



ZILLAPARISHAD:NABARANGPUR
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Letter No. 221 /MS/2025

Dt. 04 /02/2026

CARRIGEDUM

In continuation to this office Quotation call notice invited vide Tender Call reference No.751 & 752 Date.31.01.2026, the following changes has been made.

Tender Call notice No.751 Date 31.01.2026

1. Miscellaneous items at page-10 is deleted and new specification of miscellaneous Items added to the tender call notice.
2. Section-05 of financial bid at page No.19 & 20 is deleted and new section-5 (Financial Bid) is added to the tender call notice.
3. Date of receiving is changed to 10.02.2026 at 3.00PM, and Date and Time for opening Tender is changed 10.02.2026 at 4.30 PM.

Tender Call notice No. 752 Date 31.01.2026

- Specification for Light & Sound at Page-1 is deleted and new specification is added to the tender notice.
2. Date of receiving is changed to on date 10.02.2026 at 3.00PM, and Date and Time for opening Tender is changed 10.02.2026 at 4.30 PM.


CDO-cum-EO, ZP
Nabarangpur



ZILLAPARISHAD:NABARANGPUR
Mission Shakti Department, Govt. of Odisha
Zilla Parishad Campus, Nabarangpur, Odisha-764059.
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Date: 31.01.2026

Letter No: 751

QUOTATION CALL NOTICE WITH NORMS & CONDITION
For TENTAGE AND ALLIED WORKS FOR Subhadra Shakti Mela-2026

Sealed quotation are to be invited from potential Tent houses, Suppliers to take up the below works (Package) for conducting of Subhadra Shakti Mela-2026 at Police Grund, Nabarangpur, from 22st to 28th February,2026

Tender Value

Estimated Tender Value	Rs.26,30,000/- (Twenty six Lakhs thirty thousand only (Including GST))
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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, Gates & LED TV 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 Subhadra Shakti Mela-2026 at Police Ground, Nabarangpur, from 22st to 28th February,2026

THE DETAILS AND SCOPE OF DIFFERENT WORKS

I) **Detailed Technical Specification of the Works is as follows:**

A. **Construction of Stalls:** 90 stalls will be constructed. The details of stall specifications are given below:

Sn.	Particulars	Stall Specification
1	Structure	Bamboo/ Iron Structure (with Anti Fire Chemical Treatment), Size of each stall – 10' X 10' with tarpaulin water proof roofing. Minimum 3 ft front projection need to be maintained in each stall. Height of the stall will be Minimum 10 ft from ceiling to platform level.
2	Flooring	The ground covering with new synthetic carpet matting in entire stall area.
3	Ceiling & Wall	Three sides including partition walls of stall will be covered with maroon new cloth. Backside outer wall will be covered with tarpaulin and G.I. Sheets (22 Gage Corrugated Sheet). Height will be minimum 9ft. The GI Sheets shall be fixed horizontally supported with wooden bellies.(All New Maroon Cotton Clothes To Be Used). The stalls located within the blocks need to be separated with thin sheets especially backside of each stalls. Proper arrangement of this need to be ensured to avoid any theft during the night time.

Sn.	Particulars	Stall Specification
4	Racks	Three tire Iron racks. The shelf of the racks will be of size 1'.6" X 10'Ft (Surface size 18 feet ply or wooden or thin sheet can be fixed for product display on the rack) with the first layer fixed at a height of 2'6" & covered with Ply or wooden plank as well as new white cloths. The space of below racks will be used for storage of goods. All the three racks should be covered with surface ply or thin sheet as well as white cloth.
5	Fascia	An Iron Frame for Running Facia will be Constructed [10ft. X 4 ft.]. The facia will be covered with black back front-lit good quality of flex [10ft. X 4 ft. mounting]. A running white cloth jhallar of 1' width will be putted in the front side, below to the facia frame. One beam will be added below the facia (in both odia and English language). Flex facia will be printed by the agency/firm/ decorator as per the design given by ORMAS.
6	Cutout	Ply with flex wooden batten Size -3ft X 4 ft.
7	Furniture	Front counter table/ Display table in wooden batten and planks / steel table size 8' x 2' X 3' height. A batten frame & Ply with the thickness of at least 6 mm Ply size of 8 X 3 to be fixed in front of each display table for branding purpose. The table needs to be wrapped with new white cotton cloth. Plastic molded Chair -2 nos to be supplied to each stall.
8	Electric Fittings	15 Walt/ LED Light - 2no. should be connected with the generator this two light will only be used during power failure & on/off switch for use in night time after closing, Ceiling Fan-1 no. connected with an on/off switch in each stall. 1 no. of 5 Amp Plug Point, if required. In addition to these 4nos Tube lights will be fixed in the ceiling. One ceiling fan will be fixed in the centre of the stall. Two more LED Bulb (20 Walt) or Campa focusing light will be available in each stall. These lights along with fan will be connected to regular electricity connection. On & off switch need to be connected with ceiling fan and one 5 MPR pug point need to be fixed in between two stalls for mobile phone Charging purpose.
9	Numbering of Stall	All stalls should be numbered with vinyl pasted sun board. Each number plate should have both English and Odia numerical numbers, the stall no will be hang in each stall below to the front projection. Vinyl name plate mentioning state's name should pasted on each stall.
10	Closures	Front cloth drops/screens. Daily putting up and off of the same is the responsibility of the bidder.
11	Anti-Fire Chemical Treatment	The materials (like clothes, electrical joint junction points & other inflammable materials), to be used for construction of stalls, should be treated with fire repellent chemical.

B. Coordination Cell -Cum-VIP Lounge: One Coordination Cell –Cum- VIP Lounge to Be Constructed *(Only new cotton clothes should be used)*. The bidder has to be quoted as a package against the detail specifications given below:-

Sn.	Particulars	Work Specifications
1	Structure	Artistic 3D structured house as per approved event wise design attached at Annexure A with following the technical specification and other materials (Ply, Thermocol, Palster of paris) may be used to get original 3D Effect.
2	Size	30 ft X 30 ft.
3	Ceiling & Wall	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 5 individual rooms (with partition in ply) of different sizes to be used as office-cum-registration counter, conference hall, VIP lounge, Pantry-cum-store and Doctor's & CCTV Room with the ply partitions. Decoration will be made with Tribal Painting and hanging equipments. VIP lounge should be properly furnished. One washbasin with water facility and proper sewerage should be installed in the pantry room.
4	Counter	One long table covered with new cotton cloth will be fixed in the office room. Two windows of minimum size 5' X 4' will be on the wall of office room towards the counter.
5	Flooring	Wooden Plank Platform Of 1' Height & Full Floor Synthetic Matting.
6	Furniture	Front office counter table either in ply wood/steel tables with attractive shapes- 3 no., 10 no. of revolving cushion chairs, 4 sets of new Dunlop sofa set for VVIPs (for 16 persons), 4 no. of new center table of low height, 10 no. of glasses with cover, 4 no. of waste bin basket, 15 no. of plastic moulded chairs, one new steel almirah with key, one water filter and two steel tables for pantry room & two standard table for computer operation. (Requirements as need basis).
7	Electric Fittings	Tube/LED 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- appliqué lamp will be covered outside of the control room. Ten nos of LED light (30 Walt) will be fixed inside the coordination cell and those will be connected to generator/ Power back-up Requirements as need basis).
8	Sound System	One audio DVD/CD player and one microphone with amplifier for public announcement. The speakers be fitted in each stall block as well as food court area, entire and exit gate. The announcement from the coordination cell should reach to each and every stalls of the entire ground.
9	Closures	Two wooden frame ply fitted door shall be fitted in the main entrance of the Coordination Cell for night closing. The Coordination cell should have two doors each door should be aluminum glass sliding railing door of size at least 4ft width. These doors should have the provision of closing in night times

10	Refrigerator and Tea Coffee maker	<p>A 165-liter refrigerator offers ample storage space and typically features a double-door design with a dedicated freezer compartment, ensuring better organization and easy access to frequently used items. Additionally, it may include a fast ice-making tray, an anti-bacterial gasket to prevent mold growth, and energy-saving technology that meets modern energy standards, often achieving a 3 to 4-star energy rating.</p> <p>The Tea-coffee vending machine offers a wide selection of hot beverages, allowing enjoying rich black coffee, frothy cappuccino and soothing premix tea with just the touch of a button. Its feather touch buttons make beverage dispensing effortless. Additionally, the machine provides dual water supply options—bubble top and pump—ensuring flexibility and a steady source of water for all your beverage needs.</p>
11	Bio-Toilet	The stainless steel / FRP / Insulated VIP bio-toilet is a premium sanitation solution designed to offer durability, hygiene, and environmental sustainability. Constructed from high-grade stainless steel, this bio-toilet is resistant to corrosion, rust, and wear, ensuring long-lasting performance even in harsh conditions. The robust design makes it suitable for use in high-traffic areas such as public parks, event venues, construction sites, and remote locations.
12	Flower Decoration	Flower Vase with Sufficient Live flower decoration at the entrance and exit and other places, Live flower pots at the four sides of the Coordination Cell with thermo cool lettering and thermo cool panels at the entrance (written in English & Odia).
13	A. C provision	There should be provision for Air Condition fitting in the control room (VIP lounge) of 15' X 20' size and in that case the VIP lounge should be prepared with Ply with wooden batten frame and cloth covering. Temporary door should be fitted with the control room. 2 numbers of 4 ton tower AC should be fitted.
14	Anti Fire Chemical Treatment	The materials (like clothes & other inflammable materials), to be used for construction of Coordination Cell-Cum-VIP Lounge, should be treated with fire repellent chemical.

C. Gates: The main entrance gate (One) is to be done as per category B. The other (Seven) gates are to be made as per specification in *Category A*. Specifications are as follows:

Sn.	Particulars	Category – A (Flex Box gate)	Category – B (3D Design gate)
a	Structure	Bamboo Structure, Wooden Batten framing, box type structure.	Artistic 3D structured gates as per approved design will be provided by the authority. with following the technical specification and other materials (Ply, Thermocool, Plaster of Paris) may be used to get original 3D Effect.
b	Size	Pillars height will be of 12' to 14' with 16' cleared width between the pillars, length 25' and width of pillar will be 4' all around.	Pillars height will be of 12' to 14' with 16' cleared width between the pillars, length 25' and width of pillar will be 4' all around.

Sn.	Particulars	Category – A (Flex Box gate)	Category – B (3D Design gate)
c	Covering	Gate should be erected with batten framing, flex with design work as per approved design.	Gates should be fabricated with ply, batten frame, plaster of paris with thermo cool sculptures etc. design work as per approved design.
d	Lighting	Sufficient lighting arrangement with metal light.	Sufficient lighting arrangement with metal light.
e	Flowering	Live flower chains will be put in the gates and the same should be changed twice during the event.	Live flower chains will be put in the gates and the same should be changed twice during the event.
f	Anti Fire Chemical Treatment	The materials (like clothes & other inflammable materials), to be used for erection of gates, should be treated with fire repellent chemical.	The materials (like clothes & other inflammable materials), to be used for erection of gates, should be treated with fire repellent chemical.

D. **Decorative Wall:** Decorative wall of batten framing, hessian cloth mounting and paintings be done geru with jhotichita, soura and tribal painting for side walling.

E. **STAGE:** One open stage shall be erected and decorated in the exhibition ground for meeting / evening cultural shows during the exhibition. The bidder has to be quoted as a package against the detail specifications given below:

Structure	Iron fabricated structure 40' X 30' size & height from ground surface 5' -with plywood floor of 19 mm thickness ply as per approved event wise design to be supplied by CDO-cum-EO, ZP Nabarangpur on 4th Dec, 2024. with following the technical specification and other materials [Truss (no bamboo), Ply, Thermocol, Plaster of paris] may be used to get original 3D Effect. One no. of Ramp on one side of the stage and one ramp on the front (20' X 12') for the fashion show. Two Risers for Photography and Videography on front side of the stage.
Flooring	The entire floor of the stage shall be covered with new synthetic carpet of fine quality.
Back Drop	Artistic 3D structured stage as per approved design with following the technical specification and other materials (Ply, Thermocol, Plaster of paris) may be used to get original 3D Effect. Size of background will be 50' x 20' with back side black cloth masking. Live flower chains will be hanged from top to bottom properly (Daily Change of flowers).
Lettering	Thermo cool lettering of 1.6' height to 0.6' will be prepared with the event name (Written matters will be finalized by the in charge) mentioned and fixed properly at the center of the back drop.
Side Wings	6 no. of side wings with a size of (9' X 4') made of flex sheets fitted on a wooden framework with artistic 3D design and properly fixed on both sides of the stage.

Both side stair case	Fabricated stair case will be erected both side of the stage. A minimum 8' width space will be separated by the brass pole & chains for reaching to the stage. The entire step will also be covered with the same unitex carpets.
Flower Plant pots	Minimum 100 nos. of live flower plant pots with maximum height of 2 ft. (including pot) will be kept covering the 3 side of the stage.
Barricading	3' height fabricated barricade will be made around the stage for the entry of VIPs.
Furniture	12 no. of VVIP Chairs with white towels, 4 no. of Center Tables, Table Cloth, 12 no. Good quality borosil glasses with covers, Plastic name plates – 12 no. 2 no. of Flower vase with live flower sticks, Turkish towels on the VVIP Chairs, one speech podium, Brass Deepam (2'.6" height) with inaugural materials etc. will be provided on the meeting days.
Green Room	Superstructure with bamboo, Ballha&Traplin cover for green rooms shall be made on back side of the stage having good arrangements for sitting and with provision of following items in each green room with as per details given below:- 1. 1 no. of VIP green room with proper participation for use by male and female artist <ul style="list-style-type: none"> • 20 X 20 ft room for VIP • 2 ton stand AC in each room • Sofa seater (3 +1+1) with center table in each room • Banquet Chair 4 nos. • Mirror with makeup lights. • Sufficient nos. of plastic chairs. • Red carpeting in each room 2. 1 no. of normal green room with proper partition for use by male and female artist <ul style="list-style-type: none"> • 30 X 30 ft room with partition for use by male and female • Mirror with makeup lights in each room • Sufficient nos. of plastic chairs in each room Proper net carpeting
Overall Supervision	Cleaning, Sweeping & keeping ready of all equipments on stage before commencing of Cultural events on all the cultural nights is the complete responsibility of the contractor.
Anti Fire Chemical Treatment	The materials (like clothes & other inflammable materials), to be used for construction of stage, should be treated with fire repellent chemical.

THE BIDDER HAVE TO PRESENT THE DESIGN OF STAGE DURING OPENING PERIOD BEFORE THE COMMITTEE.

- F. SITTING ARRANGEMENT IN FRONT OF THE STAGE:THE MINIMUM DISTANCE OF 15 FEET FROM STAGE TO AUDITORIUM WILL BE MAINTAINED. THE AGENCY HAS TO QUOTE IT AS A PACKAGE. SPECIFICATIONS ARE AS FOLLOWS:

Chair	One thousand five hundred (1500) no. of plastic moulded chairs, 12 no. of steel double sofa with white cover, 4 single sofa with white cover, 6 numbers of teapoy with white cover
Barricading	Three feet (3') height fabricated barricade will be made in the two sides of audience sitting area.
Matting	Green net matting in sitting area.



G. Theme Stall: (Show case of Rural Products)

01 (one no.) theme stall need to be installed as per the design to be given by ORMAS for awareness & display of the various achievements & success stories of SUBHADRA SHAKTI.

Shape : Square (as per design approved)
Structure : Bamboo & Cloth Structure
Size : 20' X 20' X 14' (height with fascia)
Facia : 4' height, cloth stretched tightly and fixed with a wooden batten frame on the four side top of the stall, running jhallar placed at the bottom of the fascia.
Flooring : 6" wooden platform with Full floor carpeting
Ceiling : Tarpaulin water proof roofing and white cloth ceiling properly stretched.
Barricading : 4' height bamboo barricade covered with cloth on all sides of the stall.
Electric Fitting : 8 no. of Tube light, 4 no. of campa light fitted with the four corner poles, one ceiling fan with on/off switch arrangement
32 nos. of pedestal for keeping products of different sizes

H. Live Demonstration Mandap: Live Demonstration Mandap will be constructed in one particular place inside the exhibition ground as per approved event wise design to be given by ORMAS, with following the technical specification and other materials (Ply, Thermocol, Palster of paris) may be used to get original 3D Effect. On the Mandap some live demonstration activities will be performed by the artisan. The bidder has to quote his lowest possible price for such a Mandap; where (minimum three) as per the specifications mentioned below:

Shape : Hexagonal
Structure : Bamboo & Cloth Structure
Size : 20' X 15X14
Facia : 4' height, cloth stretched tightly and fixed with a wooden batten frame on the four side top of the stall, running jhallar placed at the bottom of the fascia.
Flooring : 2 ft. height wooden platform with Full floor carpeting.
Ceiling : Tarpaulin water proof roofing and white cloth ceiling properly stretched.
Barricading : 4' height bamboo barricade covered with cloth on all sides of the stall.
Electric Fitting : 8 no. of Tube light, 4 no. of campa light fitted with the four corner poles, one ceiling fan with on/off switch arrangement.

I. Selfie Point: -There will be one Selfie Points in mela ground with following the technical specification and other materials (Ply, Thermocol, Plaster of Paris) may be used to get original 3D Effect. Design must be approved by the competent authority.

J. Ground Electrification: The below mentioned items are taken as a package which shall be supplied by the bidder for the event. The quantities of the items are statutory /fixed in the package. The Mela Ground should be proper illuminated. The package includes the below mentioned items and concealed wiring to all lights and sound equipment's.

- a. Main Switch Board/Panel Board up to 250 KW electric load with cabling & wiring.
- b. Adequate speakers shall be fitted in the exhibition premises for surround Sound
- c. 30 no. of Halogen Light (500 watt) along with wiring/ fitting poles
- d. 50 no. of Halogen Light (1000 watt) along with wiring/fitting poles

- e. 45 no. of white Halogen light along with wiring /fitting poles.
- f. 15 no. of flood lights shall be fitted in and around back side of the stalls for security purpose.
- g. 100 no. Globe lights/ Garden Lights with stand (3' height) with wiring.
- h. 100 no. Appliqué hanging lampshades along with bulb fittings and wiring. The appliqué lamp sheds will be placed at the branches of big trees inside the exhibition premises/closed to the premises.
- i. 10,000 Tuni running lights will be fitted at the required places.
- j. Sufficient ambience light should be done.
- k. Sufficient Round Lamp lights should be used for the entire ground.
- l. It may increase/decrease as per requirement.

K. Generators: Generator sets with required fuel shall be provided by the bidder for the entire exhibition period. The bidder should always be prepared for uninterrupted power supply for the exhibition. The generator circuit should be connected with two Tube lights of each stall, few ground lights, control room and public announcement system. The requirement of generator sets will be of 125KVA (for entire ground).

L. Food Court: The below mentioned items for construction Food Stall & Kitchen Shed and Dining Area Management for food court

A) FOOD STALL (30 NOS. ALONG WITH KITCHEN SHED):

Sn.	Particulars	Specifications
1	Structure	a. Food Stall –Pagoda Style Size of Each Stall – 10' X 12' With Tarpaulin Water Proof Roofing. b. Kitchen Shed: Bamboo and balla structure, tin roofing and tin walling of size 10' x 20' each to be erected in the back side of the food stall.
2	Flooring	Wooden plank platform of 6" height from the ground covering with synthetic matting in entire stall area.
3	Ceiling & Wall	Three sides including partition walls of stall will be covered with white cloth. Backside outer wall will be covered with tarpaulin and G.I. Sheets (22 Gage corrugated sheet). The GI Sheets shall be fixed horizontally supported with wooden bellies. (all new white cotton clothes to be used)
4	Racks	Three tire racks, if required. 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	Facia	A wooden batten frame for Running Facia will be erected. The frame will have 2' front projection & 4' height. The facia will be covered with cloth. A running white cloth jhallar of 1' width will be put in the front side, below to the fascia frame.
6	Furniture	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.
7	Electric Fittings	Tube Light – 3 no. (2 number of 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. 1 no. of 5 Amp Plug Point, if

Sn.	Particulars	Specifications
		required.
9	Closures	Front Cloth Drops/Screens Daily to be done
10	Anti Fire Chemical Treatment	The materials (like clothes & other inflammable materials), to be used for erection of food court- Food Stall along with Kitchen shed, should be treated with fire repellent chemical.

b) Dining area:

Sn.	Particulars	Specifications
1	Size	The size of the dining area will be of 70' X 30'
2	Flooring	Orange colour net carpet
3	Furniture	Fifteen (15) numbers of round table with frill and cover, hundred (60) numbers of banquet chair with white cover,
4	Barricading	Decorative Bamboo truss barricading of 3' height with green colour painting to be erected around the dining area with entry and exit passage.
5	Dustbin	Sufficient (a minimum of 20 numbers big size) dustbin to be provided in dining area.

M. Net Carpeting:

New net carpeting to be used in the open space area of the mela ground for dust free, the selected bidder has to ensure the use of new net carpet and daily maintenance of the same during the mela period.

N. Parking Area Barricading:

Barricading is to be done in the outer area of the stall for parking of vehicle Running 500 Feet with sufficient light as per requirement.

O. 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.

P. Hydrogen Ballon (Size-12 Feet) 1 Pc.

Q. Subhadra Didi Mascot 2 Pc.

R. Fire Extinguishers 20nos(3kg Capacity)

- s. **Miscellaneous Items:** Besides works from item no. A to no.L following items may be required as per need. Bidder is to quote their unit price in quotation part for supply of the same as per the indent.

S. N.	Items	Qty. required
1	Bed Set (Bed & Pillow with Cover)	100 pcs.
2	Durry (15' X 15') Sq Ft	20 pcs.
3	Iron framing & Installation of Flex for Facia 20X4 Sq Ft	60 Pcs
4	Iron framing & Installation of Flex for Stall Inner Branding 10 X 5 Sq Ft	360 Pcs
5	Iron framing & Installation of Flex for Stall Table Branding 10 X 5 Sq Ft	120 Pcs
6	Iron framing & Installation of Flex for Standee 3X6 Sq Ft	80 Pcs
7	Iron framing & Installation of Flex for Hoarding 12X8 Sq Ft	10Pcs
8	Stage background in black cloth masking	1000 sqr ft.
9	Dustbin- 3 ft height	30 pcs.
10	Decorative Flower / Plant Pot	50 pcs.
11	Soundless pedestal fan	12 pcs.
12	Red carpet (synthetic)	1000 sqr ft

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



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 Subhadra Shakti Mela-2026".

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 Subhadra Shakti Mela-2026" 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 Subhadra Shakti Mela-2026".
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 CDO-cum-EO , Zilla Parishad , Nabarangpur - 764059 through Registered post / Speed Post/Courier only during official hours on or before 10.02.2026 25 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. 10.02.2026 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.26,300/- (Twenty six thousand three hundred) only as an EMD in shape of Demand Draft in favour of CDO-cum-EO,ZP 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 CDO-cum-EO , Zilla Parishad , 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 MISSION SHAKTI, 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 CDO-cum-EO , Zilla Parishad , 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 **20th February, 2026**.
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 Subhadra Shakti Mela-2026.
13. The **Subhadra Shakti Mela-2026** will be held from **22nd February, 2026 to 28th February, 2026** and the firm will be required to hand over in all respects on **20th February, 2026** .
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 **20th February, 2026 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 executant.
17. The duration of the exhibition will be for 7 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 before 15 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 **CDO-cum-EO , Zilla Parishad , 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 up keep and maintenance of the entire work done by him till the closing of the exhibition. District Administration 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.
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 CDO-cum-EO , Zilla Parishad , Nabarangpur, 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, Subhadra Shakti 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



SECTION: 4
TECHNICAL BID SUBMISSION FORMS

TECH -1
COVERING LETTER
(ON BIDDERS LETTER HEAD)

[Location, Date]

To:
The Chief Development Officer – cum- Executive Officer
ZillaParishad, Nabarangpur, 764059

Sub: Tentage& Allied Works for Subhadra Shakti Mela-2026 [TECHNICAL BID]

Dear Sir,

I, the undersigned, offer to participate in the selection process for _____
in accordance with your Short Tender Call Notice No.: _____,
dated _____. We are hereby submitting our Bid, which includes Technical Bid and
Financial Bid (separately).

I hereby declare that all the information and statements made in this Technical Bid and Financial Bid are true and correct and I accept that any misinterpretation contained in it may lead to disqualification of our Bid. I confirm that this Bid will remain binding upon us and may be accepted by you at any time before the validity of the bid.

I hereby unconditionally undertake to accept all the terms and conditions as stipulated in the SHORT TENDER CALL NOTICE document. In case any provision of this SHORT TENDER CALL NOTICE are found violated, then your department shall without prejudice to any other right or remedy be at liberty to reject our Bid including forfeiture of the full said earnest money deposit absolutely.

I remain,

Yours faithfully,

Authorized Signatory with Date and Seal:

Name and Designation: _____

Address of the Bidder: _____



TECH -2
Bidder's Organisation (General Details)

Sl No.	Description	Full Details
1	Name of the Bidder	
2	Address for communication: Tel : Fax: Email id :	
3	Name of the authorized person signing & submitting the bid on behalf of the Bidder: Mobile No. : Email id :	
4	Registration / Incorporation Details Registration No: Date & Year. :	
5	Local office in Nabarangpur If Yes, Please furnish contact details	Yes / No
6	Bid Processing Fee Details Amount : BC/DD No. : Date: Name of the Bank:	
7	EMD Details Amount : BC/DD No.: Date: Name of the Bank:	
8	PAN Number	
9	Goods and Services Tax Identification Number (GSTIN)	
10	Willing to carry out the assignment as per the scope of work of the TENDER CALL NOTICE	YES/No
11	Accept all the terms and conditions as specified in the TENDER CALL NOTICE	YES/No

Authorized Signatory [In full and initials]: _____

Name and Designation with Date and Seal: _____



TECH -3
Bidder Organisation (Financial Details)

Financial Information in INR			
Details	FY 2022-23	FY 2023-24	FY 2024-25
Turnover from Event Management Services Services(in Cr)			
<i>Supporting Documents:</i> Audited certified financial statements for the last three FYs (2021-22, 2022-23& 2023-24) (Submission of copies of Income & Expenditure Statement and Balance Sheet for the respective financial years is mandatory along with this form). Provisional Audit report for any of the FYs is not acceptable. <i>Filled in information in this format must have to be jointly certified and sealed by the CA and the authorized representative of the bidder and to be furnished in original along with the technical Bid failing which the Bid will be out rightly rejected. No scanned copy will be entertained.</i>			

Signature and Seal of the Chartered Accountant with Date in original (with Membership No. on his seal)

Authorized Signatory [In full initials with Date and Seal]: _____

Communication Address of the Bidder: _____

[NB: No Scanned Signature will be entertained]

TECH - 4

(BIDDER'S PAST EXPERIENCE DETAILS)

**Table -1 (List of 5 completed assignments only of similar nature during last 3 years)
(FY 2022-23,2023-24, 2024-25, 2025-26)**

Sl. no.	Period	Name of the Assignment with details there of	Name of the Client with complete address	*Contract Value (in INR) and Duration in Month	Date of Award / Commencement of assignment	Date of Completion of assignment	Remarks if any
A	B	C	D	E	F	G	H
1							
2							
3							
4							
5							

Note: Bidders are requested to furnish the list of the assignments undertaken during the last 3 Financial Years (22-23, 23-24, 202-25 & 2025-26) as per the above prescribed format only. Information not conforming to the above format will be treated as non-responsive. Copies of the Work order / Contract Document / Completion Certificate from the previous Clients need to be furnished along with the above information. Bidders are requested to attach at least 5 best photographs of their creative from each assignment. Minimum one number of completed assignments required during above to qualify technical bid.

Authorized Signatory [In full initials with Date and Seal]: _____

Communication Address of the Bidder: _____



TECH - 5

FORMAT FOR AFFIDAVIT CERTIFYING THAT BIDDER IS NOT BLACKLISTED

Affidavit

I M/s., (the name of the Bidder and addresses of the registered office) hereby certify and confirm that we or any of our promoter/s/ chief executive officer/ directors/managers are not barred or blacklisted by any government or government instrumentality or public sector in India or in any other jurisdiction to which we or our Affiliates belong or in which we or our Affiliates conduct business from participating in any project or being awarded any contract, either individually or as member of a consortium and no such bar or blacklisting subsists as on the Proposal Due Date.

We further confirm that we are aware our interest for the work of ORMAS would be liable for rejection in case any material misrepresentation is made or discovered with regard to the requirements of this tender at any stage of selection and/or thereafter during the term of the Contract.

Dated thisDay of, 2026

Authorized Signatory [In full and initials]: _____

Name and Designation with Date and Seal: _____

Signature: _____



SECTION: 5
FINANCIAL BID SUBMISSION FORMS
FIN-1 COVERING LETTER (In Bidders Letter Head)

[Location, Date]

To,

The Chief Development Officer – cum- Executive Officer
Zilla Parishad, Nabarangpur, 764059

Sub: Submission of Financial Bid for Tentage & Allied Works for Subhadra Shakti Mela .

Sir,

I, the undersigned, offer to provide the consulting services for [Insert title of assignment] in accordance with your Tender Call Notice No. _____, Dated: _____. Our attached Financial Bid is for the sum of [Insert amount(s) in words and figures]. This amount is inclusive of the taxes applicable as per GST Act. I do hereby undertake that, in the event of acceptance of our bid, the services shall be provided in respect to the terms and conditions as stipulated in the TENDER CALL NOTICE document. Items wise rate as per format given in the TENDER CALL NOTICE documents are given below:

A- TENTAGE & ALLIED WORKS

Sr.	Item	Category	Unit	Cost per unit	Required Qty. in units	Total Amount [in Rs.] Excluding GST
			Per Stall		120 stall	
A	Construction of stalls		Per Stall		120 stall	
B	Coordination Cell -Cum-VIP Lounge	Single package	Per package		1	
C	Gates	Category – A (Entry)	Per Gate		7 Nos	
		Category – B) (Exit)	Per Gate		1Nos	
D	Decorative Wall		Per Sq. ft.		1000sqr ft.	
E	Stage	Single package	Per package		1	
F	Sitting arrangement in front of the stage	Single package	Per package		1	
G	Theme Stall (Marketing & livelihood)	Single package	Per package		1	
H	Live Demonstration Mandap	Single package	Per mandap		1 no.	
I	Selfie Point	Single Package	Per package		1	
J	Ground Electrification	Single package	Per package		1	
K	Generators	Single package	Per package		1	
L	Food Court	Single package	Per package		1	
M	Net Carpeting		Per Sq ft		5100	
N	Barricading (bamboo)		Running ft.		500 ft	
O	LED TV with Trash (Live Telecast)		Sq ft		492 Sq ft	
P	Hydrogen Ballon (Size-12 Feet) .		Pc		1 PC	
Q	Subhadra Didi Mascot		Pc		2 PC	
R	Fire Extinguishers (3kg Capacity)		Pc		20 PC	
	SUB-TOTAL (A TO R)					
	ADD GST					
	TOTAL					



B. MISCELLANEOUS ITEMS

S. N.	Items	REMARKS	Qty. required	Cost per unit	Total Amount [in Rs.] Excluding GST
1	Bed Set (Bed & Pillow with Cover)		100 pcs.		
2	Durry (15' X 15') Sq Ft		20 pcs.		
3	Iron framing & Installation of Flex for Facia 20X4 Sq Ft	(FLEX WILL BE PROVIDED BY THE OFFICE THE AGENCY WILL PREPARE FRAME, PASTE FLEX AND INSTALL)	60 Pcs.		
4	Iron framing & Installation of Flex for Stall Inner Branding 10 X 5 Sq Ft		360 Pcs.		
5	Iron framing & Installation of Flex for Stall Table Branding 10 X 5 Sq Ft		120 Pcs.		
6	Iron framing & Installation of Flex for Standee 3X6 Sq Ft		80 Pcs.		
7	Iron framing & Installation of Flex for Hoarding 12X8 Sq Ft		10Pcs.		
8	Stage background in black cloth masking		1000 sq ft.		
9	Dustbin- 3 ft height		30 pcs.		
10	Decorative Flower / Plant Pot		50 pcs.		
11	Soundless pedestal fan		12 pcs.		
12	Red carpet (synthetic)		1000 sq ft		
	SUB-TOTAL (1 TO 12)				
	ADD GST				
	TOTAL				
	GROSS TOTAL (A + B)				

(Rupees _____) only

I have carefully read and understood the terms and conditions of the TENDER CALL NOTICE and do hereby undertake to provide the service accordingly. I understand that you are not bound to accept any Bid you receive.

Yours faithfully,

Authorized Signatory [In full and initials]:

Name and Designation of Signatory with Date and Seal:

Address of the Bidder:



SECTION - 6

ANNEXURE-A

BID SUBMISSION CHECK LIST

S/no	Description	Submitted (Yes/No)	Page No.
TECHNICAL BID			
(PART - A)(ORIGINAL)			
1	Filled in Bid Submission Check List (ANNEXURE-I)		
2	Covering Letter (TECH A -1)		
3	Tender Paper cost of Rs. 6,000/- (date of deposit/transfer)		
4	EMD of Rs. 26,30,000/- (date of deposit/transfer)		
5	Copy of Certificate of Incorporation / Registration of the Bidder		
6	Copy of PAN		
7	Copy of Goods and Services Tax Identification Number (GSTIN)		
8	GST clearance in GST 3B Form		
9	General Details of the Bidder (TECH - 2)		
10	Financial details of the bidder (TECH - 3) along with all the supportive documents such as copies of Income-Expenditure Statement and Balance Sheet for the concerned period		
11	List of completed assignments of similar nature (Past Experience Details) (TECH - 4) along with the copies of work orders for the respective assignments		
12	Undertaking for not have been black-listed by any Central / State Government/any Autonomous bodies during its business career. (Tech-5)		
13	Copy of the Electrical License / Contractor hired by the bidder		
FINANCIAL BID			
1	Covering Letter (FIN-1)		

Undertaking:

- All the information have been submitted as per the prescribed format and procedure.
- All pages of the Bid have been sealed and signed by the authorized representative.

Authorized Signatory [In full and initials]: _____

Name and Designation with Date and Seal: _____

Signature: _____

