

**OFFICE OF THE GENERAL MANAGER  
DISTRICT INDUSTRIES CENTRE: SUNDERGARH**

At/Po/Dist-Sundargarh, Mail id-dicsng@nic.in

**TENDER CALL NOTICE**

Order No. 2011. /DIC.Dated. 13.02.2023.

Sealed Tender are invited from recognised Tent Houses for erection of stalls and other allied works for District Level Entrepreneurs Week -2023 at Reserve Police Ground , Sankara, Sundargarh which will be held from dt.05.03.2023 to dt.09.03.2023 . The intending bidders must apply as per mentioned specification with all the required documents to the undersigned by 20.02.2023 during office hours (10.00 am to 2.00 pm.) by Speed Post/Regd.Post/Office Tender box.

The detail terms and conditions along with specifications, Bid documents, last date of receipt of tender, opening of tender, cancellation/extension /corrigendum etc. will be made available in the district website [www.sundergarh.nic.in/](http://www.sundergarh.nic.in/) w.e.f. 14th February 2023 which can be referred till last date of submission of Bids. The quotations will be opened in Sadbhavana Bhawan, Sundargarh in the presence of the bidders or their representatives. The Committee reserves the right to reject any or all quotations without assigning any reason thereof.

1. Last date of receipt of tender paper- Dt.20.02.2023 up to 2.00 PM.
2. Opening of tender -Dt.20.02.2023 at 4.00 PM.
3. Cost of EMD - Rs. 10000.00(Rupees ten thousand)only in shape of DD drawn in favour of General Manager, District Industries Centre, Sundargarh payable at Sundargarh which is refundable.

*General Manager*  
13.2.2023  
General Manager

District Industries Centre, Sundargarh

**Quotation for erection of stalls and other allied works for observation of "Entrepreneurs Week" from 05<sup>th</sup> March to 09<sup>th</sup> March, 2023**

1. Erection of Stalls: 70 numbers of stall will be erected in District Level Entrepreneurs Week -2023.

**Specification for Stalls**

Structure	Bamboo & Cloth structure stall – 10" x10" Tarpaulin roofing
Flooring	Full floor Green Mat in Front of Stalls
Ceiling & Wall	Three sides including partition walls of stall will be covered with white cloth. Back side outer wall will be covered with tarpaulin (All new White Cotton Clothes to be used).
Racks	Three tire wooden racks. The shelf of the racks of size 1'6"x10" covered with white cloth. Below to racks the space will be used for storage of goods. (For 70 Stalls only ) rest are without rack.
Facia	A wooden batten frame/bamboo frame will be erected by the frame will be 2' front projection, 3' height. The facia will be covered with cloth. A running white cloth jhallar of 1'width will be put in the front side, below to the facia frame.
Furniture	Front counter steel table size 8'x2.6'x3' height and wrapped with new white cotton cloth. Plastic moulded Chair- 2 nos.
Electrification	Tube light – 04 nos. (02 nos. of tube light should be connected with generator) an on/off switch for use in night time after closing. (A plug point to be provided in each stall)
Numbering of Stalls	All stalls should be numbered with stencil & Paint.
Closures	Front cloth drops /screens and daily putting up & off

2. **Auditorium:-** Sitting arrangements for the audiences should be erected in front of the stage. The minimum distance between stage and auditorium will be 40 feet. The bidder has to quote price as against the detail given below :
- Size : 30'x 50'
- Light : 10 nos. tube lights will be fitted in the poles.
- Chair : 200 nos of plastic Moulded chairs and one row of for VIPs covered with cloth and Sofa, Tea Table, Side wall screen:
- Carpeting : 1500 Sqft. carpeting with green mat.
3. **Ground Electrification :** The below mentioned points are to be taken into consideration for ground electrification, which shall be supplied by the bidder for District Level Entrepreneurs Week -2023 at Reserve Police Ground Sankara, Sundargarh. The quantities of the items are mandatory. The bidders must quote the price for all the points mentioned below. The ground electrification includes the below mentioned items and concealed wiring to all lights equipments.
- Main Switch Board/Panel Board up to 250 KW electric loads with cabling & wiring
  - Adequate speakers shall be fitted in the exhibitions premises for surround sound.
  - 10 nos. of Halogen light (1000 watt each ) along with wiring /fitting poles
  - 5 nos. of White Halogen light along with wiring /fitting poles.
  - 5 nos. of Halogen shall be fitted in and around back side of the stalls for security purpose.
  - 800 Metre Tuni running lights will be fitted at the required places.
  - Lights Towers (10 nos.) : 20'x6'x6'x6'x6')
4. **Silent Generator:-**  
Generator set with required fuel will be provided by the bidder for the entire District Level Entrepreneurs Week -2023 period. The bidder should always be prepared for uninterrupted power supply for the exhibition. The generator circuit should be connected with two tube lights for each stall, few ground lights, control room and public announcement systems. The requirement of Generators sets will be of 100 KVA.
5. **Structure of Stage:**
- Stage Decoration**  
Flowering (length-60') (2 layer), VIP Booke : 15 per days Baloon Decoration
  - Barricading:** 4' height bamboo/steel barricade will be made around the stage in double row for the entry of VIPs with complete matting and cloth walling.
  - Furniture:** 12 nos. of VVIP Chairs with white towels, 3 nos. of VVIP Sofa, 4 nos. of quality borosil glasses with covers, Plastic name plates- 12 nos. , 2 nos of flower vase with live flower sticks, Turkish towels on the VVIP chairs, one speech podium, for entire exhibition period. Brass Deepam (2'6" height) with inaugural materials etc. are to be provided on the opening day.
6. **Erection of gate :** ( The below mentioned items are taken as a package)  
The bidder shall submit the lowest possible rate for the gate with following specifications. The gate will erected as per the design attached.
- Structure:** Bamboo structure, Wooden batten framing, Square & Box type structure.
- Size :** Pillars height will be of 18' to 20' with 16 cleared width between the pillars. Length 25' and width of pillar will be 4' all round
- Covering :** Gate should be erected with batten framing, flex /cotton cloth mounting with design work as per approved design ( design attached with this paper).
- Lighting :** Sufficient lighting arrangements with metal light.
7. **Cleaning & Sanitation:** Cleaning , Sweeping & Keeping ready of all equipments on Stage before commencing of meeting/events on all the days is the complete responsibility of the contractor. Temporary Toilets Cleaning & Sweeping has to be done in a regular basis for 05 (five) days of the Mela period. Sweepers should always be placed near the toilets for cleaning it on regular intervals, inside the exhibition ground.

8. **Temporary Toilet for Visitors:**

Ten numbers of (05 for male & 05 for female ) temporary urinals & toilets should be installed with all sanitary fittings in the mela ground along with water facilities & wash basin for participant and visitors.

9. **Miscellaneous Items :**

Besides works from all above items the 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.

Sl.No.	Items	Qty.required
1	Bed Set ( Bed & Pillow with cover)	70 pcs.
2	Blanket .	70 pcs.
3	Durry (15'x15')	30 pcs.
4	Dustbin – 3 ft. height	20 pcs.
5	Pedestal Fan	07 pcs.

**TERMS AND CONDITIONS OF TENDER FOR TENT & ALLIED WORKS:**

- 1) The value of the work executed should not be less than Rs. 3.00 lakhs in single work order in each of the last 03 years.
- 2) The bidders should furnish GST clearance certificate, Income Tax clearance certificate and Service Tax clearance as on 31.03.2022 ( Latest Deposit Clallans should be attached)
- 3) The rate offered by the firm must be inclusive of all taxes and duties.
- 4) The duration of the exhibition will be of 05 days. The venue shall be made available to the contractor before 07 days of commencement of the exhibition. All the desired works should be completed on 04.03.2023 by 12.00 am and it should be handed over to the in-charge of exhibition latest by 12.30 pm.
- 5) The bidder shall quote their price for all the items under the package without leaving blank. If found so, the bid will be treated as non-responsive and subject to rejection.
- 6) The bidder has to quote the rate as per the given format.
- 7) On completion of the exhibition, the bidder shall have to take away all the materials  
The bidder has to vacate the ground within 03 days of completion of the exhibition and handover the ground in the condition as occupied while taken over.
- 8) 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 bidder 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 bidder has to take the prior written permission from the Mela-in-charge.
- 9) 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.
- 10) Bidder will be responsible for upkeep and maintenance of the entire work done by him till the closing of the exhibition. The authority will not responsible for any breakage, damage, fire, theft etc. of his materials and insurance if any.
- 11) No part of the bidding will be sub-let to others.
- 12) For convenience and effective delivery, the tender is to be treated as package of services, whose total quoted price for the package will be lowest will be approved.
- 13) The bidder has to treat the materials to be used in ten stage work (like-Cloths), with fire repellent Chemicals. This work has to be certified by the concerned district fire officer.
- 14) 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.

- 15) The bidders are required to deposit an earnest money deposit of Rs.10,000/- (Rupees Ten thousand) only in shape of demand draft/pay order in favour of "General Manager, DIC, Sundargarh" payable at Sundargarh. The E.M.D. amount of the successful bidder will be kept with G.M. DIC, Sundargarh till the completion of the exhibitions and will be refunded after completion of the exhibition. In case of any unsatisfactory work, delay in execution of work etc. the E.M.D. amount will be forfeited as per the decision of the authority. Tender papers without E.M.D. shall not be accepted.
- 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 total items mentioned in the application form is considered as one package & the L-1 will be decided by the committee as per the lowest rate of the gross amount of the quotation.
- 18) The committee has the right to negotiate with the L-1 price holder.

**The bidder is to submit self attested photocopies of the required documents with duly filled in tender paper. :-**

- i. Rate of all the items of the package is to be filled in the attached prescribed format.
- ii. Photocopy of Pan Card.
- iii. Furnish GST Clearance Certificate, Income Tax Clearance certificate and Service Tax clearance Certificate as on 31.03.2022 (Latest Deposit Challans should be attached)
- iv. EMD of Rs.10000/- (Ten thousand) only in shape of Demand Draft/ Pay order in favour of General Manager, DIC, Sundargarh payable at Sundargarh.
- v) The rate quoted for the items should be inclusive of all taxes.

*ENCIV*  
*13.2.2023*  
General Manager  
District Industries Centre, Sundargarh

Memo No. 205. /Dt. 13.02.2023.

Copy forwarded to the District Informatics Officer, NIC Sundargarh for information and necessary action with a request to upload the Tender call notice in Sundargarh District website [www.sundargarh.nic.in/](http://www.sundargarh.nic.in/) w.e.f. Dt.14.02.2023 for wide publication and timely response by the interested vendors.

*ENCIV*  
*13.2.2023*  
General Manager  
District Industries Centre, Sundargarh

Memo No. 206. /dt. 13.02.2023.

Copy to Notice Board of General Manager, DIC, Sundargarh /RIC Rourkela/D.I.&PRO/Collectorate, Sundargarh for wide circulation.

*ENCIV*  
*13.2.2023*  
General Manager  
District Industries Centre, Sundargarh

**TENDER APPLICATION FORM FOR STALLS AND OTHER ALLIED WORKS OF**

**“DISTRICT LEVEL ENTREPRENEURS WEEK -2023”**

**(Last date for submission of tender form is on 20.02.2023 up to 2.00 PM)**

To

**The General Manager,  
DIC, Sundargarh.**

Sir,

I/we do hereby submit item wise quotation below for erection of stalls and other allied works for observation of Entrepreneurs Week from 05<sup>th</sup> March to 09<sup>th</sup> March 2023 at Reserve Police Ground, Sankara, Sundargarh.

Sl. No.	Item Particulars	Quantity	Rate Per Item	Total Amount
1	Erection of Stalls	70 nos.		
2	Erection of Auditorium	01 (Inclusive all items under this point)		
3	Ground Electrification	01 (Inclusive all items under this point)		
4	Silent Generator with fuel 100 KVA	01 no.		
5	LED Projector	12' x 8' size		
6	Structure of Stage	01 (Inclusive all items under this point)		
7	Erection of Gate	01 (Inclusive all items under this point)		
Miscellaneous Items :				
1	Bed Set ( Bed & Pillow with cover)	70 pcs.		
2	Blanket	70 pcs.		
3	Durry (15'x15')	30 pcs.		
4	Dustbin- 3 ft. height.	30 pcs.		
5	Pedestal Fan	07 pcs.		
				Total

Signature of the Bidder  
(With Seal)

**DECLARATION**

I/We hereby declare that all the statement(s) made I this application are true, complete and correct to the best of my knowledge ad belief. I understand that in the event of any information being found false or incorrect or any other figure inflected or misleading at any stage or I am/we are not satisfying the eligibility criteria prescribed in the relative advertisement, my tender is liable to be cancelled. I am/we are willing to abide by the terms and conditions laid by GM, DIC Sundargarh . 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 :