

OFFICE OF THE CHIEF DISTRICT AGRICULTURE OFFICER , NABARANGPUR

Letter No. 4914 /2023

Date. 16/11/2023

To,

The District Informatics Officer,
NIC, Nabarangpur

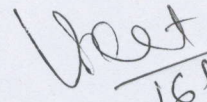
Sub: - Upload of Tender call Notice No- 4913, Dtd. 16.11.2023

Sir,

I am to enclose herewith Tender call Notice No- 4913, Dtd. 16.11.2023 for **District Level Farm Machinery Mela- 2023** which may kindly be uploaded in NIC, Nabarangpur for information of the general public.

Yours Faithfully

Encls:- As above


16/11/23.
Chief District Agriculture Officer
Nabarangpur

OFFICE OF THE CHIEF DISTRICT AGRICULTURE OFFICER, NABARANGPUR

Bid Reference NO. 4913.....

Date. 16/11/23.....

Limited tender enquiry for " District Farm Mechanisation Mela 2023"

Name and Address of the tender Inviting Authority :

CHIEF DISTRICT AGRICULTURE OFFICER, NABARANGPUR

Email Id:- ddanaba.dag@nic.in

Contact Person : Chief District Agriculture Officer, Nabarangpur

Mobile No- 7008932482/ 9178102498

Date of Publication of Bid Document in website : 16.11.2023
Last Date and Time of Receipt Document : 23.11.2023 , 1.00 PM
Date & Time of opening of Technical Bid (Cover-A) : 24.11.2023, 3.00 PM
Date & Time of opening of Financial Bid (Cover-A) : 24.11.2023, 3.00 PM

Place for opening Documents,
Pre- Bid Conference and
Address for communication
For receipt of Bid Document

Office Chamber of the
Chief District Agriculture Officer
Nabarangpur

W. J. J.
16/11/23

Chief District Agriculture Officer
Nabarangpur

SECTION I
GENERAL INSTRUCTION TO BIDDERS

- Sealed tenders are invited in two bid system from reputed firms having valid PAN and GST Registration for "**INSTALLATION OF TENTAGE AND RELATED ACTIVITIES FOR FARM MECHANISATION MELA 2023**" to be organized in the Police Ground, Nabarangpur from **1.12.2023 to 05.12.2023**
- The bids complete in every respect should reach the O/o CHEIF DISTRICT AGRICULTURE OFFICE by 23.11.2023, 1 PM Speed Post /Regd. Post only.
- Any tender received after the due date & time will be rejected and this Office shall not be responsible for any postal delay.
- The bidder(s) shall have to submit their tender in two separate sealed envelopes, that is one for technical bid by superscribing "**Cover A (Technical Bid)**" & second for "**Cover B (Price Bids)**." The technical Bid and price Bid (or Final Bid) should be put into a third Cover, which should be super-scribed as "**BID FOR INSTALLATION OF TENTAGE AND RELATED ACTIVITIES FOR FARM MECHANISATION MELA 2023**" and should be addressed to:

**Chief District Agriculture Officer,
At/Po/ Dist- Nabarangpur
Pin-764059**

- The Sealed tenders "Cover A" (Technical Bid) submitted by the bidders will be opened in the Office of the CHEIF DISTRICT AGRICULTURE OFFICE, Nabarangpur on 24.11.2023, 3 PM, in the presence of the bidders or their duly authorized representatives.
- The interested bidders can download the entire Tender Document from the website <https://nabarangapur.nic.in> and submit the tender paper along with required documents and all the requested fees.
- The bidders can take the tender documents from of the O/o the CHEIF DISTRICT AGRICULTURE OFFICE, Nabarangpur from account section by making a Govt. deposit of Rs.500/- (Rs-five hundred only) towards cost of tender paper and tender processing fee.

SECTION II
GENERAL TERMS AND CONDITIONS

1. The Tender Inviting Authority working in the DA&FE Department, Govt. of Odisha requires installation of tentage and related works on the eve of " **FARM MECHANISATION MELA 2023**" to be held in the Police ground from **1.12.2023 to 05.12.2023**
2. The GST shall be charged as per the guidelines given by the Finance Dept., Govt. of Odisha/ India from time to time.
3. The bidder should have experience of organizing such Melas in Govt Departments for at least 1 years.
4. The tender documents should be clearly written /typed without any correction, interpolations, and overwriting bearing the dated signature of the bidder .
5. If the approved lowest eligible supplier fails to supply items within the stipulated period the Tender Inviting authority reserves the right to procure the same from the L2/L3 supplies at L1 rate, if they agree to supply at L1 approved rate.
- 6. The authority reserves the right to accept /reject all the bids or any part of it without assigning any reason thereof.**

7.TENDER PROCESSING FEE AND EMD

- a) The bidder shall deposit an amount of **Rs.100/- (Rupees one hundred only)** toward cost of tender paper and BID processing fee (non-refundable) **in shape of Account payee demand draft/ online transfer.**
- b) The demand draft / online transaction slip of online transfer or Govt. money receipt of Rs.500/- is to be attached with the technical bid documents.
- c) An amount of **Rs. 5,000/- (Rupees five thousand)** towards **BID security** through Account payee demand draft to CHEIF DISTRICT AGRICULTURE OFFICE Nabarangpur from any commercial bank need to be summited along with the bid documents. d) The bid security will be returned to unsuccessful bidders without interest.
- e) The online transfer of money made and A/C payee demand draft can be made in favour of the following bank particulars of Tender Inviting Authority. For online transfers the transaction slip should be attached with the BID documents.

Chief District Agriculture Officer
Account No: 39225925423
IFSC: SBIN0001320
SBI Main Branch Nabarangapur

8. Document type to be submitted with the technical bid (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 check list of following Documents
2	Tender processing fee as mentioned above
3	Earnest Money Deposit (EMD or BID security fee) as mentioned above
4	Details name, address, telephone, no Fax, e-mail of the firm in the format Annexure-I
5	Copy of PAN CARD & GST registration certificate
6	Copy of latest GST payment receipt
7	Proof of experience of having completed similar works in last 1 years
8	Declaration for not being backlisted by any Govt. institution
9	Declaration that price quoted by them is not more than the open market price in
10	Copy of 1 page of bank pass book or a cancelled cheque as proof of Bank account details.

9. COVER-B (PRICE BID)

- a. The tender format giving the quoted rate for the items required should be sent in a separate sealed cover hereinafter called Cover "B" (price Bids) format at **Annexure-IV**.
- b. **Cover -B (Price Bid) will be opened only of the bidders who qualify in evaluation of Technical Bid (Cover-A) by the Tender Evaluation Committee.**
- c. The Price Bid should be quoted inclusive of transportation, installation and GST .
- d. The bid shall be valid for a period of 180 days from the date of opening of the bid.
- e. The quoted rates shall be final and shall not be subject to any escalation during the bid validity period.

10. Evaluation:

- a. The technical bids will be opened and evaluated by the Tender Evaluation Committee at the prescheduled date and time mentioned in the Tender document and will be evaluated by the Technical parameters.
- b. The successful bidders will be selected on the basis of LCBS method (lowest Cost Based Selection) in the financial bid evaluation.

c. If the approved lowest eligible supplier fails to supply items within the stipulated period, to meet the need, the tender inviting authority reserves right to procure the same from the L2/L3 supplier at L1 rate, if they agree to supply at L1 approved rate or negotiated rate.

11. Delivery

a. The Successful bidders shall have to install the tentage and related activities as per the schedule of requirement in the Police ground at Nabarangpur for organization of **FARM MECHANISATION MELA 2023** for 5 days from **01.12.2023 to 05.12.2023**.

b. The bidder will be allowed to start his work in the ground on the morning of 28.11.2023 and the work should be complete in every respect positively by 12 Noon on 30.11.2023.

c. The bidder should keep in readiness adequate manpower/ technicians to address any eventualities like snags in audiovisual system, electrical wirings and any short comings in the tentage.

d. The bidder shall have to keep a power back up system (Genset) for uninterrupted supply of power during organization of the event.

12. Payment:

After successful implementation of the event and production of bills by the successful bidder, 100% payment shall be made by the CHEIF DISTRICT AGRICULTURE OFFICE Nabarangapur.

13. Penalties: Violation of any term and condition laid down as above shall make liable the bidder to have the forfeiture of performance security.

~~14~~ 14. All legal disputes, if any relating to purchase etc., are subject to jurisdiction in the courts of law situated at Nabarangpur.

SECTION III
SCHEDULE OF REQUIREMENTS
NAME OF THE EVENT: FARM MECHANISATION MELA 2023
DATES OF THE EVENT: 1.12.2023 to 05.12.2023
VENUE: POLICE GROUND, NABARANGPUR

Sl.No	Name of the Work	Work Specifications	
1	Main Stage	The front side of the existing main stage should be decorated properly with a crown of adequate width, Side and bottom properly covered with cloth. Three side walls should be covered with dropped cloth with uniform coloured cloth separated properly for the 2 side green rooms and the total stage including green room are to be properly finished with good quality mat.	
		Truss for stage	A platform is available on the ground with elevated floor, steps on both sides and GI roof, the bidder has to decorate and design it in to a main stage as per the need of the Mela and as per direction of the Officer-in-Charge.
		Flooring	The entire floor of the stage shall be covered with new synthetic carpet of fine quality.
		Step	Concrete steps are available which will be covered with the carpets and decorated. If the available steps will not be adequate then fabricated steps with guards with adequate carpeting and decoration will be used by the bidder.
		Furniture	Six VIP chairs covered with new white towels, Three teapoys, 8 chairs on the back row, podium and one table or a Teapoy on the backside for keeping bouquets, gifts, certificates etc.
		Fans	Minimum two pedestal fans or as per need for utmost comfort of the Guests.
		Lighting	As per need
		Sound System	Adequate arrangement should be made for clear audibility of 500 people. Good quality mikes on the podium and minimum three cordless mikes on the podium with back up for malfunction.
2	Green Rooms (one No)	Two green rooms with adequate size as advised by the officer incharge should be made by the side of the main stage with minimum furniture for storing and for preparation of artists for cultural programmes.	
	VIP Lounge	Design	As per the design and specification to be given by Authority & as per the direction of the Office-in-charge
		Structure&Clothing	Iron poles with tarpaulin covering. The design structure should be covered with batten framing & new white cloth. As per the direction of the Office-in-charge.
		batten framing & new white cloth. As per the direction of the Office-in-charge.	

3		Flooring	Full Floor to be covered with attractive Coloured matting. As per the direction of the Office-in-charge.
		Furniture	3nos of sofa set along with teapoys, one pantry table, 5 nos of VIP covered chairs. As per the direction of the Office-in-charge
		Closures	The room should have screens for the doors the VIP room as per direction of Officer in charge.
		Decoration	On entry gates and table buckeyes & normal light & fans arrangement. As per the direction of the Office-in-charge.
	***NB	If there will not be adequate space for the green rooms and VIP lounge by partitioning of the main stage, the main stage has to be extended or new structures are to be made by bamboo poles as per the directions of stage incharge	
4	Installation of Stalls(50 Nos)	Structure	Stall of Size 12' x 10' made of Bamboo structure properly braced with using 3" to 6" size bamboo. The roof should have quality cloth to protect from sun rays and floors should be provided with floor matt. As per the direction of the Office-in-charge.
		Lighting	Electrification of stall with LED 40 watt Light 2 nos
		Ceiling & Wall	Ceiling and three side cloth walls of the stall with single color cloth. As per the direction of the Office-in-charge.
		facia	The running Facia will be erected of 2.5" height. All the facia will be covered with single color cloth. As per the direction of the Officer in charge.
		Furniture	Each stall should be supplied with 2 nos of plastic moulded good quality chair and table of 4'x2' x H-2.5' (minimum). Wrapped with white cotton cloth. The bidder should have surplus table of above size of minimum 10 nos in reserve for decoration of stall
		Numbering of Stall	All stalls should be numbered. As per the direction of the Office-in-charge.
	Closures	Front cloth drops/screens. As per the direction of the Office-in-charge	

5	Seating Arrangement for 300 persons in front of the Main stage	Structure	Erection of structure for seating arrangement of 700 persons using good quality bamboo pole structure properly placed, and making of the roof with good cloth for protection from sun. The minimum height of the structure should be 15'. Size of the structure should be comfortable for seating of 300 farmers.
		flooring	Full flooring with good quality Carpet/floor material as per the direction of the Office-in-charge.
		Lighting	As per need
		Facia	The running Facia will be erected of 4' height. All the facia will be covered with single color cloth. A running cloth jhallar of 1' width will be put in the front side, below to the fascia frame. As per the direction of the Office-in-charge
		Furniture	Plastic molded Chair 300nos& VIP Chair 20 Nos in the front, as per the direction of the Office-in-charge.
6	Gates 2 Nos	First Gate	By the side of the NH box pattern gate with appropriate design and adequate size decorated with balloon and fitted with flex as the main entrance gate of the Field. (Flex will be provided by the office) as per the direction of the Office-in-charge.
		Second entrance gate	with appropriate design and adequate size box pattern gate as the second entrance gate of the Field. (Flex will be provided by the office) As per the direction of the Office-in-charge.
7	Open Space	For demonstartion of Agricultural implements	3500 square feet of open space will be used for keeping agricultural implements
		Floor	The floor will remain covered with green shed net.

		Electrical fittings	Adequate lighting provision should be made for the entire floor
8	Audio Visuals & Ground Lighting	Lighting	40 nos of spot light for lighting of the total ground area as per the direction of the Office- in-charge. Adequate lights in the stalls, 2 gates, main stage, green rooms, VIP lounge, and open space demonstration and control and coordination cell.
		Power backup	The bidder should be ready with a power generator of adequate capacity (Genset) with fuel to meet any eventuality in case of power failure. The generator should have the capacity to provide power to all electrical devices simultaneously. The bidder should keep ready skilled manpower to handle power issues.
9	Open ground		The entire open ground will be covered with green shed net

COVER-A

Annexure-I
Technical Bid(pl see Section II-8)
(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: - 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	Declaration for not being black listed
9	Proof of experience of having completed such works in last 1 years
10	Declaration for price quoted not more than open Market Price
11	BANK details: Bank name, Account No. IFSC code (Copy of pass book/ Cancelled Cheque)

DECLARATION

1. Shri..... 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.
2. I have carefully read and understood all the terms and conditions of the tender and undertake to
abide by them.
3. 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

Signature of Authorized person

Date

Full Name:

Seal

COVER-B
Annexure-II
Financial Bid
Agency/Firm name-
Address

Sl. No	Name of the work	Quoted Rate in Rs
1	Main Stage	
2	Green Rooms (One no)	
3	VIP Lounge	
4	Installation of Stalls (50 Nos)	
5	Seating Arrangement for 300 persons in front of the Main stage	
6	Gates 2 Nos	
7	Open Space Shed	
8	Audio Visuals & Ground Lighting	
9	Open ground covering with green net	
	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

Date

Full Name:

Seal

Annexure-III

SELF DECLARATION for not being black 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 Agriculture Officer, Nabarangapur, Odisha and 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 blacklisted by any State Govt for supply on Non-Standard Quality (NSQ) items/ part-supply/non-supply.

That, I am not a defaulter in supply of any items to Chief District Agriculture Officer, Nabarangpur, 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 item 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 1 year. 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

Annexure-IV

SELF DECLARATION FOR LOWER THAN MARKET PRICE

We, M/S----- who is a manufacturing unit/ wholesaler/ distributor/

C & F agent declare that price quoted by us is not more than the open market price or also under GeM

Rate Contract/CGHS/NPPA or rates fixed by Govt. of India where such rate exists.

Signature of Proprietor/ Authorized person