

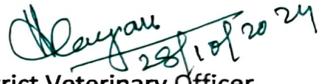
OFFICE OF THE CHIEF DISTRICT VETERINARY OFFICER, BALANGIR
SHORT TENDER CALL NOTICE

Tender Notice No. **5479** Date. **28.10.2024**

Sealed tender are invited from reputed Tent Houses/firm/decorators for erection of stalls, catering and other allied works for exhibition to be organised on the eve of District Level Matsya O Prani Sampada Mela -2024 at Koshal kala Mandal Ground, Balangir which will be held on any two days between 25.10.2024 to 30.10.2024. The intending bidders have to submit the technical bid in one envelop and price bid in another envelop . The technical bid and price bid packed in a separate envelop superscribed as **Tender for the erection of stalls and other allied works for observation of "District Level Matsya O Prani Sampada Mela -2024" Balangir** can be submitted to the under signed through Regd.post/Speed post or can be dropped in a sealed drop box kept for the purpose at the office of the undersigned by date 12.11.2024. The tender can be submitted from 10 AM of Date 29.10.2024.The technical bid of the tender will be opened on Date13.11.2024at 11 AM at office of the undersigned.Tender papers can be down loaded from Balangir district website <https://balangir.odisha.gov.in/tender>.The tender processing fee and EMD can be remitted in shape of demant draft only, drawn from any scheduled commercial bank , in favour of "Chief District Veterinary Officer, Balangir"

The undersigned reserves the right to reject any or all quotations at any stage without assigning any reason thereof.

1. Last date of receipt of tender paper- Dt. **12.11.2024** up to **5.00 PM**.
2. Opening of tender – Dt.**13.11.2024** at 11.00 AM.
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.**


Chief District Veterinary Officer
Balangir

Memo No. **5480** Date. **28.10.2024**

forwarded to the DIO, Balangir for information and necessary action . He is requested to upload the notice and tender document in the district website <https://balangir.odisha.gov.in/tender>.


Chief District Veterinary Officer
Balangir

Tender for the erection of stalls and other allied works for observation of "District Level Matsya O Prani Sampada Mela -2024"

SECTION-I

IMPORTANT EVENTS OF THE TENDER

Sl. No.	Particulars of important events	Date	Time
1	Date and Time of Release of Bid	28.10.2024	11 AM
2	Date of start of submission of tender papers	29.10.2024	10 AM
3	End time of submission of tender documents	12.11.2024	5 PM
4	Date and time of opening of Technical Bid	13.11.2024	11 AM
5	Date and time of opening of Financial Bid	13.11.2024	3 PM

SECTION-II

General Definitions & Scope of Contract

❖ **General Definitions**

- 1.1 *Department* means Fisheries & Animal Resources Development Department, Government of Odisha.
- 1.2 *Government* means Government of Odisha. *Bid / Tender Inviting Authority* is the CDVO, Balangir, who calls and finalize bids.
- 1.3 *Tender Evaluation Committee & Technical Committee* are Committees so constituted by CDVO, Balangir to decide on the scope and implementation of the work.
- 1.4 *De-recognition/ Debarment* – The event occurring by the operation of the conditions under which the bidders will be prevented for a period of 3 years from participating in the future bids of Tender Inviting Authority, more specifically mentioned in the Specific Conditions of bid and General Conditions of this bid document, the period being decided on the basis of number of violations in the bid conditions and the loss/hardship caused to the Tender Inviting Authority on account of such violations. Withdrawal or non-compliance of bid terms and conditions after the issuance of work Order will lead to de-recognition/ debarment of the successful bidder.

M
28/10/2024

❖ Scope Of work :

1. **Erection of Stalls for exhibition and registration:** 30 Numbers of exhibition stalls ,two additional stall for registration and Three stalls cum duty room for personnel from fire,police, health etc dept. will be erected in District Level Matsya O Prani Sampada mela -2024.

Specification for Stalls

Structure	Bamboo & Cloth Structure stall – 12'x10' Tarpaulin roofing.
Flooring	Full Floor blue mat inside and in front of stalls (Total open ground area)
Ceiling & Wall	Three sides including partition walls of stall will be covered with white cloth. Back side outer wall will be covered with tarpaulin and G.I Sheets. The G.I Sheets shall be fixed horizontally supported with wooden bellies. The GI Sheets will be covered in the Back side of the Stall up to 5' from the Ground (all new white cotton clothes to be used).
Facia	A wooden batten frame/bamboo frame will be erected which will be 2' front projection, 3' height. The frame of facia will be covered with running flex banner which must be printed and fixed by the successful bidder. The template/ design will be shared later.
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
Photo corner	One photo corner with selfie point. The dedicated photo corner must be having a decorated back drop with organic material only and a base/solid platform. The area should be adequate enough to accommodate a minimum of 5-6 persons.

2. **Auditorium:-** Sitting arrangements in a closed structure of 150' x 60' 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,two air cooler and carpeting in the first two rows and plastic moulded Chairs 1000 no.s in the subsequent rows as per specifications. Adequate no.s of fans and LED tube lights for lighting. Two LED screens of size 8'x6' will be installed inside the auditorium for viewing of audiences.

3. **Electrification and Public address system:** The successful bidder has to provide mike set(s) for the stage with conventional and cordless mouth pieces, amplifiers, DVD players, loud speakers with permissible sound emission levels to be provided at various locations inside the exhibition venue, pandal, and other locations as may be specified/ required. The successful bidder may have to make standby arrangements for amplifiers and mike sets as may be required 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 Sampada Mela -2024** at Koshal Kala Mandal 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.

- Main Switch Board/Panel Board up to 250 KW electrical loads with cabling & wiring
- 10 nos. of Halogen light (1000 watt each) along with wiring / fitting poles
- 5 nos. of white Halogen shall be fitted in and around back side of the stalls for security purpose.
- 5 nos. of White Halogen light along with wiring /fitting poles
- 800 Meter Tuni running lights will be fitted at the required places.
- Lights Towers (5 nos): 20'x6'x6'x6')

H
28/10/2024

4. Silent Generator:

Generator set with required fuel will be provided by the bidder for the entire District Level Matsya O Prani Sampada Mela- 2024 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. Backdrop: video walling with One number of LED of Size 16'x10' 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. Adequate nos. of LED Light for Stage.
 - f. Microphone with Sound System shall be fitted . One LED tv/ screen facing the guest to be placed at the centre bottom of the stage which should be visible enough to the guests for viewing the same content as that of the backdrop.
 - g. Adequate no.s of fans and minimum two no.s of coolers shall be fitted.
- 6. Erection of gate:** Three no.s of gates will be erected. One at the entrance of the ground, one at the entrance of the auditorium and one at the entrance of the live animal demonstration area. The gates will erected as per the design. The height of the fascia of the gate should be at least 5 mtr from the ground with a width of 8 mtr between two side frames so as to enable passage of heavy vehicles into the venue. The gate should be illuminated as may be specified and provided with flex banners, flower decoration etc.
- 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 bidder. 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 atleast 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 (atleast 8) of counters will be made for public to serve food to the required no.s persons at both dining areas.
- 10. VIP lounge:** one VIP Lounge 15ft*15ft with air conditioning, adequate no.s of VIP sofa/ sofa sets to accommodate minimum 10 persons and tea poy table with temporary attached toilet facility. Provision of room fresheners, flower pots, glass for drinking water.
- 11. Security Services:** Security Guard for 3 nos. of shift. 8 hours duty for each shift during the two day Mela (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. The stalls in the food court will be used by private food vendors to sell their products.
- 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 (one side open, three side cloth wall)for animals will be made with khutas for each animals and barricading of enclosures. A separate whole line will be dedicated for exhibition of live birds. The successful bidder has to prepare temporary cages with wire/plastic netting with platform raised 4 feet above ground and separate enclosure for aquatic birds(Swan) and pig etc. .Central designated area for bio flocs, IMC hatchery model, Integrated farming system, pond structures etc. and the open

12/10/2024

spaces needs to be covered with mat with provision of Footpath for viewers to visit the exhibition area. 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/ placards depicting PARKING, placed for easy identification of parking place by the public visiting the mela.
- 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:

Packaged breakfast & Tea in the morning and Vegetarian buffet meal consisting of Rice, Dal makhni, khata, mix veg curry, mushroom and paneer dish, green salad, papad, icecream and sweet will be provided to 1100 persons for lunch each day for two days. As situation may require the successful bidders have to provide manpower to serve dishes to the participants of the mela. This includes 100 meals with the above menu and additional snacks both in breakfast and lunch. Provision of water jar in public dining and packaged mineral water in guest dining area. The bidders must have valid registration with FSSAI for food Business operation. While evaluating the technical bid , the tender committee will discuss with the bidders to assess regarding the quality and type of food to be offered at the quoted price and scoring will be done. The bidders are advised to present the catalogue/ sample photographs of dishes if available.

16. Kit bag for participants:

The successful bidders have to deliver 2000 no.s of kit bags. The kit bag shall contain a bag printed with mascot and logo, an I-card, pen, pad. The bag should be sturdy enough with a minimum size of 37x27 cm with zip/ straps/ carrying handle etc. All the items to be assembled inside the bag and should be delivered at O/O the CDVO, Balangir 3 days before the commencement of the programme. An additional 100 no.s of I cards will also be made for organizers/officials/ delegates. The bidders must have to present the sample of all items during the technical bid opening. The successful bidders must deliver the same product that was presented as sample.

17. Stage Arrangements:

The successful bidders have to provide memento made from organic material and badges for guest, good quality folder with pen & pad, glass with lid for drinking water and refreshment for approx 10 guests per day for 02 days. The tender committee will discuss with the bidders to assess regarding the quality and type of items to be offered at the quoted price and scoring will be done. The bidders are advised to present the catalogue/ sample photographs of items if available. The bidders shall have to provide manpower required to shift chairs/tables, cleaning of stage premises during various programmes to be held on the main stage and to present flower bouquet etc to guests and awardees.

18. The specifications are subject to modification, addition, substitution, alternation as may be required at the time of execution depending on the requirement

Handwritten signature and date:
28/10/2024

SECTION III
GENERAL INSTRUCTION TO THE BIDDERS

Procedure of selection:

1. An agency/firm/organization/tent house will be selected through **Combined Quality and Cost Based Selection (CQCBS)** procedure in accordance with the policies and procedures accompanying the Guidelines of Finance Department, Government of Odisha for "**Engagement of Agency**".
2. The proposal complete in all respect must be accompanied with a **non-refundable** amount of **Rs. 2000/- (Rupees Two Thousand only)** towards **Bid Processing Fee** and a **Refundable** amount of **Rs. 10000/- (Rupees ten thousand only)** towards **EMD** in form of **Demand Draft** in favour of "**Chief District Veterinary Officer, Balangir**" drawn in any Scheduled Commercial Bank payable at Balangir.
3. Bidder must submit their proposal by **Registered Post/Speed Post** only to the specified address or can directly drop the same in the sealed drop box kept in the office of the undersigned, on or before the last date and time for submission of proposals/bids. The tender inviting authority will not be responsible for postal delay/delay due to any other consequence in receiving of the proposal. The proposal must have to be submitted in two parts in two sealed envelope. (Technical Proposal/bid & Financial Proposal/bid). Each part should be separately bound with no loose sheets. Each page of the two parts should be signed by the bidder/representative of the bidder with **numbering of pages**. Bids/proposals failing to comply with any of the instruction prescribed by the undersigned in this notice will be considered non responsive and will lead to its rejection/ disqualification. The decision of the evaluation committee in this regard will be final.
4. The envelope containing technical proposal shall be **SEALED AND SUPERSCRIBED** as "**Technical Proposal – Tender for erection of stalls and other allied works for observation of "District Level Matsya O Prani Sampada Mela -2024" Balangir.**" The envelope containing financial proposal shall be **SEALED AND SUPERSCRIBED** as "**Financial Proposal – Tender for erection of stalls and other allied works for observation of "District Level Matsya O Prani Sampada Mela -2024" Balangir.**" Both the above envelopes have to be sealed and placed inside a third main envelope with proper labeling of following information in bold: **Tender for the erection of stalls and other allied works for observation of "District Level Matsya O Prani Sampada Mela -2024" Balangir.**
5. The **FIRST ENVELOPE** containing **TECHNICAL PROPOSAL** will be opened in the initial stage by the Tender Evaluation Committee in presence of the bidders/ bidders' representatives at the location, date and time specified. Only one representative for each participating bidder with proper authorization letter from the bidder will be allowed to attend the bid opening meeting. The **SECOND ENVELOPE** containing **FINANCIAL PROPOSAL** of the **technically qualified bidders** will be opened after completion of technical evaluation stage.


28/10/2024

SECTION IV
GENERAL TERMS AND CONDITION

1. The rate offered by the firm must be inclusive of all taxes and duties. The successful bidder will submit the performance security of 2% of the order value in shape of STDR in the name of the bidder dully pledged to CDVO, Balangir within a period of 3 days of issue of Letter of Award (LOA), which will be refunded to the bidder subjected to successful completion of the term of contract.
2. 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. All items to be considered a single package and financial bid evaluation will be based on the overall cost.
3. The bidder has to quote the rate as per given format.
4. The rate quoted for the items should be inclusive of all taxes.
5. The bidders are required to deposit an earnest money of Rs.10, 000/- (Rupees Ten thousand) only in shape of demand draft 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.
6. The duration of exhibition will be of 02 days. The venue will be made available to the contactor before 07 days of commencement of the exhibition. All the desired works should be completed one day before starting of Mela by 12.00 pm and it should be handed over to the in-charge of exhibition latest by 12.30 pm on the same day.
7. On Completion of the exhibition, the bidder shall have to take away all the materials, the bidder has to vacant 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. The bidder has to treat the materials to be used in tentage work (Like-Cloths), with fire repellent Chemicals. This work has to be certified by the concerned district fire officer.
13. 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.
14. The bidder or the authorised representative of the bidder should attend the opening event of the tender with all original documents/papers for verification if required.
15. The committee has the right to negotiate with the successful bidder.

11
28/10/2024

Evaluation of Proposal:

A three stage process will be adopted as explained below for evaluation of the proposals. :

- **Preliminary Evaluation (1st Stage):** Preliminary evaluation of the proposals will be done to determine whether the proposals are in order & complete and the requisite documents have been properly furnished by the bidder or not. Submission of following documents / information will be verified inside the envelope containing technical bid/proposal.
 - ✓ Filled in Bid Submission Check List in Original
 - ✓ Dully filled in Tender application form in Annexure - I
 - ✓ Bid Processing Fee & Earnest Money Deposit (EMD) as applicable
 - ✓ Copy of PAN and GST registration
 - ✓ Copy of up to date GST return cleared up to last quarter.
Copies of IT Return for the last three financial years (2020-21, 2021-22, 2022-23).
 - ✓ Declaration form in annexure – II in stamp paper of Rs 20/- and Bid security declaration form in annexure – III
 - ✓ All the pages of the proposal and enclosures are signed or not by the bidder/authorised representative
 - ✓ Copy of Valid food licence/ registration with fssai for food business operation.
 - ✓ Average Annual turnover in last three years must be Rs. 80 Lakh or above for the last three financial year (2023-24,2022-23, 2021-22).Copies of audited balance sheet/ income expenditure statement duly certified by CA to be attached .
 - ✓ Central/State Govt./PSUs/Autonomous bodies/Private Organisations/.Copies of Work Orders and Contract Documents if any should be attached.

Any deviation from the prescribed procedures/formats/conditions/requirements shall result in outright rejection of the proposal. Bids with conditional offer shall be out rightly rejected. All the pages of the proposal must have to be signed by the bidder/authorized representative of the bidder.

- **Technical Evaluation (2nd Stage):** The proposals will be evaluated as per the following parameters:

Bid Evaluation Parameters	Maxim um Mark	Description
Past Experience of the Bidder	40	<ul style="list-style-type: none"> ● 25 marks for 1st one project (similar projects/proposals) ● Marks in addition to above will be awarded for past experience in conducting tentage/catering and allied works. 5 marks for each assignment upto maximum 3 assignments done in last 3 years.
Awards and recognition	20	<ul style="list-style-type: none"> ● 5 Marks will be awarded for each award and recognition received from Govt. org for special service offered during last three years. Necessary evidence in this regard must be attached.
Technical Knowledge	40	<ul style="list-style-type: none"> ● Understanding of approach and methodology to accomplish the task. ● Committee will award marks after discussion with bidders about type and quality of items to be delivered and after inspecting the samples &

h
28/10/2024

		booklet presented as the case may be. <ul style="list-style-type: none"> • Assessment will be made keeping in view of the budget, and requirement of the client.
Grand Total	100	

Bidders will make a presentation/ brief the committee during the technical evaluation stage. The objective of the presentation/ briefing is to enable the tender inviting authority to evaluate the bidders about their understanding and preparedness for the proposed assignment. Clarifications, if any, as required by the Client will also be discussed during the meeting.

Bidders must have to present the sample of the kit bag and other things as specified under different section. Failure to do so will lead to rejection of the bid. The decision of committee in this regard will be final. Bidders are advised to bring on the day of bid opening, a booklet showing the nature and quality of work done previously or to be done in this mela, food menu to offer etc.

The bidders are requested to maintain discipline and professional attitude during bid evaluation. Unnecessary aggression, arguments or intimidation will be considered as breach of discipline and the committee may reject the bid if deemed fit.

The financial proposals of the technically qualified bidders will be opened on same day after evaluating technical bid.

FINANCIAL EVALUATION (3rd Stage): The financial proposals of the technically qualified bidders only shall be opened at this stage in the presence of the bidder/bidder's representative who wishes to attend the meeting with proper authorization letter. The name of the bidder along with the quoted financial price will be announced during the meeting.

SELECTION PROCESS:

Combined Quality and Cost Based Selection (CQCBS) method will be followed during the overall selection process. Based on the evaluation of technical proposal, the technically qualified bidders shall be ranked highest to lowest Technical Score (S_T) in accordance to the marks obtained during the technical evaluation stage. There shall be 70 % weightage to technical score and 30 % weightage to financial score.

The individual bidder's financial score (S_F) will be evaluated as per the formula given below:

$$S_F = [F_{min} / F_b] \times 100 \text{ (rounded off to 2 decimal places)}$$

where,

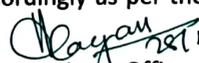
S_F = Normalized financial score of the bidder under consideration
 F_{min} = Minimum financial quote among the technically qualified bidders

F_b = Financial quote of the bidder under consideration

$$\text{Combined Score (S)} = S_T \times 0.7 + S_F \times 0.3$$

Where S_T = Technical score secured by the bidder

The bidder securing the highest evaluated **Combined Score (S)** will be awarded the Contract observing due procedure. For the purpose of evaluation, the total evaluated cost shall be inclusive of all taxes & duties for which the undersigned will make payment to the bidder. If two or more bidders secure the same score, then several factors like ,bidders having more similar past experience, bidders from local area , bidders having more turn over etc will be considered and priority will be given accordingly as per the decision of the evaluation committee.


 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 of authorized person with check list	
2	D2	DD /Money receipt towards Tender processing fee of Rs 2000/-	
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 three financial years (2020-21, 2021-22, 2022-23).	
6	D6	Copy of proof of GST cleared up to last quarter.	
7	D7	Proof of experience/Performance for tentage and catering	
8	D8	Document in support of annual turn over in annexure - v	
9	D9	Valid food license document	
10	D10	Declaration from bidder for not being Derecognized, debarred or Black listed in the Format in Annexure-II	
11	D11	Bid Security Declaration (Annexure -III)	
12	D 12	Bidder's past experience in annexure iv	
13	D13	Price BID For different items of tentage and catering(Annexure vi)	

Signature of the bidder

The documents are to be arranged sequentially in the above order. The Bidders have to mention the page no. against each item else the bid will be considered as non responsive and the decision of evaluating committee will be final.

11
28/10/20 24

Tender application form (Annexure- I)

Sl. No.	Details of the bidder	
1	Name of the Bidder	
2	Name of the work	erection of stalls and other allied works for observation of District Level Matsya O Prani Sampada mela -2024 to be held at Koshal Kala Mandal Ground, Balangir
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			
4	Valid license from competent authority for food business			
5	Annual Turn over statement:			
6	Copy of PAN card			
7	Copy of GST registration certificate			
8	Copy of latest I.T return & GST payment certificate:			
9	Proof of Experience:			
10	Declaration form bidder for not being Derecognized, debarred or Black listed			
11	Bid security form in annexure III			
12	Price BID For different items of tentage and catering(Annexure vi)			
13	Document in support of annual turn over in annexure - v			

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

11/28/10/2024

**DECLARATIONFORM
(RUPEES 20 STAMP PAPER)**

I/We.....(NAME& DESIGNATION)
having My/our firm at.....

Do hereby declare that I/We have carefully read all the terms & conditions of tender of the Chief District Veterinary Officer, Balangir, Odisha, for theI will abide with all the terms & conditions set for in the tender paper Referenceno

I/We do hereby declare that, I/We have not been de-recognized / debarred / blacklisted by any State Govt. / Union Territory / Govt. of India / Govt. organization / Govt. Veterinary Institutions for tentage and catering work.

That, I am not a defaulter in carrying out the above work of Chief District Veterinary Officer, Balangir or any other indenting officers of the State of Odisha after being Lowest responsive bidder in past three years.

I/We do here by declare that I/we will carry out the tentage and catering work as per the terms, conditions & specifications of the tender document. I / we further declare that my / our performance deposit will be forfeited if I /we fail to carry out any item after getting order from the authority.

I/We agree that theTender Inviting Authoritycandeban / blacklist me/us for a period of3years if, any information furnished by us proved to be false at the time of inspection / verification and not complying with theTender terms & conditions.

Signature of the bidder :
Date :

Name & Address of the Firm:
Affidavit beforeExecutiveMagistrate/NotaryPublic.

b
28/10/2024

Annexure - III
(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]
28/10/2024

Bidder's Past Experience

Table -1

(Lists of Assignments of tentage/catering and allied nature during last 3 years (21-22,22-23,23-24))

Sl. No.	Period	Assignment and Duration	Name of the Client	Contract Value (in INR) and Duration In Month	Date of Award /Commencement of assignment	Date of Completion of assignment	Remarks
A	B	C	D	E	F	G	H
1							
2							
3							
4							

NB:

- **Bidders are requested to furnish the information up to 4 best projects only under Table- 1. Projects having contract value > Rs. 20.00 Lakh during the last 3 years will be taken into consideration for evaluation. Copies of Work Order / Contract Document for the respective assignments need to be furnished along with the technical proposal failing which the assignment will not be taken into consideration for evaluation purpose.**
- **Assignments of "similar nature" means organization of melas and exhibitions (which must include Live animal exhibition) , tentage and allied work etc. at international, national and state/ District/regional level.**

Authorized Signatory:

Name and Designation with Date and Seal:

Handwritten signature
28/10/2024

Annual Turnover Statement
(to be signed by a chartered Accountant)

The average annual turnover of the Bidder..... in the last three financial year (2023-24,2022-23, 2021-22) is and certified that the statement is true and correct.

Signature & seal of the chartered
Accountant

Note: This statement should also be supported by copies of audited annual statement and the turnover figure should be highlighted there

16
28/10/2024

Price Bid (Annexure VI)

SL.No	Item Particulars	Total Amount including GST
1	Erection of Stalls	
2	Erection of Auditorium	
3	Ground Electrification & public address system, Silent Generator with fuel 100 KVA	
5	LED Projector	
6	Structure of Stage	
7	Erection of gate	
9	Security Services	
10	Erection of Dinning AREA	
11	Cleaning , sanitation, drinking water facility	
13	Temporary Lavatory	
14	Erection of Dining area	
15	VIP lounge	
16	Food court	
17	Parking place and fire standards	
18	Open space animal exhibition	
19	Lunch, Tea & Breakfast	
20	Kitbag	
21	Stage arrangements	
Grand Total (inclusive of GST)		

Grand Total in words.....

Signature of the Bidder with seal

Place:

Date:

Handwritten signature
28/10/2024

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:

16
28/10/2024