

KINEXIN Convention Management Pvt. Ltd.
Operator of Yashobhoomi , Dwarka

Notice for Empanelment of Event Fire Safety Agency.

Proposals are invited single application system.

Notice No.: A2026086260

Date: 14 Aug. 2026

The process for appointment/empanelment of Event Fire Safety Agency, for a period **from Sep. 01 2026, to March 31, 2027** - 'TERM' will be as per the following details. in the Phase -1 area of Yashobhoomi which comprises of Convention Centre, Exhibition Hall-1 & 2 as well as foyer and other area as directed by KINEXIN.

INDICATIVE CRITICAL DATE SHEET

Notice Date – 14 Aug. 2026

Query latest discussion by – 18 Aug.2026 (1600 hrs.)

Application/Bid Submission by – 22 Aug. 2026 (1800 hrs.)

Contact Details

Kind attention: Mr. Nitin Gupta

Email id: niting@kinexin.com; hro@kinexin.com; shanker@kinexin.com

KINEXIN invites online single applications from experienced agencies for empanelment for the 'TERM' **period from Sep. 01, 2026, to 31st March 2027**. Only those companies having

- (i) Regular & valid licenses, necessary licenses to operate their business activities in accordance with applicable laws and regulations.
- (ii) Experience (either)
 - a. Minimum 5 years' experience in Fire Safety Services at least for single area up-to 100 acres complex like oil refineries, Chemical factories, manufacturing plants.
 - b. Minimum 3 years' experience in Fire Safety Services & minimum 6 months experience in MICE (Meeting, Incentives Conferences, and exhibitions) Industry.
 - c. Minimum 5 years' experience in MICE (Meeting, Incentives Conferences, and exhibitions) Industry.
- (iii) Having all types of fire safety devised and equipment essential for safety services [BIS-marked].
- (iv) Proven financial capability and turnover from fire safety services.
- (v) With branches in India (Delhi NCR specifically).
- (vi) Annexure 1

1. An incomplete proposal/application may be rejected summarily. Use additional sheets, wherever necessary to provide complete information. Each sheet has to be signed and numbered.
2. No modification or substitution of the submitted application shall be allowed.
3. Proposal documents need to be clearly scanned in pdf format. The application submitted by Post/Fax/hard copy submission shall not be considered. No correspondence will be entertained in this matter.
4. Not more than one proposal shall be submitted by one company/entity/group having a business relationship. Under no circumstance will the father and his son(s) or other close relations (biological / non-biological) who have a business relationship with one another (i.e. when one or more partner(s)/director(s)/shareholders(s) are common in the submitted bid [5 yr. company credentials]) be allowed to apply for the same as separate competitors. A breach of this condition will render the applicant of both parties liable to rejection.
5. It is advisable to check closely prior to the date of submission of the application for any modification /corrigendum/addendum/ amendment.
6. Selection of Agencies for empanelment will be made by KINEXIN and its decision would be treated as final & binding. KINEXIN reserves the right to accept or reject any or all the applications without assigning any reason whatsoever.
7. KINEXIN reserves the right to decide the eligibility criteria for the selection of Agencies for empanelment. The criteria included but are not limited to the following: (Details need to be submitted). Please also refer to Annexure – 1
 1. Regular & valid licenses, necessary licenses to operate their business activities in accordance with applicable laws and regulations (for working in India (Delhi /NCR) with validity as per the term)
 2. Experience - supported with Latest Work completion certificates or no dues certificate or 2 terms continues empanelment certificates.
 3. Having own equipment like annexure 1, adequate for Fire safety events / control crowd evacuation / exhibitions of any magnitude.
 4. Quantum of business handled in India or abroad in Fire safety services.

5. Turnover of the company/group in the last 5 years. Having a sound financial background with min. turnover INR 50 Cr. continually in the last 5 years (excluding FY 2020-21 & 2021-2022 or any or none are optional) (With supporting proof) Please provide audited Balance-sheets (duly certified by auditor / CA firm, auditor / CA details are mandatory)
6. Having own branches and training academy [Govt. of India authorities] / institute in India (mandatory) and Delhi NCR region.
7. Having BIS or International standard fire safety equipment's.
8. Membership/empanelment of Important Associations like NFPA training or membership, JOIFF - Joint Oil and Industry Fire Form certification [The International Organization for Industrial Emergency Services Management] or NCVT - National Council for Vocational Training.
9. Certificate to operate as fire safety agency like say ISO 9001, 14001, 45001, 18788, 27001, 8000 15683:2018, 16018:2012, 2190:2024 or any other.
10. Minimum 100 manpower personnel on payroll fireman ready for deployment at any given time for the exhibition at Yashobhoomi.
11. Company or its training subsidiary must have trained minimum 1000 persons from PSU or private companies in last three years. Must have trained minimum 1000 fire staff with NCVT certification or OSH or any other institute or university approved by Ministry of home affairs for last three years. Must have a deployment of minimum 300 trained fire staff on payroll of company or its subsidiary in the PSU & Pvt sector.
12. The annual non-refundable empanelment fee for each agency is Rs. 50,000.00 (Rupees INR Fifty Thousand only) (payment in advance) for the term. Refundable Security Bank Guarantee (SBG)/ Performance Bank Guarantee (PBG) (interest-free) amounting to INR Five Lakhs (Rs. 15,00,000.00) by all applicants.
13. Before undertaking any work in Yashobhoomi, the agency is required to sign the agreement in advance with all payments. (copy enclosed)
8. The Agency shall not assign or sub-contract to any third person or party including its subsidiary and/or sister concern or any related persons (blood relation).
9. In case the application is received from a subsidiary/sister concern / related person of a company and in the event of both being considered suitable, KINEXIN will give the option to empanel any one of them. Under no circumstances two companies of the same Group or sister companies or related persons will be empaneled.
10. Empanelment does not in any way entitle the Agency to have any exclusive rights and privileges.
11. KINEXIN reserves its right to cancel the empanelment in the event of the agency not honoring terms & conditions or not providing satisfactory services to the Exhibition Organizers or being found to be in breach of terms and conditions of the agreement violating the Indian Government laws (Central & state), etc. Under such circumstances, KINEXIN reserves the right to forfeit the PBG.
12. KINEXIN reserves the right to ban the selected agency's services at any time during the term (and blacklist them for future engagements) if their performance is deemed unsatisfactory. Before taking such action, KINEXIN will issue three warnings to the selected agency regarding their performance. The name of the agency may be removed from the approved / empaneled list of KINEXIN if the agency:
 1. has one or more than one occasion failed to execute a job or executed it unsatisfactorily; or
 2. has proved to be responsible for delays; or

3. fails to abide by the conditions of empanelment; or
 4. is found to have given false particulars at the time of empanelment; or
 5. is found that the applicant has hidden the information that may impact the decision of empanelment: or
 6. has indulged in any type of forgery or falsification of records; or
 7. changes the constitution of the firm or individual or the name of the firm without prior approval of the KINEXIN; or
 8. changes permanent address/business address without intimation to KINEXIN; or
 9. has declared or is in the process of being declared bankrupt, insolvent, wound up, dissolved, or partitioned; or
 10. persistently violates the labor regulations and rules; or
 11. has been involved in complaints of a serious nature received from other departments which, prima facie, appear to be true; or
 12. Defaults in settlement of tax dues like income tax, Contract tax, GST, Any other, etc.,
 13. has already been notified for other reason(s) by Govt. Dept.; or
 14. ceases to fulfill eligibility criteria based on which /revalidation was done, or
 15. is/are considered not required to be in the list of KINEXIN for any other reason considered fit by KINEXIN.
 16. Adhere to Annexure -1 & working manual of Yashobhoomi.
13. Articles of Association/Memorandum of the company/Copy of Registration Certificate.
 14. Document pertaining to the shareholder pattern of the company and credentials of the boards of directors of the company.
 15. Adequate team and equipment's / devices for handling large exhibitions/events and will be available at site during set-up in working conditions. The agency should have the full details of each piece of material/equipment (provide neat and legible drawings with calculations) utilized/running in the Yashobhoomi under their name/supervision at the site for any time audit. Agency ensure that all standards, protocols, operating procedures, and security requirements are compiled as prescribed by the Venue Authority.
 16. Applicant at its sole cost and responsibility, deploy, install, operate, and maintain all basic requisite infrastructure, tools, gadgets, devices, machinery, systems, and support equipment necessary for the proper and uninterrupted performance of the Services within the Yashobhoomi. No additional financial claim shall be entertained by the Authority or the Client for such deployment unless expressly provided for in the Contract. Any failure, malfunction, or deficiency shall be rectified by the Service Provider immediately, at its own cost, without causing disruption to ongoing venue or event operations.
 17. Services not satisfying the criteria in annexure - 1 will not be permitted for use on the premises of Yashobhoomi.
 18. Self-declaration to be submitted that the applicant has not violated any govt. law (state & central) while carrying out their services.
 19. The empaneled agency will not be permitted to set up a facilitation counter/site office in any area inside IICC. The ingress and egress of companies/goods or cargo/vehicles/ any other material shall be subject to the rules and regulations of KINEXIN.

20. In case of violation of any terms and conditions, the selected applicant shall be penalized by way of penalties, forfeiture of 100% PBG, and/or dis-empanelment and termination and/or debarment from participation in the empanelment process of KINEXIN in the future for a period to be specified by KINEXIN. KINEXIN reserves the right to impose a penalty (if any) towards the deficiency in services offered.
21. For security reasons, the selected agency will accept requests for services only from bonafide exhibitors / organisers/event management company etc. with photo badges issued by the organizer. No request shall be accepted from any unknown persons. Should follow the policies / procedures / guidelines established by KINEXIN and its representatives.
22. Applicant should comply in all respects with the provision of all statutes, rules, and regulations applicable to it / and or staff, and in particular and without limitation, the applicant shall at all times during this Agreement have the requisite Licenses. Self-certified copies to be attached.
 1. Regular & Valid GST / PAN
 2. ESIC - Employees' State Insurance Corporation (<https://www.esic.gov.in/about-us>)
 3. Provident Funds (https://www.epfindia.gov.in/site_en/index.php)
 4. Medical Insurance for all employees who are not covered by ESIC
 5. Shall comply under the Contract Labour (Regulation and Abolition) Act, 1970 / Workmen's Compensation Act 1923, New labour coded (w.e.f. Nov. 21,2025)
 6. Shall comply under the DFS norms, Petroleum and Explosives Safety Organisation (PESO) norms, NFPA / JOIF / NCVT training or membership and certified (if applicable)
 7. Contract Labour (Regulation and Abolition) Act, 1970 / Workmen's Compensation Act 1923
 8. Insurance - All agencies are requested to take necessary insurance and should hold KINEXIN / IICC harmless from any claims arising out of their operations during the term. The agency should also possess insurance for all the staff/manpower/ their equipment/surrounding property working for on-site and off-site duties, deployed in Yashobhoomi during the term. *(Any damage done by the agency, or their associates has to be settled immediately and the decision of the KINEXIN will be final and binding.)*
 9. MSME Certificate etc.
 10. and such other laws as may be applicable.

The Supplier should comply with all the applicable Labour Laws and shall provide an undertaking/indemnity letter to this effect. For example, compliance on minimum wages & should ensure that no worker who is working onsite in Yashobhoomi, shall be below 18 years of age. All crew members are trained and qualified to undertake the responsibility assigned.
23. Staff of the agency have to wear proper uniforms with basic protective gear like gloves, shoes, caps or helmets, PPE kit, etc. at the exhibition site. Also must have Walkie-talkies, PA system, whistles, temporary lighting, binoculars, batons, search lights, reflectors, BIS-marked extinguishers, fire tender, etc.
24. The officially appointed agency to have a full-fledged operation team during the expo consisting of a person at-least not less than a General Manager (in large fairs) on-site assisted by other officers and men in all fairs. In small & medium-sized fairs, a manager must be on site. Agency team shall, at all times, coordinate and cooperate with the Venue Authority, Client, and any designated event management agencies to ensure smooth integration of its services with the overall venue operations and event requirements.

25. Agencies should provide basic advice to exhibitors about working in Yashobhoomi / or any other details requested by Exhibitors/organizers/other entities though they may or may not take their services.
26. A Site working (risk) assessment form as per Annexure need to be filled before executing the works at Yashobhoomi.