rate in case of non-performance of EMC.

9.4. **Price Variation:** In the event of lowering of government levies after the finalization of the contract, the selected bidder shall automatically pass on the benefits to FIU-IND and in the event of increasing of government levies after the finalization of agreement; FIU- IND shall consider the case on merit and the pro-rata benefits to the selected bidder if full reference with documentary evidence is submitted. The decision of FIU- IND in this regard shall be final.

9.5. **Fall Clause:** If the rate contract holder reduces its price or sells or even offers to sell the rate contracted services following conditions of sale similar to those of the rate contract, at a price lower than the rate contract price, to any person or organization in GoI during the currency of the rate contract, the rate contract price will be automatically reduced with effect from that date for all the subsequent supplies under the rate contract and the rate contract amended accordingly.

9.6. In case the Meetings/events are cancelled or postponed due to any reason, no claims shall be made by the Event Management Company on the FIU-IND except on specific items delivered to the FIU-IND its written directions. The payment for supplies would be made for only for the actual days of event.

10. Confidentiality and Security

i. The selected bidder and their personnel will not, either during the term or after expiration of this contract, disclose any proprietary or confidential information relating to the services, contract or business or operations of FIU-IND or its clients without the prior written consent of FIU-IND. A formal Non-Disclosure Agreement (NDA) will be signed to this effect as per Annexure II of this TENDER.

ii. The selected bidder will ensure that no information about the software / hardware/ policies of FIU-IND etc. is taken out in any form including electronic form or otherwise, by the manpower posted by them.

iii. Additionally, the selected bidder shall keep confidential all the proprietary details and information regarding the event.

iv. FIU-IND shall retain all rights to prevent, stop and if required take the necessary punitive action against the selected bidder regarding any forbidden disclosure.

v. For the avoidance of doubt, it is expressly clarified that the aforesaid provisions shall not apply to the following information:

   a. information already available in the public domain.

   b. information received from a third party who had the right to disclose the aforesaid information

   c. information disclosed to the public pursuant to a court order

vi. Any handover of the confidential information needs to be maintained in a list, containing at the very minimum the name of provider, recipient, date of generation of the data, date of handing over of data, mode of information, purpose, and signatures of both parties.

vii. Notwithstanding anything to the contrary mentioned herein above, the selected bidder shall have the right to share the work order provided to it by FIU-IND in relation to this Agreement, with its prospective purchasers solely for the purpose of and with the intent to evidence and support its work experience under this Agreement.

11. Fraud and Corrupt Practices

a. The bidder and their respective officers, employees, agents and advisers shall observe the highest standard of ethics at all times during the selection process. Notwithstanding anything to the contrary contained in this TENDER, FIU-IND shall reject a bid without being liable in any manner. Whatsoever to the bidder, if FIU-IND determines that the bidder has, directly or indirectly or through an agent, engaged in corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice (collectively the "prohibited practices") in the selection process. In such an event, FIU-IND shall, without prejudice to its any other rights or remedies, forfeit and appropriate PG, as the case may be, genuine pre- estimated compensation and damages payable to FIU – IND for, inter alia, time, cost and effort of FIU-IND in regard to the TENDER, including consideration and evaluation of such bidder's bid. The decision of FIU-IND in this regard shall prevail.

b. Without prejudice to the rights of FIU-IND under the above sections other clauses and the rights and remedies which FIU-IND may have under the Letter of Intent (LoI) or the contract/ work order, if a bidder is found by FIU-IND to have directly or indirectly or through an agent, engaged or indulged in any prohibited practices during the selection process, or after the issue of the LoI/TENDER or the execution of the contract/ work order, such bidders shall not be eligible to participate in any tender or TENDER issued by FIU-IND for a minimum period of 3 (three) years from the date such bidder is found by FIU-IND to have directly or indirectly or through an agent, engaged or indulged in any prohibited practices, as the case may be.

c. For the purposes of this section, the following terms shall have the meaning hereinafter respectively assigned to them:

    i. "Corrupt practice" means the offering, giving, receiving or soliciting, directly or indirectly, of anything of value to influence the action of any person connected with the selection process (for avoidance of doubt, offering of employment to or employing or engaging in any manner whatsoever, directly or indirectly, any official of FIU-IND and/or his/her relative/dependent (as defined in Companies Act 2013 and other relevant rules) , who is or has been associated in any manner, directly or indirectly with the selection process before or after the execution thereof, at any time prior to the expiry of one year from the date such official resigns or retires from or otherwise ceases to be in the service of FIU-IND, shall be deemed to constitute influencing the actions of a person connected with the selection process); or engaging in any manner whatsoever, whether during the selection process or after the execution of the contract/ work order, as the case may be, any person in respect of any matter relating to the project or the contract/ work order, who at any time has been or is a legal, financial or technical consultant / adviser of FIU-IND in relation to any matter concerning the project

    ii. "Fraudulent practice" Means a misrepresentation or omission of facts of disclosure of incomplete facts, in order to influence the selection process.

    iii. "Coercive practice" Means impairing or harming or threatening to impair or harm, directly or indirectly, any persons or property to influence any person's participation or action in the selection process.

    iv. "Undesirable practice" Means establishing contact with any person connected with or employed or engaged by FIU-IND with the objective of canvassing, lobbying or in any manner influencing or attempting to influence the selection process; or having a conflict of interest; and

    v. "Restrictive practice" Means forming a cartel or arriving at any understanding or arrangement among bidders with the objective of restricting or manipulating a full and fair competition in the selection process.

12. Licenses and Rights to use FIU-IND name and contents

12.1. FIU - IND does hereby grant to the Company a limited non-exclusive license to use the Event name and FIU-IND name solely in connection with the preparations, programmes and management of the events, provided the Company complies with the terms and conditions contained in this Agreement.

a. The selected bidder shall not use the name of their own company in any official communication or promotional material pertaining to the event, either before, during or after the event without prior written approval of FIU-IND.

b. The selected bidder shall not use the names and the song/video/jingles for any event or purpose other than the said event.

c. The authority of the selected bidder to use the FIU- IND content commences upon the effective date of this Agreement and terminates upon the expiration of the term of this Agreement or upon termination of this Agreement, whichever shall occur first.

d. The selected bidder shall not sublicense, transfer or assign the use of FIU-IND contents to any person or entity without the prior consent of the FIU - IND.

13. Force Majeure

13.1 Definition

As used in this Agreement, the expression "Force Majeure" or "Force Majeure Event" shall Mean occurrence in India of any or all events as defined in Clauses 13.2, if it affects the performance by the Party claiming the benefit of Force Majeure (the "Affected Party") of its obligations under this Agreement and which act or event (a) is beyond the reasonable control of the Affected Party, and (b) the Affected Party could not have prevented or overcome by exercise of due diligence and following Good Industry Practice, and (c) has Material Adverse Effect on the Affected Party.

13.2. Events

Events shall Mean one or more of the following acts or events:

a. act of God, epidemic, extremely adverse weather conditions, lightning, earthquake, landslide, cyclone, flood, volcanic eruption, chemical or radioactive contamination or ionising radiation, fire or explosion (to the extent of contamination or radiation or fire or explosion originating from a source external to the Site);

b. strikes or boycotts (other than those involving the EMCs or their respective employees/representatives, or attributable to any act or omission of any of them) interrupting supplies and services to the Project for a continuous period of 24 (twenty-four) hours.

c. any judgement or order of any court of competent jurisdiction or statutory authority made against the EMCs in any proceedings for reasons other than (i) failure of the EMCs to comply with any Applicable Law or Applicable Permit, or (ii) on account of breach of any Applicable Law or Applicable Permit or of any contract, or (iii) enforcement of this Agreement, or (iv) exercise of any of its rights under this Agreement by the Authority;

d. any event or circumstances of a nature analogous to any of the foregoing.

13.3. Duty to report Force Majeure Event

13.3.1 Upon occurrence of a Force Majeure Event, the Affected Party shall by written notice report such occurrence to the other Party forthwith. Any notice pursuant hereto shall include full particulars of :-

a. the nature and extent of each Force Majeure Event which is the subject of any claim for relief under this Clause 13 with evidence in support thereof;

b. the estimated duration and the effect or probable effect which such Force Majeure Event is having or will have on the Affected Party's performance of its obligations under this Agreement;

c. the Measures which the Affected Party is taking or proposes to take for alleviating the impact of such Force Majeure Event; and

d. any other information relevant to the Affected Party's claim.

13.3.2 The Affected Party shall not be entitled to any relief for or in respect of a Force Majeure Event unless it shall have notified the other Party of the occurrence of the Force Majeure Event as soon as reasonably practicable, and in any event no later than 10 (ten) days after the Affected Party knew, or ought reasonably to have known, of its occurrence, and shall have given particulars of the probable material effect that the Force Majeure Event is likely to have on the performance of its obligations under this Agreement.

13.3.3 For so long as the Affected Party continues to claim to be affected by such Force Majeure Event, it shall provide the other Party with regular (and not less than weekly) reports containing information as required by Clause 13.3.1, and such other information as the other Party may reasonably request the Affected Party to provide.

13.4. Effect of Force Majeure Event on the Agreement

13.4.1 Upon the occurrence of any Force Majeure

a. prior to the Appointed Date (refers to a specific date in a contract that may be impacted by an unavoidable, unforeseen event), both Parties shall bear their respective Force Majeure Costs.

b. after the Appointed Date, the costs incurred and attributable to such event and directly relating to this Agreement (the "Force Majeure costs") shall be allocated and paid as follows:

i. upon occurrence of an event, the Parties shall bear their respective Force Majeure costs and neither Party shall be required to pay to the other Party any costs thereof; For the avoidance of doubt, Force Majeure costs may include costs directly attributable to the Force Majeure Event, but shall not include debt repayment obligations, if any, of the EMCs.

13.4.2 Save and except as expressly provided in this clause 8, neither Party shall be liable in any manner whatsoever to the other Party in respect of any loss, damage, cost, expense, claims, demands and proceedings relating to or arising out of occurrence or existence of any Force Majeure Event or exercise of any right pursuant hereto.

13.5. Dispute resolution

13.5.1 In the event that the Parties are unable to agree in good faith about the occurrence or existence of a Force Majeure Event, such Dispute shall be finally settled in accordance with the Dispute Resolution Procedure; provided that the burden of proof as to the occurrence or existence of such Force Majeure Event shall be upon the Party claiming relief and/ or excuse on account of such Force Majeure Event.

14. Indemnification & limitation of liability

14.1 General indemnity

The EMCs shall indemnify, defend, save and hold harmless the Authority and its officers, servants, agents, Government Instrumentalities and Government owned and/or controlled entities/enterprises, (the "Authority Indemnified Persons") against any and all suits, proceedings, actions, demands and third party claims for any loss, damage, cost and expense of whatever kind and nature, whether arising out of any breach by the EMCs of any of its obligations under this Agreement or from any negligence under the Agreement, including any errors or deficiencies in the design documents, or tort or on any other ground whatsoever, except to the extent that any

such suits, proceedings, actions, demands and claims have arisen due to any negligent act or omission, or breach or default of this Agreement on the part of the Authority Indemnified Persons.

14.2. Indemnity by the EMCs

14.2.1. The EMCs shall fully indemnify, hold harmless and defend the Authority and the Authority Indemnified Persons from and against any and all loss and/or damages arising out of or with respect to:

a. failure of the EMCs to comply with Applicable Laws and Applicable Permits;

b. payment of taxes required to be made by the EMCs in respect of the income or other taxes of the suppliers and representatives; or

c. non-payment of amounts due as a result of Materials or services furnished to the EMCs which are payable by the EMCs.

14.2.2. The EMCs shall fully indemnify, hold harmless and defend the Authority Indemnified Persons from and against any and all suits, proceedings, actions, claims, demands, liabilities and damages which the Authority Indemnified Persons may hereafter suffer, or pay by reason of any demands, claims, suits or proceedings arising out of claims of infringement of any domestic or foreign patent rights, copyrights or other Intellectual Property, proprietary or confidentiality rights with respect to any materials, information, design or process used by the EMCs in performing the EMC's obligations or in any way incorporated in or related to the Project. If in any such suit, action, claim or proceedings, a temporary restraint order or preliminary injunction is granted, the EMCs shall make every reasonable effort, by giving a satisfactory bond or otherwise, to secure the revocation or suspension of the injunction or restraint order. If, in any such suit, action, claim or proceedings, the Project, or any part thereof or comprised therein, is held to constitute an infringement and its use is permanently enjoined, the EMCs shall promptly make every reasonable effort to secure for the Authority a licence, at no cost to the Authority, authorising continued use of the infringing work. If the EMCs is unable to secure such licence within a reasonable time, the EMCs shall, at its own expense, and without impairing the Specifications and Standards, either replace the affected work, or part, or process thereof with no infringing work or part or process, or modify the same so that it becomes non-infringing.

14.3. Defence of claims

14.3.1. The Indemnified Party shall have the right, but not the obligation, to contest, defend and litigate any claim, action, suit or proceeding by any third party alleged or asserted against such Party in respect of, resulting from, related to or arising out of any matter for which it is entitled to be indemnified hereunder, and reasonable costs and expenses thereof shall be indemnified by the Indemnifying Party. If the Indemnifying Party acknowledges in writing its obligation to indemnify the Indemnified Party in respect of loss to the full extent provided by this Agreement, the Indemnifying Party shall be entitled, at its option, to assume and control the defence of such claim, action, suit or proceeding, liabilities, payments and obligations at its expense and through the counsel of its choice; provided it gives prompt notice of its intention to do so to the Indemnified Party and reimburses the Indemnified Party for the reasonable cost and expenses incurred by the Indemnified Party prior to the assumption by the Indemnifying Party of such defence. The Indemnifying Party shall not be entitled to settle or compromise any claim, demand, action, suit or proceeding without the prior written consent of the Indemnified Party, unless the Indemnifying Party provides such security to the Indemnified Party as shall be reasonably required by the Indemnified Party to secure the loss to be indemnified hereunder to the extent so compromised or settled.

14.3.2. If the Indemnifying Party has exercised its rights under Clause 14.3, the Indemnified Party shall not be entitled to settle or compromise any claim, action, suit or proceeding without the prior written consent of the Indemnifying Party (which consent shall not be unreasonably withheld or delayed)

14.3.3. If the Indemnifying Party exercises its rights under Clause 14.3, the Indemnified Party shall nevertheless have the right to employ its own counsel, and such counsel may participate in such

action, but the fees and expenses of such counsel shall be at the expense of the Indemnified Party, when and as incurred, unless:

a. the employment of counsel by such party has been authorised in writing by the Indemnifying Party;

b. the Indemnified Party shall have reasonably concluded that there may be a conflict of interest between the Indemnifying Party and the Indemnified Party in the conduct of the defence of such action;

c. the Indemnifying Party shall not, in fact, have employed independent counsel reasonably satisfactory to the Indemnified Party, to assume the defence of such action and shall have been so notified by the Indemnified Party; or

d. the Indemnified Party shall have reasonably concluded and specifically notified the Indemnifying Party either:

   i. that there may be specific defences available to it which are different from or additional to those available to the Indemnifying Party; or

   ii. that such claim, action, suit or proceeding involves or could have a material adverse effect upon it beyond the scope of this Agreement:

Provided that if Sub-clauses (b), (c) or (d) of this Clause14.3.3 shall be applicable, the counsel for the Indemnified Party shall have the right to direct the defence of such claim, demand, action, suit or proceeding on behalf of the Indemnified Party, and the reasonable fees and disbursements of such counsel shall constitute legal or other expenses hereunder.

14.3.4. No consequential claims

Notwithstanding anything to the contrary contained in this clause 14, the indemnities herein provided shall not include any claim or recovery in respect of any cost, expense, loss or damage of an indirect, incidental or consequential nature, including loss of profit, except as expressly provided in this Agreement.

14.3.5. Survival on Termination

The provisions of this Clause 7 shall survive Termination.

15. INSTALLATION

The FIU-IND, DoR, MoF shall undertake inspection of the equipment and services to be provided by the Event Management Company. The result of this inspection by the FIU-IND shall be final and binding on the Event Management Company.

16. PERFORMANCE GUARANTEE

16.1. The Event Management Company will issue a Performance Bank Guarantee (PBG)/FDR/Demand Draft for the amount equal to 4% of the successful bid. only in the form of Account Payee Demand Draft, Fixed Deposit Receipt from a Commercial Bank, Bank Guarantee (including e-Bank Guarantee) or online payment in acceptable form from any of the commercial banks in favor of Pay & Accounts Officer, Department of Revenue, Ministry of Finance payable at New Delhi, which may be withdrawn after 60 days of completion of contractual obligations of that particular work.

16.2. The selected bidder shall be responsible for extending the validity date and claim period of the PBG. FIU-IND shall invoke the performance guarantee in case the selected bidder fails to discharge their contractual obligations during the period. The delay in return of PBG shall not attract any interest or damages.

16.3. In the event that the performance of the Event Management Company is found to be unsatisfactory or for a breach of terms & conditions of this agreement, in addition to the other remedies available, FIU-IND reserves the right to cancel the appointment of Event Management Company and en-

cash the Performance Guarantee of the Event Management Company in its favour. No claims will be made by the Event Management Company on the FIU-IND in that case.

17. Signing of agreement

17.1 After FIU-IND notifies the successful EMCs that its proposal has been accepted, an agreement (attached at Annexure XVI) will be signed between FIU-IND and selected EMC on same terms and conditions as stipulated in the agreement

17.2 The engagement shall be effective from the date of its signing of contract for the full period of contract unless terminated before.

17.3 Joint Venture/Consortium

17.3.1. Joint venture/Consortium (an association of several persons, firms or companies) is not allowed for this agreement.

17.3.2. Sub-contracting under this contract will not be allowed. If sub-contracting comes to the notice of FIU-IND, punitive action will be taken under extant rules/laws.

17.3.3. The EMC represents and warrants that all services performed under this work order shall be of professional quality conforming to stature of events conducted by FIU-IND.

18. ARBITRATION

i. Guidelines issued by Department of Expenditure's OM No. F.1/2/2024-PPD dated 03 June 2024 will be followed for dispute resolution.

ii. In case any dispute between the Parties, does not settle by negotiation, the same may be resolved exclusively by arbitration and such dispute may be submitted by either party for arbitration. Arbitration shall be held in New Delhi and conducted in accordance with the provisions of Arbitration and Conciliation Act, 1996, and the Arbitration & Conciliation Amendment Act (2015) as amended up to date or any statutory modification or re-enactment thereof. Each Party to the dispute shall appoint one arbitrator each and the two appointed arbitrators shall appoint the third arbitrator who shall act as the presiding arbitrator.

iii. The "Arbitration Notice" should accurately set out the disputes between the parties, the intention of the aggrieved party to refer such disputes to arbitration as provided herein, the name of the person it seeks to appoint as an arbitrator with a request to the other party to appoint its arbitrator within 45 days from receipt of the notice. All notices by one party to the other in connection with the arbitration shall be in writing and be made as provided in this tender document.

iv. Each Party shall bear the cost of preparing and presenting its case, and the cost of arbitration, including fees and expenses of the arbitrators, shall be shared equally by the Parties unless the award otherwise provides. The Bidder shall not be entitled to suspend the Service/s or the completion of the job, pending resolution of any dispute between the Parties and shall continue to render the Service/s in accordance with the provisions of the Contract/Agreement notwithstanding the existence of any dispute between the Parties or the subsistence of any arbitration or other proceedings.

v. Any dispute arising out of or in connection with this contract, including any question regarding its existence, validity or termination, shall be referred to and finally resolved by arbitration administered by the India International Arbitration Centre ("IIAC") in accordance with the India International Arbitration Centre (Conduct of Arbitration) Regulations ("IIAC Regulations") for the time being in force, which regulations are deemed to be incorporated by reference in this clause. The Place/Seat of the arbitration shall be [New Delhi, India]. The Tribunal shall consist of three (3) arbitrators. The law governing the arbitration agreement shall be Indian Law. The language of the arbitration shall be English.

vi. As a norm, arbitration is restricted to disputes with a value of less than Rs. 10 Cr (Department of Expenditure's Office Memorandum No. F.1/2/2024-PPD dated 03.06.2024).

19. VALIDITY

The validity of the agreement will be from the date of signing of the contract and till the date of completion of the event on the same terms and conditions and mutual consent, subject to satisfactory performance by the EMCs.

20. GOVERNING LAW

The contract shall be governed by and construed according to the laws in force in India.

21. ASSIGNMENT

This contract is personal to **(COMPANY NAME),** and cannot be assigned to any third party otherwise.

IN WITNESS WHEREOF THIS AGREEMENT has been executed between the parties hereto by their authorized officers in two originals on the date and the year written above.

Signed and delivered for & on behalf of Financial Intelligence Unit - India, Department of Revenue, Ministry of Finance	**Signed and delivered for & on behalf of (Company Name)**
.... Shri Deputy Director (Admin) Financial Intelligence Unit - India, Ministry of Finance New Delhi	..... Name: Designation:

Witness

Annexure-XVII

Integrity Pact Format

INTEGRITY PACT Between Financial Intelligence Unit-India, Department of Revenue, Ministry of Finance hereinafter referred to as "The Principal," and Event Mangement Company hereinafter referred to as "The Bidder/EMC."

Preamble

The Principal intends to award contract/s for, under laid down organisational procedures, The Principal values full compliance with all relevant laws of the land, rules, regulations, economical use of resources, and fairness / transparency in its relations with its Bidder(s) and/or EMC(s).

Section 1 – Commitments of the Principal

1) The Principal commits itself to take all Measures necessary to prevent corruption and to observe the following principles: -

    a. No employee of the Principal, personally or through family members, shall in connection with the tender for, or the execution of a contract, demand, take a promise for or accept, for self or third person, any material or immaterial benefit which the person is not legally entitled to.

    b. The Principal shall treat all Bidder(s) with equity and reason during the tender process. The Principal shall, in particular, before and during the tender process, provide to all Bidder(s) the same information and shall not provide to any Bidder(s) confidential / additional information through which the Bidder(s) could obtain an advantage in the tender process or the contract execution.

    c. The Principal shall exclude from the process all known persons having conflict of interest.

2) If the Principal obtains information on the conduct of any of its employees which is a criminal offense under the IPC/PC Act, or if there be a substantive suspicion in this regard, the Principal shall inform the Chief Vigilance Officer and in addition shall initiate disciplinary proceedings.

Section 2 – Commitments of the Bidder(s)/ EMC(s)

1) The Bidder(s)/ EMC(s) commits themselves to take all measures necessary to prevent corruption. The Bidder(s)/ EMC(s) commits themselves to observe the following principles during participation in the tender process and the contract execution.

    a. The Bidder(s)/ EMC(s) shall not, directly or through any other person or firm, offer, promise, or give to any of the Principal's employees involved in the tender process or the execution of the contract or to any third person any material or other benefit which they are not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the tender process or the execution of the contract.

    b. The Bidder(s)/EMC(s) shall not enter with other Bidders into any undisclosed agreement or understanding, whether formal or informal, in violation of the Competition Act, 2002 (as amended from time to time). This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to introduce cartelisation in the tender process.

    c. The Bidder(s)/ EMC(s) shall not commit any offence under the relevant IPC/PC Act; further, the Bidder(s)/ EMC(s) shall not use improperly, for purposes of competition or personal gain, or pass on to others, any information or document provided by the Principal as part of the business relationship, regarding plans, technical proposals, and business details, including information contained or transmitted electronically.

d. The Bidder(s)/EMC(s) of foreign origin shall disclose the name and address of the Agents/representatives in India, if any. Similarly, the Bidder(s)/EMC(s) of Indian Nationality shall furnish the name and address of the foreign principals, if any. Further details, as mentioned in the "Guidelines on Indian Agents of Foreign Suppliers," shall be disclosed by the Bidder(s)/EMC(s). Further, as mentioned in the Guidelines, all the payments made to the Indian agent/representative must be in Indian Rupees only. Copy of the "Guidelines on Indian Agents of Foreign Suppliers" is placed on Annex hereto.

e. The Bidder(s)/ EMC(s) shall, when presenting their bid, disclose any and all payments made, is committed to, or intends to make to agents, brokers, or any other intermediaries in connection with the award of the contract.

f. Bidder(s) /EMC(s) who have signed the Integrity Pact shall not approach the Courts while representing the matter to IEMs and shall wait for their decision. 2) The Bidder(s)/ EMC(s) shall not instigate third persons to commit offences outlined above or be an accessory to such offences.

Section 3 - Disqualification from the tender process and exclusion from future contracts

If the Bidder(s)/EMC(s), before award or during execution, has committed a transgression through a violation of Section 2, above or in any other form such as to put their reliability or credibility in question, the Principal is entitled to disqualify the Bidder(s)/EMC(s) from the tender process or take action as per laid down procedure to debar the Bidder(s)/EMC(s) from participating in the future procurement processes of the Government of India.

Section 4 – Compensation for Damages

1) If the Principal has disqualified the Bidder(s) from the tender process before the award according to Section 3, the Principal is entitled to seize Performance Guarantee.

2) If the Principal has terminated the contract according to Section 3, or if the Principal is entitled to terminate the contract according to Section 3, the Principal shall be entitled to demand and recover from the EMC liquidated damages of the Contract value or the amount equivalent to Performance Bank Guarantee.

Section 5 – Previous transgression

1) The Bidder declares that no previous transgressions occurred in the last three years with any other Company in any country conforming to the anti-corruption approach or with any Public Sector Enterprise in India that could justify his exclusion from the tender process.

2) If the Bidder makes an incorrect statement on this subject, the Principal shall act like para 2 of Section 4 above.

Section 6 – Equal treatment of all Bidders / EMCs

a. The Principal shall enter into agreements with identical conditions as this one with all Bidders and EMCs.

b. The Principal shall disqualify from the tender process all bidders who do not sign this Pact or violate its provision

Section 7 – Criminal charges against violating Bidder(s) / EMC(s)

If the Principal obtains knowledge of the conduct of a Bidder, EMCs, or of an employee or a representative or an allied firm of a Bidder, EMCs which constitutes corruption, or if the Principal has substantive suspicion in this regard, the Principal shall inform the same to the Chief Vigilance Officer.

Section 8 – Independent External Monitor

1) The Principal shall appoint competent and credible Independent External Monitor(s) for this Pact after approval by the Central Vigilance Commission. The task of the Monitor is to review,

independently and objectively, whether and to what extent the parties comply with the obligations under this agreement.

2) The Monitor is not subject to instructions by the parties' representatives and performs their functions neutrally and independently. The Monitor would have access to all Contract documents whenever required. It shall be obligatory for them to treat the information and documents of the Bidders/EMCs as confidential. They report to the Management of the Principal.

3) The Bidder(s)/EMC(s) accepts that the Monitor has the right to access without restriction, all Project documentation of the Principal, including that provided by the EMCs. Upon their request and demonstration of a valid interest, the EMCs shall also grant the Monitor unrestricted and unconditional access to their project documentation.

4) The Monitor is under contractual obligation to treat the information and documents of the Bidder(s)/ EMC(s) with confidentiality. The Monitor has also signed declarations on 'Non-Disclosure of Confidential Information' and 'Absence of Conflict of Interest.' In case of any conflict of interest arising later, the IEM shall inform the Management of the Principal and recuse themselves from that case.

5) The Principal shall provide the Monitor with sufficient information about all meetings among the parties related to the Project, provided such meetings could impact the contractual relations between the Principal and the EMC. The parties offer the Monitor the option to participate in such meetings.

6) As soon as the Monitor notices, or believes to notice, a violation of this agreement, they shall inform the Management of the Principal and request the Management to discontinue or take corrective action or other relevant action. The Monitor can, in this regard, submit non-binding recommendations. Beyond this, the Monitor has no right to demand from the parties that they act in a specific manner, refrain from action, or tolerate action.

7) The Monitor shall submit a written report to the Management of the Principal, within 8 to 10 weeks from the date of reference or intimation to him by the Principal and, should the occasion arise, submit proposals for correcting problematic situations.

8) If the Monitor has reported to the Management of the Principal a substantiated suspicion of an offence under the relevant IPC/ PC Act, and the Management of the Principal has not, within the reasonable time, taken visible action to proceed against such offence or reported it to the Chief Vigilance Officer, the Monitor may also transmit this information directly to the Central Vigilance Commissioner.

9) The word 'Monitor' would include both singular and plural.

Section 9 – Pact Duration

This Pact begins when both parties have legally signed it. It expires on the completion of the date of the event. Any violation of the same would entail disqualifying the bidders and exclusion from future business of FIU – India.

If any claim is made / lodged during this time, the same shall be binding and continue to be valid despite the lapse of this Pact as specified above, unless it is discharged / determined by the Management of the Principal.

Section 10 – Other provisions

1) This agreement is subject to Indian Law. The place of performance and jurisdiction is the place from where the Tender/ Contract is issued.

2) Changes, supplements, and termination notices must be submitted in writing. Side agreements have not been made.

3) Should one or several provisions of this agreement turn out to be invalid, the remainder of this agreement remains valid. In this case, the parties shall strive to come to an agreement according to their original intentions.

4) Issues like Warranty / Guarantee, etc., shall be outside the purview of IEMs.

5) In the event of any contradiction between the Integrity Pact and its Annex, the Clause in the Integrity Pact shall prevail.

(For & On behalf of FIU - INDIA, MOF) (Office Seal) Place ---------- Date---------- Witness 1: (Name & Address)	(For & On behalf of the Bidder/EMC) (Office Seal) Place ---------- Date---------- Witness 1: (Name & Address