

**EXPRESSION OF INTEREST FOR EMPANELMENT OF EVENT MANAGEMENT  
AND ORGANISATION AGENCY/ COMPANY/ INSTITUTION FOR ORGANISATION  
OF FASHION SHOW AT INSTITUTIONAL LEVEL/ INDIA AND ABROAD**

1. Reference No. : 10210(2)/Admin/Event/Fashion Show/2018
2. Date of Issue of EOI : 15.02.2018
3. Last Date & Time of receipt of EOI : 14.03.2018 (02.00 PM)
4. Reply of Pre Bid Query : 27.02.2018
5. Pre Bid Presentation : 28.02.2018
6. Time & Date for opening of (Tech Bid) : 14.03.2018 (04.00 PM)
7. Place of Submission and opening of the Bids/ Address for communication : NIFT Patna, Mithapur Farms  
Mithapur Patna-800001 (Bihar),  
Website- [www.nift.ac.in/patna](http://www.nift.ac.in/patna)
8. Validity of Empanelment : Maximum of 03 years



*Anil*  
15/2/18  
Signature of Organisation and Seal  
(Anil Kumar)  
Purchase Officer, NIFT Patna  
Date:15.02.2018

# **EXPRESSION OF INTEREST FOR EMPANELMENT OF EVENT MANAGEMENT AND ORGANISATION AGENCIES/ COMPANY/ INSTITUTIONS FOR ORGANISATION OF FASHION SHOW AT INSTITUTIONAL/DOMESTIC AND ABROAD**

## **LETTER FOR EXPRESSION OF INTEREST**

### **A) BACK GROUND**

#### **ABOUT NIFT**

National Institute of Fashion Technology (NIFT), set up in 1986 under the aegis of Ministry of Textiles, Government of India, is a Statutory Institute Governed by the NIFT Act 2006. The 3 decades history of the institute is built on the foundation of core values to nurture academic excellence. Ranked consistently as India's premier institute in fashion education, its focus is on integrating and balancing innovation in technology with traditional craft heritage through invigorating thought leadership, research stimulus, industry focus and creative enterprise which have contributed to its distinctive academic repertoire. The curricular thrust and pedagogic practices of NIFT have been instrumental in its pre-eminent status as a beacon of serious critical engagement, and a key enabler in developing competent professionals. The periodic Upgradation of the curriculum addresses and incorporates the current issues and challenges of the fashion industry fostering innovative thinking with associated skills are testimony to its global standing among peer institutes.

The Patna Centre has been set up since June, 2008 with undergraduate and post graduate programmes.

### **B) SCOPE OF WORK**

Organizing Fashion Shows in India and Abroad

NIFT is called upon by various government and quasi government agencies to conduct fashion show at Institutional, Domestic and International levels. NIFT proposes to empanel organisations of repute for executing such fashion shows on turnkey basis.

The scope of work will include following:

#### **(1) Choreography**

1. Show Production including conceptualisation, organisation and management
2. Hiring of female and male Models

3. Coordinating fittings of Show garments prior to the show on the final models and dress rehearsals
4. Artist fee for hair and makeup of models for the day of the Show.
5. Show script and professional compering
6. Music compilation for entire fashion sequence including coordination of entire operations and presentation with necessary license to play music in public
7. Designing and erecting temporary stage/ramp/ green rooms/ backdrop
8. Wardrobe manager including ironing, proper handing over ensembles
9. Photography / documentation of the show (Stills and Videography)
10. Travel , Boarding and Lodging of Models, Artists, Crew
11. Light and Sound design with operation
12. Audio-visual setup with Screen and live projection

**C) TECHNICAL ELIGIBILITY CRITERIA**

1. The Agency/Company/Firm/Institution/Organisation should be registered with appropriate Government Authority and have been organising Fashion Shows for last 3 years.
2. The Agency/Company/Firm/Institution/Organisation should have an annual turnover of the last 3 Financial Years i.e. FY 2014-15, FY 2015-16 and FY 2016-17.

For the empanelment of Category A . Abroad - Rs. 10 Crores

For the empanelment of Category B. India - Rs. 05 Crores

For the empanelment of Category C. Institutional level - Rs. 01 Cores

3. Agency should have conducted at least 03 fashion shows in last 03 years as the minimum technical criteria for empanelment in the respective category.
4. The list of professional team with adequate experience i.e. Choreographer, Designer, Model, Technical Team etc.

5. The Agency/Company/Firm/ Institution/Organisation should not have been blacklisted by Central or any State Government or Government Organisation/ Agency/Institution. An undertaking may be provided for the same.
6. The Agency/Company/Firm/Institution/Organisation should have copy right licence, broadcasting licence from appropriate Government Authority.
7. PAN issued by the Income Tax department in favour of the agency/ Company / Institution / Organisation.
8. GST Registration number issued by the Central Excise Department in favour of the Agency/Company/Institution/Organisation.

#### **D) GENERAL CONDITIONS**

The copy of the following documents should be enclosed alongwith Eols:-

1. NIFT reserves the right to disqualify any Agency/ Company/ Institution/ Organisation from the empanelled list, if the service provided by the Agency/ Company/ Institution/ organisation is found to be unsatisfactory or if the information provided for empanelment is found to be false.
2. NIFT reserves the right to reject any application for empanelment without assigning any reason.
3. The Agency/ Company/ Firm/ Institution /Organisation may submit application for empanelment for any one the category or both or all category i.e. Abroad, Domestic, Institutional and they may clearly indicate the category/categories applied for empanelment.
4. Agency may be empanelled for maximum 03 years.