

# ORMAS

Odisha Rural Development & Marketing Society, Sundargarh  
Panchayati Raj & Drinking Water Department, Govt. of Odisha

Reference No 525/ORMAS

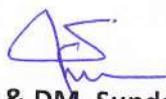
Date: 29/12/2018

## TENDER CALL NOTICE

Sealed tenders are invited from the firms/agencies/organizations for the following nature of works for "JATRA-2019, Sundargarh Mhotsav" to be organized by the District Administration, Sundargarh in association with District Council of Culture/ORMAS at Bhawani Bhawan Ground, Sundargarh from 27<sup>th</sup> to 31<sup>st</sup> January'2019 . The details of the required works are given below:

Sl. No	Nature of Work	Eligible organizations/ firms/agencies	Cost of EMD	Cost of Tender paper
1	Tent and Allied works	firms/tent houses/ decorators	EMD of Rs.50,000/- (Rupees fifty thousand) only in shape of Demand Draft/ Pay order in favor of DSMS payable at Sundargarh. To be submitted along with the tender paper.	Cost of tender paper (Rs.6,000.00) (Non-refundable) To be submitted along with the tender paper.
2	Light & Sound for Stage	firms/tent houses/ decorators	EMD of Rs.20,000/- (Rupees twenty thousand) only in shape of Demand Draft/ Pay order in favor of DSMS payable at Sundargarh. To be submitted along with the tender paper.	Cost of tender paper (Rs.3,000.00) (Non-refundable) To be submitted along with the tender paper.

The tender papers along with detail specifications and eligibility criteria of the above works will be available in ORMAS Office at DRDA Building, Sundargarh from 1st January to 8<sup>th</sup> January 2019 (3 PM) on payment of above amount in shape of pay order/demand draft in favour of DSMS, payable at Sundargarh during office hours or Tender paper can be downloaded from [www.sundargarh.nic.in](http://www.sundargarh.nic.in). The Bidders who will download the tender paper from the website are requested to submit the cost of the tender paper as the case may be, as above, in shape of Bank draft/Pay order in favour of DSMS, Sundargarh along with the bid documents. The sealed tenders will be received in tender box called "JATRA-2019" placed at Office of P.D., DRDA, Sundargarh or By Registered Post up to 9<sup>th</sup> January '2019 by 01:00 PM. No other mode of submission of tender paper will be accepted .The tenders will be opened in the Office chamber of Project Director, DRDA, Sundargarh on the same day at 3.00 P.M in the presence of the tenderers or their authorized representatives. All the bidders are requested to mention the nature of work on top of the envelope which will contain the bid documents. The undersigned reserves the right to accept or reject any or all the tenders without assigning any reason thereof.

  
Collector & DM, Sundargarh



# **TENDER PAPER**

**FOR**

## **Tentage & Allied works**

**“JATRA – 2019, SUNDARGARH MAHOTSAV”**

**27<sup>th</sup> to 31<sup>st</sup> January, 2019**  
**Bhawani Bhawan Ground, Sundargarh**

**Organized by**  
**District Administration, Sundargarh in**  
**Association with District Council, of Culture, ORMAS, Sundargarh**

Odisha Rural Development & Marketing Society, Sundargarh  
C/O DRDA, Sundargarh-770001  
Phone No:-06622-275372

Accepted by the Bidder (Signature of Bidder)

**PURCHASE DETAILS OF TENDER PAPER / EMD FOR TENTAGE & ALLIED WORKS OF JATRA, SUNDARGARH- 2019:**

The Tender paper can be downloaded from the following websites- [www.sundargarh.nic.in](http://www.sundargarh.nic.in) or can be obtained from the office of ORMAS Office, DRDA Campus, Sundargarh, Pin- 770001 during office hours from 10.00am to 5.00pm

A. COST OF TENDER PAPER : **Rs. 6,000 (Rupees Six Thousand only) (Non-refundable)**

B. INSTRUMENT OF PURCHASE OF TENDER PAPER:

Demand Draft/Pay Order No..... Dated ...../..... /2019(if the tender paper downloaded from website, (DD / Pay Order to be attached with tender paper)

To be filled in by the bidder.

(Only in case of tender paper downloaded from website.)

Bidder Name and Address:

M/s .....

.....

Signature of the bidder

**or**

Money Receipt No..... Dated ...../..... /2019 (if the tender paper purchased from DSMS office), (Original Money Receipt to be attached with tender paper)

To be filled in by the Account section of ORMAS

(only in case of purchase of tender paper from ORMAS office)

Issued to (Address in Detail) :

M/s .....

.....

Signature of issuing officer

C. E.M.D (Refundable) : **Rs.50,000/- (Rupees Fifty Thousand only) in shape of Demand Draft /Pay order in favour of "DSMS, Sundargarh" payable at Sundargarh.**

Demand Draft/Pay Order No..... Dated ...../..... /2019

D. LAST DATE & TIME FOR RECEIPT OF TENDER: **9<sup>th</sup> January' 2019 latest by 1.00 P.M.**

E. DATE & TIME OF OPENING OF TENDERS : **9<sup>th</sup> January' 2019 at 3.00 PM at Office Chamber of PD, DRDA, Sundargarh**

F. **ADDRESS FOR SUBMISSION OF TENDER PAPER:**

ORMAS (Odisha Rural Development & Marketing Society)

C/O DRDA, Campus, Sundargarh, Odisha, Pin - 770001

## **About the event JATRA-2019,Sundargarh**

A Zilla Mahostav as “JATRA-2019” to be held from 27<sup>th</sup> to 31<sup>st</sup> January’ 2019 at Bhawani Bhawan Ground, Sundargarh. The “JATRA’19, Sundargarh” is being organised by District Council of Culture, Sundargarh in Association with ORMAS (Odisha Rural Development & Marketing Society, Sundargarh) under Panchayati Raj & DW, Department in collaboration with Odisha Livelihoods Mission (OLM), and District Administration, Sundargarh with an objective to provide a platform to the rural producers for display, sales, direct interaction and to know the taste & preferences of urban consumers. It also enable in establishing trade link and getting remunerative price for their produces.

The exhibition will be designed to create the atmosphere of a village where there will be an indigenous and contextual setting for folk artisans and entrepreneurs to display, demonstrate and market their skills and products in an environment a kin to their own habitat. It will be a congregation of stalls grouped as per their classification homogeneously. The whole set up would create awareness on rural ethnic products among the masses.

The overall objective of the mela is to popularize the ethnic of rural products and showcase art & culture of Odisha as well as create opportunities for the artisans/producers to build up long term marketing tie-up with prospective buyers.

### **Terms of Reference to the tender paper for the tentage & allied works of JATRA 2019:**

#### **A. TERMS AND CONDITIONS OF TENDER FOR TENT & ALLIED WORKS**

1. The bidder has to submit Original Money Receipt or Rs.6,000/- (Rupees Six thousand only) towards cost of tender paper, if purchased from the ORMAS office at “DRDA Campus, Sundargarh” and in shape of Demand Draft / Pay Order in favour of “DSMS, Sundargarh ” payable at Sundargarh to be attached, if the tender paper downloaded from the website.
2. **Experience** of having successfully completed **similar works during last Three year** ending last day of the month previous to the one in which application are invited should be either of the following.
  1. Three Similar [Tentage or Event Management works for National/ State/ District Level Exhibitions] completed works/assignments costing not less than the amount equal to Rs 10.00 Lakhs (**Rupees Ten Lakhs.**) **OR**
  2. Two similar works costing not less than the amount equal to Rs. 12.50 Lakhs (**Rupees Twelve Lakhs Fifty Thousand.**) **OR**
  3. One similar works costing not less than the amount equal to Rs. 20.00 Lakhs (**Rupees Twenty Lakhs.**)
3. The bidders should have registered its firm under Goods Service Tax (GST), Clearance Certificate of GST, Income Tax (PAN/TAN) (submit latest Deposit Challan).
4. The rate offered by the firm shall be **inclusive of GST (all taxes and duties).**
5. **Annual Financial Turnover during the last three year**, ending 31<sup>st</sup> March of the previous financial year, **should be at least Rs. 30.00 Lakhs.**
6. The duration of the exhibition will be for 5 days. In case of any extension of Mela period, no extra payment will be entertained for the additional days. The venue shall be made available to the

contractor by DCO, Sundargarh before 10 days of commencement of the exhibition. All the desired works should be completed at least one day before the scheduled date and time of the inauguration of exhibition and should be handed over all the works as per specification, to the in-charge of exhibition.

7. The bidder shall quote their price for all the items without leaving blank. If found so, the bid will be treated as non-responsive and rejected.
8. The bidder has to quote the rate as per the given format.
9. On completion of the exhibition, the contractor shall have to take away all the materials within seven days & vacate the place with the same condition while occupying the ground.
10. The contractor should be prepared to provide additional materials in case of requirement at the market price for the items not mentioned in the tender.
11. The final payment will be made on the basis of the actual work done and Work Assessment Report in the specified format by the Mela-in-charge. The contractor shall not use any additional materials other than the work specified in the work order without the prior permission of the Mela-in-charge. In case of any additional requirement, the contractor has to take the prior written permission from the Mela-in-charge.
12. The bidder along with manpower and the committee formed by the mela-in-charge should do a proper assessment and the actual work done during the mela period.
13. Bidder will be responsible for upkeep and maintenance of the entire work done by him/her till the closing of the exhibition. ORMAS/ DCC will not be responsible for any breakage, damage, fire, theft etc. of his materials and insurance if any.
14. No part of the contract will be sub-let without the prior written permission of the Mela-in-Charge.
15. For convenience and effective delivery, the tender 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.
16. It shall be the responsibility of the successful tenders/contractors 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.
17. The bidder has to treat the materials to be used in Tentage & allied works (like clothes & other inflammable materials), with fire repellent chemical. The entire tentage works has to be certified by the Fire Officer of the concerned area.
18. In regard to electrical fittings etc. the contractor shall have to engage qualified licensed electrician/contractor entitled to erect, handle and maintain high tension supply line and its up keep and maintenance.
19. The bidders are required to deposit an earnest money of **Rs.50,000/- (Rupees Fifty Thousand only)** in shape of demand draft/pay order in favour of "DSMS, Sundargarh" payable at Sundargarh. The E.M.D. amount of the successful bidder will be refunded within a month on successful completion of the work. Tender papers without E.M.D shall not be accepted.
20. The authority is not bound to accept the lowest tender and reserves the right to inspect / verify the stock of materials required for this work, in Go-down of bidders by nominating a Committee to ascertain the credibility of the firm. Further the undersigned reserves the right to reject any or all tenders without assigning any reasons thereof.
21. The bidder or the representative of the bidder should attend the opening event of the tender with all original documents /papers for verification, if required.
22. The rate offered by the firm shall be including of all taxes and duties including GST, as applicable.

23. **The bidder is to submit self attested photocopies of the required documents with duly filled in tender paper. The documents to be submitted by the bidder are:**
- i. **Original Money Receipt or Rs.6,000/-** (Rupees Six thousand only) towards cost of tender paper, if purchased from the ORMAS office at "DRDA Campus, Sundargarh" and in shape of **Demand Draft / Pay Order** in favour of "DSMS, Sundargarh" payable at Sundargarh to be attached, if the tender paper downloaded from the website.
  - ii. **EMD of Rs.50,000/-** (Rupees Fifty Thousand only) in shape of Demand Draft/Pay order in favour of DSMS payable at Sundargarh.
  - iii. **Experience** of having successfully completed **similar works during last three year** ending last day of the month previous to the one in which application are in invited should be either of the following.
    1. **Three Similar** [Tentage or Event Management works for National/ State/ District Level Exhibitions] **completed works/assignments costing not less than the amount equal to Rs 10.00 Lakhs** (Rupees Ten Lakhs.) **OR**
    2. **Two similar** [Tentage or Event Management works for National/ State/ District Level Exhibitions] **completed works/assignments costing not less than the amount equal to Rs. 12.50 Lakhs** (Rupees Twelve Lakhs Fifty Thousand.) **OR**
    3. **One similar** [Tentage or Event Management works for National/ State/ District Level Exhibitions] **completed works/assignments costing not less than the amount equal to Rs. 20.00 Lakhs** (Rupees Twenty Lakhs.)
  - iv. Copy of the **registration certificate** of the firm Under Goods Service Tax (GST), Clearance certificate of GST, Income Tax (PAN, TAN) (latest deposit Challan) for similar nature of work.
  - v. Self attested photocopy of PAN, TAN, up-to-date IT acknowledgement receipt up to Assessment Year 2018-19.
  - vi. The bidder has to submit the **Audited Financial Statement of last three years duly attested by the Chartered Accountant.**
  - vii. **Annual Financial Turnover during the last three year**, ending 31<sup>st</sup> March of the previous financial year, **should be at least Rs. 30.00 Lakhs.**
  - viii. **Self attested photocopy of valid electrical license from Competent Authority or authorization from any registered electrical contractor for execution of electrical work.** In case of authorization from any registered electrical contractor, the self-attested copy of the valid electrical license of contractor has to be submitted.
  - ix. **ACCEPTED THE ABOVE TERMS AND CONDITIONS FROM PRE PAGE.**

## **B) SPECIFICATION FOR WORKS**

Following works will be required to be taken up:

- A. Erection of stall
- B. Coordination Cell -Cum-VIP Lounge:
- C. Gates:
- D. Decorative wall
- E. Stage:
- F. Sitting arrangement in front of the stage
- G. Ground Electrification
- H. Temporary Toilet for visitors:
- I. Generators:
- J. Food Court
- K. Miscellaneous items:

Detailed specification of above mentioned works are:

### **A. ERECTION OF STALLS**

For the JATRA, Sundargarh Exhibition, minimum of 200 numbers of stall will be erected. The details of stall specifications are given below:

Sr.	Particulars	Stall specification
1	<b>Structure</b>	Bamboo (3 to 6 inch) & cloth (with Anti fire chemical Treatment) structure, Size of each stall – 10' X 10' with tarpaulin water proof roofing.
2	<b>Flooring</b>	Wooden plank platform of 6" height from the ground covering with synthetic matting in entire stall area.
3	<b>Ceiling &amp; Wall</b>	Three sides including partition walls of stall will be covered with white cloth. Backside outer wall will be covered with tarpaulin and G.I. Sheets (22 Gage corrugated sheet). The GI Sheets shall be fixed horizontally supported with wooden bellies. (ALL NEW WHITE COTTON CLOTHES TO BE USED)
4	<b>Racks</b>	Three tire racks. The shelf of the racks will be of size 1'.6" X 10' with the first layer fixed at a height of 2'6" & covered with white cloth. The space below racks will be used for storage of goods.
5	<b>Fascia</b>	A wooden batten frame for Running Fascia will be erected [10 X 4 sq.ft]. The fascia will be covered with good quality of flex [10 X 4 sqft]. A running white cloth jhallar of 1' width will be put in the front side, below to the fascia frame. Flex fascia will be printed by the contractor as per the design given by ORMAS / DCC.
6	<b>Furniture</b>	Front counter table in wooden batten and planks / steel table size 8' x 2' X 3' height and wrapped with new white cotton cloth. Plastic moulded Chair – 2 nos.
7	<b>Electric Fittings</b>	T5 Light – 3 no. (2 number of light should be connected with generator) & an on/off switch for use in night time after closing, Ceiling Fan – 1 no. connected with an on/off switch in each stall. 1 no. of 5 Amp Plug Point, if required.
8	<b>Numbering of Stall</b>	All stalls should be numbered with vinyl with sun board. Vinyl name plate mentioning state's name should pasted on each stall.
9	<b>Closures</b>	Front cloth drops/screens. Daily putting up and off of the same is the responsibility of the bidder.
10	<b>Anti Fire Chemical Treatment</b>	The materials (like clothes & other inflammable materials), to be used for erection of stalls, should be treated with fire repellent chemical.

### **B. COORDINATION CELL -CUM-VIP LOUNGE:**

One Coordination Cell –cum- VIP Lounge will be erected- **ONLY NEW COTTON CLOTHES SHOULD BE USED.** The bidder has to be quoted as a **package** against the detail specifications given below:

Sr.	Particulars	Work Specifications
A	<b>Structure</b>	Replica of "Bamboo Craft-House" Artistic 3D structured house as per given design made up with bamboo, ballha, roofing with tarpaulin, covering with batten framing & thermocol sculptures, Threads with Plaster Paris coated, digital colour paint and any other materials may be used to get original effect as per design attached at - Annexure-A
B	<b>Size</b>	40 ft X 40 ft.
C	<b>Ceiling &amp; Wall</b>	Ceiling of Coordination Cell shall be finished with white Cotton Cloth properly stretched on wooden batten frames. The control room will be separated in to 4 individual rooms of different sizes to be used as office, waiting space, VIP lounge and store with the cloth and wooden batten frame work walls/partitions. Decoration will be made with Tribal Painting and hanging equipments.
D	<b>Counter</b>	One long table covered with new cotton cloth will be fixed in the office room. One window of minimum size 5' X 4' will be on the wall of office room towards the counter.
E	<b>Flooring</b>	Wooden plank platform of 1' height & full Floor synthetic Matting.

F	<b>Furniture</b>	Front office counter table either in ply wood/steel tables with attractive shapes – 3 no., 10 no. of revolving cushion chairs, 3 sets of Dunlop sofa set for VVIPs (for 16 persons), 4 no. of center table of low height, 10 no. of glasses with cover, 4 no. of waste bin basket, 15 no. of plastic moulded chairs, one steel almira with key, one water filter and two steel tables for pantry room & two standard table for computer operation.
G	<b>Electric Fittings</b>	Tube Light – 20 no. , Ceiling Fan – 8 no., 1 no of sound less pedestal fan, 1 white Mercury light (100 watt) (to be connected with a on/off switch in the each room, 6 no. of 5 Amp Plug, 2 no. 15 Amp. Plug provisions for computer, printer, scanner & LCD projector. Other decorative light- appliqué lamp will be covered outside of the control room
H	<b>Sound System</b>	One audio DVD/CD player and one microphone with amplifier for public announcement. The speakers be fitted in such a manner that the announcement should cover to entire ground.
I	<b>Closures</b>	Two wooden frame ply fitted door shall be fitted in the main entrance of the Coordination Cell for night closing.
J	<b>Flower Decoration</b>	Flower Vase with Sufficient Live flower decoration at the entrance and exit and other places, Live flower pots at the four sides of the Coordination Cell with thermocol lettering and thermocol panels at the entrance (written in English & Odia).
K	<b>A. C provision</b>	There should be provision for Air Condition fitting in the control room (VIP lounge) of 15' X 20' size and in that case the VIP lounge should be prepared with Ply with wooden batten frame and cloth covering. Temporary door should be fitted with the control room. 2 numbers of 4 ton tower AC should be fitted.
L	<b>Anti Fire Chemical Treatment</b>	The materials (like clothes & other inflammable materials), to be used for erection of Coordination Cell -Cum-VIP Lounge, should be treated with fire repellent chemical.

### **C. GATES:**

Following are the specifications erection of gate in the mela ground:

Sr.	Particulars	Category – A (Flex Box gate)	Category – B (3D Design gate)
A	<b>Structure</b>	Bamboo Structure, Wooden Batten framing, box type structure.	Artistic 3D structured gates as per given sample design made up with bamboo, ballha covering with batten framing & thermocol sculptures, Threads with Plaster Paris coated, digital colour paint, and any other materials may be used to get original effect as per design attached at - Annexure-B
B	<b>Size</b>	Pillars height will be of 12' to 14' with 16' cleared width between the pillars, length 25' and width of pillar will be 4' all around.	Same as Category – A
C	<b>Covering</b>	Gate should be erected with batten framing, flex/ cotton cloth mounting with design work as per approved design.	Gates should be fabricated with ply, batten frame, plaster of paris with thermocol sculptures etc.
D	<b>Lighting</b>	Sufficient lighting arrangement with metal light.	Same as Category – A
E	<b>Flowering</b>	Live flower chains will be put in the gates and the same should be changed every alternate day.	Same as Category – A
F	<b>Anti Fire Chemical Treatment</b>	The materials (like clothes & other inflammable materials), to be used for erection of gates, should be treated with fire repellent chemical.	Same as Category – A

### **D. DECORATIVE WALL**

Decorative wall of batten framing, hessian cloth mounting and geru with chita painting for side walling.

### **E. STAGE:**

One open stage shall be erected and decorated in the exhibition ground for meeting / evening cultural shows during the exhibition. The bidder has to be quoted as a **package** against the detail specifications given below:

<b>Structure</b>	Iron fabricated structure 60' x 50' size & height from ground surface 5' with plywood floor of 19 mm thickness ply.
<b>Flooring</b>	The entire floor of the stage shall be covered with new synthetic carpet of fine quality.
<b>Back Drop</b>	Artistic 3D structured stage as per given sample design made up with bamboo, ballha, ply mounting, covering with batten framing & thermocol sculptures, Threads with Plaster Paris coated, digital colour paint and any other materials may be used to get original effect as per <b>design attached at - Annexure-C</b> Size of background will be 60' x 20' with back side black cloth masking. Live flower chains will be hanged from top to bottom properly (Daily Change of flowers).
<b>Lettering</b>	Thermocol lettering of 1.6' height to 0.6' will be prepared with the event name (Written matters will be finalized by the in charge) mentioned and fixed properly at the center of the back drop.
<b>Side Wings</b>	6 no. of side wings with a size of (9' X 4') made of flex sheets fitted on a wooden framework with artistic 3D design and properly fixed on both sides of the stage.
<b>Step</b>	Fabricated step will be erected both side of the stage. A minimum 8' width space will be separated by the brass pole & chains for reaching to the stage. The entire step will also be covered with the same unitex carpets.
<b>Flower plant pots</b>	Minimum 100 nos. of live flower plant pots with maximum height of 2 ft. (including pot) will be kept covering the 3 side of the stage.
<b>Barricading</b>	3' height fabricated barricade will be made around the stage for the entry of VIPs.
<b>Furniture</b>	12 no. of VVIP Chairs with white towels, 4 no. of Center Tables, Table Cloth, 12 no. Good quality borosil glasses with covers, Plastic name plates – 12 no. 2 no. of Flower vase with live flower sticks, Turkish towels on the VVIP Chairs, one speech podium, Brass Deepam (2'.6" height) with inaugural materials etc. will be provided on the meeting days.
<b>Green Room</b>	Superstructure with bamboo, Ballha & Traplin cover for Two green rooms shall be made on both side/back side of the stage having good arrangements for sitting and with provision of a mirror in each green room with.
<b>Overall supervision</b>	Cleaning, Sweeping & keeping ready of all equipments on stage before commencing of Cultural events on all the cultural nights is the complete responsibility of the contractor.
<b>Anti Fire Chemical Treatment</b>	The materials (like clothes & other inflammable materials), to be used for erection of stage, should be treated with fire repellent chemical.

## **F. SITTING ARRANGEMENT IN FRONT OF THE STAGE**

The minimum distance of 15 feet from stage to auditorium will be maintained. The bidder has to be quoted as a **package** against the detail specifications given below:

<b>Chair</b>	One Thousand (1000) no. of plastic moulded chairs, 12 no. of steel double sofa with white cover, 4 single sofa with white cover, 6 numbers of tea poy with white cover
<b>Barricading</b>	Three feet (3') height fabricated barricade will be made in the two sides of audience sitting area.
<b>Matting</b>	Green net matting in sitting area.
<b>Sitting area coverage</b>	Tarpaulin covers with inner clothes colour matching as per architecture and design of the event with side jhallar. All bamboo pillars should be covered with clothes and partitions inside the sitting area like VVIP, Press, Officials, Ladies and Gents public viewers.  Ceiling area should be minimum 16ft clearance from the ground. Structure should be 80' x 60' sq ft in size

## **G. GROUND ELECTRIFICATION**

The below mentioned items are taken as a **PACKAGE** which shall be supplied by the bidder for JATRA. The quantities of the items are statutory /fixed in the package. The Package includes the below mentioned items and concealed wiring to all lights and sound equipments.

- i. Main Switch Board/Panel Board up to 250 KW electric loads with cabling & wiring.
- ii. Adequate speakers shall be fitted in the exhibition premises for surround Sound
- iii. 50 no. of Halogen Light (500 watt) along with wiring/ fitting poles

- iv. 100 no. of Halogen Light (1000 watt) along with wiring/fitting poles
- v. 75 no. of white Halogen light along with wiring /fitting poles.
- vi. 20 no. of flood lights shall be fitted in and around back side of the stalls for security purpose.
- vii. 150 no. Globe lights/ Garden Lights with stand (3' height) with wiring.
- viii. 300 no. Appliqué hanging lampshades along with bulb fittings and wiring. The appliqué lamp sheds will be placed at the branches of big trees inside the exhibition premises/closed to the premises.
- ix. 40,000 Tuni running lights will be fitted at the required places.

## **H. TEMPORARY TOILET FOR VISITORS:**

Twenty numbers of (10 for male & 10 for female) Temporary urinals & toilets should be installed with all sanitary fittings in the mela ground along with water facilities & wash basin for the participant and visitors. The quality of these toilets should be good, as there is a huge turnover of visitors to this JATRA.

## **I. GENERATORS:**

Generator sets with required fuel shall be provided by the bidder for the entire exhibition period. The bidder should always be prepared for uninterrupted power supply for the exhibition. The generator circuit should be connected with two T5 lights of each stall, few ground lights, control room and public announcement system. The requirement of Generator Sets will be of 82.5 KVA.

## **J. FOOD COURT**

The below mentioned items for erection of a)- Food stall & Kitchen shed and b)- Dining area management for Food Court are taken as a **PACKAGE**, which shall be supplied by the bidder for JATRA.

- a) Food Stall along with kitchen shed: Minimum 15 food stall along with kitchen shed will be erected as per the following specification.

Sr.	Particulars	Specifications
1	Structure	a. <b>Food Stall:</b> Bamboo (3 to 6 inch) & cloth ( <i>with Anti fire chemical Treatment</i> ) structure, Size of each stall – 10' X 10' with tarpaulin water proof roofing. b. <b>Kitchen shed :</b> Bamboo and balla structure, tin roofing and tin walling of size 10' x 10' each to be erected in the back side of the food stall.
2	Flooring	Wooden plank platform of 6" height from the ground covering with synthetic matting in entire stall area.
3	Ceiling & Wall	Three sides including partition walls of stall will be covered with white cloth. Backside outer wall will be covered with tarpaulin and G.I. Sheets ( <b>22 Gage corrugated sheet</b> ). The GI Sheets shall be fixed horizontally supported with wooden bellies. ( <b>all new white cotton clothes to be used</b> )
4	Racks	Three tire racks, if required. The shelf of the racks will be of size 1'6" X 10' with the first layer fixed at a height of 2'6" & covered with white cloth. The space below racks will be used for storage of goods.
5	Fascia	A wooden batten frame for Running Fascia will be erected. The frame will have 2' front projection & 4' height. The fascia will be covered with cloth. A running white cloth jhallar of 1' width will be put in the front side, below to the fascia frame.
6	Furniture	Front counter table in wooden batten and planks / steel table size 8' x 2' X 3' height and wrapped with new white cotton cloth. Plastic moulded Chair – 2 nos.
7	Electric Fittings	T5 Light – 3 no. (2 number of light should be connected with generator) & a on/off switch for use in night time after closing, Ceiling Fan – 1 no. connected with an on/off switch in each stall. 1 no. of 5 Amp Plug Point, if required.
8	Numbering of Stall	All stalls should be numbered with vinyl with sunboard.
9	Closures	Front cloth drops/screens. Daily putting up and off of the same is the responsibility of the bidder.
10	Water	Water line connection to each kitchen shed with sink fixing
11	Anti Fire Chemical Treatment	The materials (like clothes & other inflammable materials), to be used for erection of food court- Food Stall along with Kitchen shed, should be treated with fire repellent chemical.

**b) Dining area:**

Sr.	Particulars	Specifications
1	<b>Size</b>	The size of the dining area will be of 60' x 150'
2	<b>Flooring</b>	Green net carpet
3	<b>Furniture</b>	Twenty (30) numbers of round table with frill and cover, hundred (100) numbers of banquet chair with white cover,
4	<b>Barricading</b>	Decorative Bamboo truss barricading of 3' height with green colour painting to be erected around the dining area with entry and exit passage.
5	<b>Dustbin</b>	Sufficient (a minimum of 30 numbers big size) dustbin to be provided in dining area.

**K. MISCELLANEOUS ITEMS:**

Besides works from item No.1 to No.14 following items may be required as per need. Bidder is to quote their unit price in quotation part for supply of the same as per the indent.

S. N	Items	Qty. required
1	Bed Set (Bed & Pillow with Cover)	200 pcs.
2	Durry (15' X 15')	10 pcs.
3	Printing & Installation of Star Flex Sheet with batten frame	5000 sqr ft
4	Stage background in black cloth masking	2500 sqr ft.
5	Net Carpeting	5000 sqr ft.
6	Dustbin- 3 ft height	100 pcs.
7	Decorative Flower / Plant Pot	150 pcs.
8	Syntex tank (2000 liter capacity each tank with 3' height stand)	2 pcs.
9	Soundless pedestal fan	10 pcs.

**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 relative advertisement of my tender is liable to be cancelled. I am/ we are willing to abide by the terms and conditions laid by ORMAS. 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.

**Signature of the Bidder with seal**

Place:

Date :

**Quotation for different items of tentage work of JATRA-2019, Sundargarh**  
 (Last date for submission of tender form is 9<sup>th</sup> January 2019, 1.00 P.M)

To

The Assistant Director  
ORMAS, Sundargarh

Sir,

I / We do hereby submit item wise quotation below for tentage and allied works of JATRA-2019, Sundargarh:

Sr.	Item	Category	Unit	Cost per unit	Required Qty. in units	Total Amount [in Rs.]
A	Erection of stall		Per Stall		200 stall	
B	Coordination Cell -Cum-VIP Lounge	Single package	Per package		1	
C	Gates	Category - A	Per Gate		1 Nos	
		Category - B	Per Gate		1 Nos	
D	Decorative Wall		Per Sq. Ft.		4000 sqr ft.	
E	Stage	Single package	Per package		1	
F	Sitting arrangement in front of the stage	Single package	Per package		1	
G	Ground Electrification	Single package	Per package		1	
H	Temporary Toilet for visitors		Per urinal		20 urinals	
I	Generators	Single package	Per package		1	
J	Food Court	Single package	Per package		1	
K	<b>Miscellaneous items:</b>					
1	Bed Set (Bed & Pillow with Cover)		Per set		200 pcs.	
2	Durry (15' X 15')		Per Piece		10 pcs.	
3	Printing & Installation of Star Flex Sheet with batten frame		Per Sq. Ft.		5000 sqr ft	
4	Stage background in black cloth masking		Per Sq. Ft.		2500 sqr ft.	
5	Net Carpeting		Per Sq. Ft.		5000 sqr ft.	
6	Dustbin- 3 ft height		Per Piece		100 pcs.	
7	Decorative Flower / Plant Pot		Per Piece		100 pcs.	
8	Syntax tank (2000 liter capacity each tank with 3' height stand)		Per tank		2 pcs.	
9	Soundless pedestal fan		Per Piece		05 pcs.	
Grand Total						

Signature of the Bidder With seal

Accepted by the Bidder (Signature of bidder with seal)



# TENDER PAPER

FOR

## Light & Sound

**(JATRA – 2019, SUNDARGARH MAHOTSAV)**

27<sup>th</sup> to 31<sup>st</sup> January, 2019  
Bhawani Bhawan Ground, Sundargarh

**Organized by**  
**District Administration, Sundargarh in**  
**Association with District Council of Culture, ORMAS, Sundargarh**

Odisha Rural Development & Marketing Society, Sundargarh  
C/O DRDA, Sundargarh-770001  
Phone No:-06622-275372

Accepted by the Bidder (Signature of Bidder)

**PURCHASE DETAILS OF TENDER PAPER / EMD FOR LIGHT & SOUND IN STAGE OF  
JATRA, SUNDARGARH- 2019**

The Tender paper can be downloaded from the following websites- [www.sundargarh.nic.in](http://www.sundargarh.nic.in) or can be obtained from the office of ORMAS Office, DRDA Campus, Sundargarh, Pin- 770001 during office hours from 10.00am to 5.00pm

A. COST OF TENDER PAPER : **Rs. 3,000 (Rupees Three Thousand only) (Non-refundable)**

B. INSTRUMENT OF PURCHASE OF TENDER PAPER:

Demand Draft/Pay Order No..... Dated ...../..... /2019(if the tender paper downloaded from website, (DD / Pay Order to be attached with tender paper)

To be filled in by the bidder.  
(Only in case of tender paper downloaded from website.)

Bidder Name and Address:

M/s .....

Signature of the bidder

**or**

Money Receipt No..... Dated ...../..... /2019 (if the tender paper purchased from DSMS office), (Original Money Receipt to be attached with tender paper)

To be filled in by the Account section of ORMAS  
(only in case of purchase of tender paper from ORMAS office)

Issued to (Address in Detail) :

M/s .....

Signature of issuing officer

C. E.M.D (Refundable) : **Rs.20,000/- (Rupees Twenty Thousand only) in shape of Demand Draft /Pay order in favour of "DSMS, Sundargarh" payable at Sundargarh.**

Demand Draft/Pay Order No..... Dated ...../..... /2019

D. LAST DATE & TIME FOR RECEIPT OF TENDER: **9<sup>th</sup> January' 2019 latest by 1.00 P.M.**

E. DATE & TIME OF OPENING OF TENDERS : **9<sup>th</sup> January' 2019 at 3.00 PM at Office Chamber of PD, DRDA, Sundargarh**

F. **ADDRESS FOR SUBMISSION OF TENDER PAPER:**

ORMAS (Odisha Rural Development & Marketing Society)  
C/O DRDA, Campus, Sundargarh, Odisha, Pin - 770001

## **About the event JATRA-2019,Sundargarh**

A Zilla Mahostav as "JATRA-2019" to be held from 27<sup>th</sup> to 31<sup>st</sup> January' 2019 at Bhawani Bhawan Ground, Sundargarh. The "JATRA'2019, Sundargarh" is being organised by the District Council of Culture, Sundargarh in Association with ORMAS (Odisha Rural Development & Marketing Society, Sundargarh) under Panchayati Raj & DW, Department in collaboration with Odisha Livelihoods Mission (OLM), and District Administration, Sundargarh with an objective to provide a platform to the rural producers for display, sales, direct interaction and to know the taste & preferences of urban consumers. It also enable in establishing trade link and getting remunerative price for their produces.

The exhibition will be designed to create the atmosphere of a village where there will be an indigenous and contextual setting for folk artisans and entrepreneurs to display, demonstrate and market their skills and products in an environment a kin to their own habitat. It will be a congregation of stalls grouped as per their classification homogeneously. The whole set up would create awareness on rural ethnic products among the masses.

The overall objective of the mela is to popularize the ethnic of rural products and showcase art & culture of Odisha as well as create opportunities for the artisans/producers to build up long term marketing tie-up with prospective buyers.

### **Terms of Reference to the tender paper for the Light & Sound in the stage of JATRA 2019:**

#### **A. TERMS AND CONDITIONS OF TENDER FOR LIGHT & SOUND IN THE STAGE**

1. The bidder has to submit Original Money Receipt or Rs.3,000/- (Rupees Two thousand only) towards cost of tender paper, if purchased from the ORMAS office at "DRDA Campus, Sundargarh". Demand Draft / Pay Order of Rs. 3,000/- (Rupees Three thousand only) in favour of "DSMS, Sundargarh" payable at Sundargarh to be attached, if the tender paper downloaded from the website.
2. **Experience** of having successfully completed **similar nature of works during last Three year** ending last day of the month previous to the one in which application are invited should be either of the following.
  1. Three Similar [Tentage or Event Management works for National/ State/ District Level Exhibitions] completed works/assignments costing not less than the amount equal to Rs 1.00 Lakhs (**Rupees One Lakhs.**) **OR**
  2. Two similar works costing not less than the amount equal to Rs. 2.00 Lakhs (**Rupees Two Lakh**) **OR**
  3. One similar works costing not less than the amount equal to Rs. 4.00 Lakhs (**Rupees Four Lakhs.**)
3. The bidders should have registered its firm under Goods Service Tax (GST), Clearance Certificate of GST, Income Tax (PAN/TAN) (submit latest Deposit Challan).
4. The rate offered by the firm shall be **inclusive of GST (all taxes and duties).**
5. **Annual Financial Turnover during the last three year, ending 31<sup>st</sup> March of the previous financial year, should be at least Rs. 8.00 Lakhs.**
6. The duration of the exhibition will be for 5 days. In case of any extension of Mela period, no extra payment will be entertained for the additional days.
7. The bidder shall quote their price for all the items without leaving blank. If found so, the bid will be treated as non-responsive and rejected.

8. The bidder has to quote the rate as per the given format.
9. The contractor should be prepared to provide additional materials in case of requirement at the market price for the items not mentioned in the tender.
10. Bidder will be responsible for upkeep and maintenance of the entire work done by him/her till the closing of the exhibition. ORMAS/ DCC will not be responsible for any breakage, damage, fire, theft etc. of his materials and insurance if any.
11. No part of the contract will be sub-let without the prior written permission of the Mela-in-Charge.
12. For convenience and effective delivery, the tender 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 (Light & Sound).
13. In regard to electrical fittings etc. the contractor shall have to engage qualified licensed electrician/contractor entitled to erect, handle and maintain high tension supply line and its up keep and maintenance.
14. The bidders are required to deposit an earnest money of **Rs.20,000/- (Rupees Twenty Thousand only)** in shape of demand draft/pay order in favour of "DSMS, Sundargarh" payable at Sundargarh. The E.M.D. amount of the successful bidder will be refunded within a month on successful completion of the work. Tender papers without E.M.D and Bid Cost shall not be accepted.
15. The authority is not bound to accept the lowest tender and reserves the right to inspect / verify the stock of materials required for this work, in Go-down of bidders by nominating a Committee to ascertain the credibility of the firm. Further the undersigned reserves the right to reject any or all tenders without assigning any reasons thereof.
16. The bidder or the representative of the bidder should attend the opening event of the tender with all original documents /papers for verification, if required.
17. The rate offered by the firm shall be including of all taxes and duties including GST, as applicable.
18. The quality of sound system and light must be of good quality during the event.
19. **The bidder is to submit self attested photocopies of the required documents with duly filled in tender paper. The documents to be submitted by the bidder are:**
  - i. **Original Money Receipt or Rs.3,000/-** (Rupees Three thousand only) towards cost of tender paper, if purchased from the ORMAS office at "DRDA Campus, Sundargarh" and **Demand Draft / Pay Order** in favour of "DSMS, Sundargarh" payable at Sundargarh to be attached, if the tender paper downloaded from the website.
  - ii. **EMD of Rs.20,000/-** (Rupees Twenty Thousand only) in shape of Demand Draft/Pay order in favour of DSMS payable at Sundargarh.
  - iii. **Experience** of having successfully completed **similar nature of works during last three years** ending last day of the month previous to the one in which application are in invited should be either of the following.
    1. **Three Similar** [Tentage or Event Management works for National/ State/ District Level Exhibitions] **completed works/assignments costing not less than the amount equal to Rs 1.00 Lakhs** (Rupees One Lakhs.) **OR**
    2. **Two similar** [Tentage or Event Management works for National/ State/ District Level Exhibitions] **completed works/assignments costing not less than the amount equal to Rs. 2.00 Lakhs** (Rupees Two Lakh.) **OR**

3. **One similar [Tentage or Event Management works for National/ State/ District Level Exhibitions] completed works/assignments costing not less than the amount equal to Rs. 4.00 Lakhs (Rupees Four Lakhs.)**
- iv. Copy of the **registration certificate** of the firm Under Goods Service Tax (GST), Clearance certificate of GST, Income Tax (PAN, TAN) (submit latest deposit Challan) for similar nature of work.
- v. Self attested photocopy of PAN, TAN, up-to-date IT acknowledgement receipt up to Assessment Year 2018-19.
- vi. The bidder has to submit the **Audited Financial Statement of last three years duly attested by the Chartered Accountant.**
- vii. **Annual Financial Turnover during the last three year, ending 31<sup>st</sup> March of the previous financial year, should be at least Rs. 8.00 Lakhs.**
- viii. **Self attested photocopy of valid electrical license from Competent Authority or authorization from any registered electrical contractor for execution of electrical work.** In case of authorization from any registered electrical contractor, the self-attested copy of the valid electrical license of contractor has to be submitted.
- ix. **ACCEPTED THE ABOVE TERMS AND CONDITIONS FROM PRE PAGE.**

**Stage Light: The below mentioned items are taken as PACKAGE:**

Sl. No.	Items	Quantity Required
1	TRUSH – 40 feet length and 20 feet height	1 set
2	LED PARCANS	30 Nos
3	WARM LIGHT	30 Nos
4	COLOUR WASH	6 Nos
5	BRIGHT LIGHT (1000 WATTS)	8 Nos
6	SHARPY (16R)	8 Nos
7	BLINDERS	4 Nos

**Stage Sound System: The below mentioned items are taken as PACKAGE:**

Sl. No.	Items	Quantity Required
1	Main PA (Double SPK Boxes)	6 + 6 Top 4 + 4 Subs
2	Delays Stage (Double SPK Boxes)	2 + 2 Top 2 + 2 Subs
3	Monitor	6 Nos
4	Cordless Microphone	6 Nos
5	Wired Microphone (including Podium Mike)	15 Nos
6	Effect Processor	As Per Requirement
7	Snack cable	1 set
8	Generator-125KVA	1 Nos

**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 relative advertisement of my tender is liable to be cancelled. I am/ we are willing to abide by the terms and conditions laid by ORMAS. 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.

**Signature of the Bidder with seal**

Place:  
Date :

**Quotation for different items of tentage work of JATRA-2019, Sundargarh****(Last date for submission of tender form is 9<sup>th</sup> January 2019, 1.00 P.M)**

To

The Assistant Director  
ORMAS, Sundargarh

Sir,

I / We do hereby submit item wise quotation below for Light &amp; Sound in the stage of JATRA-2019, Sundargarh:

**1. Stage Light**

Sl. No.	Items	Quantity Required	Amount (in Rs.)
1	TRUSH – 40 feet length and 20 feet height	1 set	
	LED PARCANS	30 Nos	
	WARM LIGHT	30 Nos	
	COLOUR WASH	6 Nos	
	BRIGHT LIGHT (1000 WATTS)	8 Nos	
	SHARPY (16R)	8 Nos	
	BLINDERS	4 Nos	

**2. Stage Sound System**

Sl. No.	Items	Quantity Required	Amount (in Rs.)
2	Main PA (Double SPK Boxes)	6 + 6 Top 4 + 4 Subs	
	Delays Stage (Double SPK Boxes)	2 + 2 Top 2 + 2 Subs	
	Monitor	6 Nos	
	Cordless Microphone	6 Nos	
	Wired Microphone (including Podium Mike)	15 Nos	
	Effect Processor	As Per Requirement	
	Snack cable	1 set	
	Generator-125KVA	1 Nos	
<b>Grand Total (Sl. No. 1 + 2)</b>			

Signature of the Bidder With seal