

Request for Quotation for Appointment of Event Management Agency (Empaneled – Category A) for 5TH SOHRA INTERNATIONAL HALF MARATHON 2026



**REQUEST FOR QUOTATION
FOR
APPOINTMENT OF EVENT MANAGEMENT AGENCY FOR 5TH SOHRA INTERNATIONAL HALF
MARATHON 2026**

**LIMITED TENDER ENQUIRY
(EMPANELLED EVENT MANAGEMENT AGENCIES – CATEGORY A
VIDE NO. DSYA/ Sports.60/2025/128 DT. 8TH JANUARY 2026)**

**DIRECTORATE OF SPORTS AND YOUTH AFFAIRS
GOVERNMENT OF MEGHALAYA**

**Reference No.: DSYA/ Sports-11/2026/PT/11
Dated: 17th August 2026**

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Request for Quotation (RFQ)

Quotations are invited from Event Management agencies empaneled under “**CATEGORY A**” Event Management Agencies of Directorate of Sports and Youth Affairs vide no. DSYA/Sports.60/2025/128 dt. 8th January 2026 for management of 5th Sohra International Half Marathon 2026.

The RFQ document containing the details of qualification criteria, submission requirement, brief objective & scope of work can be downloaded from the website <https://megsports.gov.in/>. Event Management Agencies empaneled under CATEGORY A may submit their responses in the prescribed format to the Directorate of Sports and Youth Affairs, Shillong as per date and time mentioned in the data sheet.

Directorate of Sports and Youth Affairs reserves the right to reject or accept all or any of the bids or to hold, modify, withdraw or cancel the process or terminate the RFQ process without assigning any reasons whatsoever. Directorate of Sports and Youth Affairs makes no commitments, express or implied, that this process will result in a business transaction with anyone. This RFQ does not constitute an offer by Directorate of Sports and Youth Affairs.



Director,
Sports and Youth Affairs,
Shillong, Meghalaya.

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Disclaimer

The information contained in this Request for Quotation document (“RFQ ”) or subsequently provided to bidders, whether verbally or in documentary or any other form by or on behalf of the Directorate of Sports & Youth Affairs, Government of Meghalaya (hereby referred to as ‘Authority or ‘Client’) or any of its employees or advisers, is provided to bidders on the terms and conditions set out in this RFQ and such other terms and conditions subject to which such information is provided.

This RFQ is not a Contract and is neither an offer nor invitation by the Authority to the prospective bidders or any other person. The purpose of this RFQ is to provide interested parties with information that may be useful to them in the formulation of their Quotations pursuant to this RFQ. This RFQ includes statements, which reflect various assumptions and assessments arrived at by the Authority in relation to the assignment. Such assumptions, assessments and statements do not purport to contain all the information that each Bidder may require. This RFQ may not be appropriate for all persons, and it is not possible for the Authority, its employees, or advisers to consider the objectives, technical expertise and particular needs of each party who reads or uses this RFQ. The assumptions, assessments, statements, and information contained in this RFQ, may not be complete, accurate, adequate, or correct. Each bidder should, therefore, conduct its own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments and information contained in this RFQ and obtain independent advice from appropriate sources.

Information provided in this RFQ to the bidders is on a wide range of matters, some of which depends upon interpretation of law. The information given is not an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. The Authority accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on the law expressed herein.

The Directorate of Sports & Youth Affairs, Government of Meghalaya, its employees and advisers make no representation or warranty and shall have no liability to any person including any Bidder under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this RFQ or otherwise, including the accuracy, adequacy, correctness, reliability or completeness of the RFQ and any assessment, assumption, statement or information contained therein or deemed to form part of this RFQ or arising in any way in this Selection Process.

The Authority also accepts no liability of any nature whether resulting from negligence or otherwise however caused arising from reliance of any Bidder upon the statements contained in this RFQ. The Authority may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumption contained in this RFQ. The issue of this RFQ does not imply that the Authority is bound to select a Bidder or to appoint the Selected Bidder, as the case may be, for the assignment and the Authority reserves the

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right to reject all or any of the Quotations without assigning any reasons whatsoever.

The bidder shall bear all its costs associated with or relating to the preparation and submission of its Quotation including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by the Authority, or any other costs incurred in connection with or relating to its Quotation. All such costs and expenses will remain with the Bidder and the Client shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by a Bidder in preparation for submission of the Quotation, regardless of the conduct or outcome of the Selection Process.



Director,
Sports and Youth Affairs,
Shillong, Meghalaya.

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1. Introduction and Background

The Directorate of Sports and Youth Affairs (DSYA) is the apex body in Meghalaya that governs the policies, administration, and activities of sports development and youth centric activities in the State. Directorate of Sports and Youth Affairs promotes and develops sports activities in line with the Sports Policy and Sports Action Plan of the state and has hosted various events such as the Meghalaya Games, Megha Kayak Fest, 133rd Durand Cup, Sohra International Half Marathon (3 editions), ICF World Cup National Qualifiers. , AFC Cup Qualifier – India vs Bangladesh, 83rd National Table Tennis Championship 2022, NTPC Archery National Ranking Tournament, 7th National Elite Men’s Boxing Championships, Indian Super League matches, 2nd North East Olympic Games, Senior Nationals North East Zonal Basketball Championship etc

As part of the continued effort towards sports development in the State, Directorate of Sports and Youth Affairs intends to appoint event management agencies from such empaneled agencies under **“CATEGORY A”** event management agencies of Directorate of Sports and Youth Affairs vide no. DSYA/ Sports.60/2025/128 dt. 8th January 2026 for management of 5th Sohra International Half Marathon 2026.

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2. Data Sheet

S. No.	Activity	Description
1.	Assignment Name	Request for Quotation for Appointment of Event Management Agency (Empaneled – CATEGORY A) for 5th Sohra International Half Marathon 2026
2.	Client Name	Directorate of Sports and Youth Affairs, Government of Meghalaya
3.	Nodal Officer Contact Details	Shri. P.B. War Nongbri, Deputy Director, Directorate of Sports and Youth Affairs e-mail: dsyamegh@gmail.com Address: Office of the Deputy Director, Directorate of Sports and Youth Affairs, J.N. Stadium Complex, Shillong - 793001
4.	Language	All Quotations shall be submitted in English. All related correspondence shall be in English.
5.	Tender Processing Fee	Rs. 5,000/- (Rupees Five Thousand Only), drawn in the form of a demand draft (DD) from a Scheduled Commercial Bank in India in favour of "Director of Sports and Youth Affairs, Government of Meghalaya" payable at Shillong. The original DD must be sent by post/courier/in person to Office of the Director, Directorate of Sports and Youth Affairs, J.N. Stadium Complex, Shillong – 793001
6.	Validity of the Quotation	180 Days (maybe extended upon mutual consent)
7.	Clarifications	Clarifications may be requested up to the date of Pre-Bid Meeting in writing by email only. All Clarifications must be requested on mail to: dsyamegh@gmail.com (as per attached format).
8.	Date of RFQ Publication	17 th August 2026

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S. No.	Activity	Description
9.	Submission	The Bidder must submit in One sealed Envelope of Financial Quotation along with Tender Processing Fee and other required document(s) clearly citing the, - Name of the Company - Heading: Request for Quotation for Appointment of Event Management Agency (Empaneled – CATEGORY A) for 5th Sohra International Half Marathon 2026 The Submission must be provided in Hard Copy at Office of the Director, Directorate of Sports and Youth Affairs, J.N. Stadium Complex, Shillong – 793001, by 21st August, 2026, 13:00PM Note: Bidders are NOT to submit Financial Quotation/Cost in email. Submission of such financial details in email shall be considered a material deviation and will result in immediate disqualification of the tendering process. - Submission of more than one bid by the same bidder shall entail the bidder for disqualification from participating in the bid process. - Bids submitted without Tender Processing Fee shall be summarily rejected.
10.	Date and Details of Pre bid Meeting	Pre-Bid Meeting for Appointment of EMA - 5th Sohra International Half Marathon 2026 Google Meet joining info: Wednesday, August 19 · 1:00 – 1:30pm Video call link: https://meet.google.com/iap-brgu-ngs
11.	Quotation Due Date and time	21st August, 2026, 13:00PM
12.	Opening of Financial Quotation Date and Time	To be decided
13.	Letter of Award	The successful bidder will be notified via email. Please ensure all details are prepared in advance, as the bidder may be asked to commence work at very short notice.
14.	Mode of Selection	Least Cost Based (L1)
15.	Eligible Agencies	Empaneled event management agencies under “CATEGORY A” event management agencies of

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S. No.	Activity	Description
		Directorate of Sports and Youth Affairs vide no. DSYA/ Sports.60/2025/128 dt. 8 th January 2026 (copy annexed).

3. Scope of work

1. DSYA intends to appoint event management agencies from such empaneled agencies under **“CATEGORY A”** event management agencies of Directorate of Sports and Youth Affairs vide no. DSYA/ Sports.60/2025/128 dt. 8th January 2026 who shall be responsible for organizing and managing the **5th Sohra International Half Marathon 2026**.
2. The State has planned to host the 5th Sohra International Half Marathon 2026 at Sohra area, Meghalaya on **4th September 2026**. Route for the marathon is as follows:

Event	Route
21K Run	Start: Laitsohphiah Village Finish: Mawsmat–Nohsngithiang Falls Viewpoint
10K Run	Start: Umstew Village (Wah-Kaba Viewpoint) Finish: Mawsmat–Nohsngithiang Falls Viewpoint
5K Run	Start: Cherra Presbyterian School, Nongsawlia, Sohra Finish: Mawpunkrem–Nohsngithiang Falls Viewpoint Area

3. The selected Event Management Agency is expected to cater to approximately **15000** participants including civilians, sportspersons and officials.
4. The scale of the events would be similar to but not exactly as follows:
 - i. Approximate Participation: 15000 participants including sportspersons and officials from Meghalaya.
 - ii. Conceptualization, planning, and implementation of theme, logistics, and activities for event/activation, opening/closing ceremonies, if any.
 - iii. Sourcing, appointing, directing, and management of staff for technical, logistical, and creative elements of the event/activation, including deployment of Emcee(s), if required.
 - iv. Liaison with relevant authorities for effective venue management, permissions, planning, coordination, and execution.
 - v. Liaison with State police and other relevant authorities for all verifications, and compliance with security and other protocols.
 - vi. Planning, provisioning and management of security, and media for the event/activation.
 - vii. Management protocols for officials and coordination with the DSYA, MSOA, and Meghalaya Athletic Association to ensure smooth hosting of the event/activation.

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- viii. Supply of felicitation gifts/flowers, etc. where relevant, as well as miscellaneous material for the event/activation.
- ix. Designing, printing, and installation of branding of the venue and the surrounding area (as assigned by the Directorate, depending on the event/activation)
- x. Designing, printing, and distribution of relevant material for promotions, invites, Booklets, etc.
- xi. Provision, management and installation and set-up of technical/creative/infrastructural elements where relevant such as overlays, lighting, sound setup, TV screens, gensets/power backup, and stage/trusses etc. as per requirement.
- xii. Documentation of event/activation with pictures, videos, from the event.
- xiii. Maintenance of delivery receipts, inventory records, movement of equipment, furniture fittings and equipment (FFE), and any other item for the successful delivery of the event/activation, to record all operations and activities with relevant photo/documentary evidence for validation of works, goods, and services by the nodal officer appointed/nominated by the Directorate.
- xiv. Creation and submission of post project report highlighting the activities conducted along with Pictures/Videos of the event/activation.
- xv. Mobilisation and deployment of workforce as per the requirement of the event(s)/activation(s)
- xvi. The successful agency shall have to provide the original artwork/ pendrives /Positives, etc. in relation to the event(s). The same would be considered to be the property of DSYA. Further, the material developed by the agency will not be utilized by the agency without obtaining written permission of DSYA.
- xvii. DSYA would not be responsible in any way for violation of copyright/ trademark/ intellectual property rights for the materials used by the agency from their stock/ sources.
- xviii. **Detailed description is provided in the Price Schedule Form (Annexure C).**
- xix. **Any other related services on mutually agreed terms.**

Note:

1. While the above-mentioned activities are to give an idea on the nature and type of work involved however, there can be any additional activities of similar nature, which the appointed agency would be required to undertake, based on the requirements from time to time.
2. The agency must be capable of undertaking such responsibilities at short notice.
3. The quality of the services is extremely critical and as part of the quotation the bidder/proposer should demonstrate core competencies/strengths on the above key aspects including adherence to quality and timely execution.

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4. Submission of Quotation

1. Eligible bidders are required to submit the following documents as per instructions provided in the data sheet above,

S. No.	Criteria	Required Documentation
1	Tender submission letter on letter head of bidder	As per Annexure A
2	Financial Quotation	As per Price Schedule Form (Annexure C)
3	Tender Processing Fee	Original Demand Draft as per instructions given in Data Sheet above.

2. All documents should carry the stamp of the respective company and signature of the authorized person so as to certify that all enclosed document and information provided by agency stands corrected to the best of the knowledge of the agency.
3. **All documents must be legibly typed and not handwritten.**
4. All contents of the submissions should be clearly numbered, indexed and organized in logical sequence. It is important to ensure that the documents are securely hard/spiral bound.
5. All costs incurred by the agency in respect of submission of offer and presentation shall be borne by the agency concerned.
6. DSYA reserves the right to accept or reject any quotation, without assigning any reasons thereof.
7. Bids submitted without Tender Processing Fee shall be summarily rejected.
8. **Physical inspection of the venue should be undertaken by the agency if deemed necessary for preparation of quotation.**
9. Failure to comply with the terms and conditions mentioned in this document and that mentioned in the contract of empanelment may lead to disqualification.

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5. Selection Process

- 1. Empanelled (CATEGORY A) Event Management Agency quoting the least cost (L1) as per the attached Price Schedule Form shall be awarded the contract. The list of empanelled EMA under “CATEGORY A” are (copy enclosed),**
 - i. M/s MP Singhania & CO. and M/s Gobananas – JV/ Consortium
 - ii. M/s Rockski Events & Media Group – Single Entity
 - iii. M/s The Circus Entertainment and M/s SGlobal Acumen Pvt. Ltd. – JV/ Consortium
 - iv. M/s JJ Technologies & Trading Agencies and M/s Doppelt – JV/ Consortium
 - v. M/s Opus Productions – Single Entity
- 2. In case of tie, agency with the higher average annual turnover would be considered for Award of Contract.** The decision regarding the same is at the sole discretion of DSYA.
3. DSYA reserves the right to reject any/all quotations without assigning any reasons thereof.
4. DSYA would not be responsible for the non-receipt of the offers within the stipulated time due to transit delays including delays in postal and courier agencies/ Directorate . Claims for acceptance of the offer after the stipulated time will be subject to the decision of the Competent Authority.
- 5. The Letter of Award (LoA) shall be subject to immediate termination if at any given point in time, the information provided by the agency is found contradicting, violating, or misleading the facts, the firm (or member firm in case of JV/Consortium) gets dissolved/bankrupt or any other reason as deemed fit by DSYA.**

6. Other Terms and Conditions

1. The Directorate shall endeavour to respond to all queries deemed relevant by the Directorate authorities.
2. The Directorate reserves the right to not respond to any queries or provide any clarifications at its sole discretion. Nothing in this clause (or in this document) shall be construed as obliging the Directorate to respond to any queries/clarifications.
3. To assist in the process of evaluation of the quotations, the Directorate (or the Tender Evaluation Committee), at its sole discretion, may ask any bidder for clarification on their quotation.
4. If an amended document/corrigendum is released after the submission of the quotation by a bidder, the bidder may submit a request to withdraw their original quotation and re-submit a fresh quotation before the date of opening of quotations.
- 5. The complete quotation shall be submitted to the Directorate by courier/speed post/hand**

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delivery only at Directorate of Sports and Youth Affairs, Polo, Golf Links, Shillong, Meghalaya 793001.

6. Bids received after the closing time for submission of quotations shall be rejected and returned unopened.

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Annexure A - Quotation Submission Letter

To,
The Director,
Directorate of Sports and Youth Affairs
Government of Meghalaya
J.N.S Complex. Polo Grounds, Shillong – 793001

Sub: Quotation for Appointment of Event Management Agency (Empaneled – CATEGORY A) for 5th Sohra International Half Marathon 2026

Sir,

1. With reference to the RFQ dated _____ for the above captioned project, and clarification issued by Directorate of Sports and Youth Affairs, Government of Meghalaya thereof, We _____, having examined all relevant documents and understood their contents, hereby submit our quotation for selection as Event Management Agency (Empaneled – CATEGORY A) for 5th Sohra International Half Marathon 2026. This quotation is unconditional.
2. All information provided in the Quotation and in the Appendices are true and correct and all documents accompanying such Quotation are true copies of their respective originals.
3. This statement is made for the express purpose of appointment as the Agency for the aforesaid Project.
4. We shall make available to the Directorate any additional information it may deem necessary or require for supplementing or authenticating the Quotation
5. We acknowledge the right of the Directorate to reject our application without assigning any reason or otherwise and hereby waive our right to challenge the same on any account whatsoever.
6. We certify that in the last three years, we or any of our Associates have neither failed to perform on any contract, as evidenced by imposition of a penalty by an arbitral or judicial authority or a judicial pronouncement or arbitration award against the Bidder, nor been expelled from any project or contract by any public authority nor have had any contract terminated by any public authority for breach on our part

We declare that:

- a. We have examined and have no reservations to the RFQ Documents, including any Addendums issued by the Government of Meghalaya.
- b. We have not directly or indirectly or through an agent engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice, in respect of any tender or request for quotation issued by or any agreement entered into with the Government of Meghalaya or any other public sector enterprise or any government, Central or State; and
- c. We hereby certify that we have taken steps to ensure that, no person acting for us or on our behalf will engage in any corrupt practice, fraudulent practice, coercive

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practice, undesirable practice or restrictive practice.

7. We understand that you may cancel the entire Process at any time and that you are neither bound to accept any Quotation that you may receive nor to select the Agency, without incurring any liability to the Bidders.
8. The undersigned is authorized to sign the documents being submitted through this RFQ.
9. In the event our firm is empanelled as the Agency for this project we shall comply with all rules put out under this RFQ and any contract/work order assigned to us by the Directorate.
10. The information provided herewith is true and correct to our best knowledge. If any discrepancies are found in the information provided or if the information provided is not correct, our firm would be fully responsible for that. We understand in such cases our bids are liable to be rejected.

Yours faithfully,

(Signature, name and designation of the authorized signatory/ authorized signatory of Lead
Member in case of Consortium)
(Name and seal of the Bidder)

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Annexure B - Format for Pre-Bid Queries

Sub: Pre-Bid queries - <Agency's Name> <RFQ Name>

Sr. No.	Page No.	Clause No.	Original Clause in the RFP	Change Requested/ Clarification required
1				
2				
3				

Name and complete official address of prospective Bidder

Signature:

Name of the Authorized signatory:

Company seal:

Date:

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Annexure C - Price Schedule Form

S.No	Item	Specification	Quantity	Unit	Number of Days	Unit Rate in Figures Rs.	Total Rate in Figures Rs.
			A	B	C	D	(A*C*D) = E
1	Branding (21 K Starting Point)						
1.1	Branded Vertical Flags	with Iron Poles	20	nos.	1		
1.2	Buntings	as per creative of the event	20	nos.	1		
1.3	Gate	Header - flex on frame 28' X 3'	3	nos.	1		
1.4	Gate	Pillars - flex on frame 18' X 3'	4	nos.	1		
1.5	Gate	Arch Gate/ Circle Gate, vinyl on 5mm sunboard 4' x 4'	4	nos.	1		
1.6	Vertical Branding (after The gate)	Standee - flex on frame 4'x 8'	8	nos.	1		
1.7	Horizontal Branding (On the Mojo Barracading)	Standee - flex on frame 10'x 4'	10	nos.	1		
1.8	Stage Skirting Area	Flex On Frame 20' X 4'	1	nos.	1		
1.10	Stage Skirting Area	Flex On Frame 8' X 4'	2	nos.	1		
1.11	Stage Backdrop	Flex On Frame 20' X 8'	1	nos.	1		

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1.12	Speaker Raiser Baranding	Flex On Frame 4'x4'	4	nos.	1		
1.13	Speaker Raiser Branding	Flex On Frame 8'x4'	2	nos.	1		
1.14	Holding Area 21 K Elite	Sunboard - To be put at the designated area 'Starting Points' UV on sunboard 4x3 ft	4	nos.	1		
1.15	Changing Rooms (Female)	Sunboard - To be put outside the tent/canopy UV on sunboard 4x3 ft	2	nos.	1		
1.16	Changing Rooms (Male)	Sunboard - To be put outside the tent/canopy UV on sunboard 4x3 ft	2	nos.	1		
1.17	Washroom (Female)	Sunboard - To be put outside the washroom/bio-toilets UV on sunboard 4x3 ft	4	nos.	1		
1.18	Washroom (Male)	Sunboard - To be put outside the room UV on sunboard 4x3 ft	4	nos.	1		
1.19	Call Room	Sunboard - To be put outside the room UV on sunboard 4x3 ft	2	nos.	1		
1.20	Branding on Camera Stands	Flex On Frame 4'x4'	3	nos.	1		
1.21	Branding on Camera Stands	Flex On Frame 8'x4'	1	nos.	1		
2	Branding (10k)						
2.1	Gate	Header Flex On Frame 28' X 3'	3	nos.	1		
2.2	Gate	Pillars Flex On Frame 18' x3'	4	nos.	1		
2.3	Gate	Circles for gate vinyl on 5mm sunboard 4'x4'	4	nos.	1		
2.4	Vertical Branding	Standee Flex On Frame 4' X 8'	8	nos.	1		

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	(after The gate)						
2.5	Horizontal Branding (On the Mojo Barracading)	Flex On Frame 10' X 4'	10	nos.	1		
2.6	Stage Skirting Area	Flex On Frame 16' X 4'	1	nos.	1		
2.7	Stage Skirting Area	Flex On Frame 8' X 4'	2	nos.	1		
2.8	Stage Backdrop	Flex On Frame 16'x8'	1	nos.	1		
2.9	Speaker Raiser Baranding	Flex On Frame 4'x4'	4	nos.	1		
2.10	Speaker Raiser Baranding	Flex On Frame 8'x4'	2	nos.	1		
2.11	Holding Area 10K (18-39 Years)	Sunboard - To be put at the designated area 'Starting Points' UV on sunboard 4'x3'	2	nos.	1		
2.12	Holding Area 10K (40-54 Years)	Sunboard - To be put at the designated area 'Starting Points' UV on sunboard 4'x3'	2	nos.	1		
2.13	Holding Area 10K (55 Years Above)	Sunboard - To be put at the designated area 'Starting Points' UV on sunboard 4'x3'	2	nos.	1		
2.14	Changing Rooms (Female)	Sunboard - To be put outside the tent/canopy UV on sunboard 4'x3'	2	nos.	1		

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2.15	Changing Rooms (Male)	Sunboard - To be put outside the tent/canopy UV on sunboard 4'x3'	2	nos.	1		
2.16	Washroom (Female)	Sunboard - To be put outside the washroom/bio-toilets UV on sunboard 4'x3'	4	nos.	1		
2.17	Washroom (Male)	Sunboard - To be put outside the room UV on sunboard 4'x3'	4	nos.	1		
2.18	Call Room	Sunboard - To be put outside the room UV on sunboard 4'x3'	2	nos.	1		
2.19	Branding on Camera Stands	Flex On Frame 4'x4'	3	nos.	1		
2.20	Branding on Camera Stands	Flex On Frame 8'x4'	1	nos.	1		
3	Branding (5 k)						
3.1	Gate	Header Flex On Frame 28' X 3'	3	nos.	1		
3.2	Gate	Pillars Flex On Frame 18' x3'	4	nos.	1		
3.3	Gate	Circles for gate vinyl on 5mm sunboard 4'x4'	4	nos.	1		
3.4	Vertical Branding (after The gate)	Standee Flex On Frame 4' X 8'	8	nos.	1		
3.5	Horizontal Branding (On the Mojo Barracading)	Standee Flex On Frame 10' X 4'	10	nos.	1		
3.6	Stage Skirting Area	Flex On Frame 8' X 4'	1	nos.	1		
3.7	Stage Skirting Area	Flex On Frame 8' X 4'	2	nos.	1		

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3.8	Stage Backdrop	Flex On Frame 8' X 8'	1	nos.	1		
3.9	Speaker Raiser Baranding	Flex On Frame 4'x4'	4	nos.	1		
3.10	Speaker Raiser Baranding	Flex On Frame 8'x4'	2	nos.	1		
3.11	Holding Area 5K Men	Sunboard - To be put at the designated area 'Starting Points' UV on sunboard 4'x3'	2	nos.	1		
3.12	Holding Area 5K Women	Sunboard - To be put at the designated area 'Starting Points' UV on sunboard 4'x3'	2	nos.	1		
3.13	Holding Area 5K Children Along With Parents	Sunboard - To be put at the designated area 'Starting Points' UV on sunboard 4'x3'	2	nos.	1		
3.14	Changing Rooms (Female)	Sunboard - To be put outside the tent/canopy UV on sunboard 4'x3'	2	nos.	1		
3.15	Changing Rooms (Male)	Sunboard - To be put outside the tent/canopy UV on sunboard 4'x3'	2	nos.	1		
3.16	Washroom (Female)	Sunboard - To be put outside the washroom/bio-toilets UV on sunboard 4'x3'	4	nos.	1		
3.17	Washroom (Male)	Sunboard - To be put outside the room UV on sunboard 4'x3'	4	nos.	1		
3.18	Call Room	Sunboard - To be put outside the room UV on sunboard 4'x3'	2	nos.	1		
3.19	Branding on Camera Stands	Flex On Frame 4'x4'	3	nos.	1		
3.20	Branding on	Flex On Frame 8'x4'	1	nos.	1		

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	Camera Stands						
4	Road Branding						
4.1	Junction Branding Left - Horizonto l Branding	Junction 1 -15, Flex on frame 8' X 4'	32	nos.	1		
4.2	Junction Branding Right - Horizonto l Branding	Junction 1 -17, Flex On Frame 8' X 4'	40	nos.	1		
4.3	Milestone Branding	Standee -Flex On Frame 4' X 8' 21Km/20Km/19Km/18Km/17Km/16Km/15Km/14Km/13Km/12Km/11Km/10Km/9Km/8Km/7Km/6Km/5Km/4Km/3Km/2Km/1Km/800 M/600 M/400 M/300 M/200 M/100 M (both sides - 27*2 = 54)	54	nos.	1		
4.4	Water Station Ahead	Standee Flex on Frame 4' X 8'	8	nos.	1		
4.5	Water Station	Header Flex on Frame 10' x 2'	9	nos.	1		
4.6	Medical Station Ahead	Standee Flex on Frame 4' X 8'	8	nos.	1		
4.7	Medical Station	Standee Flex on Frame 4' X 8'	8	nos.	1		
4.8	Branding on Camera Stands	Flex On Frame 4'x4'	3	nos.	1		
4.9	Branding on Camera Stands	Flex On Frame 8'x4'	1	nos.	1		

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5	Finishing Point Branding						
5.1	Gate	Header Flex On Frame 28' X 3'	3	nos.	1		
5.2	Gate	Pillars Flex On Frame 18' x3'	4	nos.	1		
5.3	Gate	Circles for gate vinyl on 5mm sunboard 4'x4'	4	nos.	1		
5.4	Toilet Masking Branding	Backdrop Flex On Frame 30' X 10'	1	nos.	1		
5.5	Toilet Pathway	Backdrop Flex On Frame 24' x 4'	2	nos.	1		
5.6	Vertical Branding	Standee Flex On Frame 4' X 8'	8	nos.	1		
5.7	Broadcast Canopy Branding	L Shaped Flex on Frame 20'x7.5'	1	nos.	1		
5.8	Broadcast Canopy Branding	L Shaped 10'x7.5'	1	nos.	1		
5.9	Branded Vertical Flags	with Iron Poles	20	nos.	1		
5.10	Buntings	as per creative of the event	20	nos.	1		
5.11	Finish 5K	Pillars Flex On Frame 15' X 3'	2	nos.	1		
5.12	Finish 5K	Pillar Branding Vinyl on sunboard 4' x3'	2	nos.	1		
5.13	Photo Op	Railing of View Points Flex on Frame box type 16' X 8'	4	nos.	1		
5.14	Photo Op	Pillars Flex on Frame box type 2'x8'	8	nos.	1		
5.15	Photo Op	Skirting Flex on Frame 16'x1	4	nos.	1		
5.16	Photo Op	circle on top UV on sunboard 2.5'x2.5'	4	nos.	1		
5.17	Cloak Room	Standee Flex on Frame 4' X 8'	8	nos.	1		
5.18	Bus Parking	Standee Flex on Frame 4' X 8'	10	nos.	1		
5.19	Food Distributi on Point 5K	Standee Flex on Frame 4' X 8'	4	nos.	1		
5.20	Food Distributi	Standee Flex on Frame 4' X 8'	4	nos.	1		

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	on Point 10K & 21K						
5.21	VIP Dinning Area	Standee Flex on Frame 4' X 8'	4	nos.	1		
5.22	VIP Parking	Standee Flex on Frame 4' X 8'	2	nos.	1		
5.23	Officials Parking	Standee Flex on Frame 4' X 8'	2	nos.	1		
5.24	Officials Dinning Area	Standee Flex on Frame 4' X 8'	2	nos.	1		
5.25	Ambulanc e Parking	Standee Flex on Frame 4' X 8'	2	nos.	1		
5.26	No Parking	Standee Flex on Frame 4' X 8'	2	nos.	1		
5.27	No Entry	Standee Flex on Frame 4' X 8'	2	nos.	1		
5.28	No Vehicle Zone	Standee Flex on Frame 4' X 8'	2	nos.	1		
5.29	Ceremoni es Area	Standee Flex on Frame 4' X 8'	2	nos.	1		
5.30	Technical Officials	Sunboard - To be put outside the seating area UV on sunboard 4'x3'	2	nos.	1		
5.31	TSR Team	Sunboard - To be put outside the seating area UV on sunboard 4'x3'	2	nos.	1		
5.32	Washroo m (Female)	Sunboard - To be put outside the washroom/bio-toilets UV on sunboard 4'x3'	4	nos.	1		
5.33	Washroo m (Male)	Sunboard - To be put outside the room UV on sunboard 4'x3'	4	nos.	1		
5.34	VIP	Sunboard - To be put outside the seating area UV on sunboard 4'x3'	2	nos.	1		
5.35	Officials Dinning Area	Sunboard - To be put outside the seating area UV on sunboard 4'x3'	2	nos.	1		

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5.36	VIP Dinning Area	Sunboard - To be put outside the seating area UV on sunboard 4'x3'	2	nos.	1		
5.37	Medical Station	Sunboard - To be put outside the tent/canopy UV on sunboard 4'x3'	3	nos.	1		
5.38	Media Team	Sunboard - To be put outside the tent/canopy UV on sunboard 4'x3'	3	nos.	1		
5.39	Broadcast Team	Sunboard - To be put outside the tent/canopy UV on sunboard 4'x3'	3	nos.	1		
5.40	Funnel Branding	Sunboard - To be put outside the funnel, UV on sunboard 2'x1'	8	nos.	1		
6	Stage Area Branding						
6.1	Stage Branding - Dias Skirting Branding	Skirting Of Stage Flex on frame 24' x 4'	1	nos.	1		
6.2	Side Skirting	Flex on frame 16'x4'	1	nos.	1		
6.3	Stage Backdrop	Flex on frame 12'x10'	1	nos.	1		
6.4	Wings Branding	Wings Flex on frame 2'x4'	2	nos.	1		
6.5	Wings Branding	Wings Flex on frame 2'x6'	2	nos.	1		
6.6	Wings Branding	Wings Flex on frame 2'x8'	2	nos.	1		
6.7	Triangle Branding	Stage Header Flex on frame 30'x8'	1	nos.	1		
6.8	Customised backdrop	Flex on frame 12'x10'	1	nos.	1		
6.9	Vertical Branding	Standee Flex On Frame 4' X 8'	6	nos.	1		
6.10	Podium Branding	Sunboard - To be put outside the seating area Vinyl on sunboard 2' x 2'	1	nos.	1		
7	Transport Help Desk Branding						

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7.1	Transport Help Desk -21 k	Roll Up Standee 3'x6'	2	nos.	1		
7.2	Transport Help Desk -10 k	Roll Up Standee 3'x6'	2	nos.	1		
7.3	Transport Help Desk -5 k	Roll Up Standee 3'x6'	2	nos.	1		
8	Reception and Registration Branding						
8.1	5k Entry Male	Standees Flex on Frame 8'x4'	2	nos.	1		
8.2	5k Entry Female	Standees Flex on Frame 8'x4'	2	nos.	1		
8.3	10k Entry	Standees Flex on Frame 8'x4'	2	nos.	1		
8.4	21k Entry	Standees Flex on Frame 8'x4'	2	nos.	1		
8.5	Registration & Reception	Standees Flex on Frame 8'x4'	4	nos.	1		
8.6	No Entry	Standees Flex on Frame 8'x4'	1	nos.	1		
9	Main Stage Area (in sq ft)						
9.1	Stage	28 × 24	1	nos.	1		
9.2	Transparent Pandal	28 × 24, waterproof	1	nos.	1		
9.3	VIP Sitting Pogoda	20 × 20, waterproof	2	nos.	1		
9.4	Pogoda	20 × 20, waterproof	4	nos.	1		
9.5	Grass Carpetting (For Ground)	80 × 100	1	nos.	1		
9.6	Side Cover (For Dining)	400 × 10, festoon	1	nos.	1		
9.7	VIP Dining Pogoda	20 × 20, waterproof	3	nos.	1		

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9.8	Volunteer /Official Dining Pagoda	20 × 20, waterproof	8	nos.	1		
9.9	Kitchen Pandal	40 × 40, waterproof	1	nos.	1		
9.10	Side Wall Cover	120 × 10, festoon	1	nos.	1		
9.11	Carpet (For Pogoda - VIP)	20 × 40	1	nos.	1		
10	21k and 10k Food Court (in sq ft)						
10.1	Pandal (With Ceiling)	70 × 40, waterproof	1	nos.	1		
10.2	Side Wall	150 × 10, festoon	1	nos.	1		
10.3	Platform	70 × 40	1	nos.	1		
10.4	Step Platform	40 × 12	1	nos.	1		
10.5	Carpet	70 × 40	1	Lumps um	1		
10.6	Front Barricade (5K Pogoda)	70 × 3 R ft	1	Lumps um	1		
10.7	Pandal Facia	110 × 8	1	nos.	1		
10.8	Pandal (For Water Point)	10 × 50, waterproof	1	nos.	1		
10.9	Side Wall	70 × 10, festoon	1	nos.	1		
10.10	Platform	8 × 40	1	nos.	1		
11	5k Area (in sq ft)						
11.1	Food Court Pandal	60 × 40, waterproof	1	nos.	1		

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11.2	Side Wall Cover	140 × 10, festoon	1	nos.	1		
11.3	Pandal facia	40 × 60	1	nos.	1		
11.4	Platform	70 × 40	1	nos.	1		
11.5	Bamboo Barricade	480 R ft	1	Lumps um	1		
11.6	Pandal (For Water point)	80 × 15, waterproof	1	nos.	1		
11.7	Side Wall	80 × 10, festoon	1	nos.	1		
11.8	Carpet (For Court)	50 × 40	1	nos.	1		
12	Cloak Room (in sq ft)						
12.1	Pandal	100 × 20, waterproof	1	nos.	1		
12.2	Side Cover	240 × 10, festoon	1	nos.	1		
12.3	Pandal facia	140 × 8	1	nos.	1		
12.4	Carpet	100 × 20	1	nos.	1		
12.5	Bio Toilet	With Water Supply	10	Nos.	1		
13	Finishing Point (in sq ft)						
13.1	Pogoda	15 × 15, waterproof	6	Nos.	1		
13.2	Pogoda	15 × 15, waterproof - For persons/ technician of Sound, Carpet, Technical Etc.	6	nos.	1		
13.3	Pogoda Medical	20 × 20	3	Nos	1		
13.4	Platform	20 × 60 - for medical	1	no.	1		
13.5	Carpet	20 × 60 - for medical	1	nos.	1		
13.6	Side Wall Cover	110 × 10, festoon - for medical	1	nos.	1		
13.7	7 KV Generator with fuel	Silent Generator	2	nos.	2		
13.8	Platform	28 × 20	1	nos.	1		

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13.9	Stage	20 × 8	1	nos.	1		
13.10	Stage	16 × 4	1	nos.	1		
13.11	Stage	8 × 4	1	nos.	1		
14	Changing Room Area						
14.1	Pandal Changing Room (21K, 10K, 5K)	6'x4'x8'	80	nos.	1		
14.2	Side Cloth Cover/Partition	15,360 Sq Ft, festoon, for changing room	1	Lumps um	1		
14.3	Platform (For Changing Room)	8' x 4' sq ft	65	nos.	1		
14.4	Mojo Barricade Road Side	1,840 R Ft	1	Lumps um	1		
15	Other Branding and Misc. Items						
15.1	Flex branding	Flex on Frame 12'x4'	2	nos.	1		
15.2	Frame for	Flex on frame 3'x8, vinyl on sunboard	1	nos.	1		
15.3	Frame for	3'x5' , vinyl on sunboard	1	nos.	1		
15.4	customise d gate near stage	15'x7.5	1	nos.	1		
15.5	pillar	3'x9'	2	nos.	1		
15.6	Printing (Stickers)	Self-adhesive, tear-resistant sticker made of synthetic material, featuring strong adhesive backing for secure attachment to car (A5 size), bus passes (A3 size), etc. with adequate space for participant bib number and other identification details, printed in high-quality, smudge-resistant ink	1000	nos.	1		
15.7	Printing (IDs with Cover)	Access id cards printed on thick quality paper (250-300 GSM), with lanyard and plastic id cover	1800	nos.	1		

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15.8	Printing (Wrist Bands)	Width: 19mm x 25 mm (non tearable sheet)	12000	nos.	1		
15.9	Printing (Leaflets)	High-quality printed leaflet on durable art paper (minimum 100–130 GSM), in A4 size containing event information	12000	nos.	1		
15.10	Garbage Bags with Stickers & Zip Ties (Cloak Room)	Self-adhesive, tear-resistant sticker made of synthetic material, featuring strong adhesive backing for secure attachment to polybags (22 cm x 13 cm), zip tie sticker (27 cm x 3 cm) etc. with adequate space for participant bib number and other identification details, printed in high-quality, smudge-resistant ink	5500	nos.	1		
15.11	Flagging Off - Flags	white colour with event logo, 5ft x 3 ft, printed on both sides, with pole (7 ft)	3	nos.	1		
15.12	Ceremonies	Ideation and conceptualisation of entire Closing Ceremony including arrangements of the following: - Artists during Closing Ceremony (One local professional choir or similar in relevant attire) Performance should be of approximately 10 mins - Set up of Stage with branding - Ushers in relevant attire (6 nos.) - Bouquet for dignitaries (5 nos.) - Mementoes (50 nos. worth Rs 3500 to Rs 4000 per item) - Emcee (2 no.) -Any other necessary arrangement as required	1	Lumps um	1		
15.13	Dummy Cheques	standard-quality customized dummy cheques made of durable sunboard/foam board with high-resolution multicolour printing, suitable for stage presentations, photography, and prize distribution ceremonies	100	nos.			
15.14	Sound & PA Set Up	At 21K Holding Area 1. Ahuja SUH 40XT horn – 2 nos 2. Ahuja SSA-250 amplifier – 1 no 3. 3Kva genset & fuel – 1 no 4. Wired Microphone – 1 no 5. Switch boards, cables, speaker wires as per requirement.	1	Lumps um	1		

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15.15	Sound & PA Set Up	At 21K Start 1. Jbl Srx 910LA line array loudspeaker - 6 nos 2. Jbl Srx 928s subwoofer - 2 nos 3. Jbl Prx 812 monitor speaker – 2 nos 4. Crown xti 6002 amplifiers – 2 nos 5. Midas M32 digital mixing console – 1 no 6. Dbx Venue 360 digital processor – 1 no 7. Sennheiser ew 500 945 vocal cordless handheld microphone – 2 nos 8. Ahuja SUH 40XT horn – 6 nos 9. Ahuja SSA-5000 EM amplifier – 1 no 10. 30 Kva genset & fuel – 1 no 11. 3 phase switch board – 1 no 12. Switch boards, cables, speaker wires and microphone stand as per requirement	1	Lumps um	1		
15.16	Sound & PA Set Up	At 10K Start 1. Jbl Srx 910LA line array loudspeaker - 6 nos 2. Jbl Srx 928s subwoofer - 2 nos 3. Soundcraft UI24 mixing console – 1 no 4. DBX 260 digital processor – 1 no 5. Sennheiser Cordless microphone – 1 no 6. Shure SM58 wired microphone – 1 no 7. Ahuja SUH 40XT horn – 5 nos 8. Ahuja SSA-5000 EM amplifier – 1 no 9. 15 Kva genset & fuel – 1 no 10. 3 phase switch board – 1 no 11. Switch boards, cables, speaker wires and microphone stand as per requirement	1	Lumps um	1		

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15.17	Sound & PA Set Up	At Cherra Presbyterian Secondary School (Holding Area for 5K) 1. Jbl Srx 910LA line array loudspeaker - 8 nos 2. Speaker Tower aluminum truss (1' x 1' x 25') 36 sq ft base – 2 nos 3. Jbl Srx 928s subwoofer - 4 nos 4. Speaker tower 25ft – 2 nos 5. Behringer X32 digital mixing console – 1 no 6. Dbx Venue 360 digital processor – 1 no 7. Sennheiser ew 500 945 vocal cordless handheld microphone – 2 nos 8. Ahuja SUH 40XT horn – 4 nos 9. Ahuja SSA-5000 EM amplifier – 1 no 10. 60 Kva genset & fuel – 1 no 11. 3 phase switch board – 1 no 12. Switch boards, cables, speaker wires and microphone stand as per requirement	1	Lumps um	1		
15.18	Sound & PA Set Up	At 5K Start 1. Jbl Srx 910LA line array loudspeaker - 6 nos 2. Jbl Srx 928s subwoofer - 2 nos 3. Yamaha DM3 mixing console – 1 no 4. Dbx Venue 260 digital processor – 1 no 5. Sennheiser 100 series vocal cordless microphone – 2 nos 6. 30 Kva genset & fuel – 1 no 7. Switch boards, cables, speaker wires and microphone stand as per requirement	1	Lumps um	1		

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15.19	Sound & PA Set Up	21K & 10K Finishing Area 1. Electrovoice ETX 35P high-mid-low loudspeaker - 2 nos, 2. Yamaha MG16XU mixing console – 1 no 3. Shure SM58 wired microphone – 1 no 4. Sennheiser cordless microphone – 1 no 5. 7 Kva genset & fuel – 1 no 6. Switch boards, cables, speaker wires and microphone stand as per requirement	1	Lumps um	1		
15.20	Sound & PA Set Up	At 5K Finishing Area 1. Jbl Prx 715 high-mid-low loudspeaker - 2 nos, 2. Yamaha MG10XU mixing console – 1 no 3. Shure SM58 wired microphone – 1 no 4. 3 Kva genset & fuel – 1 no 5. Switch boards, cables, speaker wires and microphone stand as per requirement	1	Lumps um	1		
15.21	Sound & PA Set Up	At Cloak Room Area 1. Ahuja SUH 40XT horn – 2 nos 2. Ahuja SSA-5000 EM amplifier – 1 no 3. 3kva genset & fuel – 1 no 4. Switch boards, cables, speaker wires and microphone stand as per requirement	1	Lumps um	1		

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15.22	Sound & PA Set Up	Ceremony Area 1. Jbl Srx 910LA line array loudspeaker - 8 nos 2. Speaker Tower 25ft height x 36 sq ft base – 2 nos 3. Jbl Srx 928s subwoofer - 4 nos 4. Speaker tower 25ft – 2 nos 5. Jbl Prx 715 monitor speaker - 6 nos 6. Yamaha QL5 digital mixing console – 1 no 7. Dbx Venue 360 digital processor – 1 no 8. Sennheiser ew 500 945 vocal handheld cordless mic – 4 nos 9. Shure SM58 wired microphone – 10 nos 10. 60 Kva genset & fuel – 1 no 11. Power panel 60kva – 1 no 12. Switch boards, cables, DI box, microphone stands as per requirements	1	Lumps um	1		
15.23	Sound & PA Set Up	At Main Help Desk, Ceremony Area, Sohra on 4th September, 2026 1. Ahuja SUH 40XT horn – 10 nos 2. Ahuja SSA-5000 EM amplifier – 4 nos 3. 7kva genset & fuel – 1 no 4. Switch boards, cables, speaker wires and microphone stand as per requirement	1	Lumps um	1		

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15.24	Sound & PA Set Up	At Registration Counter, J.N Stadium, Polo, Shillong on 2nd & 3rd September, 2026 1. Jbl Prx 715 high-mid-low loudspeaker - 2 nos 2. Ahuja SUH 40XT horn – 2 nos 3. Ahuja SSA-5000 EM amplifier – 1 no 4. Yamaha MG10XU mixing console – 1 no 5. Shure SM58 wired microphone – 1 no 6. 3 Kva genset & fuel – 1 no 7. Switch boards, cables, speaker wires and microphone stand as per requirement	1	Lumps um	2		
15.25	Sound & PA Set Up	At Transportation Help Desk, Parking Lot, Polo, Shillong on 3rd & 4th September, 2026 5. Ahuja SUH 40XT horn – 2 nos 6. Ahuja SSA-5000 EM amplifier – 1 no 7. 3kva genset & fuel – 1 no 8. Switch boards, cables, speaker wires and microphone stand as per requirement	1	Lumps um	2		
15.26	Sound & PA Set Up	At Transportation Help Desk, 2nd Ground Polo, Shillong on 3rd & 4th September, 2026 1. Ahuja SUH 40XT horn – 2 nos 2. Ahuja SSA-5000 EM amplifier – 1 no 3. 3kva genset & fuel – 1 no 4. Switch boards, cables, speaker wires and microphone stand as per requirement	1	Lumps um	2		

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15.27	Sound & PA Set Up	At Transportation Counter, Barik Traffic Point, Shillong on 3rd & 4th September, 2026 1. Ahuja SUH 40XT horn – 2 nos 2. Ahuja SSA-5000 EM amplifier – 1 no 3. 3kva genset & fuel – 1 no 4. Switch boards, cables, speaker wires and microphone stand as per requirement	1	Lumps um	2		
15.28	Sound & PA Set Up	At Transportation Help Desk, Shoppers Stop, opposite Main Secretariat, Shillong on 3rd & 4th September, 2026 1. Ahuja SUH 40XT horn – 2 nos 2. Ahuja SSA-5000 EM amplifier – 1 no 3. 3kva genset & fuel – 1 no 4. Switch boards, cables, speaker wires and microphone stand as per requirement	1	Lumps um	2		
15.29	Sound & PA Set Up	At Transportation Help Desk, All Saint's Hall, opposite IGP, Shillong on 3rd & 4th September, 2026 1. Ahuja SUH 40XT horn – 2 nos 2. Ahuja SSA-5000 EM amplifier – 1 no 3. 3kva genset & fuel – 1 no 4. Switch boards, cables, speaker wires and microphone stand as per requirement	1	Lumps um	2		

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15.30	Sound & PA Set Up	Transportation Committee Meeting at Basketball Court, Polo, Shillong on 2nd September, 2026 1. Jbl Prx 715 high-mid-low loudspeaker - 2 nos 2. Yamaha MG10XU mixing console – 1 no 3. Shure SM58 wired microphone – 1 no 4. 3 Kva genset & fuel – 1 no 5. Switch boards, cables, speaker wires and microphone stand as per requirement	1	Lumps um	1		
15.31	Sound & PA Set Up	Volunteer's Management Committee Meeting at Eastern Wing Gallery, J.N Stadium Polo, Shillong on 2nd September, 2026 1. Jbl Prx 715 high-mid-low loudspeaker - 2 nos 2. Yamaha MG10XU mixing console – 1 no 3. Shure SM58 wired microphone – 1 no 4. 3 Kva genset & fuel – 1 no 5. Switch boards, cables, speaker wires and microphone stand as per requirement	1	Lumps um	1		
15.32	Internet	100 Mbps -2 nos in the finishing (1 dedicated main line and 1 dedicated back up line) (leased line) 50 MBps-3 Nos in starting points (dedicated leased lines) 2 nos. of moving van with signal booster using mobile data of approx 2 mbps - 5 mbps	1	Lumps um	1		

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15.33	Live Streaming	Live Streaming Services (including commentary) 8 video camera (including operator and technician) 2 drones (including pilot and technician) Control room 1(data sourcing, visual mixing etc) Control room 2 (online mixing) Graphics (for headers and lower thirds) panelist Production assistant Technician (for control room) camera man on bikes 3 nos Follow cars 3KVA Generator with fuel for control room	1	Lumps um	1		
15.34	Printing of Merit Certificate	High-quality merit certificate printed on premium art card paper (minimum 220–300 GSM), featuring the event name, participant details, achievement/position secured, authorized signatures, and event branding, printed in high-resolution, fade-resistant colour for presentation and long-term preservation.	100	nos.	1		
15.35	Photo Ops structure	box design, 16' x 12'	4	Nos	1		
15.36	Photography & videography	4 nos. of dedicated professional photographer and 4 nos. of dedicated professional videographer for covering the event	1	Lumps um	1		
15.37	Post Event Booklet 150 GSM	Designing and printing of Coffee Table Books 13" x 11" picture books of at least 20 pages, hardcover, high quality print with gloss finish. The design should be high quality and finalised in consultation with Authority/appointed nodal officer/department	50	nos.	1		
15.38	Designing and Printing of Invitation Cards	in A5 along with envelopes (minimum 170–200 GSM)	200	nos.	1		

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15.39	Pandal (For Medical)	30 × 30, waterproof	1	nos.	1		
15.40	Side Wall (For Medical)	90 × 10, festoon	1	nos.	1		
15.41	Pandal Facia (For Medical)	40 × 10	1	nos.	1		
15.42	Platform (For Medical)	30 × 30	1	nos.	1		
15.43	Carpet (For Medical)	30 × 30	1	nos.	1		
15.44	Canopy (For Water Point, Medical etc.)	10' x 10'	55	nos.	1		
15.45	Mattress (For Medical)	single mattress, 6'x 3'	50	nos.	1		
15.46	Folding Bed	6'x 3', iron	10	nos.	1		
15.47	Bedsheet	single bed, white colour, for medical	50	nos.	1		
15.48	Pillow	with pillow cover, white colour, standard size	10	nos.	1		
15.49	Road Gate & Pillar	Bamboo frame with cloth masking Top: 28' x 3' Pillar: 18' x 3' (21k, 10k, 5k, Finishing Point)	4	nos.	1		
15.50	Deluxe Chair (With Cover)	Material: steel, with red cushion, white cover	100	nos.	1		
15.51	Center Table	coffee table, wooden with glass	6	nos.	1		

Request for Quotation for Appointment of Event Management Agency (Empaneled – Category A) for 5TH SOHRA INTERNATIONAL HALF MARATHON 2026

15.52	Double Sofa	white colour, leather	6	nos.	1		
15.53	Round Table (With Cover)	fibre table with white cover	6	nos.	1		
15.54	Long Table (With Cover)	fibre table with white cover	40	Nos	1		
15.55	Chairs	plastic chairs, armless	2500	Nos	1		
15.56	Wooden Table (With Cover & Frills)	Tables (wooden with steel frame) with Cover (5 ft x 2.5 ft approx.)	210	Nos	1		
15.57	Podium	wooden podium	1	No	1		
15.58	Bio Toilet	With Water Supply	140	Nos	1		
15.59	Halogen	200 watt	10	Nos	1		
15.60	Bulb	50 watt	20	Nos	1		
15.61	Socket Plug	50 ampere	20	Nos	1		
15.62	Camera Stand (For Stage)	8' x 4'	25	nos.	1		
15.63	Speaker Stand	8' x 4'	10	nos	1		
15.64	Side Cover Toilets	300' x10', festoon	1	Lumps um	1		
15.65	Toilet Platform	10 x 4 sq ft	10	nos.	1		
15.66	Stage (For Flag Off 21k)	20' X 8'	1	nos.	1		

Request for Quotation for Appointment of Event Management Agency (Empaneled – Category A) for 5TH SOHRA INTERNATIONAL HALF MARATHON 2026

15.67	Stage (For Flag Off 10k, 5k)	20 × 8	2	nos.	1		
15.68	Security	24 security personnel from 16:00 hrs on 3rd Sept, 2026 to 16:00 hrs 4th Sept, 2026 (12 personnel at a time as per interchangeable shifts)	1	Lumps um	1		
I	TOTAL (=Sum 1.1:15.68)						
II	AMOUNT OF TAX (@ _____%)						
III	MISCELLANEOUS/ CONTINGENCY (5% of the total rate without taxes i.e. I.E.)						
IV	GRAND TOTAL (I+II + III) IN FIGURES						
	GRAND TOTAL (I+II + III) IN WORDS						

Note: One time cost maybe considered as “1” in the No. of Days.

Request for Quotation for Appointment of Event Management Agency (Empaneled – Category A) for 5TH SOHRA INTERNATIONAL HALF MARATHON 2026

Annexure D - List of Empaneled Event Management Agencies

**DIRECTORATE OF SPORTS AND YOUTH AFFAIRS
GOVERNMENT OF MEGHALAYA
JAWAHARLAL NEHRU STADIUM COMPLEX,
POLO GROUNDS SHILLONG-793001**

No. DSYA/Sports.60/2025/128

Dated: Shillong, the 8th January 2026

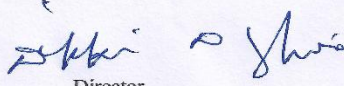
Notice

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) dated 16th May 2025; the following agencies have been shortlisted for empanelment as per relevant clauses of the EOI:

S.N.	Category A	Category B
1.	1. M/s MP Singhania & CO. 2. M/s Gobananas	1. M/s MP Singhania & CO. 2. M/s Gobananas
2.	1. M/s The Circus Entertainment 2. M/s SGlobal Acumen Pvt. Ltd.	M/s Rockski Events & Media Group
3.	M/s Opus Productions	1. M/s The Circus Entertainment 2. M/s SGlobal Acumen Pvt. Ltd.
4.	1. M/s JJ Technologies & Trading Agencies 2. M/s Doppelt	1. M/s JJ Technologies & Trading Agencies 2. M/s Doppelt
5.	M/s Rockski Events & Media Group	1. M/s Print Xpress 2. M/s Cherry Tree Solution Pvt. Ltd.

2. Further processes regarding empanelment process shall be intimated shortly.


Director,
Sports and Youth Affairs,
Meghalaya, Shillong.

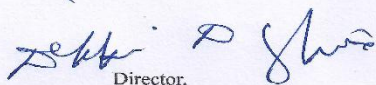
Memo No. DSYA/Sports.60/2025/128

(A)

Dated: Shillong, the 8th January 2026

Copy to:

1. The Under Secretary to the Govt. of Meghalaya, Sports & Youth Affairs Department for information.
2. The Deputy Director General, National Informatics Centre, Shillong, with a request to upload the document in the www.megsports.gov.in website.


Director,
Sports and Youth Affairs,
Meghalaya, Shillong.