



# ODISHA RURAL DEVELOPMENT & MARKETING SOCIETY

Panchayati Raj & Drinking Water Department, Govt. of Odisha

Zilla Parishad Campus, Nabarangpur, Odisha-764059.

E.mail: [dsmnsabarangpur@gmail.com](mailto:dsmnsabarangpur@gmail.com)

Letter No: 487 /ORMAS

Date: 13/11/2025

**QUOTATION CALL NOTICE WITH NORMS & CONDITION**  
**For TENTAGE AND 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 12<sup>th</sup> December to 16<sup>th</sup> December, 2025

**Tender Value**

|                        |   |
|------------------------|---|
| Estimated Tender Value | Rs 25,50,000/- ( Twenty five Lakhs Fifty thousand) only (Including GST) |
|------------------------|---|

**The details of the quotation call notice with norms & conditions are**

1.For Erection Stalls, Food Stalls, Coordination Cell-Cum-Vip Lounge, Vvip/Vip Lawn And Audience Gallery, Green Room, Accommodation SHG Participants etc.

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 12<sup>th</sup> December to 16<sup>th</sup> December, 2025

**The Details and SCOPE OF DIFFERENT WORKS**

1) 220 Racks stalls (approximately) of 10X10 ft. and 30 Racks stalls (approximately) of 10X14ft size( For Govt Departmental stall) Total- 250 Nos including all fittings and fixing of materials, labour and transportation, loading and unloading, cleaning, etc.,

| Sl. No | Particulars               | Specifications  |
|--------|---------------------------|---|
| 1      | <b>Structure</b>          | Bamboo & cloth structure, Size of each stall – 10' X 10'( 250Nos) and 10'X 14'(25Nos) with tarpaulin water proof roofing.   |
| 2      | <b>Flooring</b>           | Full Floor Coir/carpet/Synthetic Matting  |
| 3      | <b>Ceiling &amp; Wall</b> | Three sides including partition walls of stall will be covered with New white cloth. Backside outer wall will be covered with tarpaulin . The GI Sheets shall be fixed horizontally supported with wooden bellies. <b>(ALL NEW WHITE COTTON CLOTHES TO BE USED)</b>   |
| 4      | <b>Racks</b>              | Three tire racks. The shelf of the racks will be of size 1'.6" X 10' with the first layer fixed at a height of 2'6" & covered with white cloth. The space below racks will be used for storage of goods.  |
| 5      | <b>Fascia</b>             | A wooden batten/Iron Pipe frame for Running Fascia will be erected by the contractor. The frame will have 2' front projection & 4' height. The fascia will be covered with Flex.The flex will be supplied from Pallishree Mela Committee. A running white cloth jhallar of 1' width will be-put in the front side, below to the fascia frame. |
| 6      | <b>Furniture</b>          | Front counter table in wooden batten and planks / steel table size 8' x 2' X 3' height and wrapped with new white cotton cloth. Plastic molded Chair – 2 nos.   |

| Sl. No | Particulars                         | Specifications   |
|--------|-------------------------------------|--|
| 7      | <b>Electric Fittings</b>            | Tube Light – 3 no. ( 1 no. of tube light should be connected with generator) & a on /off switch for use in night time after closing, Plug Pin – 1 no. connected with an on / off switch in each stall for Mobile charging and other purpose. |
| 8      | <b>Numbering of Stall</b>           | All stalls should be numbered with stencil & paint or Flex Sheet   |
| 9      | <b>Closures</b>                     | Front cloth drops/screens. Daily putting up and off of the same is the responsibility of the tenderer.   |
| 10     | <b>Anti Fire Chemical Treatment</b> | The materials (like clothes & other inflammable materials), to be used for construction of stalls, should be treated with fire repellent chemical.   |
| 11     | <b>Miscellaneous</b>                | Street light facility should be provided inside the entire Pallishree Mela stalls One per each 4stalls.  |

II) 70 nos Non-Rack stalls (approximately) of 10X10 ft. size including all fittings and fixing of materials, labour and transportation, loading and unloading, cleaning, etc.,

| Sl.No | Particulars                         | Specifications  |
|-------|-------------------------------------|---|
| 1     | <b>Structure</b>                    | Bamboo & cloth structure, Size of each stall – 10' X 10' with tarpaulin water proof roofing.  |
| 2     | <b>Flooring</b>                     | Full Floor Coir Matting   |
| 3     | <b>Ceiling &amp; Wall</b>           | Three sides including partition walls of stall will be covered with New white cloth. Backside outer wall will be covered with tarpaulin / G.I. Sheets. The GI Sheets shall be fixed horizontally supported with wooden bellies. <b>(ALL NEW WHITE COTTON CLOTHES TO BE USED)</b>  |
| 4     | <b>Facia</b>                        | A wooden batten/Iron Pipe frame for Running Facia will be erected by the contractor. The frame will have 2' front projection & 4' height. The facia will be covered with Flex.The flex will be supplied from Pallishree Mela Committee. A running white cloth jhallar of 1' width will be put in the front side, below to the fascia frame. |
| 5     | <b>Furniture</b>                    | Front counter table in wooden batten and planks / steel table size 8' x 2' X 3' height and wrapped with new white cotton cloth. Plastic moulded Chair – 2 nos.  |
| 6     | <b>Electric Fittings</b>            | Tube Light – 3 no. ( 1 tube light should be connected with generator) & a on/off switch for use in night time after closing, Ceiling Fan – 1 no. connected with an on/off switch in each stall. Must be 1 no. of 5 Amp Plug Point, in each stall  |
| 7     | <b>Numbering of Stall</b>           | All stalls should be numbered with stencil & paint or Flex Sheet  |
| 8     | <b>Miscellaneous</b>                | Street light facility should be provided inside the entire Pallishree Mela Ground   |
| 9     | <b>Anti Fire Chemical Treatment</b> | The materials (like clothes & other inflammable materials), to be used for construction of stalls, should be treated with fire repellent chemical.  |

  
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**III. Food Stalls 40 stalls (approximately) of 10X12 ft. size including all fittings and fixing of materials, labour and transportation, loading and unloading, cleaning, etc.,**

| Sl.No. | Particulars                         | Specifications   |
|--------|-------------------------------------|--|
| 1      | <b>Structure</b>                    | Bamboo & cloth structure, Size of each stall – 10' X 12' with Fire Proof material (Tarpulin/Galvanised Tin Sheets)   |
| 2      | <b>Ceiling &amp; Wall</b>           | Three sides including partition walls of stall will be covered with white cotton cloth. The roof of Stalls will be covered with Tarpulin/G.I. Sheets. The GI Sheets shall be fixed horizontally supported with wooden bellies. <b>(ALL NEW WHITE COTSED)</b>   |
| 3      | <b>Facia</b>                        | A wooden batten/Iron Pipe frame for Running Facia will be erected by the contractor. The frame will have 2' front projection & 4' height. The facia will be covered with Flex. The selective flex will be supplied from Pallishree Mela Committee. Running Tribal paintings/Patta Painting in multi color will be made on the facia. A running white cloth jhallar of 1' width will be put in the front side, below to the fascia frame. |
| 4      | <b>Electric Fittings</b>            | Tube Light – 3 no. ( 1 tube light should be connected with generator) & a on/off switch for use in night time after closing, Ceiling Fan – 1 no. connected with an on/off switch in each stall. Must be 1 no. of 5 Amp Plug Point, in each stall   |
| 5      | <b>Numbering of Stall</b>           | All stalls should be numbered with stencil & paint or Flex Sheet   |
| 6      | <b>Closures</b>                     | Front cloth drops/screens. Daily putting up and off of the same is the responsibility of the tenderer.   |
| 7      | <b>Anti Fire Chemical Treatment</b> | The materials (like clothes & other inflammable materials), to be used for construction of stalls, should be treated with fire repellent chemical.   |

**IV. CONSTRUCTION OF ONE COORDINATION CELL-CUM-VIP LOUNGE.**

The Tenderar shall submit the lowest possible rates (Including appropriate Taxes) for erection of watch tower **construction of one coordination cell-cum-vip lounge** with following specifications.

| Sl. No. | Particulars               | Work Specifications   |
|---------|---------------------------|---|
| A       | <b>Structure</b>          | Bamboo <i>Balha</i> /Wooden Frame/Iron Pipe Frame with tarpaulin covering. The design structure should be covered with batten framing & cloth of appropriate color.   |
| B       | <b>Size</b>               | 24' X 24' Ft.   |
| C       | <b>Ceiling &amp; Wall</b> | Ceiling of Coordination Cell shall be finished with white Cotton Cloth properly stretched on wooden batten frames. The control room will be separated in to 4-6 individual rooms of different sizes to be used as office, waiting space, VIP lounge and store with the cloth and wooden batten frame work walls/partitions. |
| D       | <b>Counter</b>            | One long table covered with new cotton cloth will be fixed in the office room. One window of minimum size 5' X 4' will be on the wall of office room towards the counter.   |
| E       | <b>Flooring</b>           | Wooden plank platform of 1' height & full Floor synthetic Matting.  |

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|   |                          |   |
|---|--------------------------|---|
| F | <b>Furniture</b>         | Front office counter table either in wooden batten frame and ply wood/steel tables with attractive shapes – 3 no., 02 no. of revolving cushion chairs, 3 sets of Dunlop sofa set for VVIPs (for 16 persons), 4 no. of center table of low height, 10 no. of glasses with cover, 4 no. of waste bin basket, 15 no. of plastic moulded chairs, one steel almirah with key, one water filter and two steel tables for pantry room & two standard table for computer operation. |
| G | <b>Electric Fittings</b> | Tube Light – 20 no. , Ceiling Fan – 8 no., 1 no of sound less pedestal fan, 1 white Mercury light (100 watt) (to be connected with a on/off switch in the each room, 6 no. of 5 Amp Plug, 2 no. 15 Amp. Plug provisions for computer, printer, scanner & LCD projector. Other decorative light like hanging chandelier ( <i>jhaada</i> ) etc.   |
| H | <b>Sound System</b>      | One audio DVD/CD player and one microphone and Cordless with amplifier for public announcement. The speakers be fitted in such a manner that the announcement should cover to entire ground.  |
| I | <b>Closures</b>          | Two wooden frame ply fitted door shall be fitted in the main entrance of the Coordination Cell for night closing.   |

V. **BAMBOO BARRICADING**

The firm also fix for bamboo barricading of 5 feet height with three rows horizontal runners including all labor as per the requirement and direction of authority.

**Minimum – 5000 Running Meter**

**Barricade will be covered with White Cloths**

VI. **VVIP/VIP LAWN and AUDIENCE GALLERY**

The Firm will supply VVIP Sofasets-30 Nos and VIP Chairs 200 Nos for VIP zone gallery. The VIP gallery and D-Zone should cover with Red/Green carpet. Minimum 2500(Two thousand Five hundred) plastic chairs for audience gallery.

The firm also fix **Iron barricading of 5 feet height** for the entire VVIP/VIP/Audience Gallery with three rows horizontal runners all sides of the VIP gallery and Audience gallery including all labor as per the requirement,

VII. **Green Room-** The Firm will erect the Green Rooms ( 6 Nos ) for cultural troops size of rooms are 90'X60', with 10 nos small room partitions of several rooms and sealing with New decorative cloth . Water proof.

VVIP Chairs-40Nos with towel

Light fitting inside green Room- Led Light -20 Nos ( 200wt)

Tube Light – 30 Nos

Plastic Chairs- 300 Nos of Chairs for the artist

Blue Mat Ground covering Total Area.

Dining Table-08 Nos with Cloth Cover and 40 Chairs with Cover.

Led Light on the Back side of the Green Room-10 Nos

VIII. **MAIN STAGE ITEMS**

**Blue Carpet with Fitting to cover Main Stage & step (60x40 Feet)**

Teapoy- 5 Nos, Good Quality Special with White Cloth Cover

Podium – 1 Nos

Lord Jagannath Idol -01 No

Rukha Big Size-01

Covering of Craft at Main Stage

Side Walls-10 Nos to cover all sides of stages and Backside of the Craft.

Height Table for LED (As Required)

Step Iron-04 Nos

Stage- 300 sqft inside the green room.

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**IX. ACCOMMODATION OF PARTICIPANT SHG MEMBERS**

Sealed quotation are to be invited from potential Tent houses, Suppliers for supply of different items for accommodation of participant SHG members for conducting of Pallishree Mela-2025 at New Mondei Ground, Nabarangpur, from 12<sup>th</sup> December to 14<sup>th</sup> December, 2025

**The Details**

|   |            |
|---|------------|
| Mattress-                                     | 200 Nos.   |
| Pillow -                                      | 200 Nos    |
| Bed Sheet-                                    | 200 Nos    |
| Plastic buckets-                              | 25Nos      |
| Plastic Mugs-                                 | 20Nos      |
| Coir Door Mat                                 | 30 Nos     |
| Phenyl  | 25lts      |
| Sanitary Person (For Cleaning of Wash Rooms)- | 2 Persons. |

X. Shed net Covering entire Ground- 500mt X 500mt.

**XI. PALLISHREE MELA –CUM-MONDEI (Double ENTRY BOX \*GATE-3 Nos) AT Fire Station Junction, Main Road- Near Maa Bhandar Gharani Temple and Main Road- New Bus Stand Junction.**

The Road Cross 2 (Two )Way entry Box Gate should be  
Height: Box type 18' to 20' height (4' ft in each side)  
Length: Box type 2 Nos X 4' X 4' X 25' ft length

The Box type Pillars should be covered with cotton/Flex banner and the fascia should be both sides with Flex banner. The Flex Banner and specifications will be obtained from the Exhibition Committee

**XII. PALLISHREE MELA –CUM- MONDEI GATE-3Nos ( AT ENTRY of the GROUND, at Fire Station Junction and at LIC Office Junction.**

The Road Cross Single Way entry Box Gate should be  
Height: Box type 16' to 20' height (4' ft in each side)  
Length: Box type 4' X 4' X 50' ft length

The Box type Pillars should be covered with cotton/Flex banner and the fascia should be both sides with Flex banner. However, the design and specifications will be obtained from the Exhibition Committee.

**XIII. ERECTION OF ROAD CROSS FLAT GATES- 10 NOS**

The firm will erect road cross flat gates with wooden batten/Iron Pipe framing in different prominent placed in the district head quarter for wide publicity. The size of the road flat gate should be (height 16 to 20 ft and width should be at least 40' ft to 50 ft basis on the width of the road) .The flat Pillars should be (3 to 4 ft width and 16 to 20' ft height). The Pillars should be covered with cotton cloths and the fascia should be star flex banner. The design and specifications will be obtained from the Exhibition Committee.

**XIV. BAMBOO BARRICADING AT PARKING PALCE, MINABAZAR & OTHER PLACES**

The firm also fix for bamboo barricading of 5 feet height with three rows horizontal runners including all labor as per the requirement,

**Minimum – 3000 Running Meter ( As directed by authority)**

- XV. Selfi Points and Other Decoration 1 nos.  
XVI. Clay Idols Decoration and others at Mondei Ground  
XVII. Hydrogen Ballon ( Size- 12 Feet) 1 nos  
XVIII. Decorative Silk Flags with Iron Pole- 12'ft Height- 20 Nos, 8ft- 30 Nos

  
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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., "**Quotation for Technical Bid for Tent and 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 "**Quotation for Financial Bid Tent and allied work for Pallishree Mela-2025**" i.e., Schedule of Rates

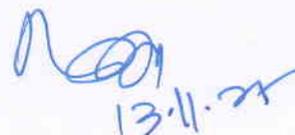
The Tender should be submitted following the terms and conditions specified here under,

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 Tent and allied 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. **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.25,500/- (Twenty five thousand five undred)** only as an EMD in shape of Demand Draft in favour of M/S Pallishree Mela, 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 Demand Draft in favour of **M/S Pallishree Mela, 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 is same then lottery system will be followed.
9. The firm should start the erection 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 **10<sup>th</sup> 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 **12<sup>th</sup> December, 2025 to 16<sup>th</sup> December, 2025** and the firm will be required to hand over in all respects on **10<sup>th</sup> December, 2025**.
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 **10<sup>th</sup> December, 2025 at 10:00 P.M.** The remaining work will be done by engaging 3<sup>rd</sup> party and the amount as claimed and agreed by the tender committee will also be deducted from this proportionate bill of the first executant.
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 one day 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 equipments like fire extinguishers through 20 nos ( 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 Dy. 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.
28. For convenience and effective delivery, the tender is to be treated as a package of services. Evaluation of the competitive bidding price will be made taking into account the total amount calculated on the entire items.

  
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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.
34. The Successful Vender/Tenderer should execute an agreement with the Dy. CEO, ORMAS, Nabarangpur after payment of 5% Security Deposit.  
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 thereof 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**

  
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## 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<br>2.Copy of PAN<br>3.Copy of Goods and Services Tax Identification Number (GSTIN) with Last Deposit Challan/VAT Clearance<br>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 1 Crore.   | 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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CDO-cum-EO

Zilla Parishad, Nabarangpur

## TECHNICAL BID

### FORMAT FOR ERECTION OF STALLS, CONTROL ROOM, OTHER TENT with 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 5 Years |             |
| 07   | Cost of Tender Papers   | Rs 6,000/-  |
| (DD No..... Date..... Name of the Bank.....) |   |             |
| 08   | EMD   | Rs.25,500/- |
| (DD No..... Date..... Name of the Bank.....) |   |             |
| 09   | Capacity to Erect No. of Stalls without Rack                                  |             |
| 10   | Capacity to Erect No. of Stalls with Rack                                     |             |
| 11   | Capacity to Erect No. of Food Stalls  |             |
| 12   | No. of Sofa Sets Available (Ordinary)   |             |
| 13   | No. of Sofa Sets Available (VVIP/VIP)   |             |
| 14   | No. of Executive Chairs Available(VIP)  |             |
| 15   | No. of Tables (Folding) Available   |             |

  
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|    |  |  |
|----|--|--|
| 16 | No. of Plastic Chairs Available  |  |
| 17 | No. of Tube Light with Fittings Available with good condition                              |  |
| 18 | No. of Ceiling Fans Available with good running condition                                  |  |
| 19 | No. of Bamboos (Full Length) Available   |  |
| 20 | No. of Working Supervisors (to be present throughout the Mela)                             |  |
| 21 | No. of Working Labours (to be present through out the Mela)                                |  |
| 22 | No. of Sound Systems (Latest model, microphone with amplifier) in good Condition Available |  |
| 23 | No. of Carpets (VIP) available   |  |
| 24 | Floor Mat (Sqr. Ft)  |  |
| 25 | Tarpaulin (Sqr. Ft)  |  |
| 26 | Shed Net (500 X 500 MT) Entire Ground  |  |

**Signature of the Proprietor with Seal**  
**Name:**  
**Address:**  
**Contact Number:**

  
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**FINANCIAL BID ( Package)**  
**FORMAT FOR ERECTION OF STALLS, CONTROL ROOM, OTHER TENT AND ALLIED**  
**WORKS FOR PALLISHREE MELA-2025**

| Sl.No. | Specifications  | No of Unit   | Total Rate for 5 Days including GST (in Rupees ) |
|--------|---|--------------|--|
| I      | 250 Stalls 10 X 10 ft. size and 30 Nos. of Stalls size 10' X 14' (As per specifications) <b>with racking (3 step racking)</b>   | 250 Nos.     |  |
| II     | Stall 10 X 10 ft. size (As per specifications) <b>without racking</b>   | 70 Nos       |  |
| III    | Stall 10 X 15 ft Size (for Food Stalls) as per specifications   | 40 No.       |  |
| IV     | Coordination Cell-cum-VIP Lounge/ Control Room as per Specifications  | 1 NO.        |  |
| V      | Bamboo barricading of 5 feet height with three rows horizontal runners.   | 5000Rmt      |  |
| VI     | <b>VIP Lawn and Audience Gallery</b><br>VVIP Sofasets-30 Nos and VIP Chairs 200 Nos . The VIP gallery( 100 ftX150ft) should cover with Red/Green carpet. 2500( Two thousand Five hundred ) plastic chairs | As in Tender |  |
| VII    | Green Room for Cultural Troupes and other utility   | As in Tender |  |
| VIII   | Main Stage Items  | As in Tender |  |
| IX     | Accommodation of Participant SHGs   | As in Tender |  |
| X      | Shed net Covering entire Ground- 500mt X 500mt  | As in Tender |  |
| XI     | <b>Pallishree Mela –cum-Mondei (double entry box gate-3 nos</b>   | As in Tender |  |
| XII    | <b>Pallishree Mela –cum- Mondei gate-3nos ( at entry of the ground, at fire station junction and at lic office junction.</b>  | As in Tender |  |
| XIII   | <b>Erection of road cross flat gates- 10 nos</b>  | As in Tender |  |
| XIV    | <b>Bamboo barricading at parking palce, minabazar &amp; other places</b>  | As in Tender |  |
| XV     | Selfi Points and Other Decoration 1 nos   | As in Tender |  |
| XVI    | Clay Idols Decoration and others at Mondei Ground   | As in Tender |  |
| XVII   | Hydrogen Ballon ( Size- 12 Feet) 1 nos  | As in Tender |  |
| XVIII  | Decorative Silk Flags with Iron Pole- 12 ft Height- 20 Nos, 8ft- 30 Nos   | As in Tender |  |

(Quoted price in Words:.....)

(Signature of the Proprietor)

Name:

Address:

Contact Number:

*[Handwritten Signature]*  
13.11.25