

ଉପ-ଜିଲ୍ଲାପାଳ, ସଦର, ସୁନ୍ଦରଗଡ଼
(ରାଜସ୍ୱ ଓ ବିପର୍ଯ୍ୟୟ ପରିଚାଳନା ବିଭାଗ, ଓଡ଼ିଶା ସରକାର)

Sub-Collector, Sadar, Sundargarh
(Revenue & Disaster Management Deptt, Govt. of Odisha)



E-mail ID: subcol.sund-od@nic.in

No **10531** /Dt. **17.12.2024** /

Expression of Interest

"Expression of Interest" in sealed cover is hereby invited from firm/ agency/Organization and Registered Shop for Temporary stall in JATARA-Pallishree Mela- 2025 from 1st January to 5th January, 2025 at JATARA Ground Near Government College Ground, Sundargarh.

For details of EOI, please visit the website: sundargarh.odisha.gov.in and Notice Board of Office of the Sub-Collector, Sundargarh. Any query please contact the office of Sub Collector, Sadar, Sundargarh. The details of EOI will be available in the website w.e.f 17.12.2024. The last date of receiving of application in prescribed format is on or before 24.12.2024 by 5 PM in the office of undersigned.

The authority reserves the right to reject any or all the offers without assigning any reason thereof.


Sub Collector, Sadar,
Sundargarh
Sub-Collector
Sadar, Sundargarh

Memo **10532** / Date **17.12.2024**

Copy DI&PRO, Sundargarh for information and necessary action.

GM DIC, Sundargarh / DIO NIC, Sundargarh/ Asst. Director Handi Craft, Sundargarh / all Eos of Municipalities / all BDOs/ all Tahasildars / Dy. CEO-ORMAS/ DPM OLM/CDO-Cum-Eo Zilla Parishad, Sundargarh for information and necessary action.


Sub Collector, Sadar,
Sundargarh
Sub-Collector
Sadar, Sundargarh

Memo **10533** / Date **17.12.2024**

Collector-Cum-District Magistrate, Sundargarh for favour of kind information


Sub Collector, Sadar,
Sundargarh
Sub-Collector
Sadar, Sundargarh

BID SUBMISSION CHECK LIST OF DOCUMENTS SUBMITTED

- Adhaar Card
- PAN Card
- Passport size Photograph
- GST Registration Certificate
- FSSAI Licence for Food Stall
- Organisation/Shop/Vendor Certificate (in Case of Commercial stalls)
- Undertaking(Annexure-I)
- Affidavit(Annexure-II)
- DD of Rs 20,000/- in favour of DISTRICT SUPPLY MARKETING SOCIETY, SUNDARGARH.

EXPRESSION OF INTEREST CALL NOTICE FOR ALLOTMENT OF TEMPORARY STALLS FOR ZILLA MAHOTSAV JATRA-2025

No. **10530**

Date: **17.12.2024**

The District Administration, Sundargarhand District Administration is going to organize the **19th JATRA** scheduled to be held from **1st January to 5th January 2025** at **Jatra Ground, Sundargarh.**

Expression of Interest:

“**Expression of Interest**” are invited from firm/ Organization and Registered Shopfor providing temporary stall(s) during JATARA- Pallishree Mela 2025. The organizer will provide space for sale and display of goods/ products.

- The organizer will provide a stall made up of Bamboo Structure. Size of each stall is '10' X 10' with tarpaulin water proof roofing.
- Wooden plank platform of 6" height from the ground covering with new synthetic carpet matting in entire stall area.
- Three sides including partition walls of stall will be covered with white new cloth. Backside outer wall will be covered with tarpaulin and G.I. Sheets.
- The GI Sheets shall be fixed horizontally supported with wooden bellies. Three tire wooden/Iron racks.
- Three tier Shelf will be provided if required.

**Sub Collector, Sadar,
Sundargarh**

Sub-Collector
Sadar, Sundargarh

Stall Rent for 05 days:

SI No	Categories	Stall Rent	No of the Stalls
01	Food stall for catering or any hotel having FSSAI certificate in the name of organization	20000.00	20
02	Commercial Stall – Any registered organization/ shop or vendor	20000.00	10

1 EligibilityCriteria:

- The agency/firm must have a valid GST No., Adhaar&PAN.
- The agency/firm must be registered under the relevant acts/ having necessary permissions / licenses / clearances from the competent authorities concerned to run the Food Service/commercial activity in the tendered premise.
- The agency must have a valid Organisation/Shop/Vendor Certificate.
- The Agency / firm must submit DD of Rs 20,000/- only with the application in favour of DISTRICT SUPPLY MARKETING SOCIETY, SUNDARGARH payable at STATE BANK OF INDIA, ADB SADHEIPALI, SUNDARGARH A/c 10722635528 IFSC Code- SBIN0006345.
- The lists of selected candidates will be finalized by the committee on 26.12.2024 at 11.00 AM the office of Sub-Collector, Sadar, Sundargarh in presence of available participants or his/her authorised representative.

2. Mode of Selection:

Only those applications which fulfil the eligibility criteria shall be consider as valid. Stall shall be allotted to the valid applicants only. If the number of applicant is more than the number of Stalls then selection shall be made on the basis of lottery.

3. Terms and Condition:

- Allotment of stall is temporary, if found misconduct of rules by the Vendor then allotment will be automatically cancelled without assigning any reason thereof.
- Electric connection and light/fan equipments will be provided by the tentage norms and provisions. No extra electric connection will be provided.
- Organizer is not held responsible for any theft or loss of goods/ loss due to natural calamity or any type loss.
- Allotment of stall will be subject to availability of stalls. In case the number applicants is more than the number of stall in a particular category than it will be allotted through lottery process.
- The decision on allotment of stalls by the organizer will be final.
- The plan for arrangement of categories wise stalls has been prepared by the organiser, based on feasibility.
- Poster / Banner/ Flex will be installed only in the inside area of the stall. No Poster / Banner/ Flex will be hanging or pasted over the facia of the stall.
- In case of stall available after allotment it will be decided by the authority and allotted to the participants on the waiting lists basis.
- One agency can apply for one stall only.
- The bidder has to clearly mention the type of food to be provided in the food stall in the tender document paper and also on the covering envelopes. Similarly, for others the type of business/commercial activities is to be mentioned.

- The agency must submit their proposal by hand to the address of Office of the Sub-Collector Sadar Sundargarh during the office hour only on or before the last date and time for submission of proposal. Submission of proposal through any other mode EOI will be rejected.
- Each page of the bid documents must be numbered and signed by the agency.
- The agency shall not employ any one below the age of 18 years.
- If found any of the misconduct of rule and indiscipline during the event/ period his / her nomination or allotment will be cancelled. In No case he/ She will claim for any of the amount from the authority.

4 Selection of the Agency

- The bid will be opened first by a designated committee on a pre-decided date and time.
- Category wise Lottery system will be adopted for allotment of stall in case the number of applicants is more than the number of stalls in a particular Category.

5. Terms & Conditions for selected Agency:

- Selected agency has to abide by any conditions/ alterations as imposed by the authority time to time.
- The selected agency shall not assign any of its rights, or interest in respective agreement in favour of any company/person(s) at anytime and for any reasons whatsoever.
- The selected Agency will nominate a coordinator who shall be stationed at Sundargarh and shall be responsible for immediate interaction with the office as and when required.
- Any other business or providing any other services or any other activities or displays / exhibition or any hoarding advertisement other than activity as approved by District Administration will not be allowed within the premises.
- The Agency is solely responsible for any dispute arises towards permissions/licenses/clearances/sanctions. District Administration, Sundargarh authority will no way be linked with the dispute.
- The allottee shall in no case, extend/alter the stall.

6. Mode of stall Rent received from Agency:

- The selected Agency shall pay the requisite amount in the shape of DD in favour of **DISTRICT SUPPLY MARKETING SOCIETY, SUNDARGARH** payable at Sundargarh at the time of submission of application.
- The unsuccessful applications shall be refunded the DD as furnished.

7 Governing Law and Penalty Clause:

- The selected agency shall handover the vacant and peaceful possession of the licensed premises along with all the lands, building, fixtures and fittings as provided, to the Authority on expiry, revocation/ termination of the license. If he fails to handover the possession of the premises on termination/ expiry of the license authority has the right to charge for illegal use and occupation of the premises @ Rs. 5,000/- per day till such time the premises is vacated.
- The authority reserves the right to accept or reject any or all the offers without assigning any reason thereof.

8 Dispute Resolution:

- Any dispute arising out of the EOI, the decision of the District authority shall be final & binding.
- In case of a dispute, it will be governed by the laws of the court in Sundargarh.

National Level Pallishree Mela & Jatara 2025

REGISTRATION FORM

Applied for: Food Stall/Commercial Stall (Tick which ever is applicable)

1.	Name of the Organization (In Block letter in English)															
2.	Address	Village										P.S.				
		District										State				
3.	Mobile No.										Fax No.:			Email:		
4.	No. of participants attending:					Total		Male			Female					
5.	Participant details:															
	Sl. No	Name of the participant										Male /Female		Aadhaar Number		
	1															
	2															
	3															
	4															
	5															
Product details:																
	Sl. no.	Product Brought										Quantity				
	1															
	2															
	3															
	4															
	5															
	6															
	7															
8.	Total Worth of Product Brought					Before Exhibition			Rs.		During Exhibition			Rs.		
9.	Bank Name					DD No.						IFS Code				

Signature of **Official** Signature of **Participant**

Date: Date:

National Level Pallishree Mela & Jatra, 2025
Government College Ground, Sundargarh, Odisha

All the participants are requested to abide by the following rules and regulations of Pallishree Mela & Jatra 2025, Sundargarh.

RULES & REGULATIONS FOR PARTICIPANTS

1. All participants should strictly obey the rules during the stay of the Pallishree and JATARA, 2025.
2. The time of the Mela is from 10.00 A.M. to 10.00 P.M.
3. Participants should reach the exhibition ground before 10.00 A.M. and open their stalls in time with proper display of the products.
4. The participants must booked their return tickets.
5. Authority will not provide any accommodation during the period
6. All the stalls have to be kept neat and clean.
7. Every participant should wear the batches/IDs.
8. Smoking, Drinking Alcohol, and Cooking inside the stall and in the ground are strictly prohibited.
9. Each participating stall should submit its daily sales report to the officials.
10. Participants should maintain proper cooperation with the security personnel.
11. The use of open fire or flammable materials within the stall is strictly prohibited for safety reasons.
12. Participants should adhere to environmentally friendly practices, such as minimizing waste generation, using paper bags and properly disposing of any waste in designated bins.
13. Any form of harassment, discrimination or inappropriate behaviour towards fellow participants, visitors or staff will not be tolerated and strict action as deemed proper will be taken.
14. Any complain and grievances will be received only in writing.
15. Any violation of the above rules would be viewed seriously and necessary action will be taken against such participant.

UNDERTAKING

I, Shri/Smt....., Name of the firm/
Organization/ Bank andRegistered Shop....., do
hereby undertake to abide the above rule and regulations during the Pallishree Mela
and JATARA, 2025. If, I/ We will be found any violation and misconduct of any rules,
my participation will be cancelled and action as deemed proper will be taken.

Signature of Participant / Coordinator

AFFIDAVIT

(On non-judicial stamp paper of appropriate value before Notary)

I, hereby undertake that there is no criminal case pending in any Court of Law against our company or against the Proprietor/Director/Persons to be deployed by our company.

I/we further certify that Proprietor/Director/Persons to be deployed by our company of my company has not been convicted of any offence in any Court in India during the recent past.

I, hereby undertake that, our organization has not been blacklisted/debarred by any of the Central /State Government Department/Office or by any Public Sector undertaking (PSUs) and not black listed by any authority during the recent past

I hereby declare that all the information and statements provided in the proposal are true and correct and I accept that any misinterpretation contained in it may lead to disqualification of our proposal.

I, hereby undertake that, our organization has not engaged/will not engage any person below the age of 18 years.

Name and Designation of the
Signatory Name of the Agency and
Address:

Authorised
Signature (in full and
initials)

This affidavit is made to
applying for Food Stalls at
Jatra-2025 Sundargarh.