

CALL FOR APPLICATION
Service Provider (Event Producer)

In line with the bilateral relations between France and India and the promotion of cultural exchanges, the French Institute in India (IFI) is committed to advancing a policy of cooperation and dissemination in the fields of arts and culture.

As part of this initiative, the French Institute in India / Embassy of France in India is organizing the inauguration of the India–France Year of Innovation 2026 through an opening ceremony in Mumbai at the iconic heritage monument of the Gateway of India, in the presence of the President of the French Republic M. Emmanuel Macron and of the Prime Minister of the Republic of India, M. Narendra Modi.

The show will propose an original artistic work/loop of maximum 10 minutes illustrating Franco-Indian relations and cultural dialogue and using the most innovative technologies contents to be projected on the Gateway. In order to facilitate the smooth running of this initiative, **the French Institute in India is seeking a service provider to handle the technical and logistical aspects of the event, adapted to the chosen venue and within a secure framework.**

The receipt on 5 January of official authorization from the Indian authorities for the use of the Gateway of India in Mumbai largely explains the tight schedule for this tender. Candidates must fully understand this context and the political nature of it, which involves a certain flexibility to match with the requirements of both French and Indian governments.

The operation is scheduled to take place the 17 February 2026, in the evening. The artworks will be on display until 22 February 2026 inclusive, following the official opening night.

1- DEFINITION OF THE REQUESTED SERVICE

Context:

To celebrate the India–France Year of Innovation 2026 during the opening ceremony in Mumbai at the Gateway of India, the French institute in India is commissioning a video-mapping show to be directly projected on this emblematic monument of India, which was erected to commemorate the landing of King George V and Queen Mary at Apollo Bunder on their visit to India in 1911. It has since become one of the most popular touristic sites of the city.

The global show, according to what has been decided in accordance with the Indian Government should not exceed a maximum of 10 minutes as a total.

In order to be executed, this creative projection mapping will require technical equipment adapted to the projection method chosen by the French Institute in India, as well as to the specificities of the venue where the event is taking place.

As a consequence of the political framework described above, it is also expected, apart from the video-mapping itself, that a proper scenography is conceived on the inauguration to welcome the leaders, their VIP guests (about 200), and accredited journalists, on the public esplanade of Gateway.

Mandatory requirements for the Service provider:

- The applicant agrees to conduct a preliminary site visit.
- The applicant must hold a valid business license.
- The applicant must demonstrate sufficient revenue and financial stability to cover the salaries and social security contributions of the staff.

2- SERVICE PROVIDER RESPONSIBILITIES/ SCOPE OF SERVICES:

The Service Provider shall be responsible for comprehensive planning, coordination, execution, and successful completion of the project/event. The Service Provider shall full support to the Client-appointed Production Partner and Project Management Agency. The scope of services shall include, but not be limited to, the following:

- Understanding client requirements and objectives
- Preparation of execution plan, timelines, and coordination framework
- Concept development, design, and creative planning, wherever applicable
- Procurement and arrangement of required materials, equipment, and infrastructure
- Deployment of qualified and experienced manpower, including supervisors, professional graphics and creative teams, specialized management and production teams, and dedicated technical support personnel.
- On-ground execution, supervision, and overall management
- Installation, setup, operation, and dismantling of approved components
- Coordination with vendors, stakeholders, and authorities, as required
- Ensuring quality standards, safety norms, and statutory compliance
- Real-time issue resolution and operational support during execution

Projection Mapping Services

- Conceptualization and planning of projection mapping content in alignment with the approved theme and objectives
- Creation, adaptation, and integration of digital visuals, animations, and mapped content
- Supply, installation, alignment, calibration, and operation of projectors, media servers, and allied equipment
- Site survey and technical assessment for projection feasibility, surface mapping, and visibility

- Synchronization of projection mapping with audio, lighting, and other show elements, where applicable
- On-site technical supervision, testing, rehearsals, live operation, and dismantling
- Ensuring technical quality, image clarity, and uninterrupted performance during the show
- Provision of a professional graphics and creative team responsible for event branding artwork, stage visuals, screen content, signage designs, presentations, and last-minute creative modifications. The team will coordinate closely with the technical crew to ensure accurate execution across LED screens, printed branding, and digital assets.
- Deployment of an expert management and production team comprising experienced event managers, technical heads, production supervisors, and coordinators. This team oversees planning, vendor coordination, rehearsals, live execution, troubleshooting, and post-event dismantling to ensure seamless delivery.

Décor & Production Services

- Conceptualization, design, and execution of event décor in line with the approved theme and creative direction
- Design and fabrication of stage sets, backdrops, props, installations, and thematic elements
- Supply and installation of décor materials, structures, branding elements, and soft furnishings
- Coordination of production activities including carpentry, fabrication, printing, and finishing works
- On-ground production management, supervision, and quality control
- Setup, maintenance during the event, and dismantling/removal of décor and production elements post-event
- Ensuring safety, structural stability, and compliance with applicable norms during installation and execution

Approvals:

All statutory permissions, licenses, approvals, and clearances, including but not limited to those from any local, state, or central authorities, Coastal Authorities, Police Department, Archaeological Survey of India (ASI), Municipal Corporation of Greater Mumbai (BMC), Archaeology Department of Maharashtra, Fire Department, Bombay Port Trust, or any other authority having jurisdiction.

Detailed scope of work is per BOQ Statement annexure 1.

The French Institute in India will provide technical specifications relating to the projection of content on request to candidates who meet the conditions specified in Article 5 of this call for tenders. These requests shall be made by email to the address given in Article 8.

3- INSURANCE

- The service provider must secure copies of all necessary insurances from relevant parties for the organization of the event.
- Within 7 days of receiving the contract notification, the service provider must submit proof of insurance for their company and employees. The coverage must be comprehensive and sufficient for the scope of work involved.

4- FINANCIAL ELEMENTS

- Under the service agreement, the service provider will receive the service fees for their services in one installment, at the end of the event. Please note that service fees cannot be paid in advance by the French Institute in India.
- The service provider is solely responsible for managing the tax implications and compliance related to all payments received from the French Institute in India.

5- RECOURSE - TERMINATION OF THE SERVICE

In the event of recourse, the parties will meet promptly to assess the validity of the recourse and associated risks. IFI will decide on the continuation of the contract and its terms. Termination may occur in the following cases of non-performance:

- Delays in setup affecting the proper execution of the contract.
- Serious or repeated non-compliance with contract terms.
- Unauthorized transfer of rights and obligations to a third party.

The contract will automatically terminate, without compensation, in the event of the service provider(s)'s dissolution or liquidation.

6- SERVICE PROVIDER(S) PROFILE

The service provider and their team must have the following qualifications and experience:

- Proven experience in organizing and executing cultural events.
- Strong interest and knowledge in arts, cultural productions, and live performances.
- Excellent interpersonal and intercultural communication skills.
- Ability to adapt to changing priorities quickly and effectively.

7- FINANCIAL PROPOSAL

- The financial proposal must be detailed and should include a detail service fee
- These estimates should be based on the information provided in the **Article 2**. As the number of guests and accredited professionals had not been finalised on the date of publication of the call for tenders, **only unit prices will be submitted by candidates**, which will serve as a basis for comparing prices between bids.

8- ANALYSIS OF THE OFFER

Bidders must carefully read the conditions of eligibility provided below. Proposals of only those Bidders who satisfy the Conditions of Eligibility will be considered for evaluation.

Criteria	Requirements	Documentary Evidence
Legal Entity	The bidder should be a company registered under the provisions of the Indian Companies Act, 2013 / Companies Act, 1956, ii. Registered with the Income Tax Authorities iii. Registered with GST Network	<ul style="list-style-type: none"> • Copy of certificate of incorporation document along with name change if any • Copy of PAN Card • Copy of GST registration certificate
Financial Capacity	The bidder should have a minimum average annual turnover of INR 30 Crores in the last 3 financial years ending FY 2024-25.	Certificate from the Chartered Accountant
Net worth	The bidder should have a minimum net worth of INR 15 Crore by 31 st March, 2025.	Certificate from the Chartered Accountant.
Solvency	Bidder must have solvency of INR 20 Crore certified by a scheduled commercial bank.	Solvency certificate issued by the scheduled commercial Bank and should not be older than 6 months from bid due date.
Bidder Experience	The bidder should have experience in conceptualizing and executing at least two (02) high-impact, large-format events, each having a minimum project value of INR 10 Crore , of National/International significance, involving VVIP dignitaries such as the President / Prime Minister / Vice President/ Governor / Chief Minister organised for any Central/State Government Department / PSU in India during the last five (05) financial years.	Work Order/LOA/ Completion Certificate
Other Criteria	The Bidder should be registered in Maharashtra	Copy of GST registration certificate.

Site Visit	The Bidder has to do mandatory site visit at Gateway of India, Mumbai. at their own cost for the intended work and to inspect / examine & assess the site condition and its surroundings and satisfy themselves prior to submission of his bid.	Evidence towards site visit.
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Offers will be evaluated based on the following criteria.

Sl. No	Criteria	Max Marks	Document/Evidence Required
A.	Financial Criteria	20	
1	The bidder should have a minimum average annual turnover of INR 30 Crores in the last 3 financial years ending FY 2024-25. 30 Crores – 1 mark For every additional 5 Crores Turnover, 1 mark each up to the maximum of 10 marks	10	Certificate from the Chartered Accountant and audited financial statements for the previous three financial years.
2	Net worth as on 31 st March 2025 15 Crores - 1 mark For every additional 3 Crores Net Worth, 1 mark each up to the maximum of 5 marks	5	Certificate from the Chartered Accountant
3	Solvency of the Bidder (certificate issued by a scheduled commercial Bank): 20 Crores – 1 mark For every additional 5 Crores Solvency, 1 mark each up to the maximum of 5 marks	5	Solvency certificate issued by the scheduled commercial Bank and should not be older than 6 months from bid due date.
B.	Bidder Experience	30	
1	The bidder should have experience in conceptualizing and executing high-impact, large-format events of National/International significance, involving VVIP dignitaries such as the President / Prime Minister / Vice President/ Governor / Chief Minister organized for any Central/State Government Department / PSU in India during the last five (05) financial years. 02 Events – 2 marks For every additional event 2 marks each up to the maximum of 20 marks	10	Work Order/LOA/Completion Certificate

2	The bidder should have experience of organizing a similar event at e Gateway of India, Mumbai involving VVIP dignitaries such as the President / Prime Minister / Vice President/ Governor / Chief Minister, organized for any Central/State Government Department / PSU in India during the last five (05) financial years 1 event – 5 marks 2 events – 10 marks	10	Work Order/LOA/ Completion Certificate
3	The bidder should have prior experience of successfully organizing and executing a multimedia projection show at Gateway of India, Mumbai, using a minimum of 6 projection units simultaneously 5 Marks Additional marks of five (5) shall be awarded to bidders who have successfully executed a multimedia projection project at Gateway of India, Mumbai, for a minimum continuous period of seven (7) days during last 3 Year	10	
C.	Technical Presentation	50	
	Technical Presentation should cover the following aspects: <ul style="list-style-type: none"> • Understanding of the assignment objective and scope and Identification of potential challenges and proposed solutions. • Design & artwork by mapping the designated places of the venue. • Innovation, ideation & creativity by using state of art technology. • Branding, Promotion, Event Planning and execution strategies. • Initiatives for minimizing environmental impact (Waste management, Crowd management, security, and emergency response protocols) 		
Total Marks		100	
Qualifying Marks		70	

Note: Only the top three (03) bidders securing the highest technical scores, i.e., T1, T2 and T3, shall be eligible for opening of the Financial Bid.

Bids will be evaluated based on the financial offers submitted as follows.

D.	Financial Proposal		
	<p>The financial proposal shall detail:</p> <ul style="list-style-type: none">• The service and indicate the unit price for each item.• Depending on the item in question, the unit may be presented as a minimum batch.		

IFI reserves the right to:

- Cancel the consultation;
- Negotiate with the top candidates;
- Request additional information within 48 hours in electronic format.

Candidates must be immediately available to begin the mission upon contract signing.

9- SUBMISSION OF CANDIDACY

Service providers interested in this mission must submit the following:

- a. Meet the eligibility criteria.
- b. A detailed financial, experience, technical and methodological proposal (art 8 A, B, C).
- c. A detailed financial proposal (art 8 D).
- d. Bank account details (RIB).

The complete application must be submitted in electronic format no later than **5 February at sylvain.lata@institutfrancaisindia.in**