

OFFICE OF THE DISTRICT MAGISTRATE & COLLECTOR, SAMBALPUR

No. 2955 /SS (RCDR) Dtd. 26.11.2024

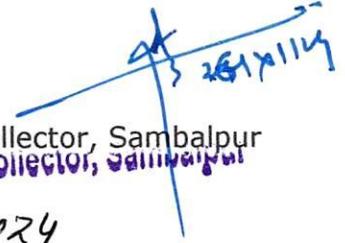
Tender Call Notice

Sealed Tenders in plain paper are hereby invited from different intending registered Tent/Event Management Firms for arrangement of German Hanger, Videography, Stage Decoration, Sound System etc. for organization of Mega State Level BBSA Camp during distribution of 500 Nos. of e-Rickshaws at Sambalpur. The tender paper can be downloaded from the District website i.e. <https://sambalpur.odisha.gov.in>.

The tender should reach in sealed cover to DSSO, Sambalpur by Hand/Speed/Registered Post on or before 12.00 N of 05.12.2024 and will be opened on the same day 05.12.2024 at 4.30 PM by District Selection Committee and final supply order will be given after verification and negotiation with the firms. The tenderers or their representative may remain present at the time of opening of the sealed tender.

The details of Schedule, Eligibility Criteria, Terms & Conditions, and items to be arranged are annexed in **Annexure-I, II, III & IV** respectively.

The undersigned reserves the right to reject or cancel any or all the Quotations without assigning any reasons thereof.

  
Collector, Sambalpur  
Collector, Sambalpur

Memo No. 2956 /SS (RCDR) Dtd. 26.11.2024

Copy to the Office Notice Board for information of all concerned.

Copy forwarded to ADM, Sambalpur/CDO-cum-EO, Zilla Parisad, Sambalpur /DEO, Sambalpur/all District Level Officers of Sambalpur District for information. They are requested to display the quotation call notice in their notice boards for wide publicity.

  
District Social Security Officer,  
Sambalpur  
District Social Security Officer  
Sambalpur

Memo No. 2957 /SS (RCDR) Dtd. 26.11.2024

Copy to the DeGM, NEGP Cell, Sambalpur for information & necessary action. He is requested to Hoist the Quotation Call Notice in the District Web-Site.

  
District Social Security Officer,  
Sambalpur

**District Social Security Office**

Memo No. 2958 /SS (RCDR) Dtd. 26.11.2024 Sambalpur

Copy to Advertisement Manager, The DHARITRI/SAMAJ/PRAMEYA for information & necessary action. They are requested to publish the quotation call in their esteem Odia News Daily.

  
District Social Security Officer,  
Sambalpur

**District Social Security Office**

**Sambalpur**

**Annexure-I**

**DISTRICT OFFICE: SAMBALPUR**  
**SOCIAL SECURITY SECTION (RCDR)**

**TENDER SCHEDULE**

1	Name and Address of the Reputed Firms/Proprietor/Partner etc.	:	
2	Contact No. and address of the authorized person of the Reputed Firms	:	
3	No. and Date of BD amounting Rs. 10,000/- favoring DSSO, Sambalpur deposited towards Quotation Fee (Non-refundable)	:	
4	GST/CGST Registration No. (Attested copy to be enclosed)	:	
4	Up-to-date GST/SGST Clearance Certificate No./Date(Attested copy to be enclosed)	:	
5	PAN No./TAN No. (Attested copy to be enclosed)	:	
6	EMD of Rs.50,000/- in shape of BD duly favoured in the name of DSSO, Sambalpur (Refundable)	:	
7	Bank Passbook/Cancelled Cheque	:	
8	Turnover for Last 3 Years	:	
9	Rates quoted for each component (To be enclosed in a separate sheet)	:	

I do hereby tender to execute the above mentioned work in accordance with the Terms and Conditions of the Tender Notice and any deviation of the Terms and Conditions shall be liable for initiation of action by the Authority as per law/procedures against me.

Signature of the Tenderer  
With Official Seal



**Eligibility Criteria**

1. The bidders must have Tent (having all facilities)/Event Management Firm of repute in the State of Odisha.
2. The bidder must have experience in rendering services German Hanger & expertise in Event Management in Mega Programmes (certificates/documents to be enclosed).
3. The bidder should have minimum 250 nos. of man power to undertake the work within stipulated period of time i.e. prior 2 days before the programme.
4. The bidder must have minimum 5 years of experience in outdoor activities of same type of work.
5. The minimum turnover of the firm during the last preceding three years should be 1.5 Crore per annum or above. A certificate in this regard to be furnished.
6. The firm will give an undertaking for making the works barrier free for PwDs. Adequent Ramps, Hand drills etc. or any other change may be undertaken for smooth mobility of the PwDs.
7. The bidder must have the experience of Hon'ble CM Programme in any District or at State level.

**General Instruction for submission of Quotation:**

The tender will be two parts i.e. Technical Bid (Cover-A) and Financial Bid (Cover-B). The bidders should submit their technical and financial bid separately in two separate envelopes and those two envelopes be inserted in a third envelope superscripted with Quotation for "Supply of Food for Mega BBSA Camp at Sambalpur". The Technical & Financial Bid should be clearly specified as Technical Bid & Financial Bid on the top of the relevant envelopes. The EMD & Cost of Quotation Paper should be inserted in the envelope containing Technical Bid along with the relevant documents as specified in the tender. The bid should be addressed to:

**"District Social Security Officer, Ground Floor, Collectorate Building, At- Kacheri Road, Po/PS/Dist-Sambalpur, Pin-768001."**

**Personal Hygiene:**

- a. The Agency shall ensure that staffs deployed in the services are free from any infection or communicable diseases. The staff should not be involved in Smoking, Eating or Chewing Tobacco/Zarda/Gutkha etc., Spitting is strictly prohibited.
- b. The personnel serving at the venue must be well behaved to the participants and the staffs will remain present on the programme day to resolve any issues relating to their services.

**TERMS AND CONDITIONS**

- 1) Last date of receipt of Tenders is 05.12.2024 till 12.00 N and will be opened on same day **05.12.2024 at 04.30 PM** in the SSA Conference Hall. Collectorate, Sambalpur.
- 2) Tender documents should be submitted through ***Registered/Speed Post/By Hand only***.
- 3) The tender papers should be filled up properly and legibly without any correction, overwriting and must be typed neatly.
- 4) Rate to be quoted is for each component which is inclusive of all taxes and services will be provided in the selected programme venue i.e. Mandalia Ground, Sambalpur.
- 5) The rate should be quoted in the prescribed performa.
- 6) Payment shall be made after completion of the programme and No advance payment is entertained.
- 7) All pages of the Bid are to be signed & stamped by the tenderer. Tender receipt beyond date is liable for rejection.
- 8) The quality of the structure should be up to the satisfaction of the undersigned and if found low quality, the EMD of the bidder shall be forfeited and the original payment may be deducted accordingly.
- 9) Attested copy of PAN/TAN Card, GST Registration Certificate/GST Clearance Certificate (last two years) should be furnished with the tender Paper.
- 10) Tender Fee of Rs.10,000/- (Rupees ten thousand only) which is non-refundable in shape of Bank Draft favoring DSSO, Sambalpur should be attached with tender papers.
- 11) Earnest Money Deposit (EMD) of Rs.50,000/- (Rupees fifty thousand) only in shape of Bank Draft in favour of DSSO, Sambalpur should be attached with the tender paper which will be returned after successful completion of the programme.
- 12) The Authority reserves the right to negotiate with the tenderers.
  - 1) The undersigned is not bound to accept the lowest rates and the authority reserves the right to reject any or all quotations without assigning any reason thereof.

  
**Collector, Sambalpur**  
**Collector, Sambalpur**

**Financial Bid for Tent/Event Management in the Mega BBSA Camp**

Sl. No.	Description of Items	Nos.	Length	Breadth	Height	Qty.	Unit	Price Quoted
1	German Hanger		300	100	32	25000	Sq.ft	
2	MAIN STAGE (48 X 32' X 4') DOUBLE PLY FLOORING WITH CARPETING	1	48	32	4	1536	Sq.ft	
3	MAIN STAGE BACK DROP RISER (52' X 4' X HBGHT 2') WITH PLY COVER ON FRONT AND TOP	1	48	4	2	192	Sq.ft	
4	MAIN STAGE 8' WOODEN STAIRS (PIY) WITH STEEL RAILING AND RED CARPETING	1				1	Job	
5	MAIN HANGER CLOTH DRIPPING	1	100	32		3200	Sq.ft	
6	MAIN HANGER CLOTH CELLING	1	60	100		6000	Sq.ft	
7	Reputed Branded CHAIR FOR STAGE & GUEST	25				25	Nos	
8	SIDE SMALL TABLE for VVIP	15				15	Nos	
9	Flex Branding					5000	Sq.ft	
10	WIP CAMERA RISER (8' x 4' x4') WITH PLY COVER	2	8	4		64	Sq.ft	
11	CAMERA RISER (4' X 4' X4') WITH PLY COVER	4	4	4		64	Sq.ft	
12	CONSOLE STAGE (28' X 8' X 2') WITH PLY COVER	1	28	8		224	Sq.ft	
13	Green ROOM WOODEN PLATFORM CARPETING,PLY AND FLEX WALLING,CELLING,CUSTOMISED TOILET, LIGHT, POWER SOCKET TEA POI AND SOFA.	3	16	16		768	Sq.ft	
14	FLOWER DECORATION					1	Each	
15	MOJO BARICARDING					2000	rmt	
16	GREEN NETTING					25000	sqft	
17	RED CARPETING					6000	sqft	
18	PLASTIC CHAIR					5000	Nos.	
19	BANQUET CHAIR (Steel chair with Covers)					100	Nos.	
20	PODIUM					2	Nos.	
21	2-SEATER SOFA					20	Nos.	
22	BOX GATE					1	Nos	
23	Hire charges of 125 KVA silent generator excluding fuel	1				2	Each	
24	Consumption of fuel	700/ (As required)				1500 (As required)	Ltr	

25	Stage Light as per required	1						
26	Sound system	1						
27	Led stage and audience	500 soft						
28	Transport							
29	Hanger	1	100	100	32	10000	Sq.ft	
30	Desinging (as per requirement)							
31	Labour, Event Management Coordination Charge							
32	Ramps & Handdrills (as per requirement)							
33	Celling of District wise Counters (3 sides of the ground)					12000	Sq. ft.	

**N:B: The above activities may vary as per the requirement and any extra assignment may also be given which may not be included in the Tender.**

**Place:  
Date**

**Signature  
(Authorized Signatory with Seal)**