



OFFICE OF THE CHIEF DISTRICT VETERINARY OFFICER, NAYAGARH

TENDER CALL NOTICENO-

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29/10/24

TENDER CALL NOTICE FOR INSTALLATION OF TENTAGE AND RELATED WORKS INCLUDING SECURITY FOR DISTRICT LEVEL MATSYA O PRANI SAMPAD MELA-2024, NAYAGARH.

The Chief District Veterinary Officer, Nayagarh intends to invite sealed Tender from reputed Event Management/ Tent House/Decorator for installation of Tentage and related works including Security for "District level Matsya O Pani Sampad Mela- 2024" to be held at Stadium Ground, Nayagarh, from 21st to 22nd November, 2024.

Important Date of the Tender

Date of Publication of Tender call Notice	30.10.2024
Pre-Bid query	05.11.2024, 11.30 AM to 1.30 PM
Last Date & Time of Submission of Tender Document	11.11.2024, 5.00 PM
Date and Time of Opening of Tender (Both Technical & Financial Bid)	12.11.2024, 11.00 AM
Place opening if Bid and address for Communication	Office of CDVO, Nayagrh

General Instruction

- The Bids are invited for installation of Tentage and related works including security service for organisation of two days District level Matsya o Praneesampad Mela-2024 from 21.11.2024 to 22.11.2024 at Stadium ground, Nayagarh.
- The Bidders cannot withdraw their bids after opening of technical bid and also after accepting the letter of award.
- Withdrawal or non-compliance of agreed terms and conditions after the execution of agreement will lead to invoking penal provisions and may also lead to Black listing.
- The Bids complete in every respect should reach the O/o the Chief District Veterinary Officer, Nayagarh latest by 11.11.2024, 5.00 PM through speed post/Regd post/couriors/by hand in the drop box at O/o CDVO, Nayagarh.
- Any tender received after the due date and time will be rejected and this Office shall not be responsible for any delay.
- A consortium/Joint venture is not allowed.
- The Bidders shall have to submit their tender in two separate sealed envelopes. One for technical Bid by superscribing "Cover A(Technical Bid)" and other for Cover B by superscribing "Cover B(Financial Bid)". Both the Technical Bid and Financial Bid should be put in a third cover which should be superscribed as "Bid for Tentage and related works for organisation of District level Matsya o Pranisampad Mela-2024, Nayagarh." And should be addressed to- Chief District Veterinary Officer, Nayagarh.
- On pre-Bid query, interested Bidders may clear their doubt in the Office of CDVO, Nayagarh on 05.11.2024 from 11.30 AM to 1.30 PM.
- The Bidders or their duly authorised representative may remain present during the tender evaluation. However their absence will not debar them from participating in the bidding process.
- The interested bidders can download the entire Tender document from the website www.nayagarh.odisha.gov.in and submit the tender paper along with required documents and cost of Tender Paper and Tender processing fees(non refundable)of Rs. 500/- in shape of DD in favour of Chief District Veterinary Officer, Nayagarh payable at Nayagarh.
- The bidders can take the tender documents from the office of CDVO, Nayagarh by submitting a Rs.500/- (Rupees Five hundred only)in shape of DD in favour of Chief District Veterinary

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Officer, Nayagarh payable at Nayagarh towards cost of tender paper and tender processing fees.

- Rate should be quoted in Indian Currency
- The Bidders should have valid GST and PAN. The GST shall be charged as per the norms of Gol/GoO.
- The Bidders should have valid up-to-date Tax (GST & IT) return certificate.
- The Bidders should have minimum three years experience of organising such events in district/State level and should submit the copy of work order as proof.
- The Tender documents(each page) should be signed with date by Bidder.
- If any information of documents furnished by the Bidders found incorrect or incomplete, their tender will be rejected.
- The quoted rate should be final and shall not be subject to any escalation during the validity of the Bid(180 days)
- All legal disputes, if any relating to arrangement of event etc are subject to jurisdiction in the court of Law situated at Nayagarh.
- If the approved lowest eligible Bidders fails to supply item wise within the stipulated period, the Tender inviting Authority reserves the right to procure the same from L2/L3 at L1 rate, if they agree to supply at L1 approved rate.
- The Authority reserves the right to accept/reject all the bids or any part of it without assigning any reason thereof.
- An amount of Rs.10000/- (Rupees Ten Thousand only)towards BID Security through DD in favour of **Chief District Veterinary Officer, Nayagarh payable at Nayagarh** from any commercial Banks need to be submitted along with the Bid documents
- The Bid security will be returned to unsuccessful bidders without interest.

Documents to be submitted with the Technical Bid-cover-A(with annexure-1 in Cover-A)

Sl No	Document type(to be self attested and numbered)
1	Forwarding letter in the Pad of the Firm with checklist of documents
2	Tender Processing fees
3	EMD (Bid Security)
4	Details name, Address, Tel No,Email of the Firm in the Format Annexure-1
5	Copy of GST certificate and PAN card
6	Copy of Latest GST payment Receipt and Copy of Latest IT return
7	Proof of Experience for last three years(Work order of Govt/Public sector)
8	Declaration for not being blacklisted by any Govt institution
9	Copy of 1 st page of Bank Pass Bool or a cancelled cheque as proof of Bank account details

Financial Bid-Cover-B

- The Tender format giving the quoted rate for the items required should be sent in a separate sealed cover called Cover-B at Annexure III
- Cover B will be opened only of the bidders who qualify in evaluation of Technical Bid(Cover-A) by the Tender evaluation Committee.
- The price Bid should be quoted inclusive of all Taxes, transportation etc
- The Bid shall be valid a period of 180 days from the date of opening
- The quoted rates shall be final and shall not be subject to any escalation during the bid validity period.

Evaluation

- The Technical Bids will be opened and evaluated by the Tender Evaluation Committee at the pre scheduled date and Time mentioned in the Tender document.
- The Successful bidders shall be selected on the LCBS method(Lowest Cost Based Selection) in the Financial Bid evaluation.
- If the approved lowest eligible Bidders fails to supply item wise within the stipulated period, the Tender inviting Authority reserves the right to procure the same from L2/L3 at L1 rate, if they agree to supply at L1 approved rate.

Delivery

- The Successful Bidders shall have to install the tentage and related activities as per the requirement in Stadium Ground, Nayagarh for two days i.e on 21st and 22nd November,2024.
- The Bidders will be allowed to start his work in the ground from 14.11.2024 and the work should be completed in all respect by 19th November,2024 positively.
- The Bidder shall have to arrange personnel for watch and ward of this tentage matterials. The Tender Inviting Authority will be no way responsible for any theft of fire or any unforeseen events thereof.
- The Bidders should keep in readiness adequate manpower/Technician to address any eventualities like snags in audioviduals system, electrical wirings any short comings in the tentage.
- The Bidder shall have to keep a power back up system(Genset) for uninterrupted supply of power during organisation of the event.
- If the Bidders fails to execute the work as per agreed terms and conditions, he shall be blacklisted and will be debarred to participate in any tender for three years.

Payments

After successful implementation of the event and production of Bills by the successful Bidder, Payment as per approved price shall be made by the CDVO, Nayagarh.

Penalties

Violation of any terms and Conditions laid down as above shall make liable the Bidder to have the forfeiture of Bid security and to be blacklisted.

SCOPE OF WORK

Following works will be required to be taken up:

1. Erection of 25 nos of rain proof Stall(15 for Line department and 10 for Live demonstration of Fisheries & ARD)
2. VIP Lounge. Controll Room, Regisration room and Coordination Room
3. Gates and Hoardings
4. Main Stage
5. Meeting Hall(for 700 participants) infront of Main stage
6. Ground Electrification and ground carpeting
7. Four number Temporary Toilet for men and women
8. Light and Sound
9. Security Services
10. LED Video pannel
11. Generator
12. Selfie Point

Details of Work:

1	Stall of size 12 ftx 10ft for line department with rack and electrification (light & Fan)	15nos
2	Stall of size 12 ftx 10ft for Live demonstration with electrification electrification (light & Fan)	10 nos
3	VIP Lounge (Rain proof Close room with VIP Chair and Tea table) with light and Fan	01
4	Controll Room/Coordination Room with electrification Light & Fan	01
5	Registration Hall with Light and Fan(60ftx30ft)	01
6	Dias(water proof ceiling) in front of Dias with Backdrop(40ftx25 ft)	1
7	Meeting Hall for 700 participant with light, fan, Chair. Water proof ceiling	1
8	Entire MOPS ground Carpeting and electrification with halogen/Led light	
9	Gate as per design	2
10	Installation of one 12'x8' LED panel in meeting Hall and one LED 52" Tv in front of podium for display of video	
11	Mascot in venyle board	2
12	Facia on entire stall, Flex for Live model, Backdrop etc	As per

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		requirement
13	Standee(6ftx3ft)	12 nos
14	Generator-125 KVA	1
15	Flower decoration and buckey in Dias and VIP lunge	As per requirement
16	Security Service	As per requirement
17	Selfie point as per design	1
18	Temporary Toilet for for male and Female	4
19	Dining Hall- Dining hall with side wall and top rain proof ceiling. Sufficient no of counters will be made to serve food to 800 participants	1

COVER-A

Annexure-I

Technical Bid (please see Section IV-19)
(To be filled in & returned with all the documents **DULY SELF-ATTESTED**)

Sl No.	Document type to be submitted
1.	Forwarding Letter in the pad of the firm with all the relevant documents.
2.	Details of name of the firm and address (Registered office and Operating Branch) Office:- Residence:- Mobile No.:- e-Mail ID:-
3.	Details of Tender Processing Fee
4.	Details of amount of Earnest Money Deposit
5.	GST Registration Number (Enclose Photo copy of GST certificate)
6.	Income Tax Account No. (Enclose Photo copy of PAN)
7.	Copy of Latest GST payment receipt.
8.	Copy of Latest IT returns
9.	Declaration for not being black listed
10.	Proof of experience of having completed such works in last 3 years
11.	Bank details : Bank name, Account No., IFSC code (Copy of pass Book / Cancelled Cheque)

DECLARATION

- I Son / Daughter / Wife of Shri Proprietor / Partner / Director / Authorized signatory of the agency mentioned above state that I am competent to sign this declaration and execute this tender documents.
- I have carefully read and understood all the terms and conditions of the tender and undertake to abide by them.
- The information/ documents furnished along with the above application are true & authentic to the best of my knowledge and belief. I / We do hereby undertake that furnishing of any false information / fabricated document would lead to rejection of my tender at any stage besides accruing of liabilities towards prosecution under appropriate law.

Place
Date

Signature of Authorized person
Full Name: and Seal

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DECLARATION for not being back listed

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, Nayagarh, Odisha, for **INSTALLATION OF TENTAGE AND RELATED WORKS INCLUDING SECURITY FOR MATSYA O PRANISAMPAD MELA-2024** of Nayagarh District. I will abide with all the terms & conditions set for in the tender paper Reference no.....

I/We do hereby declare that, I /We have not been de-recognized / debarred / backlisted by any State Govt./ Union Territory/ Govt. of India / Govt. Organization/ Govt. Veterinary institutions for supply of Non-Standard Quality (NSQ) items/ part-supply/non-supply.

That, I am not a defaulter in supply of any items to Chief District Veterinary Officer, Nayagarh, Odisha or any other indenting officers of the State of Odisha after being Lowest responsive bidder in past three years.

I/We do hereby declare that I /We will supply the approved items as per the terms, conditions & specifications of the tender documents. I/We further declare that my /our performance security deposit will be forfeited if I/we fail to supply any items after getting order from the purchaser. I/we further declare that we will supply the ordered items manufactured only by the manufacturers as mentioned in the bid documents.

I/We agree that the Tender inviting Authority can debar/blacklist me/us for period of 3 years. If, any information furnished by us is proved to be false at the time of inspection/ verification and is not complying with the /tender terms & conditions.

Signature of the bidder:

Date:

Name & Address of the Firm:

COVER-B Annexure-III

Financial Bid

Agency/Firm name:

Address:

Sl. No.	Name of the work	Quoted Rate in Rs.
1	Erection of stall	
2	VIP Lounge	
3	Controll Room/ Coordination Room	
4	Registration Hall	
5	Dining hall	
6	Gates 2 Nos. and Hoarding	
7	Dias/Stage	
8	Seating Arrangement for 800 persons in front of the Main stage (Meeting Hall)	
9	Ground Electrification and Sound	
10	Temporary Toilets along with water facility	
11	Generator	
12	Open space for live animal and fish exhibition	
13	Stall for Line Department	
14	Security services	
15	LED video pannel	
16	Flower Decoration and Buckey	
17	Entire Mela premises Carpeting	
18	Facia, mascort, Flex, Backdrop,Standee	
19	Miscellaneous items	
	Total Cost of Tentage in Rs.	
	Add GST in Rs.	
	Grand Total in Rs.	

(Total Rupees)

NB: 1.The price quoted should include all hidden expenses like transportation, onsite installation, maintenance, watch and ward etc.

2. The bidder should carefully read the schedule of requirement in section V and quote the rate accordingly.

Place:

Signature of Authorized person

Full Name:

Seal:

Handwritten signature