



ODISHA RURAL DEVELOPMENT & MARKETING SOCIETY

Panchayati Raj & Drinking Water Department, Govt. of Odisha

Zilla Parishad Campus, Nabarangpur, Odisha-764059.

E.mail: dsmnabarangpur@gmail.com

Letter No-488/ORMAS

Date: 13.11.2025

QUOTATION CALL NOTICE WITH NORMS & CONDITION
FOR LIGHT & ELECTRIFICATION, LED WALL & ALLIED WORKS FOR PALLISHREE MELA-2025

Sealed quotation are to be invited from potential Tent houses, Suppliers and electrical decorators, to take up the below works (Package) for conducting of Pallishree Mela-2025 at New Mondei Ground, Hirli Nabarangpur, from 12th December to 16th December, 2025.

Tender Value

Estimated Tender Value	Rs 14,20,000/- (Fourteen Lakhs twenty thousand) only (Including GST)
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The details of the quotation call notice with norms & conditions are

1. "FOR LIGHTS & ELECTRIFICATION , LED WALL & ALLIED WORKS FOR PALLISHREE MELA-2025".

Sealed quotation are to be invited from potential Tent houses, Suppliers and electrical decorators, to take up the below works (Package) for conducting of Pallishree Mela-2025 at New Mondei Ground, Nabarangpur, from 12th December to 16th December, 2025

1. Lights & Electrification in the Ground

Electrical illumination for towers, ground, stalls etc., & Ground Lighting Ground Electrification:

- I. LED Lights 400/200wts - (20 BIG towers with iron trash minimum height of 15feet @ 10 LEDs (200 Watts) along with wiring/Fitting and fixing Charges.
 - a. 12 Towers Inside the Main Mondei Ground
 - b. 03 Towers at Mina Bazar Ground
 - c. 03 Towers at Parking Ground.
 - d. 01 at Main Road entrance gate of Mondei Ground
 - e. 01 at Entrance West gate near Food court.
- II. Hi-metal/Led lights 400/200 wts. (40 nos Medium towers with pole @ 2 Metal lights-400wt + 2 Halogen Light-1000wt in each tower) along with wiring/Fitting and fixing Charges.
- III. Hi-metal/Led lights 400/200 wts. (40 nos Small towers with pole @ 1 Metal lights-400wt + 1 Halogen Light-1000wt in each tower) along with wiring/Fitting and fixing Charges.
- IV. 40Nos- Hi Metals lights 400 wts should fixed at different places of the main road(Main Gate, Main Road, Bed college Road, VVIP Road and VVIP Parking Palce.
- V. 20 Nos. of Halogen Light (1000 Watts) along with wiring/ Fitting Poles at Back side of the Main stage.
- VI. 10 Nos. of Metal lights 150 Watts along with wiring /Fittings Poles near Toilet area.
- VII. 40 Nos. of Halogen lights should be fitting in and around the back side of the stalls for security purpose.
- VIII. Digital Generators 120 Kw 1 Nos for emergency(Including Fuel and take care Person)
- IX. Under ground Cabling, panel board, earthling, etc., L.S
 - X. 100 No's tube lights should be fixed and illuminated with the poles affixed by the bidder at different places.
 - XI. The above all items are including fitting of towers, fixing, transport, writing & labor charges for 5 days.

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- XII. The firm will produce contract test certificate, provide service cable, main switch board and necessary Earthing etc.,
- XIII. The Firm will also draw the electrical wiring to all the stalls and areas for general illumination and plug points where ever necessary.

The Firm shall engage at-least Four dedicated persons for emergency duty round the clock at Control room for emergency work at stalls and ground for ascending and descending works. The persons engaged will take daily attendance from the Control room and the attendance will be attach along with bills while submitting the bills for payment.

2. Decoration of Hirli Park- The Hirli Park will be decorated with serial lights-50 nos , PAR Lights-50 nos , Himax Light-50 nos and Lichu Light-50 Sets .

3. LED TV with trash(Live telecast)

LED TV for Main Stage –10 X 30 Feet =**300 Sq Ft**

Led TV for Audience View- 12 x 8 X 2 Nos Feet =**192 Sq Ft**

The LED TV will be erected 7 Feet Height from the main Stage and another two will be erected at least 7 feet height from the ground at the prominent place in side the ground .

The above all items are including fitting of towers, fixing, transport, writing & labor charges for 5 days.

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|---|-----------------------|
| 4. Paper Lantan Palco light | |
| 20x10 stall side framing with Palco light & star flex | 18 |
| Tricolor rise lights for building décor | 150 |
| Paper lantan with bulb | 100 |
| Pipilichandua installation & Helozen | 100 |
| Water proof stall with platform & Helozin light 20X15 | 2 |
| Flex mounting 10x10 | 2 |
| Flex mounting on railing | 35 |
| 5. Road cross Light Gates 2 Nos. (40 X 40) | |
| 6. Runng Lichi light & Focus Light (500 Feet) | |
| 7. Crackers | |
| 30 Shot Multicolor | 20 Pc. |
| 4” Single Pipe | 80 Pc. |
| Sky Rocket | 60 Pc. |
| 8. Fire extinguishers | 20nos(3kg capacity) |

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ZillaParishad,Nabarangpur

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TERMS & CONDITIONS

The bid to be submitted by the Bidder shall consist of 2 (two) parts :-

Part – I :- “Technical Bid” (1st Envelope) shall contain:-

The Tenderer/Supplier participating in Tendering process should submit the details as per the format “Format of Technical Bid”. In separate envelop and should write clearly on the top of envelop i.e., “**FOR Lights & Electrification , LED Wall & allied works for Pallishree Mela-2025**”.

Part – II :- “Financial Bid “ (2nd Envelope) shall contain:-

The Tenderer/Supplier participating in Tendering process should submit the details as per the “**FOR Lights & Electrification , GATES, FLAT GATE, BOX GATE, Led Wall etc for Pallishree Mela-2025**” .

The Tender should be submitted following the terms and conditions specified here under,

The bidder shall seal the two envelopes (both technical & financial bids in two separate envelopes) and put in one outer cover and submit.

The envelope containing the above mentioned two documents as mentioned in the Complete Bidding Document shall be opened in front of all intending bidders. The Technical Bid shall be opened and evaluated by the Tender Committee constituted for the purpose.

1. The Main envelope containing the tenders should be duly superscripted as “**Quotation for Light and Electrification, Led Wall Work of Pallishree Mela-2025**”.
2. **The sealed quotations shall be accepted as per the prescribed Performa only, otherwise the quotation shall be rejected automatically.**
3. **Place, date and time of receiving Tender** –The sealed tender papers should reach the **Dy. CEO, ORMAS , Zilla Parishad campus, Nabarangpur – 764059 through Registered post / Speed Post only** during official hours on or before **20.11.2025 by 3:00 PM**. The authority will not be responsible for any postal delay.
 - a. Other means of receipt of quotation will be rejected.
 - b. Quotations received after the stipulated date and time shall be liable for rejection.
4. **Place date and time of opening of Tender-** The quotation shall be opened on i.e. on **20.11.2025 at 04:30 P.M** in presence of the Bidders or their authorized representatives at ZP Mini Conference Hall, Nabarangpur.
5. **EMD-** The Bidders are required to deposit **Rs.14,200/- (Fourteen thousand two hundred)** only as an EMD in shape of Demand Draft in favor of M/S PallishreeMela,Nabarangpur drawn on any bank payable at Nabarangpur. Bidders may not required to deposit EMD who comes under exempted category.
6. **Cost of Tender Papers-**A non-fundable amount of Rs.6,000/- (Six Thousand) only is to be deposited along with the Tender in shape of Demand Draft in favor of **M/S Pallishree Mela Nabarangpur** drawn on any bank payable at Nabarangpur towards the cost of tender paper. The authority will not be responsible if any portion of downloaded Tender paper differ from the approved Tender paper available in the office of the ORMAS, Nabarangpur.
7. **Security Deposit-**The successful bidder has required to deposit **5% of the total value as Security Deposit** (refundable without interest) in shape of Cheque or Demand Draft or online transfer infavor of **M/S PallishreeMela,Nabarangpur** drawn on any bank payable at Nabarangpur at the time of execution of agreement before issuing work order. The Security Deposit shall be forfeited in case any terms and conditions of the contract are infringed or the bidder fails to make complete supply satisfactorily or complete the work in time.
8. For ensuring quality of the work, any bid below **19.99%** less than the tender value will be rejected. All financial bid up to 2(Two) decimal points without rounding off will only be considered. All bidders

- should quote their financial bid in both numerical and Alphabetical. In case of any confusion alphabetical bid will be prevailed. In case of the quoted price of different bidders are same then lottery system will be followed.
9. The firm should start the erection and fitting work within 3(Three) days of getting work order or else the work order will be cancelled and awarded to the L.2 bidder.
 10. The work should be completed within the time frame latest **10th December, 2025**
 11. The Price offered by the firm should include all taxes, other charges etc., (As Applicable)
 12. The rates offered by the firms should be valid till completion of the Pallishree Mela-2025.
 13. The Pallishree Mela will be held from **12th December, 2025 to 16th December, 2025** and the firm will be required to hand over the complete work in all respects on **10th December 2025 , time-10.00PM**
 14. Payment will be made within a period of 45 days after successful completion of the work as per the specification, otherwise proportion amount will be deducted at the time of the sanction of the Bill as per the assessment of this tender committee members.
 - 15. During release of payment TDS will be deducted as per Law.**
 16. 20% payment will be deducted from the proportionate amount of as submitted by the party if the work is not handed over on or before 10th December, 2025 at 10:00 P.M. The remaining work will be done by engaging 3rd party and the amount as claimed and agreed by the tender committee will also be deducted from this proportionate bill of the first 4 executives.
 17. The duration of the exhibition will be for 5 days. In case of any extension of Mela period, no extra payment will be entertained for the additional days. The venue shall be made available to the contractor by District Administration/ ORMAS before 20 days of commencement of the exhibition. All the desired works should be completed at least two days before the scheduled date and time of the inauguration of exhibition and should be handed over all the works as per specification, to the in-charge of exhibition.
 18. The Agency will be responsible for upkeep and maintenance of the entire work done' by them till the closing the event.
 19. It shall be responsibility of the successful bidder to obtained requisite permission for electricity connection / fire services for the event period from statutory bodies. The agency / event management unit have to supply fire protection equipment's like fire extinguishers through 20nos(3kg capacity)and adhere to the fire safety norms & fire repellent liquid spray over flammable materials use for stalls.
 20. In regard to electrical fittings etc, agency shall have to engage qualified licensed electrician/contractor entitled erect, handle and maintain supply line and its upkeep.
 - 21. The rate offered by the agency shall be inclusive of GST and Other eligible Taxes & Charges.**
 22. The selected Agency/ firm should open its own office having the technical man power & manager throughout the Mela period to handle any work to be assigned by the authority.
 23. The bidder shall quote their price for all the items without leaving column/Item in the technical and financial bid lying blank. If found so, the bid will be treated as non-responsive and rejected.
 24. The final payment will be made on the basis of the actual work done and work assessment report in the specified format by the Joint CEO, ORMAS, Nabarangpur. The contractor shall not use any additional materials other than the work specified in the work order without the prior permission of the undersigned. In case of any additional requirement, the contractor has to take the prior written permission from the under signed.
 25. The contractor should be prepared to provide additional materials in case of requirement at the market price for the items not mentioned in the tender.
 26. On completion of the exhibition, the contractor shall have to take away all the materials within seven days & vacate the place with the same condition while occupying the ground.
 27. Bidder will be responsible for upkeep and maintenance of the entire work done by him till the closing of the exhibition. District Administration/ ORMAS will not be responsible for any breakage, damage, fire, theft etc. of his materials and insurance if any.


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29. The bidder has to treat the materials to be used in tentage & allied works (like clothes & other inflammable materials), with fire repellent chemical. The entire tentage works has to be certified by the Fire Officer of the concerned area. Any objections shall be raised by the fire Department in course of giving fire clearance certificate shall be addressed by the tenderer immediately.
30. 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.
31. The bidder or the authorized representative of the bidder should attend the opening event of the tender with all original documents /papers for verification.
32. Non submission of any document required indicated in the ToR will render the Bid to be rejected.
33. The authority is not bound to accept the lowest and reserve the right to reject any or all quotations and tenders without assigning any reasons thereof.

The above-described works may be modified during the mela if felt necessary and the firm should be accommodative to these minor changes. The quotation finalization authority will have the right to bifurcate and give the work to one or more firms if felt necessary and can cancel the tender without giving any reason there of and the firm will be black listed.

The Collector-cum-Chairperson, District Level coordination Committee, Pallishree Mela, Nabarangpur reserves the right to accept or reject any or all Tenders, full or part of the tenders without assigning any reasons what-so-ever and no intimation will be given to the bidders. In this account no disputes will be entertained. Any dispute arises subject to Nabarangpur Jurisdiction only.

Sd/-
CDO-cum-EO
Zilla Parishad, Nabarangpur


12/1/23

INFORMATION TO THE BIDDER

Pre-qualification/Eligibility Criteria/Undertaking:

Bidders should conform to the eligibility criteria given below and to this effect must produce the required supportive documents /information as indicated against each as part of their technical proposal:

Sl.No	Eligibility Criteria	Documents required for pre qualification
01.	The bidder should have been in the business of providing Event Management Services to the Central / State Government / Corporate Bodies / National & international Organizations for at least 5 years from the date of opening of the proposal .	1.Proof of Certificate of Incorporation / Valid Registration of the Agency 2.Copy of PAN 3.Copy of Goods and Services Tax Identification Number (GSTIN) with Last Deposit Challan/VAT Clearance 4.Copy of the Electrical License / Contractor hired by the bidder.
02	The Firm/Agency should have submit the proof of documents showing Annual Turnover above 50 Lakhs	Submit the IT returns or Report from CA Firm with UDIN Number
03	No Litigation certificate	The firm should submit a self-declaration affidavit (Notary) that they have no any litigation.
04	Undertaking	The firm should submit an undertaking affidavit (Notary) that all the information given is correct.

Documents to be submitted along with Technical Bid

- Cost of Tender Papers cost as applicable
- Copy of PAN(Proprietor of the Firm or Firm)
- Copy of Goods and Services Tax Identification Number (GSTIN)& Last Deposit Challan.
- List of completed assignments of similar nature (Past Experience Details, along with copies of contracts / work orders / completion certificate from previous clients.
- Copy of the Electrical License/ Contractor hired by the Agency.

NB: *Bidders should submit the supporting documents mentioned as above. Bids of agencies not conforming to the eligibility criteria listed above will be summarily rejected. Submission of forged documents will also result in rejection of the bid and will be blacklisted.*


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Zilla Parishad, Nabarangpur

TECHNICAL BID

FORMAT FOR LIGHTS & ELECTRIFICATION AND ALLIED WORKS FOR PALLISHREE MELA-2025”

Sl.No.	Name of the Item	Details
01	Name of the Supplier	
02	Full Address of the Supplier	
03	PAN No.	
04	GST Registration No.	
05	Total Years of Experience	
06	Experience Certificate (Please attach the experience certificate) for 3 Years	
07	Cost of Tender Papers	<u>Rs 6,000/-</u>
(DD No..... Date..... Name of the Bank.....)		
08	Cost of EMD	Rs 14,200/-
(DD No..... Date..... Name of the Bank.....)		

(Signature of the Proprietor)
Name of the Firm
Address
Contact Number


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FINANCIAL BID (Complete Package)

**FORMAT FOR LIGHTS & ELECTRIFICATION , LED WALL ETC FOR
PALLISHREE MELA-2025”**

Name of the Firm:.....

Address of the Firm:

Sl.No.	Specifications	No of Unit	Total Rate for 5 Days including GST (in Rupees)
1	Lights & Electrification in the Ground (details mentioned in the Tender Papers))	As mentioned in the Tender Paper	
2.	Decoration of Hirli Dangri	As mentioned in the Tender Paper	
3	LED TV with trash(Live telecast)	492 Sq Ft	
4	Paper Lantan Palco light & other related works	As mentioned in the Tender Paper	
5	Road cross Light Gates 2 Nos. (40 X 40)	2 No.	
6	Runnng Lichi light & Focus Light	(500 Feet)	
7	Crackers	As mentioned in the Tender Paper	
8	Fire extinguishers	20nos (3kg capacity)	

(Quoted Price in words.....)

(Signature of the Proprietor)
Name of the Firm
Address
Mobile Number


17.11.25