

TENDER PAPER

OF

Printing Work

For

**State Level Pallishree Mela& Cultural
Festival, 2022-23**

At

Kendrapara--

**(From 16th January 2023 to 20th January
2023)**

Organized by

ORMAS ,Kendrapara

DETAILS ON TENDER PAPER, EMD, PRINTING WORKS OF STATE LEVEL PALLISHREE MELA & CULTURAL FESTIVAL, 2022-23 AT KENDRAPARA

The Tender paper can be downloaded from the following websites –www.kendrapara.nic.in

A) E.M.D (Refundable) : Rs. 1,000/- (Rupees One Thousand) only in shape of Demand Draft /Pay order in favour of DSMS, Kendrapara payable at Kendrapara

To be filled in by the bidder.

<p><i>Demand Draft / Pay Order No. Dated/...../ 2022</i> <i>(DD/PO to be attached with the Tender Paper)</i></p>

B) NAME AND ADDRESS OR BIDDER:

To be filled in by the bidder.

<p><i>Bidder Name and Address:</i></p> <p>M/s</p> <p>.....</p> <p style="text-align: right;">Signature of the bidder</p>

C) LAST DATE & TIME FOR RECEIPT OF TENDER :28th December 2022 latest by 5 PM.

D) DATE & TIME OF OPENING OF TENDERS :29th December 2022 at 11.00AM at Zilla Parishad, Kendrapara.

E) ADDRESS FOR SUBMISSION OF TENDER PAPER

**ORMAS/ DSMS, Kendrapara
C/O Zilla Parishad Kendrapara
Near Tahasil Office, Kendrapara Odisha, Pin-754211**

Exhibition Period:

State Level Pallishree Mela & Cultural Festival-2022-23 at Play ground of Kendrapara Autonomous College, Kendrapara from 16.01.2023 to 20.01.2023

Accepted by the Bidder (Signature of bidder)

C. TERMS & CONDITIONS

1. The text of the materials will be provided by ORMAS Kendrapara well in advance of the exhibition. It is the responsibility of the firm that the print materials without any mistake should be provided in time as per the specification.
2. Sanctions of any advance will not be considered. The payment will be made on completion of each event.
3. The bill should accompany with the challan of receipt. The offer price should include all taxes & duties.
4. The bidders are required to deposit an earnest money of **Rs. 1,000/-** (Rupees One Thousand) only in shape of Demand Draft /Pay order in favour of DSMS, Kendrapara payable at Kendrapara The E.M.D. amount of the successful bidder will be kept with DSMS till the completion of the exhibitions. 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.
5. Cost of Tender paper of Rs. 500/-INR (Non-Refundable) should be submitted in shape of Demand Draft / Banker's Cheque in favour of DSMS, Kendrapara Payable at Kendrapara.
6. The tenderers have to offer the price for all items or else the tender paper will not be considered.
7. The successful quotationer should supply the materials within 7 days from the date of issue of supply order. If failed to supply indented articles within the specific time mentioned in the supply order, without proper and valid justification, the order will be cancelled by the authority.
8. The rates can be negotiated depending on the situation prevailing at the time of opening and finalization of the quotation.
9. The bidder should have adequate past experience for the above work and submitted documentary evidence for past experience.
10. The payment will be made on successful completion of works as per the Govt. procedure and norms.
11. The contract of tenders should be valid for three year from the date of issue of work order.
13. Quantity of the material may be increased or decreased marginally.
14. **While submitting the tender, the tenderers should submit the followings documents :**
 - i. Copy of work orders/ experience certificate for similar nature of works for last 2 years.
 - ii. Authentic proof of own printing firm.
 - iii. EMD of **Rs.1,000/-** (Rupees One Thousand) only in shape of Demand Draft /Pay order in favour of Chief Executive, DSMS, Kendrapara payable at Kendrapara
 - iv. **Cost of Tender paper of Rs. 500/-INR (Non-Refundable) should be submitted in shape of Demand Draft / Banker's Cheque in favour of DSMS, Kendrapara Payable at Kendrapara.**
 - v. Valid GST registration certificate
 - vi. Valid PAN Card

Accepted by the Bidder (Signature of bidder)

D. Details specification:

1. Identity Card with cover and neck cord (300 – 500 pcs.)

- a) Size : 5.5 CM X 9 CM
- b) Printing : Offset Printing, Both Side
- c) Colour : **Multi colour**
- d) Paper : Art Paper Board, 220 GSM
- e) Accessories : Plastic pouch and Clip type Neck Cord

2. Invitation Card (200-500 pcs.)

- a) Size : 35 CM X 27 CM (Double-folded)
- b) Printing : Offset Printing
- c) Colour : **Multi colour**
- d) Paper : 220 GSM Glossy sheet (Imported)
- e) Envelop : Fit to card, **Bi colour** printing

3. Posters: (1000-2000 pcs.)

- a) Size : 44 CM X 56 CM
- b) Printing : Offset Printing
- c) Colour : **Multi Colour**
- d) Paper : 130 GSM Glossy

4. Certificate (100-300 pcs.)

- a) Size : A4
- b) Printing : Offset Printing
- c) Colour : **Multi Colour**
- d) Paper : 300 GSM Art Paper Board

5. Leaflets (500-2000 pcs.)

- a) Size : A 4
- b) Printing : Both side
- c) Colour : Multi Colour
- d) Paper : 130 GSM

6. Supply of Memento (Different items to be quoted)

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 inflated or misleading at any stage or I am/ we are not satisfying the eligibility criteria prescribed in the relative advertisement of my tender is liable to be cancelled. I am/ we are willing to abide by the terms and conditions laid by DMMU/DSMS. 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 Tenderer with seal

Place:

Date :

Accepted by the Bidder (Signature of bidder)

Quotation for providing Security Personnel in State Level Pallishree Mela & Cultural Festival, Kendrapara 2022-23

(Last date for submission of tender form is 28th December, 5.00 PM)

To

**The Dy CEO ORMAS
C/o Zila Parishad , Kendrapara**

Sir,

I / We do hereby submit item wise quotation below for printing works of State Level Pallishree Mela & Cultural Festival, 2022-23 to be organized by ORMAS from 16.01.23 to 20.01.23:

S. N	Particulars	Quoted Rate (In Rs.) for			
		100 Pcs.	200 Pcs.	500 Pcs.	1000 Pcs.
1	Identity Card with cover and neck cord				
2	Invitation Card				
3	Posters				
4	Certificate				
5	Leaflets				
6	Letter pad				
7	Memento (Local or as required by office)				
Total					

Signature with seal of the Tenderer

Accepted by the Bidder (Signature of bidder)