



### PUBLIC/TENDER NOTICE

SR. NO.	NAME OF DEPARTMENT/BOARD/ CORP./ AUTH	NAME OF WORK/ NOTICE/ TENDER	OPENING DATE CLOSING DATE (TIME)	AMOUNT/ EMD (APPROX.) in Rupees	WEBSITE OF THE DEPARTMENT	CONTACT DETAILS/EMAIL	TENDER REF.NO / TENDER NO
I.	HARYANA TOURISM CORPORATION LIMITED	E-Tender for Hiring of agency for operation, manage smart parking system (payment through Fastag /UPI/Debit/Credit Cards/ E wallet etc) for 39th Surajkund International Crafts Mela-2026	Start Date 06.01.2026 at 11.00 A.M.  End Date 12.01.2026 at 11.00 A.M.	5.00 Lakh	<a href="http://haryanatourism.gov.in">haryanatourism.gov.in</a>	Mob:9818590913  <a href="mailto:haryanatourism@gmail.com">haryanatourism@gmail.com</a> , <a href="mailto:haryanatourism74@gmail.com">haryanatourism74@gmail.com</a>	HTC-2025/SICM/ Parking/01

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### Key Information

<b>Date of publication of tender</b>	06 <sup>th</sup> January, 2026 at 11.00 A.M.
<b>Download start date &amp; time of e-tender document</b>	06 <sup>th</sup> January, 2026 at 11.00 A.M.
<b>Tender submission end date &amp; time (Online)</b>	12 <sup>th</sup> January, 2026 at 11.00 A.M.
<b>Opening of Technical Bid (Date &amp; Time)</b>	12 <sup>th</sup> January, 2026 at 12.00 Noon
<b>Venue for opening of Tender</b>	Haryana Tourism Office SCO 17-19, Sector-17-B, Chandigarh-160017



## Schedule of Processing Fee, Tender Fee and EMD

(To be submitted Online as per the Procedure mentioned in [etenders.hry.nic.in](http://etenders.hry.nic.in))

<b>Processing Fee to be charged by NIC ( Non-refundable)</b>	<b>Rs.1000/-+ GST @18%= Rs. 1180/-</b>
<b>Tender Fee + GST @18% ( Non-refundable)</b>	<b>Rs.5000/- + GST @ 18%= Rs.5900/-</b>
<b>EMD (Refundable)</b>	<b>Rs. 5.00 Lakhs</b>

### Schedule of Reserve Price

Sr. No.	Name of Activity	Reserve price + GST (18%)
1.	Hiring of agency for operation, manage smart parking system (payment through Fastag /UPI/Debit/Credit Cards/ E wallet etc).	Rs.60,00,000/- (Rs. Sixty Lakh) + GST 18%

### Schedule for Minimum Turnover

### Schedule for Minimum Turnover and Work done

(Figures in lacs)

<b>Annual Average turnover during three financial years i.e. 2022-23, 2023-24 &amp; 2024-25</b>	<b>Experience of having successfully completed similar works during last 3 years upto 2024-25</b>		
	<b>Three similar completed works costing not less</b>	<b>Two similar completed works costing not less</b>	<b>One similar completed works costing not less</b>
<b>60.00 Lacs</b>	20.00 lacs each	30.00 lacs each	60.00 lacs



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## Information Regarding Online Payment of Tender Document, eService (Processing Fees) & EMD

1. The Bidders can download the tender documents from the Portal : <https://etenders.hry.nic.in> and <https://haryanatourism.gov.in>
2. The Bidders shall have to pay for the Tender document, EMD Fees & e-Service Fee (Processing Fees) online by using the service of secure electronic payment gateway. The secure electronic payments gateway is an online interface between contractors and online payment authorization networks. The Payment for Tender Document Fee and eService Fee (Processing Fees) can be made by eligible bidders/ contractors online directly through Debit Cards & Internet Banking Accounts and the Payment for EMD can be made online directly through RTGS / NEFT. For online payments, Home page of the e-tendering portal <https://etenders.hry.nic.in> may be referred.

Note: -

1. If the tenders are cancelled or recalled on any grounds, the tender document fees & e-service fee will not be refunded to the agency.
2. Tenders not accompanied with the prescribed EMD/Cost of Tender shall be rejected. EMD/Cost of Tender shall be in the prescribed mode of payment as asked in the NIT; otherwise, the tender shall be liable to be rejected.
3. The bidders shall upload their technical offer containing documents, qualifying criteria, technical specification, schedule of deliveries, and all other terms and conditions except the rates (price bid). The bidders shall quote the prices in price bid format.
4. Submission of bids will be preceded by submission of the digitally signed and sealed bid (hash) as stated in the time schedule (key Information) of the tender.
5. The Tenderer can submit their tender documents (Online) as per the dates mentioned in the key Information

## **Instructions to bidder on Electronic Tendering System**

1. E-Tenders (**Online Bids**) are invited from the Bidder for Providing Services for **39<sup>th</sup> Surajkund International Crafts Mela 2026** to be held from **31<sup>st</sup> January to 15<sup>th</sup> February, 2026** at Surajkund, Faridabad, Haryana strictly on conditions mentioned in Tender document.
2. **Registration of bidders on e-Procurement Portal**:-All the bidders intending to participate in the tenders processed online are required to get registered on the centralized e-Procurement Portal i.e. <https://etenders.hry.nic.in> Please visit the website for more details.
3. **Obtaining a Digital Certificate:**
  - a) The Bids submitted online should be encrypted and signed electronically with a Digital Certificate to establish the identity of the bidder bidding online. These Digital Certificates are issued by an Approved Certifying Authority, by the Controller of Certifying Authorities, Government of India.
  - b) A Digital Certificate is issued upon receipt of mandatory identity (i.e. Applicant's PANCard) and Address proofs and verification form duly attested by the Bank Manager / Post Master / Gazetted Officer. Only upon the receipt of the required documents, a digital certificate can be issued. For more details please visit the website – <https://etenders.hry.nic.in>.
  - c) Tenderers may contact for any support regarding tender submission / obtaining digital signature etc. at following nos. / email ids:- E - mail: [support-eproc@nic.in](mailto:support-eproc@nic.in) OR [eproc.nichry@yahoo.com](mailto:eproc.nichry@yahoo.com) Help Desk: 0120-4001002, 05, 0120-4200462, 0120-6277787, 0172-2700275
  - d) The prospective Bidder may also contact Haryana Tourism for any query/ process regarding e-tendering. Contact

Head Office, HTC/ Activity Head	0172-2702955-57 Mob. 9818590913, 9896377700
Surajkund Mela Secretariat / Nodal Officer	Tel:0129-2513000/ 2988666, Mob:8816040444

- e) Bid for a particular tender must be submitted online using the digital certificate (Encryption & Signing), which is used to encrypt the data and sign the hash during the stage of bid preparation & hash submission. In case, during the process of a particular tender, the user loses his digital certificate (due to virus attack, hardware problem, operating system or any other problem) he will not be able to submit the bid online. Hence, the users are advised to keep a backup of the certificate and also keep the copies at safe place under proper security (for its use in case of emergencies).
- f) In case of online tendering, if the digital certificate issued to the authorized user of a firm is used for signing and submitting a bid, it

will be considered equivalent to a no-objection certificate/power of attorney /lawful authorization to that User. The firm has to authorize a specific individual through an authorization certificate signed by all partners to use the digital certificate as per Indian Information Technology Act 2000. Unless the certificates are revoked, it will be assumed to represent adequate authority of the user to bid on behalf of the firm in the department tenders as per Information Technology Act 2000. The digital signature of this authorized user will be binding on the firm.

- g) In case of any change in the authorization, it shall be the responsibility of management / partners of the firm to inform the certifying authority about the change and to obtain the digital signatures of the new person/user on behalf of the firm / company. The procedure for application of a digital certificate however will remain the same for the new user.
- h) The same procedure holds true for the authorized users in a private/Public limited company. In this case, the authorization certificate will have to be signed by the directors of the company.
- i) Bidders participating in online tenders shall check the validity of his/her Digital Signature Certificate before participating in the online Tenders at the portal <https://etenders.hry.nic.in>.
- j) For help manual please refer to the 'Home Page' of the e-Procurement website at <https://etenders.hry.nic.in> and click on the available link 'How to .?' to download the file.
- k) Before submitting tenders the instructions may be read carefully regarding submission of tender. If any bidder finds discrepancies or omissions in the tender documents or is in doubt as to the true meaning of any part, he shall clarify same from tender issuing office in writing before the due date of submission of the bid. No arguments on this account whatsoever shall be entertained after the last date & time of submission of tenders.

4. **Opening of an Electronic Payment Account:** Tender document can be downloaded online. Bidders are required to pay the tender documents fees online using the electronic payments gateway service.

5. **Pre-requisites for online bidding :** In order to bid online on the portal <https://etenders.hry.nic.in> , the user machine must be updated with the latest Java. The link for downloading latest java applet is available on the Home page of the e-tendering Portal.

6. **Online Viewing of Detailed Notice Inviting Tenders : The bidders can view the detailed**  
N.I.T and the time schedule (Key Information) for all the tenders floated through the single portal e-Procurement system on the Home Page at <https://etenders.hry.nic.in>

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**Download of Tender Documents :** The tender documents can be downloaded free of cost from the e-Procurement portal <https://etenders.hry.nic.in> or <https://haryanatourism.gov.in>

7. **Key Dates :-** The tenderers can submit their tender documents (Online) as per the dates mentioned in the Key Information. The bidders are strictly advised to follow dates and times as indicated in the online Notice Inviting Tenders. The date and time shall be binding on all bidders. All online activities are time tracked and the system enforces time locks that ensure that no activity or transaction can take place outside the start and end dates and the time of the stage as defined in the online Notice Inviting Tenders. If bidder fails to complete the Online Bid Submission stage on the stipulated date and time, his/her bid will be considered as bid not submitted, and hence not appear during tender opening stage.
8. Bid Preparation (Technical & Financial) Online Payment of Tender Document Fee, eService fee (Processing Fees), EMD fees of online Bids:
  - a) The bidders shall have to pay for the Tender document fee, EMD fees & eService Fee (Processing Fees) as per the details mentioned in Key Information online by using the service of secure electronic payment gateway. The secure electronic payments gateway is an online interface between contractors and online payment authorization networks. The Payment for Tender Document Fee and eService Fee can be made by eligible bidders/ contractors online directly through Debit Cards & Internet Banking Accounts and the Payment for EMD can be made online directly through RTGS / NEFT. For online payments guidelines, Home page of the e-tendering portal <https://etenders.hry.nic.in> may be referred.
  - b) The bidders shall upload their technical offer containing documents, qualifying criteria, technical specification, schedule of deliveries, and all other terms and conditions except the rates (price bid) in the part-I (Technical envelope). The price bid shall be submitted in separate part-II format supplied by authority online. The committee members shall open only the part-I on schedule date of opening of technical bid. As per system settings, Part-II cannot be opened on that date.
9. If the tenders are cancelled or recalled on any ground, the tender document fees & e-service fee will not be refunded to the agency. However, EMD shall be refunded.
10. Bidder shall ensure that payment shall be made at least 2 days prior to last date of submission of the bid.
11. Rates shall be quoted by the tenderer in the format supplied by HTC. No deviation in terms shall be allowed.
12. Earnest money deposited by the unsuccessful tenderers will be refunded. In the case of successful tenderer, earnest money will be converted in the form of Security Deposit and it will be forfeited in case the successful tenderer refuses to accept the award of contract or fails to complete the required formalities and fails to deliver the work assigned within the specified and permitted time. The security will be refunded only after the

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Mela is over provided there is no contravention in running of the contract and no violation of the terms and conditions of the contract.

- 12 The bidder can revise his price bid any number of times but only before last date of submission of bid. All previous quotes are deleted & only the latest price quoted is visible to the purchasing authority on date of opening of price bid.
- 13 The bidders shall observe the highest standards of ethics during the submission of tender and execution of the contract. In case of evidence of cartel formation by the bidder(s) EMD is liable to be forfeited.
- 14 The bidder shall bear all costs of bank charges, if any, associated with the preparation and submission of his bid and the purchaser will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.
- 15 Any addendum/ Corrigendum/ cancellation/ erratum of tender can also be seen in the said Website.
- 16 Managing Director, HTC reserves the right to cancel the NIT or to change qualifying requirement or to reject any or all the tenders so received without assigning any reason.

## SECTION-I

### ELIGIBILITY CRITERIA FOR Bidder

1. The Bidder /Firm/Agency should be Proprietorship Firm/Company registered under Central Act/Act of Haryana/Companies Act, 2013 or Indian Partnership Act.1932.
2. Must be registered with relevant copies of registration:
  - a) Income Tax Department. (having PAN number)
  - b) Provident Fund Department,
  - c) GST Number of Haryana.
3. The Bidder/agency must have an average Annual Turnover as mentioned in **“Eligibility Criteria for Minimum Turnover and Work done”** in the last three financial year i.e. 2022-23,2023-24 and 2024-25. A Copy duly certified by Chartered Accountant to be submitted as a proof of Average Annual Turnover as per Annexure I.
4. The Bidder/agency/firm should be a registered entity with minimum 3 years of existence and experience in the same activity (Certificate of Incorporation/ Registration, Pan Card, Service Tax Registration Certificate).
5. The Bidder/agency having quality certification appropriate ISO 9001:2008.
6. In last 3 years, Bidder/agency /firm must have three similar ongoing projects for Smart/ Computerized parking management in Government of India/ State Govt./PSU/Centre Govt./Malls or for any company registered in India under Companies act 1956/2013.
7. The Bidder/agency should have executed similar assignment/ work as per detail given below:-
  - a) Three similar completed works more than or equal to amount as mentioned in **“Schedule for Minimum Turnover and Work done” OR**
  - b) Two similar completed works more than or equal to amount as mentioned in **“Schedule for Minimum Turnover and Work done” OR**
  - c) One similar completed works more than or equal to amount as mentioned in **“Schedule for Minimum Turnover and Work done”**
8. The firm/ agency must have a minimum fifty experienced professional (Self Certification).
9. The Agency should not have been blacklisted from anywhere i.e. by any Government/ Semi-Government Department or PSU/ institution/corporation/federation etc. and not connected to any firm who has been so blacklisted in the past five years. An affidavit in this regard duly notarized on stamp paper of Rs.100/- is required.

**Note :- All the above mentioned required registrations / licences must be valid on the date of publication of this online E-Tender process and in case any of registrations/licence is under renewal, the same must be completed before the award of the contract. Requisite self attested copies of documents as proof with reference to above eligibility criteria.**

## Scope of Work

Surajkund Mela Authority/Haryana Tourism Corporation intends to hire an agency for operation, manage Smart Parking System during 39<sup>th</sup> Surajkund International Crafts Mela-2026.

**Haryana Tourism intends to hire parking Management bidder who will partner with support the implementation of Smart Parking Solution during 39th Surajkund International Crafts Mela-2026 scheduled to be held from 31<sup>st</sup> Jan to 15<sup>th</sup> February, 2026. The solution should comprise of Hardware, Software and Manpower and it should work seamlessly with HTC/SKMA at parking site even if the internet connectivity is intermittent. The successful Bidder/agency will be expected to complete solution therein for 16 days.**

**Smart Parking key components should be inclusive of the following:-**

- I. Parking Management System**
  - On Ground Parking
  - Parking Meters
- II. Web Portal and Mobile App for Visitors**
  - Parking identification, pre booking, payment and navigation.
- III. Enforcement application**
  - Parking enforcement and notifications
- IV. Real time Control and command Centre**
  - Data management, analytics and Business Intelligence on real time basic.
  - Monitoring of real time transactions, parking availability, pre booking, season parking and parking enforcement.
  - Management of equipment status and alarms on real time basis.
  - Real time Dash boards and reports.

### Smart Parking solution for Surajkund Mela

HTC/SKMA identified on ground parking location within their jurisdiction which holds cars where the smart parking shall be implements and operation during the Mela period 31<sup>st</sup> January to 15<sup>th</sup> February, 2026.

### Detailed project scope of work

**Proposed smart parking solution involves design, development, implementation, operation, Manage of smart parking system for implementation on ground parking spaces (four wheelers and two wheelers) the project should include the following things:-**

- a) All sensors, devices and equipment should have the capability to communicate back and forth with the central control center for information and feedback through a RF/Ethernet/Wi-Fi/GPS/any combination of them enabled system.
- b) Parking solution is expected to enable parking slot occupants to pay parking fee through FAS Tag, UPI or e-Wallets for collecting parking fee.
- c) To provide and install necessary hardware and software for parking management system.
- d) To provide and install necessary LED based digital displays for providing total/ occupied/ unoccupied parking lots.

- e) Setup and maintenance of real time central command and control centre including data centre with appropriate hardware and software for viewing, analyzing, storing and retrieval of the data and monitoring and managing of smart parking is completely responsible of system and monitoring and managing of smart parking is completely responsibility of system integrator with exclusive bank account for the same purpose.
- f) App (Android/ IOS) for parking services which will enable visitor to find the parking availability on real time, pre book the parking slot, navigate and pay for parking using FAS Tag, UPI or e-Wallets.
- g) System integrator will also develop an enforcement feature in above said app which provides the alerts and status of unauthorized parking on real time which can be used by operator for enforcing the over stay and police to enforce the unauthorized parking.
- h) Operation for the managing the parking area during event which may include team of manager for managing complete operations, Customer care executive to support citizens for paying at parking meters, enforcement personnel and some security guards for complete event period.
- i) HTC/SKMA will give the priority that will provide updated technology with less human intervention. Agency is solely responsible to provide this infrastructure, internet, security of machines etc. HTC/SKMA will not provide any thing to Bidder/agency like hardware, place, space, manpower, internet connection, electricity, telephone etc., Physical security of machine and parked vehicle like any theft, any damage of its equipment's and compensation as per law, agency will only responsible for this.
- j) Security of vehicle will not be responsibility of HTC/SKMA.

### Brief Scope of Work

#### 1. **Parking Management System:** The Agency should provide

- (a) The Bidder/agency should depute Adequate Manpower for managing all the Parking (Entry/Exit) (Commercial & Non Commercial) lanes at all the Entry Gates at the venue; The Boom Barrier with smart Parking Solutions will be provided at all Parking Gates with Boom Barrier and other hardware required for Parking Free of Cost. The Supervisor is to be provided at all Gates
- (b) The Bidder/agency will have to install Car hailer/mike system for proper announcements.
- (c) The Bidder/agency will ensure that only the rates prescribed by the SKMA/HTC are charged for parking of vehicles. Any excess charges will amount to cancellation of the agreement. The rates for parking of vehicles will be as under:-

Type of vehicles	Parking Rates are inclusive of GST or (can be decided mutually after discussion)
For Scooter/ Motor Cycle with Helmet	Rs.50/-
For Cars/Jeeps (LTV).	Rs.100/-
For Mini Buses	Rs.300/-
For Buses (HTV)	Rs.500/-

- (d) Each parking area listed in the section below shall have one entry lane and one exit lane with boom barrier based control in either lane.
- (e) Parking of Vehicles

<b>Commercial Vehicle Detail</b>		
<b>Sr.No.</b>	<b>Vehicle Qty</b>	<b>Location</b>
1.	1700	Delhi Gate
2.	1800	Opposite Vivanta Taj Hotel
3.	800	MCF Land Pehladpur Side
4.	1300	Near Gate No.2
5.	200	Silver Jubilee Parking
6.	500	Radha Swami Satsang
7.	1000	Jungle Fowl 1
8.	1500	Helipad Parking
9.	1740	Parking at Eros City ( <b>Subject to the approval of District Administration</b> )
10.	1000	Lake wood ( <b>Subject to the approval of District Administration</b> )

  

<b>Non Commercial Parking Detail</b>		
1.	60	Natyashala (VIP Parking)
2.	35	Back side of Natyashala (VVIP Parking)
3.	25	Gate No. 4 (VVIP Parking)
4	40	Sunbird parking
5	100	Lake view
6	100	Hermitage

Note: Some of the parking mentioned at Sr. No 2,3, 6,9 & 10 will be obtained by the HTC/SKMA on request temporarily for the Mela Period.

- (a) The Bidder/agency will be responsible for any theft/missing of any part/components of vehicle(s). However, the HTC/SKMA will not be responsible for the theft of the articles lying in the vehicle and for the damage/scratches to the vehicles in the parking area.
- (b) The HTC/SKMA will have to allow free parking for the Govt. & VIP vehicles with valid stickers during the Mela period and such other vehicles as may be allowed for security purposes by the Licensor for smooth conduct of Mela. Similarly, free parking has to be allowed to the handicapped persons. The parking system/application must have a feature for FOC (Free of Charge) for exempted vehicles.
- (c) The Bidder/agency will install displays on each entry and exit lane that will show the entry ticket mode such as FASTag or Ticket and the exit mode with amount.
- (d) The Bidder/agency will provide Lease Line/Wifi facility for their operation
- (e) The Bidder/agency should print Computerized Tickets with all security features. The cost incurred in the printing of the parking tickets will be borne by the bidder.

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- (f) The Bidder/agency is to ensure that the licensed premises are used only for parking of vehicles only.
- (g) The Bidder/agency is to setup Boom Barrier and other hardware for smart parking solution.
- (h) The Bidder/agency is to ensure that the entry and exit gates are separate so as to ensure proper movement of the vehicles in the parking area.
- (i) The Bidder/agency is to ensure that the staff deputed in the parking is with proper uniform of the same colour with a cap and photo identity card to be hung on his chest for identification purposes.
- (j) The Bidder/agency has to install Ticketing Machines where Boom Barriers are not feasible.
- (k) The Bidder/agency will install CCTV Camera at every entry & exit point of the parking area so as to ensure safety and security of the vehicles and the manpower. SKMA/HTC will not in any way responsible for theft/Loss of property from parking areas.
- (l) The Bidder/agency will provide appropriate sign boards outside every Parking area and it will be the duty of the HTC/SKMA to ensure that such sign boards are maintained properly and not removed at any cost.
- (m) HTC/SKMA will be at liberty to direct the bidder to close any parking area temporarily keeping in view the VIP/VVIP's movement or rush of vehicles etc. in the best public interest for the purpose of maintenance of the law and order.
- (n) The Bidder/agency will ensure that the paid parking must remain open and operational from 10.00 AM to 10.00 PM (OR) till the time vehicles of visitors are parked) during the Mela period OR till the last vehicle remains parked in the Parking, whichever is later. Further, the bidder will ensure that adequate lights are there in the parking area and it is properly guarded by way of the barbed wire/ropes etc so as to ensure that there is no trespassing.
- (o) The complimentary parking tickets will be provided by the bidder as per the requirement of HTC/SKMA.

## General Terms and conditions

1. The selected bidder will pay 10% of the total bidding amount after issuing LOI, 40% of the total bidding amount on 10.01.2026 and the balance amount i.e. 50% of the total bidding amount on 07.02.2026.
2. The manpower deployment by bidder is purely on temporary basis for the purpose of Surajkund International Crafts Mela. Through this online tendering Surajkund International Crafts Mela does not intend to procure any hardware item or any software item.
3. That the SKMA/HTC will not be liable for any claim from the Licensee against any untoward incidents like theft, riots, natural calamities, failure of electricity or even change of the policy by the Govt. regarding the blockade of the road in front of the parking sites etc.
4. The proposed land/site will be given on “AS IS WHERE IS” basis.
5. **FORCE MAJEURE** Neither the selected bidder nor HTC/SKMA shall be liable to the other for any loss or damage occasioned by or arising out of acts of God such as unprecedeted flood, volcanic eruption, cyclone, tsunami, earthquake, pandemic or other convulsion of nature and other acts such as but not restricted to invasion, the act of foreign countries, hostilities, or war-like operations before or after declaration of war, rebellion, military power which prevent performance of the assignment and which could not be foreseen or avoided by a prudent person.
6. **Penalty Clause:** Bidder/agency fails to meet the requirement or provide inferior quality product/service, and delay in execution of services as per the scope of work in stipulated time frame as mentioned in E-Tender document. The penalty will be imposed by Activity Head subject to approval of MD/HTC-cum-Chief Administrator.
7. The Bidder/agency will pay all taxes and levies in force at present or that may be levied by the appropriate authorities at any time during the license period and the HTC/SKMA will not bear any liability on this account.

**Note: The management reserves the right to accept or reject any one or all the E-Tender, without assigning any reason.**

### Bidder Information

S.No.	Particulars	Details								
1.	Name of the Bidder Company/ Firm/Agency									
2.	Full Address of the Registered Office <b>with Proof</b>									
a)	Telephone No. & Mobile No.									
b)	Fax No.									
c)	Email address									
d)	Website (if any)									
3.	Address of Correspondence <b>with Proof</b>									
a)	Telephone No. & Mobile No.									
b)	Fax No.									
c)	Email address									
d)	Website (if any)									
4.	<b>Detail of Contact Person</b>									
a)	Name of Contact Person									
b)	Mobile Number of Contact Person									
c)	Passport/Adhaar Card/Driving License/ Voter Card Number (any One)- Attach Documentary Proof									
5.	Whether Proprietorship/Partnership/ Private Limited/ Limited or any other (Documentary evidence should be attached as Proof)									
6.	Valid PAN No. & Year (Documentary evidence should be attached as Proof)									
7.	Valid Goods & Service Tax Registration No. & Year (Documentary evidence should be attached as Proof) <b>The bidder will have to obtain provisional GST No. of Haryana for Providing the Services during the Mela</b>									
8.	A Certificate may be submitted for Average Turnover for the last three Years i.e. 2022-23, 2023-24 and 2024-25 duly Audited by the Chartered Accountants. The Following Proofs are to be enclosed herewith <ul style="list-style-type: none"> <li>a) The balance-sheets duly audited by a Chartered Accountant to be attached.</li> <li>b) In case of Proprietorship firm copies of ITRs for the last three Assessment Years i.e. Years i.e. 2022-23, 2023-24 and 2024-25.</li> </ul>	<table border="1" style="float: right; margin-left: 10px;"> <thead> <tr> <th>Year</th> <th>Turnover (In lacs)</th> </tr> </thead> <tbody> <tr> <td>2022-23</td> <td></td> </tr> <tr> <td>2023-24</td> <td></td> </tr> <tr> <td>2024-25</td> <td></td> </tr> </tbody> </table>	Year	Turnover (In lacs)	2022-23		2023-24		2024-25	
Year	Turnover (In lacs)									
2022-23										
2023-24										
2024-25										
9.	The details of the Works of similar nature handled by the bidder firm/Agency upto 2024-25 to any CPSUs/State PSU/ Mega Fair or Festival shall be submitted in the format enclosed at <b>Annexure III(Documentary Proof of the same is enclosed)</b>									
10.	The Bidder/agency should not have been blacklisted									

S.No.	Particulars	Details
	by anyone i.e. any Government/ Semi-Government Department or PSU/ Institution/ corporation/ federation etc. and not connected to any firm who has been so blacklisted in the past five years. An affidavit of Rs. 100/- in this regard duly Notarized and certified by the Bidder should be submitted.	

**I/We hereby declare and certify as under:-**

1. That I/We have gone through the E-Tender documents read and understood all the Terms and Conditions and therefore, agree to abide by the same.
2. That I/We have gone through the E-Tender documents
3. The company has technical & financial resources to provide services & have a contingency plan to meet manpower/ equipment requirement in Fairs/Festivals/Events etc.
4. The company abides by the prevailing Labour laws, statutory obligations & Law of land.
5. That, I /We understood that Initially Technical Bid will be opened and short listing will be made on the basis of Technical eligibility criteria. Financial bid of only those applicants will be opened who will be found technically qualified as per Technical eligibility criteria given in the E-Tender document.
6. It is further certified that the submitted E-Tender is unconditional and strictly as per the schedule.

**Signature of the authorized representative**  
**Name (in Capital letters)**  
**Seal of the Bidder**

## SECTION-VI

**Annexure**

### **Affidavit/Declaration**

Attested across front  
Photograph  
Of the applicant

#### **Name of ACTIVITY**

(ON A NON-JUDICIAL STAMP PAPER WORTH Rs. 100/-)

I/We.....S/o.....

R/o.....do hereby  
declare and affirm as under:

1. That.....(Name of Firm/Company has not been blacklisted/debarred from anywhere i.e. by any Govt. Department OR any other autonomous body etc.)
2. That none of the Partner (s) Sole Proprietor or Director(s) have ever been associated with any Firm/Company/ which has ever been blacklisted/debarred by anyone i.e. any Govt. Department or any autonomous body etc.
3. That none of the Partner(s) Sole Proprietor or Director(s) have ever been convicted of an economic offence.
4. That no criminal cases are registered or pending against any of the Partner(s) Sole Proprietor OR Director(s).
5. That I/We will not do any other work/activity other than specified by SKMA/HTC as envisaged in the Bid document.

**Dated:**

**DEPONENT**

Place

#### **VERIFICATION:**

Verified that the above contents of the affidavit are true to the best of my/our knowledge and belief and nothing has been concealed therein.

**Dated:**

**DEPONENT**

**Format for Financial Summary of the Bidder  
(on the letterhead of the CA / Statutory Auditor)  
Average Annual Turnover of the Bidder**

We the statutory auditors of M/s.....hereby certify that the annual turnover of M/s.....residing at ..... for the past three years are as per the details given below:-

Year	Turnover (In lacs)
2022-23	
2023-24	
2024-25	
Average Annual Turnover:	

Note: Bidders are required to provide data for last three years ending 31<sup>st</sup> March 2025. Bidders must fill in the exact figures towards the turnover and ensure the details match online (shall be verified through UDIN). Audited Balance Sheets are also required to be submitted for the same.

**UDIN No:** \_\_\_\_\_

Name of Statutory Auditor

Designation

Seal of Audit firm

Note:

1. The Bidder shall submit audited annual reports (financial statements: balance sheets, profit and loss account, notes to accounts etc.) in support of the financial data duly certified by statutory auditor/s. In case, company does not have statutory auditor/s, it shall be certified by the chartered accountant that ordinarily audits the annual financials of the company.
2. The Document as furnished above shall be verified online through the UDIN and the Balance Sheets. Bidders are advised to ensure that the details as per this form are reproduced online accurately

**Details of the Works as per the eligibility criteria**

S.No.	Name of Office/ Event	Name of Event (if any)	Order No. and Date	Period		Amount (without GST)
				From	To	

**Note : Documentary Proof of Work Order/Performance certificate is to be enclosed.**