

DISTRICT CULTURE OFFICE, SAMBALPUR

(E-mail:-dco**sambalpur@gmail.com**)

Notice No: 257 Dated. 20.12.2022

SHORT QUOTAION CALL NOTICE FOR DOCUMENTATION ON LOK MOHASTAV 2023, SAMBALPUR

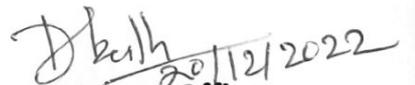
Sealed quotations are invited from the reputed firm/organization/sole proprietor/agency for Documentation in Lok Mahostav2023, Sambalpur.

The details specifications and eligibility criteria of the above works can be downloaded from website www.sambalpur.nic.in. The bidders/quotationers are required to submit the proposal complete in all respect which should reach on or before **26/12/2022 by 03.00 pm** (by Speed Post/ Regd. Post / Currier / dropped in Tender Box placed at Culture Office, SBP) at the office of the District Culture Officer, Sanskruti Bhawan, Collectorate, Sambalpur-768001 in a sealed envelope super scribed as 'Tender for Documentation in Lok Mohastav-2023'.

The quotation will be opened on dt: **26/12/2022 at 4.00PM** in the office chamber of District Culture Officer, Sambalpur. All the bidders are requested to remain present personally during tender opening or send their authorised representative.

The undersigned reserves the right to accept or reject any or all the tender without assigning any reason thereof.

By order of Collector,Sambalpur


District Culture Officer
Sambalpur

Memo No. 258 /Dt. 20./12./2022

Copy submitted to the DIO, NIC, Sambalpur for favour of information and necessary action with a request to upload the attached tender call notice in the District website.

Dkullh
20/12/2022
District Culture Officer
Sambalpur

Memo no. 259 /Dt. 20./12./2022

Copy submitted to the Commissioner, SMC, Sambalpur / Chief Development Officer-Cum-EO, Zilla Parishad, Sambalpur / Sub-Collector, Sadar / Chief District Medical Officer, Sambalpur/ Superintending Engineer, R&B Division No-I & II Sambalpur / OSD, Tourism, Sambalpur for favour of information with a request to publish in the office notice board for wide publicity.

Dkullh
20/12/2022
District Culture Officer
Sambalpur

Memo No. 260 /Dt. 20./12./2022

Copy submitted to the Deputy Collector (Nizarat), Collectorate, Sambalpur for favour of information and necessary action with a request to publish in the office notice board for wide publicity

Dkullh
20/12/2022
District Culture Officer
Sambalpur

Memo No. 261 /Dt. 20./12./2022

Copy to the DIPRO, Collectorate, Sambalpur for of information and necessary action with a request to publish the advertisement two reputed daily News Paper for wide publicity

Dkullh
20/12/2022
District Culture Officer
Sambalpur

SHORT QUOTATION CALL NOTICE FOR DOCUMENTATION ON LOK MAHOSAV 2023

Sealed quotations are invited from the registered firms/ organisations /agencies for Documentation of LokMahotsav2023 vide notification No. 257 Dated 20/12/2022 and the detail of work thereof are as follows:

Sl.No	Name of Work
1	Still photography stage coverage for 6 days, printing with 1 no. of photo book consisting of 300 photographs to 60 Pages
2	Still & Video Photography for the seminar recording
3	Still & Video Photography Cultural procession, PallishreeMela & Mini Marathan for 6 days with in 4k Video Camera
4	Drone Camera 1 no. for live 4 K recording for six days (Covering all the event of LoK Mahostav-2023)
5	Stage programme, Live coverage with 4 HD(4K) video camera, Online editing, titling & Cable wiring for 6 days

Note: Photos and Videos shall be edited on the same day of event. All the Photos and videos will be submitted by pen drive.

1. Scope of work:

- a. Online live coverage of the four days function in digital model (HD 4K) recording for approximately, thirty hours (30hrs) with extension of one monitor within 10 meters for final output. Minimum four professional 4K HD video cameras to be used. The programme needs to be edited and titled online. The programme will be submitted in digital format neatly.
- b. Four output connection for Led display to be proved at a distance of atleast 100 mtrs.
- c. The exhibition, Cultural Procession, Mini Marathon & ancillary activities will be covered and edited programme is to be submitted in digital format.
- d. The whole proceeding of the seminar needs to be recorded on full 4K HD video Cameras and output to be submitted in digital format.
- e. Atleast 300 still digital photographs taken with professional digital DSLR cameras (lens 300) for the entire programme is to be submitted in photobook format (12X 18 size). The photobook should contain at least 60 pages covering 300 photos.
- f. One Drone Camera(4K) is to be used for 6 days for taking the live photograph and Video.

2. **Place, date & time for submission of bid:** Office of the District Culture Officer, Sambalpur, on or before Dt. 26.12.2022 up to 3.00PM.

3. **Place, date &, time for opening of bid:** Office of the District Culture Officer, Sambalpur at 4.00PM on Dt. 26.12.2022.

4. **Bid Price :**

- a) The contract shall be for the quantity as per the specification given in the Bid format.
- b) All transportation cost, duties, taxes and other levies payable by the contractor under the contract shall be included in the quoted price.

- c) The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
- d) The Prices should be quoted in Indian Rupees only

5. Evaluation of Quotations

The Purchaser will evaluate and compare the quotations which is to be substantially responsive i.e.

- (a) Which are properly signed,
- (b) Confirm to the terms and conditions, and specifications.
- (c) Filled in Indian Currency
- (d) Quoted in Unit

6. The following documents to be attached without which the document will be treated as non responsive and rejected.

- i) Copy of GST registration Certificate
- ii) PAN/TAN CARD
- iii) Firms/Agency with minimum three years of experience in such activities will be preferred

7. Award of contract

a. The Purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price.

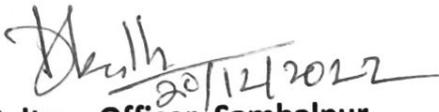
b. Notwithstanding the above, the Purchaser reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of contract without assigning any reasons thereof.

c. The bidder whose bid is accepted will be notified for award of the contract by the Purchaser. The terms of the accepted offer shall be incorporated in the purchase order.

d. The payment will be made on successful delivery and receiving acknowledgement and certification from nodal officer appointed.

e. The successful bidder shall enter into an agreement within one day of intimation of his being selected as the successful bidder and execute the assigned job within the date line to be determined from time to time, failing which his offer will be cancelled.

8. The undersigned reserves the right to accept or, reject any or all the tenders without assigning any reason thereof.


20/12/2022
District Culture Officer, Sambalpur

FORMAT OF PRICE QUOTATION

Sl.No	Name of Work	Price including all Taxes (In Rs)
1	Still photography stage coverage for 6 days, printing with 1 no. of photo book consisting of 300 photographs to 60 Pages	
2	Still & Video Photography for the seminar recording	
3	Still & Video Photography Cultural procession, Pallishree Mela & Mini Marathan for 6 days with in 4k Video Camera	
4	Drone Camera 1 no. for live 4 K recording for six days (Covering all the event of LoK Mahostav-2023)	
5	Stage programme, Live coverage with 4 HD(4K) video camera, Online editing, titling& Cable wiring for 6 days	

In Words _____

Note: The quoted price in Figure and word should be matched. If any discrepancy the quoted price in word will be accepted.

Signature of the Quotationer