

**GOVERNMENT OF MEGHALAYA**  
**DIRECTORATE OF SPORTS AND YOUTH AFFAIRS**  
**J.N. SPORTS COMPLEX, POLO GROUND, SHILLONG**

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No. DSYA/ SPORTS.60/2025/56

Dated: - Shillong, the 29<sup>th</sup> May, 2025

**Corrigendum – 01**

**Empanelment of Event Management Agencies (EMA)**

1. In reference to EOI floated by Directorate of Sports and Youth Affairs, Government of Meghalaya for the **Empanelment of Event Management Agencies (EMA)**, please note the following amendments:

S.N.	Clause Number	Existing Clause	Amended Clause
1	Clause no. 2 – Data Sheet, S. No. 15	Proposal Due Date – 2nd June 2025, 15:00 hrs	Proposal Due Date – 16 <sup>th</sup> June 2025, 15:00 hrs
2	Clause no. 2 – Data Sheet, S. No. 16	Opening of Technical Proposal – 3rd June 2025	Opening of Technical Proposal – 17 <sup>th</sup> June 2025
3	Clause no. 4: Pre-Qualification Criteria, S.No. 3:	<p>i. The bidder must have operational office at Meghalaya</p> <p>OR</p> <p>ii. The bidder should set up an operational office at Meghalaya within 30 days from the date of opening of technical proposal.</p> <p><b>Required Documentation:</b>  <b>i. In case of 3.i.</b> - Valid work license/permit to work in the state of Meghalaya.</p> <p><b>ii. In case of 3.ii.</b> – Self Declaration on letterhead of the firm (with signature and stamp of authorized signatory) citing that the bidder would set up an operational office at Meghalaya within 30 days from the date of opening of technical proposal and submission of Valid work license/permit to work in the state of Meghalaya within 30 days from the date of opening of technical proposal. <b>Failure to comply would lead to disqualification from the empanelment process.</b></p>	<p>i. The bidder must have operational office at Meghalaya. <b>In case of Consortium the Lead Member must have operational office at Meghalaya.</b></p> <p>ii. <b>DELETED</b></p> <p><b>Required Documentation:</b>  <b>i. In case of 3.i.</b> - Valid work license/permit to work in the state of Meghalaya. <b>In case of Consortium the Lead Member of the consortium must have valid work license/permit to work in Meghalaya.</b></p> <p>ii. <b>DELETED</b></p> <p><b>Failure to comply would lead to disqualification from the empanelment process.</b></p>
4	Clause No. 6.6 – Selection Process	Agencies can submit their proposals for ONLY ONE CATEGORY. That is to say, if an agency either as an individual bidder/JV/Consortium has submitted proposal to be empanelled under Category A then they are not allowed to submit the same under Category B and vice versa either as an individual	Agencies can submit their proposals for BOTH categories (Category A and Category B). That is to say, if an agency either as an individual bidder/JV/Consortium has submitted proposal to be empanelled under Category A then they ARE allowed to submit the same under Category B as



		bidder/JV/Consortium). If an agency submits proposal for both categories (either as an individual bidder/JV/Consortium), the proposals of the said agencies shall be summarily disqualified.	well and vice versa as an individual bidder/JV/Consortium. However, one agency (either as individual bidder/JV/Consortium) is allowed to submit only one proposal under each category. Submitting multiple proposals under the same category (either as individual bidder/JV/Consortium) shall lead to disqualification.
5	Clause no. 2 – Data Sheet, S. No. 9	Earnest Money Deposit (EMD) - Rs. 5,00,000/- (Rupees Five Lakhs Only), drawn in the form of a demand draft in favour of "Director of Sports and Youth Affairs, Government of Meghalaya" payable at Shillong. The EMD shall be submitted along with the 1st Inner Envelope of the Technical Proposal	Rs. 5,00,000/- (Rupees Five Lakhs Only), drawn in the form of a demand draft in favour of "Director of Sports and Youth Affairs, Government of Meghalaya" payable at Shillong. The EMD shall be submitted along with the 1st Inner Envelope of the Technical Proposal.  Registered Micros and Small Enterprise(s) registered in the category of Event Management Services or a similar category are exempted from payment of EMD as per the Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012.  Required Documentary Proof – UDYAM Registration Certificate issued by Ministry of Micro, Small and Medium Enterprises, Government of India.
6	Clause No. 4 – Pre Qualification Criteria, Note - 6	EMD of the empanelled agencies will be retained as security deposit, bearing no interest, whereas the EMD of the agencies not empanelled shall be refunded on request after completion of selection process.	EMD of the empanelled agencies will be retained as security deposit, bearing no interest, whereas the EMD of the agencies not empanelled shall be refunded on request after completion of selection process.  In the event of empanelment of a MSE who has been exempted from paying EMD as per above clause, the concerned agency has to submit interest free Performance Security of Rs 5,00,000/- (Rupees Five Lakhs only) in favour of "Director of Sports and Youth Affairs, Government of Meghalaya" payable at Shillong before contract signing.



2. The following queries have been received by this office. The response to the said queries is as below:

S.N.	Name of Company	Query/Request	Response from DSYA
1	TCM Platform	<p>1. Completion Certificate Requirement - The RFE mandates submission of a Completion Certificate from the client. In instances where a formal completion certificate is not available, would submission of the work order along with proof of payment or a completion certificate issued by a Chartered Accountant be acceptable for evaluation?</p> <p>2. Eligibility of BCCI Projects - Considering cricket is the most popular sport in India and the Board of Control for Cricket in India (BCCI) is the apex governing body for the sport, would work executed for BCCI be considered valid for evaluation under this RFE?</p> <p>3. Declaration of Office Setup - Kindly clarify whether the declaration regarding the office setup is to be submitted on the company's letterhead or on a stamp paper.</p> <p>4. Table No. 1: Category A, specifically Points 2, 3, and 4 - Could you please confirm whether a single work order and corresponding completion certificate can be submitted for these categories, provided the project value meets the combined requirements of all three points?</p>	<p>1. As per clause nos. 4 and 6 of the EOI submission of work completion certificate with required details annexed with filled in <u>work experience</u> format (<u>Annexure H</u>) is <u>mandatory for consideration of required work experience</u>.</p> <p>2. Please refer to Clause nos. 4 and 6 of the EOI for pre-qualification criteria and marking criteria.</p> <p>3. Not Required (clause deleted) - as per Clause 1 Sr. No. 3 of this corrigendum.</p> <p>4. Please refer to Clause nos. 4 and 6 of the EOI for pre-qualification criteria and marking criteria. Determination of qualifying the pre-qualification criteria and submission of no. of projects for consideration as per the marking criteria of the EOI is at the sole discretion of the <b>AGENCY</b>.</p>
2	Khelo Tech & Strategy Pvt. Ltd.	<p>We are a technology-based company and would like to inquire whether the technical components, including the Games Management System (GMS), will be part of the same EMA tender or if it will be floated as a separate tender.</p>	<p>This EOI is for empanelment of Event Management Agency (EMA) not provider of Games Management System. Scope of work is mentioned in clause no. 3 of the EOI.</p>



3	Gobananas	<p>1. Normally, Joint Ventures (JVs) are permitted for individual event-specific tenders where the scope of work is comprehensive and includes all aspects of event management. However, JV participation is being allowed at the empanelment stage itself in this tender. We would like to understand whether there is a plan to include a comprehensive event management scope of work under the purview of events to be managed by the empanelled agencies. This will help us assess the need for forming a JV at the empanelment stage</p> <p>2. We would like to understand what type of local network or resources are expected from the executing agency under this criterion. Can u specify what do u mean by local network in regard to this empanelment.</p> <p>3. We would like to understand what type of manpower is expected from the agency. Is there a specific benchmark or evaluation criteria for assessing manpower strength? Kindly prescribe the required categories, roles, or qualifications to ensure alignment with your expectations.</p>	<p>1. Please refer to clause no. 6.4 of the EOI. The scope of work mentioned in the EOI is tentative in nature. Actual scope of work would be similar to it but may vary as per individual events and would be provided in the LTES/RFQs that would be floated amongst empanelled agencies later on case-to-case basis.</p> <p>2. Local network refers to (but not limited to) the agency's capability to assess and handle last minute issues that may or may not arise during an event and provide quick solution to the same.</p> <p>3. The agency must have adequate qualified resources to ensure successful implementation of the project.</p>
4	Showcraft Productions Pvt. Ltd.	<p>As per the Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 issued by the Ministry of MSME and notified under the MSME Act, 2006, Clause 10 of the policy clearly states:</p> <p>"MSEs participating in a tender are exempt from payment of Earnest Money Deposit (EMD)."</p> <p>We hereby request you to kindly consider our application for exemption from the EMD on the basis of the above provisions.</p>	<p>Please refer to clause 1 sr. no. 5 of this corrigendum.</p>
5	Leisure Sports Management	<p>As per Marking Criteria for Category B wherein you want the applicant to submit Completion Certificate, we would request you to kindly consider Work order as all our Event &amp; Project Management services are on-going. We are involved with HDFC Bank where we manage their annual Sporting extravaganza throughout Eastern India. This has started from 2023 after Covid and each year we are managing the event. Hence it is ongoing project, so Completion</p>	<p>As per clause nos. 4 and 6 of the EOI submission of work completion certificate with required details annexed with filled in <u>work experience</u> format (Annexure H) is <u>mandatory for consideration of required work experience.</u></p>



	certificate is not available. We also manage a Sports Academy under Govt. of Arunachal Pradesh where we not only provide manpower, facilities but also manage all the academy's event. This is also an ongoing project starting from Sept 2021 onwards. Hence in these 2 cases we are not in a position to provide Completion Certificate. However, we can provide the invoices and TDS for HDFC Bank event management work.	
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3. Rest of the terms and conditions mentioned in the EOI remain the same.

Sd/-  
Director,  
Sports and Youth Affairs,  
Shillong, Meghalaya.

Memo No. DSYA/ SPORTS.60/2025/56 (A)

Dated: - Shillong, the 29<sup>th</sup> May, 2025

Copy to:

1. P.A. to the Commissioner & Secretary, Sports & Youth Affairs, Government of Meghalaya for your kind information.
2. Under Secretary to the Government of Meghalaya, Sports & Youth Affairs, for your kind information.
3. The Deputy Director General, National Informatics Centre, Shillong, with a request to kindly publish the same on the Official website of the Directorate of Sports and Youth Affairs on the 29<sup>th</sup> May, 2025.

*[Handwritten signature]*

Director,  
Sports and Youth Affairs,  
Shillong, Meghalaya.

SHILLONG - SHILLONG  
Dairy No.: 1575  
Date : 2.06.25  
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