



ODISHA LIVELIHOODS MISSION

ZILLAPARISHAD, BOUDH

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No. : 24 // OLM

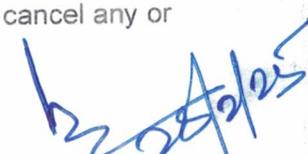
Date: 28-02-2025

SHORT TENDER CALL NOTICE

Sealed Tenders are invited in the prescribed format from interested Tent Houses/ Firms/ Decorators/ Agencies for One Day District Level Workshop on Lakhpati Didi Initiatives as per the specifications provided below. The Programme is scheduled to be organised on 11.03.2025. The detailed Tender Paper along with terms & conditions can be obtained from DMMU, OLM office or can be downloaded from the website www.boudh.nic.in. The Tender paper completed in all respect must be in sealed cover and superscripted as "Tender for Tentage & Allied Works/ catering Services for District Level Workshop on Lakhpati Didi".

The sealed Tender completed in all respect addressed to the "CDO-cum-EO, Zilla Parishad, Boudh- 762014" should reach by General Post or Speed Post/ Courier/ by hand on or before **06.03.2025 at 1.00 PM** and will be opened in the same day at **3.30 PM** at the office chamber of the undersigned in presence of the Bidders or their authorized representatives. The Tender received after due date and time will not be considered.

The undersigned reserves the right to accept/ reject/ modify/ cancel any or entire Tender(s) at any stage without assigning any reason thereof.


CDO-cum-EO

PA Zilla Parishad, Boudh

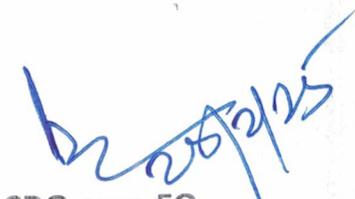
Memo No 25 // OLM, Dated 28-02-2025

Copy to the DIO, NIC, Boudh for information with a request to hoist the Bid Document in District Portal for wide publicity.

Copy to the DI & PRO, Boudh/ All BDOs for information and necessary action with a request to affix the above Tender Call Notice in their office Notice Board for wide publicity.

Copy to the PA to collector for kind information of the Collector, Boudh.

Copy to the Notice Board.


CDO-cum-EO

PA Zilla Parishad, Boudh

1. Terms of Reference for the Tentage & Allied Works:

A. TERMS AND CONDITIONS FOR TENTAGE& ALLIED WORKS

1. The bidder has to submit the bid in the prescribed format must be accompanied with supportive documents/ information.
2. The bidders should have Registered Agency/ Firm.
3. The rate offered by the firm shall be **inclusive of all taxes**.
4. Preference will be given to the bidder having **experience** of successfully completed **similar type of works during last two years**.
5. **The Bidder has to submit the Technical Bid and Financial Bid separately. The bidder has to quote the rate in the Financial Bid as per the given format without any overwriting.** The Financial Bid should be duly signed and sealed in a separate cover. The Financial Bids of the technically acceptable Bids shall only be opened or as decided by the Committee.
6. The venue shall be made available to the contractor by District Administration before 3 (Three) days of commencement of the workshop. All the desired works should be completed on **10.03.2025 at 4.00 PM** and should be handed over all the works as per specification to the undersigned.
7. On completion of the event, the contractor shall have to take away all the materials within two days & vacate the place with the same condition while occupying the ground.
8. The contractor shall be ready to provide additional materials in case of requirement during the event at market price for the items not mentioned in the Tender.
9. No advance payment will be entertained. The final payment will be made on the basis of the actual work done. The contractor shall not use any additional materials other than the work specified in the work order without the prior permission of the competent authority. In case of any additional requirement, the contractor has to take the prior written permission.
10. Bidder will be responsible for upkeep and maintenance of the entire work done by him till the closing of the event. The undersigned will not be responsible for any breakage, damage, fire, theft etc. of his materials and he has to take step for insurance of his goods for the purpose, if any.
11. No part of the contract will be sub-let without the prior written permission of the undersigned.
12. For convenience and effective delivery, the bid is to be treated as a package of services. Evaluation of the competitive bidding price will be made taking into account the total amount calculated on the entire items.
13. It shall be the responsibility of the successful bidder to obtain requisite permission for electricity connection / fire services for the exhibition period from statutory bodies. The bidder has to supply the fire protection equipment like extinguisher as per the requirement from the Fire Officer of the concerned area and adhere to the fire safety norms.

14. In regard to electrical fittings etc. the contractor shall have to engage qualified licensed electrician/ contractor.
15. The authority is not bound to accept the lowest bidder and reserves the right to inspect / verify the stock of materials required for this work by nominating a committee to ascertain the credibility of the firm. Further the undersigned reserves the right to reject any or all Tender(s) without assigning any reasons thereof.
16. Any legal dispute arising out of this is subject to Boudh district jurisdiction only.
17. **The bidder has to submit self attested photocopies of the required documents along with duly filled in Tender Paper. In case any document(s) submitted by the bidder found to be forged, the Bid will be rejected. The documents to be submitted are:**
- i. Experience Certificate/ Work Order showing successfully completed similar type of works during last two years.
 - ii. Copy of the Registration Certificate of the Agency/ Firm/ Organisation for similar nature of work.
 - iii. Copy of Goods & Services Identification Number (GSTIN) & latest GST deposit Challan.
 - iv. Financial Bid as per the prescribed format duly signed in separate cover.

B. SPECIFICATION FOR WORKS:

Item wise specifications of different works are given below.

- 1) Stage
- 2) Gate
- 3) Auditorium with Sitting Arrangement
- 4) Dining Area for Food Court
- 5) Fooding

1) STAGE

Particulars	Specifications
Structure	Bamboo & cloth structure, Size of- 30' X 10' with water proof roofing.
Flooring	Wooden plank platform of 4' height with full Floor Synthetic Matting.
Ceiling & Wall	Three sides will be covered with new cloth. Backside outer wall will be covered with tarpaulin and it will be fixed horizontally supported with wooden bellies.
Facia	A wooden batten frame for Running Facia will be erected and decorated with artificial flower. A running white cloth Jhallar of 1' width will be put in the front side, below to the fascia frame, if required.
Furniture	One Podium with live flower decoration, 11 nos. sofa set for VVIPs

Electrical Fittings	Tube or T5 Light or LED Flood Light – 10 nos., 5 Amp Plug Point with On/Off Switch Board, Extension Cord, 6 nos. Desert Cooler and 20 nos. Ceiling fan/ Pedestal Fan. Soundless Generator set of 50 KVA with required fuel shall be provided by the Bidder for uninterrupted power supply during workshop. The generator circuit should be connected with lights, Fan and Sound System.
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Sound System	5 nos. Cordless Microphones and adequate Sound Systems to be fitted in such a manner that the announcement should cover to entire ground.
Flower Decoration	Flower Vase with Sufficient Live flower decoration at Stage.

2) **GATE:**

One Gate will be erected as per following specifications:

Main Gate	Box type Gate with Batten framing structure covered with Cloth and Flex design. The design will be given by OLM, Boudh. Flower Decoration in the Gate before inauguration.
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3) **AUDITORIUM WITH SITTING ARRANGEMENT**

A closed auditorium is to be erected. The minimum distance of 20 feet from stage to auditorium will be maintained.

Structure	Iron structure with Tarpaulin waterproof roofing approximately 20000 sq ft. The design structure shall be covered with new cotton cloth.
Chair	Four thousand plastic moulded chairs, 2 rows double sofa set/ Cushion Chairs.
Matting	Net matting in sitting area and Synthetic Carpeting in front of the Stage.
LED	42 Inch LED 6 nos for streaming of the workshop

4) **DINING AREA FOR FOOD COURT:**

Particulars	Specifications
Size	The size of the dining area will be approximately 5000 sqft. Iron Structure with Cloth roofing.
Furniture	Required numbers of Table, Chair and utensils for food preparation and distribution for approximately 4000 people.
Barricading	Counter with Iron barricading of 3' height to be made for food distribution with entry and exit passage.
Dustbin	Sufficient dustbin to be provided and placed at different spot.

5) **CATERING:**

Food for the participants and guest (Approx. 4000 numbers) to be supplied during the Workshop. The specification of food are as follows.

Items
Breakfast: Tiffin Packet (Banana, Bara, Aluchop, Singda and Sweet- 1 nos each) & 250 ml Water Bottle
Lunch: Rice, Dal, Mix Veg Curry, Khata, Papad, Chips, Kheer, Paneer & 250 ml Water Bottle
Drinking Water: 100 Cool Drinking Water Jars to be supplied in the ground.

EVALUATION FORMAT

Name of the firm/ Agency	:	
Address	:	
Registration No.	:	
GSTIN Number	:	
PAN Number	:	
Tax Clearance Certificate/ Latest GST deposit Challan	:	Yes/ No
Experience of similar types of works	:	Yes/ No

DECLARATION

I/We hereby declare that all the statement(s) made in this application are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found false or incorrect or any other figure inflated or misleading at any stage or I am/ we are not satisfying the eligibility criteria prescribed in the relativenotice, my bid is liable to be cancelled. I am/ we are willing to abide by the terms and conditions laid by OLM, Boudh. In case of any lapse on my/our part which may affect the performance of the job or the quality of the work is found substandard or the service or response is found poor, proportionate value may be deducted from my bills as deemed to be proper by the competent authority.

Place:

Date :

Signature of the Bidder with seal

FINANCIAL BID

I / We do hereby submit item wise Tender of Tentage and Allied works & Catering Services for "District Level Workshop on Lakhpati Didi Initiatives" inclusive of all taxes.

Sl.	Item	Approx.Qty. in units	Total Amount [in Rs.]
1	Stage	1 Package	
2	Gate	1 Package	
3	Auditorium with Sitting arrangement	1 Package	
4	Dining area for Food Court	1 Package	
5	Fooding	1 Package	
TOTAL			
Rupees in Words:			

Signature of the Bidder With seal
Date: