



# MCL

जन संपर्क विभाग  
Department of Public Relations  
महानदी कोल्फील्ड्स लिमिटेड  
MAHANADI COALFIELDS LIMITED  
(A Government of India Enterprise)

क्रमांक/Serial: एमसीएल/जनसंपर्क/22-23/ 4128

दिनांक 21/10/2022

## NOTICE

**Sub: Engagement of Event/celebrity-management firms for organising Star Nite programme on 2<sup>nd</sup> Nov 2022.**

Event/celebrity-management firms with experience of organising open air stage programmes with celebrity artists/singers are invited to submit proposals for organising a 2:30 hrs-long evening programme with celebrity artist/s at MCL Anand Vihar Grounds, Burla, Sambalpur on 2<sup>nd</sup> Nov 2022.

### Eligibility:

- 1) At least 02 Open Air celebrity programmes/shows organised during financial years 2020-21, 2021-22 and 2022-23.
- 2) Valid GST No. and PAN of firm

**Submission:** through e-mail. {pro.mclhq@gmail.com}

- 1) Proposals for 2:30 hrs-long evening programme with celebrity artist/s to be submitted along with total cost, including travel of artists, in password-protected .pdf file through e-mail – pro.mclhq@gmail.com. Proposal and total cost, including GST, should be clearly typed on a letterhead with firm details.
- 2) Copies of work order/proof of organising celebrity events against eligibility criteria signed by authorised signatory under seal of firm.

**LAST DATE OF SUBMISSION OF PROPOSALS: 25.10.2022 (Before 11:00 AM)**

**Payment:** 40% of total charges will be processed for advance payment via e-mode to the Event Management Firm against with Job Order while remaining 60% will be released against the GST bills after successful completion of the event.

**Contracting Authority:** Head of Department (Public Relations), MCL (HQs), At/ PO- Jagruti Vihar, Burla, Sambalpur (Odisha) 768020.

**Paying Authority:** General Manager (Finance), MCL (HQs), At/ PO- Jagruti Vihar, Burla, Sambalpur (Odisha) 768020.

**Selection Criteria:** Organising Committee will shortlist the proposals of artists submitted by the event managements for the Star Nite event and make recommendations, which will be final and binding. No communication in this regard will be entertained.

### Note:

#In the event of selection of proposal, the firm shall have to submit Audio-Visual clip of the Celebrity/ies confirming their programme schedule to celebrate 48th Coal India Day at Mahanadi Coalfields Ltd., Sambalpur (Odisha).

##Company will only arrange transport for local movement, boarding and lodging at MCL for the visiting performers.

Head of Dept (PR)

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### Distribution:

1. GM (Systems) – with request to upload on MCL website.
2. Notice Boards
3. Office file