

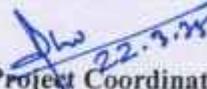
**OFFICE OF THE DISTRICT PROJECT COORDINATOR, KENDRAPARA  
SAMAGRA SIKHYA (SS), KENDRAPARA**

Letter No: 541 // Date: 22.03.2025

**SHORT QUOTATION CALL NOTICE**

Sealed Short Quotation Call Notice are invited from intending firms/agencies having GSTIN for i.e Tent, Light, sound Stage Management , Live streaming and documentation & snacks for organizing District Level Foundation Stone Laying Programme Ceremony under Godabarisha Mishra Adarsha Prathamika Vidyalaya Scheme. The sealed quotation complete in all respects should reach O/o the DPC, SS., Kendrapara by 27.03.2025, 12.30 PM. The detail terms and conditions for Tent, Light, sound Stage Management , Live streaming and documentation & food can be obtained from the office of the DPC, SS, Kendrapara. The incomplete quotation received after the due date and time will be summarily rejected. The quotation will be opened in the office of the Collector and District Magistrate, Kendrapara on the same day i.e 27.03.2025 at 4.00 P.M in the presence of the quotationer or their authorized representatives. The undersigned reserves the right to accept or reject any or all the quotations without assigning any reason thereof.

Yours faithfully

  
District Project Coordinator  
SS, Kendrapara

Memo No: 542

// Date: 22.03.2025

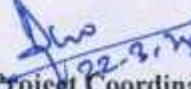
Copy to the Notice Boards of DPC, SS, Kendrapara /District Education Officer, Kendrapara for wide publicity and information of the general public information and necessary action.

  
District Project Coordinator  
SS, Kendrapara

Memo No: 543

// Date: 22.03.2025

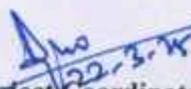
Copy forwarded to the Superintendent of Police, Kendrapara / Addl. District Magistrate, Kendrapara / Sub-Collector, Kendrapara / All BDOs/ All Tahasildars / All Executive Officers of ULBs/ All CDPOs/ All District level officers of Kendrapara District/ DPM, OLM, Kendrapara/ ORMAS, Kendrapara/ Mission Shakti Office, Kendrapara/ All Line Department Officers of Kendrapara District for information and necessary action. They are requested to publish the notice in their notice boards for wide publicity and information of the general public.

  
District Project Coordinator  
SS, Kendrapara

Memo No: 544

// Date: 22.03.2025

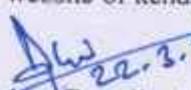
Copy to the Notice Boards of Collectorate, Kendrapara for wide publicity and information of the general public information and necessary action.

  
District Project Coordinator  
SS, Kendrapara

Memo No: 545

// Date: 22.03.2025

Copy to the DeGM, Collectorate, Kendrapara for hosting the notice in the website of kendrapara and information of the general public information and necessary action.

  
District Project Coordinator  
SS, Kendrapara

**SHORT QUOTATION CALL**  
**FOR**  
**Tent, light, sound & Stage management, Live**  
**Streaming and documentation & Snacks**

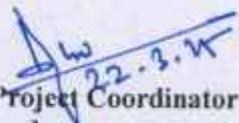
**For**  
**GMAPV DISTRICT LEVEL FOUNDATION STONE LAYING**  
**PROGRAMME CEREMONY**

**To be organized by**  
**DEO cum DPC, SS, Kendrapara**

### Quotation Details

#### Quotation call for tentage and allied works for GMAPV, District level Foundation Stone Laying Programme

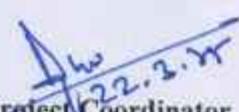
SI No	Particulars	Details
	Name of the Client	District Project Coordinator, SS, Kendrapara
	Date of issue of tender call notice	27.03.2025 at <a href="http://www.kendrapara.odisha.gov.in">www.kendrapara.odisha.gov.in</a>
	Last date and time for submission of Quotation	27.03.2025 upto 12.30 P.M by Speed post/ Registered post/ by drop box/ courier only
	Date, time and place for opening of Quotation	27.03.2025 at 4.00PM , Collectorate, Kendrapara
	Address for submission of Quotation	District Project Coordinator, SS, Kendrapara, College Colony UPS, KAJALA, Kendrapara-754211
	Court Matter	If there is any dispute in contract period shall be settled in court of Kendrapara Jurisdiction
	Power of the Committee	The Quotation committee reserves right to cancel the quotation call partly or fully without assigning any reason thereof.

  
District Project Coordinator  
SS, Kendrapara

## Terms and conditions of

### QUOTATION CALL FOR TENT, SOUND, STAGE MANAGEMENT, LIVE STREAMING AND DOCUMENTATION & SNACKS FOR GMAPV DISTRICT LEVEL FOUNDATION STONE LAYING PROGRAMME CEREMONY

1. Sealed Quotations are invited from the registered firms, decorators and tent houses having the work experience of Exhibitions/ Events/ Mela's in Kendrapara District for 1000 participants.
2. Sealed quotations are invited from the registered firms food suppliers having the work experience for supply of snacks
3. The Quotationer should have registered firm/proprietorship under GST (GSTIN) income tax (PAN or TAN) and GSTR on last year transaction
4. The work will be assigned to a firm for organizing District Level Foundation Stone Laying Programme Ceremony under Godabarisha Mishra Adarsha Prathamika Vidyalaya Scheme. So the rate quoted should be inclusive of all taxes( Price+tax) offered by the tent houses/ firms should be valid for a period of one year.
5. The duration of the event will be for one day. In case of there is any extension of event period, no \* extra payment will be entertained for the additional days. All the desired works should be completed at least one day before the schedule programme date and time and should hand over all the works as per specification to the in charge of event.
6. On completion of the event, the contractor shall have to take away all the materials next day and vacant the sight with same condition while occupying the ground.
7. The contractor should be prepared to provide additional materials in case of requirement at the market price for the items not mentioned in the quotation.
8. The final payment will be made on the basis of the actual work. In case of any additional requirement, the contractor has to take the prior written permission which should be submitted with the bill.
9. The Quotationer will be responsible for upkeep and maintenance of the entire work done by him till the closing of the event. The undersigned will not be responsible for any breakage, damage, fire, theft etc of his materials and he has to take suitable step for insurance of his goods used in the event for the above purpose.
10. No part of the contract will be sub-let without the prior written permission of the authority.
11. For convenience and effective delivery, the quotationer is to be treated as a package of services. Hence, the firm quoting the lowest quotes and submitted required documents will be considered.
12. It shall be the responsibility of the successful quotationer/ contractors to obtain requisite permission for electricity connection/ fire services for the event period from the statutory bodies. The quotationer has to supply the fire protection equipment like extinguisher as per the requirement from the fire officer of the concerned area and adhere to the fire safety norms.
13. In regard to electrical fittings etc, the contractor 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. Having Udyam registration for supply of such item.
15. Tent cover for arrangement of two thousand students approximately.
16. Food supplier having FASSAI license

  
District Project Coordinator  
SS, Kendrapara

**Annexure - I**

**APPLICATION FORM FOR BIDDER**

1. Name of the Bidder :
2. Name of Authorized Person:-
3. Address:-
4. Contact No:-
5. PAN No (encl. Photocopy):-
6. GST Certificate No with date:-
7. General Information : Annual IT Return Statement

<b>Financial Year</b>	<b>Annual Turnover (Rs.)</b>	<b>Remarks</b>
2022-23		
2023-24		

8. Enclosed i) Xerox copy of PAN Card.  
ii) Xerox copy of GST Registration certificate  
iii) Photo copy of Registration certificate
9. Years of experience in Government Organization with name of the Organization:-

I hereby declare that the above statements are true and correct to the best of my knowledge and belief.

Full Signature with date of the Bidder

## Annexure-II

## DETAIL ITEM LIST

Sl. No	Items	Specification	Quantity/No.	Amount [Rs] per one day	Remarks
01	Plastic Chair	With Arm	1000		
02		Without Arm	1000		
03	Ceiling Fan	High Speed	50		
04	Stand Fan	High Speed	20		
05	Tent House three side open	Roof Tarpoline/Palla with cotton cloth cover	Per sq.ft.		
06		Only cotton cloth cover for both roof and wall	Per sq.ft.		
07	Tent House one side open	Roof Tarpoline/Palla with cotton cloth cover	Per sq.ft.		
08		Only cotton cloth cover for both roof and wall	Per sq.ft.		
09	Microphone Set	Two sound box and two microphone	each		
10		Six sound box and four microphone	each		
11	Dari	10' x 10'	each		
12		10' x 12'	each		
13	Road Mat	3' x 12'	each		
14	Palla	10'x 10'	each		
15		10'x 12'	each		
16	VIP Chair	With Arm	each		
17	Executive Chair	With Arm	each		
18	Stage fitting with flower, Ballon, etc	15' x 20'	Per sq.ft.		
19		20'x 25'	Per sq.ft.		
20	LED TV with Stand	60 inch ( 152 cm)	each		

Signature of the Bidder

## Financial Bid Statement

**Quotation application form for Tent, Light, sound, Live Streaming & documentation Stage Management, snacks of GMAPV, District level Foundation Stone Laying Programme of Kendrapara District. (Last date of submission of quotation form on or before 27.03.2025 at 12.30PM)**

To

Sl No	Item particular	Unit per day	Rate per unit in Rupees per day	Qty per day	Total amount including all taxes and duties in Rupees
1	Tent work (70 ft*250 ft) with cloth calling , chairs, Sofa and net matting				*
2	Stage and Raiser (40 ft*16 ft) with matting podium branding. Tea pot, Vip chair and Turkish				
3	Lights-Tent, Stage and outdoor sides, Air conditioner ( AC) etc				
4	DG 62KV, DJ sound etc				
5	2 nos of 1KVA UPS , cooler etc				
6	Flower decorations of stage, podium and in front of stage with flowers				
7	Videos Shooting & two-way live streaming VII. Four nos of video camera with camera tripod stand and HDMI cable as required VIII. Dron with HDMI output port IX. Switcher (4 HDMI port in, one out) with view facility of all 4 in cameras, switcher should works smoothly at switching time without blue screen. X. Compatible audio system with audio cable. XI. HDMI to fiber optic converter and fiber optic to HDMI converter with 200 mtrs of fiber optic cable. XII. Video capture card HDMI to USB port four nos.				
8	Sound system 1.Six nos of Top- 2.Two nos of base pin 3.Two nos of floor monitor 4.Two nos of feedback 5.Podium phone 6.Hand Mike 7.Color Mike  The rate coated for tent light etc is inclusive of transportation charge, GST and the cost of all items specified in annexure -II, DPC, SS, Kendrapara				
9	Snacks: 1000 nos (Approxmatly) of packets one time Refreshment packets -(One petis, One Bon Cake, One sweet, One Bara, One Samosa, One vegetable Chop, One Juice and one water bottles) Snacks cost is inclusive transportation charge, GST and all other items for serving of snacks and supply of drinking water bottle (Kinley / Bisleri)				
Grant total					

Signature of the Bidder

## Bidder Information

Quotation application form for Tent, Light, sound, Live Streaming & documentation Stage Management, snacks of GMAPV, District level Foundation Stone Laying Programme of Kendrapara District.

(Last date of submission of quotation form on or before 27.03.2025 at 12.30PM)

### Quotation Details

SI No	Description	Full Details
1	Name of the Bidder	
2	Address for communication Tel No Email Id-	
3	Name of the authorized person signing and submitting the quotation Mobile No- Email ID-	
4	Registration details: Registration No. Date and Year-	
5	PAN No.	
6	Goods and services tax identification No. (GSTIN)	
7	GST return copy	
8	Food License (Fassai)	
9	Income tax return of last year	

Authorized Signatory (in full and initial) \_\_\_\_\_

Name and Designation with date and seal \_\_\_\_\_

Signature of the Bidder with seal