



Tender Notice No 5015 Date 19.10.2023

**TENDER INVITATION FOR TENTAGE AND CATERING FOR DISTRICT
LEVEL MATSYA O PRANI SAMPADA SAMABESHA -2023**

Sealed tender are invited from reputed Tent Houses/firm/decorators for erection of stalls and other allied works for District Level Matsya O Prani Sampada samabesha -2023 at Koshal kala Mandal Ground, Balangir which will be held from dt.16.11.2023 to dt.17.11.2023. The intending bidders must apply as per the specification mentioned against each item along with all required documents to the undersigned by Dt. 03.11.2023 during office hours by 2.00 pm.

The quotations will be opened in Office chamber of CDVO, Balangir in the presence of the bidders or their authorised 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. **03.11.2023** up to **2.00 PM**.
2. Opening of tender – Dt.**03.11.2023** at 4.00 PM at office chamber of the **Chief District Veterinary Officer, Balangir**.
3. Cost of EMD – Rs. **10000.00 (Rupees ten thousand)** only in shape of DD drawn in favour of **Chief District veterinary officer, Balangir payable at Balangir which is refundable.**

Dually filled in tender application form along with required documents may be sent by Regd.Post/ Speed post or can be dropped in sealed drop box kept for the purpose at the office of the under signed by dated 03.11.2023 up to 02.00 PM. The tenders can be submitted from 10AM of Dt. 21.10.2023. The detail information about this tender is available in the website www.balangir.nic.in Tender processing fee as required by this tender can be remitted in shape of demand draft only, drawn from any Schedule Commercial Bank, in favour of "Chief District Veterinary Officer, Balangir". The bidder has to submit all the required documents mentioned in the tender document. Non submission of any document and tender submitted in any inappropriate manner may be liable for rejection.


Chief District Veterinary Officer
Balangir
Date 19.10.2023

Memo No 5016

Copy forwarded to the District Information Officer, NIC, Balangir for information with a request to host the notice and tender papers in the district website for wide publication.


Chief District Veterinary Officer
Balangir

**CHECK LIST OF DOCUMENTS TO BE SUBMITTED WITH THE BID
(sequentially)**

Sl. No.	Doc. No.	Name of The Document	Page No.
1	D1	Dully filled Tender application form in (Annexure-I) with authentic signature of bidder with check list	
2	D2	DD /Money receipt towards Tender processing fee of Rs 1000/-	
3	D3	DD towards Earnest Money Deposit (EMD) of Rs 10000/-	
4	D4	Copy of PAN CARD & GST registration certificates	
5	D5	Copy of I.T Return for last two years.	
6	D6	Copy of proof of GST cleared up to financial year 2022-23. (31 st March 2023)	
7	D7	Declaration from bidder for not being Derecognized, debarred or Black listed in the Format in Annexure-II	
8	D8	Bid Security Declaration (Annexure -III)	
9	D9	Price BID For different items of tentage and catering (Annexure IV)	

Signature of the bidder



Tender application form

Sl. No.	Details of the bidder	
1	Name of the Bidder	
2		
3	Address with Phone No.& email ID	
4	Contact Person:	
5	Mobile No./ Landline No.	
6	Email ID	

DOCUMENTS SUBMITTED

Sl. No.	Document details	Submitted (Yes/No)	If Yes Page No.	Remarks if any
1	Tender Processing Fees details: Transaction No.: Date: Amount:			
2	EMD Details:			
3	Price BID For different items of tentage and catering (Annexure IV)			
4	Copy of PAN card			
5	Copy of GST registration certificate			
6	Copy of latest I.T return & GST payment certificate:			
7	Declaration form bidder for not being Derecognized, debarred or Black listed			
8	Bid security form in annexure III			

Date:	Office Seal	Signature of the bidder / Authorized signatory
-------	-------------	---

[Handwritten Signature]
19/10/23

(To be submitted with Bid)

BID SECURITY DECLARATION FORM

(Rule 170 of General Financial Rule 2017)

Bid Ref. No. _____

Date: _____

To

The Chief District Veterinary Officer, Balangir, Odisha

I/We. The undersigned, declare that:

I/We accept that I/We may be suspended to submit bids for contract(s) with you for a period of one years from the date of bid opening if I am /We are in a breach of any obligation under the bid conditions, because I/We

- a) have withdrawn/modified my/our bid during the period of bid validity specified in the form of bid;

or

b) having been notified of the acceptance of our bid by the purchaser during the period of bid validity, i. fail or refuse to execute the contract, or ii. fail or refuse to submit the Performance Security of the amount specified in the bid.

Signature of the bidder

Seal

Date:

Name & Address of the firm

Handwritten signature and date
19/10/23

PRICE BID FOR DIFFERENT ITEMS OF TENTAGE AND CATERING

"District Level Matsya O Prani Sampada samabesha -2023"
(Last date for submission of tender form is Dt. 03.11.2023)

To

The Chief District Veterinary Officer,
Balangir

Sir,

I/we do hereby submit item wise quotation below for erection of stalls and other allied works for observation of District Level Matsya O Prani Sampada samabesha -2023 from 16th Nov 2023 to 17th Nov 2023 to be held at Koshal Kala Mandal Ground, Balangir

SL.No	Item Particulars	Quantity	Rate per Item	Total Amount
1	Erection of Stalls	30nos. for exhibition and one for registration		
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'x8' size		
6	Structure of Stage	(Inclusive all Items under this point)		
7	Erection of gate	(Inclusive all Items under this point)		
8	LED Tv 32inch	06 no		
9	Security Services	10 no.		
11	Cleaning , sanitation, drinking water facility	(Inclusive all Items under this point)		
12	Cooler (Antrctica)	10 pcs.		
13	Temporary Lavatory	10 pcs.		
14	Errrection of Dining area	Inclusive all Items under this point		
15	VIP lounge	Inclusive all Items under this point		
16	Food court	Inclusive all Items under this point		
17	Parking place and fire standards	Inclusive all Items under this point		
18	Open space animal exhibition	Inclusive all Items under this point		
		Total		
Catering & Miscellaneous				
19	Lunch tea and breakfast	1100 no.s each day for 2 days		
20	Kit bags for participants	2000 no.s		
21	Stage arrangements	Inclusive all Items under this point		
		Total		
		Grand Total		

Signature of the Bidder With Seal

Tender Document

Quotation for the erection of stalls and other allied works for observation of "District Level Matsya O Prani Sampada samabesha -2023" from 16th Nov 2023 to 17th Nov 2023

1. **Erection of Stalls for exhibition and registration:** 30 Numbers of exhibition stalls and one stall for registration will be erected in District Level Matsya O Prani Sampada samabesha -2023

Specification for Stalls

Structure	Bamboo & Cloth Structure stall – 12'x10' Tarpaulin roofing. One additional stall of 20' x 10' for registration of participants cum help desk.
Flooring	Full Floor Green mat inside and in front of stalls (Total area)
Ceiling & Wall	Three sides including partition walls of stall will be covered with white cloth
Facia	A wooden batten frame/bamboo frame will be erected by the frame which 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	2 no.s Front counter table and wrapped with new white cotton cloth. Plastic moulded Chair-2nos. (Each Stall)
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 be provided in each stall. 1 no. ceiling fan should be fitted 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 in a closed structure of 80' x 80' for the audiences should be erected in front of the stage. The minimum distance between stage and auditorium will be 20 feet. The bidder has to quote price as against the detail given. There should be a barricade with steel grill between the pavilion space and the stage at an approximate distance of minimum 15 ft from the stage with a 5 ft passage between the front row of seating arrangement and barricade. Should be provided with Sofas and Centre Tables, and carpeting in the first two rows and plastic moulded Chairs of 800 no.s in the subsequent rows as per specifications. Adequate no.s of ceiling fans and LED tube lights for lighting.

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 Matsya O Prani Sampad Samabesh -2023 at Koshal Kalamandal Ground, Balangir. 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.

- i. Main Switch Board/Panel Board up to 250 KW electrical loads with cabling & wiring
- ii. 10 nos. of Halogen light (1000 watt each) along with wiring / fitting poles
- iii. 5 nos. of white Halogen shall be fitted in and around back side of the stalls for security purpose.
- iv. 5 nos. of White Halogen light along with wiring /fitting poles
- v. 800 Meter Tuni running lights will be fitted at the required places.
- vi. Lights Towers (5 nos)

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:-**

- a. Existing stage at Koshal kala mandal ground will be used.
- b. Stage Decoration
 1. One number of LED of Size 12'X8' for live display and other activity
 2. Flowering, VIP Bouquet, Balloon Decoration (Red & White)
- c. Barricading: 4' height bamboo/steel barricade will be made around the stage in double row for entry of VIPs



with complete matting and cloth walling.

d. Furniture: 10 nos. of VVIP Chairs with white towels, 5 nos. of VVIP Sofa, 8 nos. of teapoy, 10 nos. of quality borosil glasses with covers, Plastic name plates- 10 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.

e. 4 nos. of LED Light for Stage.

f. Microphone with Sound System shall be fitted.

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 be erected as per the design.

Structure: Bamboo structure, Wooden batten framing, Square & Box type structure

Size: Pillars height will be of 14' to 16' with 12 clear width between the pillars. Length 22, and width of pillar will be 3' all round

Covering: Gate should be erected with batten framing, flex /cotton cloth mounting with design work as approved design.

Lighting: Sufficient lighting arrangements with metal light as required along with flower decoration.

7. Cleaning & Sanitation , Drinking Water facility:- Cleaning, Sweeping & Keeping ready of all equipment 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 02 days of the Exhibition period. Sweepers should always be placed near the toilets for cleaning it on regular intervals, inside the exhibition ground. Adequate no. of tankers with drinking water facilities for participants and visitors. The agency is required to put at least 15 number of dustbins with 3ft height at different places of the ground. Regular cleaning of these dustbins are the responsibility of the agency

8. Temporary Toilet for Visitors: 10 numbers of (05 for male & 05 for female) temporary urinals & toilets should be installed in the exhibition ground along with water facilities & wash basin for participant and visitors.

9. Dinning Area: 25'x40' Dinning room with side wall and top Ceiling for organizers/ guests and one more dining space in the exhibition ground to accommodate 1000 publics for buffet in phases. Sufficient no.s of counters will be made to serve food to the required no.s persons at both dining areas.

10. VIP lounge: one VIP Lounge 15' x15' with with air conditioning, one set of VIP sofa and tea poy table with temporary attached toilet facility.

11. Security Services: Security Guard for 3 nos. of shift. 8 hours duty for each shift from 16th Nov to 17th Nov 2023 (Morning shift (6am-2pm): 4guards, Evening Shift (2pm-10pm.):4 guards and Night Shift (10pm -6am): 2 guards). If require extra security may be taken.

12. Food court: 5 no.s of stalls of 10' x 10' as per the standards mentioned for exhibition stalls.

13. Open Space Animal Exhibition. Tent structures/ hangers with water proof roofs (sides open) in 1200square meter area For live animal, poultry and fish demonstration. Enclosures for animals will be made with khutas for each animals with designated area for bio flocs, IMC hatchery model, Integrated farming system, pond structures etc. A gate will be erected at the entrance of the exhibition area with adjacent area covered up at entrance.

14. parking place and Fire Standards.

a) Parking place for ambulance and Fire Extinguisher Vehicle adjacent to Stage with sufficient space in front side for easy movement need to be set up. Parking place for vehicles need to be arranged with sufficient number of standee banners depicting PARKING, placed for easy identification of parking place by the public visiting the Samavesh.

b) The construction of stalls, electrification, public address systems, fire fighting equipment and storage of water etc. should be as per Indian Standard IS 8758:1993

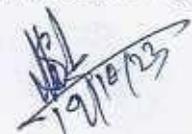
(ii) The successful bidder shall have to provide at least 25-30 Fire Extinguishers and at least one Fire Bucket filled with Water/ Sand for every five stalls and two sets of Fire Extinguishers and Fire Buckets in each of the other facilities like stage, animal exhibition area, food stalls. etc

(iii)The successful bidder should also have to spray fire retardant solution on all the temporary structures of the fair.

15. Catering facility

(i) Vegetarian meal consisting of Rice, Dal, Khata, mix veg curry, mushroom/paneer, salad and papad will be provided to 1100 person for lunch on 16.11.2023 and 17.11.2023. Two hundred meals with the above menu and additional mushroom or paneer will be provided on each day. Meals will be provided each person sufficiently.

(ii) Tea and Breakfast (Uppama & curry or puri & curry)will be provided on 16.11.2023 and 17.11.2023 morning (from

Handwritten signature and date: 19/11/23

8.30 AM to 10.30 AM) to 1100 persons

16. Kit Bag for Participants.

Kit bags with pen and writing pad will be provided to 2000 participants. The bags should be made up of Jute material with a minimum size of 37 cm x 27 cm with zip and straps/ carrying handle. Logos of the department and other templates are to be printed on the kit bag. The sample of the bag must be presented to the undersigned on the day of opening of sealed tenders.

17. Stage Arrangements

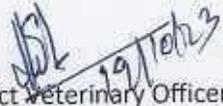
Flower bouquet, folders and refreshments for approx. 10 no.s of guests each day for 02 days & inaugural by folk dance groups.

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

1. The value of the work executed should not be less than Rs. 10.00 lakhs in single work order in each of the last 03 years.
2. The bidders should furnish GST clearance certificate, Income Tax clearance and Service Tax clearance as on 31.03.2023 (Last Deposit Challans Should be attached)
3. The rate offered by the firm must be inclusive of all taxes and duties.
4. The duration of exhibition will be of 02 days. The venue be made available to the contactor before 07 days of commencement of the exhibition. All the desired works should be completed on 15.11.2023 by 12.00 pm 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 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 Exhibition-in -Charge. The bidder shall not use any additional materials other than the work specified in the work order without the prior written permission of Exhibition in-charge. In case of any additional requirement, the bidder has to take the prior written permission from the Exhibition- in-charge.
9. The bidder along with manpower and the committee formed by the Exhibition – in Charge should do a proper assessment and the actual work during the exhibition period.
10. Bidder will be responsible for upkeep and maintenance of the entire work done by him/her till the closing of the exhibition. The authority will not responsible for any breakage, damage, fire, etc. of his material 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 contactor 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 of Rs.10, 000/- (Rupees Ten thousand) only in shape of demand draft/pay order in favour of " **Chief District veterinary officer, Balangir payable at Balangir**. The E.M.D amount of the successful bidder will be kept with CDVO BALANGIR 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 authorized 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 (grand total) 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:
 1. Rate of all the items of the package is to be filled in the attached prescribed format.


17/11/23

- III. Furnish copy of GST annual return (FY 2022-2023), Income Tax return filing documents for last 2 Financial years (IT return file to be submitted for FY 2021-2022 & 2022-2023) as on 31.03.2023 (Latest Deposit Challan should be attached).
- IV. E.M.D of Rs.10000/- (Ten thousand) only in shape of Demand Draft/ Pay order in favour of **Chief District veterinary officer, Balangir payable at Balangir**
- V. Last 3 years annual turnover of minimum 10.00 lakhs
- VI. Work experience with minimum 3 years of executing works of exhibition or similar works.
- VII. The rate quoted for the items should be inclusive of all taxes.


Chief District Veterinary Officer
Balangir

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 inflected of 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 CDVO Balangir. 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 of 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:

Handwritten signature and date: 10/10/23