

**OFFICE OF THE REGIONAL ASSISTANT DIRECTOR OF EMPLOYMENT
SAMBALPUR**

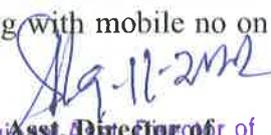
E-mail ID- deexsambalpur@yahoo.co.in

Letter No-...1065...../ DEEx,Sambalpur,

Dated-09.11.2022

SHORT QUOTATION CALL NOTICE

Sealed Tender/Quotations in plane papers are invited from the intending Firms /Caterers/Hotelier/bonafide decorators having valid GST, PAN Certificate and similar Experience for supply of tent and allied works for organizing 02 (Two) no of Mini Job Fair-cum-Counselling camps on 18th Nov & 19th Nov 2022 at Burla NAC College Campus,Burla and Maneswar High School,Maneswar,Sambalpure respectively (N.B ;-The date and place of Job fair likely to be re-scheduled/changed) . The terms and conditions, quotation paper for submission of quotation and detailed specifications are below mentioned. Sealed quotation/ Tender should reach the District Employment Exchange, Sambalpur positively latest by **dated 16.11.2022 by 01:00 P.M.**, which will be opened by the Selection Committee on dated **16.11.2022 at 3:30 p.m** in presence of the quotationers or their authorized representatives in the Office Chamber of the Regional Asst. Director of Employment,Sambalpur.The Applicant/quotationer/Tenderer need to submit separate envelope for each job fair and the same should be superscribed on the top of the envelop as **"APPLICATION FORM FOR SUPPLY OF TENT AND ALLIED WORKS FOR MINI JOB FAIR -2022 at Burla & Maneswar"** along with mobile no on the envelope

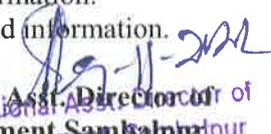

Regional Asst. Director of
Employment,Sambalpur

Memo No 1066(2)/DEEx, Sambalpur

Dated 9.11.22

Copy submitted to

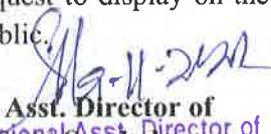
1. The Collector and District Magistrate, Sambalpur for faour of kind information.
2. The Director of Employment,CEO,OSDA,Bhubaneswarfor faour of kind information.


Regional Asst. Director of
Employment,Sambalpur

Memo No 1067/DEEx, Sambalpur

Dated 9.11.22

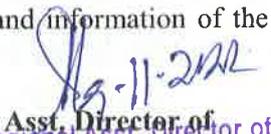
Copy submitted to the Project Director, DRDA, Sambalpur with a request to display on the notice board for wide circulation of the same and information of the general public.


Regional Asst. Director of
Employment,Sambalpur

Memo No 1068/DEEx, Sambalpur

Dated 9.11.22

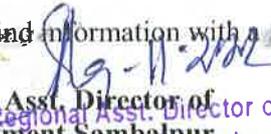
Copy submitted to The Chief District Medical Officer and Public Health officer,Sambalpur / The Divisional Labour Officer, Sambalpur / The Civil Supply Officer, Sambalpur , / The DI&PRO, Sambalpur / The District Sports Officer,Sambalpur / The District Welfare Officer, Sambalpur / Executive Officer, NAC, Kuchinda / Executive Officer, NAC, Rairakhol for kind information with a request to display on the notice board for wide circulation of the same and information of the general public.


Regional Asst. Director of
Employment,Sambalpur

Memo No 1069/DEEx, Sambalpur

Dated 9.11.22

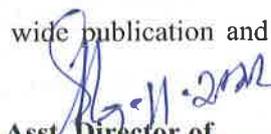
Copy submitted to District Informatics Officer, NIC, Sambalpur for favour of kind information with a request to up-load the tender document in the district website


Regional Asst. Director of
Employment,Sambalpur

Memo No 1060/DEEx, Sambalpur

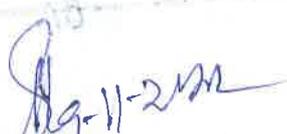
Dated 9.11.22

Copy to the Notice Board of District Employment Exchange, Sambalpur for wide publication and information of the general public.


Regional Asst. Director of
Employment,Sambalpur

**TERMS & CONDITIONS MENTIONED BELOW FOR SUBMISSION OF QUOTATIONS FOR
SUPPLY OF ABOVE ITEMS.**

1. The quotationer/Tenderer must be a registered firm as mentioned in the tender paper.
2. Must have a valid PAN No,GST No.
3. Must have income tax return for last three years.
4. Payment will be made on satisfactory completion of the work assigned & as per the demand bill at the rate quoted in the application received..
5. The size of the supply order may increase or decrease as per requirement.
6. The rate shall be quoted inclusive of all Taxes (GST inclusive) & royalties if any.
7. No additional charges will be paid by the undersigned towards transportation cost to the delivery point.
8. The quotationer has to supply the items to the programme in time as specified in the Notice.
9. No any compromise is allowed in quality of work.
10. Successful quotationers shall have to supply the items as per work order to be issued and the specified items as per the description& hygienically prepared which will be served with card board plate or Paper Plate as the case may be.
11. The Lowest Quoted Price of genuine quotationer who qualify in both the bidding will be taken into consideration for the selection.
12. There will be two phasees of selection of tender i.e Technical & Financial bid so all tenderer/ quotationer will be required to apply separately for Technical & Financial bid from with all other documents and should be kept in a single envelope superscribing therein as mentioned in the notice.
13. The applied quotationer who qualify in the Technical bid will be taken for consideration of Financial bid
14. The tender should reach within the stipulated time mentioned on the notice, beyond which the tender will not be entertained.
15. The applied quotationer must not be a defaulter of any statutory dues as per the provision.
16. In the event of any dispute, the matter shall be settled within the jurisdiction of Sambalpur
17. The undersigned reserves the right to accept or reject any or all quotations without assigning any reason thereof.


Regional Asst. Director of
Employment, Sambalpur

TENT AND ALLIED WORKS SPECIFICATION FOR THE DISTRICT LEVEL MINI JOBFAIR SCHEDULED TO BE HELD ON 18TH AND 19TH NOV 2022 AT BURLA NAC COLLEGE,BURLA SAMBALPUR AND MANESWAR HIGH SCHOOL RESPECTIVELY

For the District Level Mini Job Fair 18th and 19th nov 2022 at burla nac college,burla sambalpur and maneswar high school respectively The details of stall specification per event is below:-

A.Erection of stalls:-

SI No.	Particulars	Stall Specification	Quantity Required for Ground Preparation
1	Structure for stall with palo, Ceiling & Wall	Bambo (3 to 6") & cloth (with anti-fire chemical treatment) structure size of each stall 10ftx10ftx9ft) .Three sides including partitions wall of stall will be covered with cloth. All new cloth to be used.	30 Nos
2	Electric Fitting	To specific stalls electric plug points,lights and fans to be fitted	30 Nos
3	Numbering of Stalls	All stalls should be numbered	As required
4	Open-shed structure	Cloth ceiling with palo erecting by bamboo structure 50ftx40ft close to stalls	1 per ground
5	Ground carpet/dari	Ground covering by dari/ carpet under the open shed total area -2000 sqft(Approx)	As required
6	Stage	20ft x 15ft x 10ft ceiling with along with carpet coverage	As required

B.Gates:-

SI No	Particulars	Specification	Quantity Required
1	Structure	Bamboo structure 15 th height x 20 ft width	01

C.Temporary Toilets:-Temporary Toilets for ladies and gents two each at separate location of the ground with water facility.

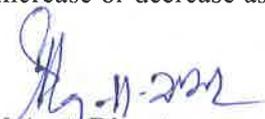
D.Generator & Sound System:- Generator set with required fuel shall be supplied by the tenderer/quotationer for the entire day. One sound set with two mikes and 1 cord less microphone.

E.Barricading:-Front barricading on each Stall/Registration counter

F.Miscellaneous:-

SI No	Items	Quantity/Specification
1	Dustbin	5 nos
2	Chair	400 + 15 cushion chairs
3	Table	30nos plastic table for each stall/Registration counter + 05 tea poy style table at the stage
4	Pedestal Fan	02 Nos

N.B:- Item wise requirement is indicative only . The actual requirements may increase or decrease as per requirement and necessities according to the decision of undersigned .


 Regional Asst. Director
 Of Employment Sambalpur

QUOTATION PAPER

Towards. supply of tent and allied works for organizing Mini Job Fair held on 18th and 19th nov 2022 at Burla NAC college, Burla Sambalpur and Maneswar High School respectively

1. Name of the Quotationer:-
2. Name of the Firm with regd no:-
3. Address of the Quotationer / Supplier / Dealer:-
4. Mobile Number and E-mail Id:-
5. PAN Number:-
6. Whether GSTIN Certificate furnished (Yes/No) If yes, necessary documents from the competent Authority to be attached and clearance of rent three years:-
7. Whether having any experience in the field (Yes/No) If yes, Attach documents :-
8. Bank A/c of the Tenderer/Quotationer (Attach Bank front page)
9. Income Tax Return Details(Attach last three years return)

Full Signature & Seal of Quotationer

**Format for Financial Bid Towards supply of tent and allied works for
organizing Mini Job Fair-cum-Counselling camps on 18th Nov at
Burla NAC College,Sambalpur /on 19th Nov 2022 at Maneswar High
School,Maneswar, Sambalpur**

Sr. No.	Name of the Items	Specification	Rate per Unit	Quantity	Rs. In Total
Grand Total					

**Place:
Date:-**

**Full signature of the Quotationer
(with seal)**

DECLARATION.

I am willing to abide by the terms & conditions laid down above. In case of any lapse on my part which may affect the performance of the Job or the quality of food is found substandard or the service of response is found poor, proportionate value may be deducted from my bill as may be deemed proper by the work assessment committee.

Place:
Date:-

**Full signature of the Quotationer
(with seal)**