



Last Date for submission

12-03-2024 5:00 pm

Garhwal Mandal Vikas Nigam Limited

74/1 Rajpur Road, Dehradun

CIN – U31101UR1976SGC004259

Letter Number: 22.70

Date: 28/02/2024

## Expression of Interest for Wedding Management Services

### a) Introduction

GMVN invites expression of interest from qualified vendors for providing wedding management services. The purpose of this EOI is to identify potential vendors who meet our requirements and are interested in providing their services for destination weddings. GMVN aims to collaborate with experienced and reputable event management firms to ensure the seamless execution of destination weddings at our picturesque locations.

### b) Scope of Work

The selected vendor will be responsible for providing comprehensive wedding management services, including but not limited to:

- a) Event planning and coordination
- b) Catering and menu selection
- c) Décor, floral arrangements, and theming
- d) Entertainment arrangements
- e) On-site coordination and management
- f) Event photography and videography

### c) Eligibility Criteria

- a) Vendors must have prior experience of 2 years in providing wedding management services.
- b) Vendors must be registered and compliant with all relevant legal and regulatory requirements of Government of Uttarakhand.
- c) Vendors must provide references from minimum 3 previous clients.
- d) Vendor should be able to provide a one stop solution for all the activities mentioned in the scope of work.
- e) Vendor should not be blacklisted by any State Government or Central Government organisation.

### d) Terms and Conditions

- a) Vendors should provide details of the services they can provide, e.g. catering services, decorations for occasions like Haldi, Mehendi, Engagement and Wedding, flower decorations, sound systems, live music services and, photography and videography services.
- b) Vendor should provide a portfolio with pictures of various wedding events conducted by him.
- c) Vendors should be able to provide his services in any of the designated destinations provided by GMVN.
- d) Vendors need to categorize their services into 4 packages: Silver, Gold, Diamond, and Platinum and provide B2B and B2C rates for these packages with proper breakup of services.
- e) GMVN reserves the right to accept or reject any expression of interest without providing any explanation.

- f) The submission of an expression of interest does not constitute a binding contract or guarantee of future engagement.
- g) Vendors shall bear all costs associated with the preparation and submission of their expressions of interest.
- h) GMVN may engage with shortlisted vendors to negotiate terms and conditions before finalizing any contracts.
- i) The selected firm will have to deposit Rs 1.00 lakh (Rupees lakh only) as Performance Guarantee through Irrevocable Bank Guarantee/ FDR/ Cash. The check will not be valid as Performance Guarantee.
- j) Vendors must not disclose any confidential information obtained during the selection process to third parties without prior written consent from GMVN.

e) Evaluation Criteria

Submissions will be evaluated based on the following criteria:

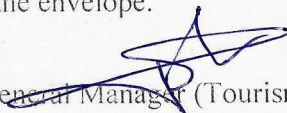
- a) Experience and track record in destination wedding management.
- b) Proposed approach and methodology for event execution.
- c) Pricing competitiveness and transparency.
- d) References and client testimonials specific to destination weddings.
- e) GMVN reserves the right to request additional information from shortlisted vendors.
- f) GMVN can select one or more vendors.
- g) GMVN reserves the right to provide work to any of the selected vendor as per the requirement of the customer.

h) Submission Guidelines

Interested firms/companies who fulfill the required qualifications can apply for Expression of Interest on the prescribed format (Annexure A) and are required to attach the documents listed below with the application (Annexure A).

- a) Attested copy of the registration of the firm/company.
- b) Attested copy of PAN of the firm/company.
- c) Attested copy of GSTIN registration of the firm/company.
- d) Attested copy of the last accounts/income tax returns of the last three years from a Chartered Accountant.
- e) Any other form considered appropriate by the applicant.
- f) The applicant firm will have to give an affidavit that it is not blacklisted by any state government or central government undertaking.

Necessary documents submitted along with the application form must be properly attached and each page must be numbered, and each document must be signed by an authorized person along with the seal/stamp of the company. The application form must be sealed in an envelope and submitted to the following address on any working day at GMVN HQ before the prescribed date. "Expression of Interest for Destination Wedding Management" must be superscribed on the top of the envelope.

  
General Manager (Tourism)  
Garhwal Mandal Vikas Nigam Ltd.  
74/1 Rajpur Road, Dehradun. 248001  
Uttarakhand

(To be printed on official stationery of the Applying Firm/ company)

To,

The Managing Director  
GMVN Ltd.  
74/1 Rajpur Road, Dehradun, 248001  
Uttarakhand

Dear Sir,

In reference to the notice published in Rashtriya Sahara News Paper on 28-02-2024 and the web site of GMVN Ltd, we wish to express our interest in applying for Wedding Management services. The necessary details of our firm are below.

- 1- Name of the applying Firm : .....
- 2- Corporate Address of the firm : .....
- 3- No. of Certificate of Registration : .....
- 4- Contact person : .....
- 5- Contact no : .....
- 6- Official Email ID. : .....
- 7- No. of years of experience : .....
- 8- Average No. of weddings/events managed in a year : .....
- 9- Reference of at least 3 clients :
  - i) Name-.....  
Contact-.....  
Value of contract-.....
  - ii) Name-.....  
Contact-.....  
Value of contract-.....
  - iii) Name-.....  
Contact-.....  
Value of contract-.....

Kindly consider our application for the wedding management services. We accept all the terms and conditions mentioned in the EOI published by GMVN Ltd.

Please find attached all the necessary documents as required.

Attachments:

- 1- Copy of Firm's registration
- 2- Copy of PAN
- 3- Copy of GSTIN
- 4- Copies of Certified final accounts/ITRs for past three years
- 5- Portfolio with pictures
- 6- Any other document/s

I certify that the information provided is true and accurate.

(Signatures)

Date:

Name & designation of authorized signatory: .....

Official Seal of the firm