



OFFICE OF THE ZILLA PARISHAD: KORAPUT

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EXPRESSION OF INTEREST (EOI)

Expression of Interest (EOI) is invited by CDO-cum-EO, Zilla Parishad, Koraput from intending bidders/ registered firms for Tent Allied Works for Pallishree Mela during PARAB-2022 from 17th to 21st December 2022(5 days) at Govt. College Ground, Landiguda, Koraput.

Name of Work	Tender Document fee	Estimated Cost for Five day	Earnest Money Deposit (EMD)	Last Date of Receiving sealed Quotation bids	Date of Quotation Opening (Technical Bid)
1. 3 step Rack Stall 2. Plain stall 3. Control Room 4. Main Gate	Rs. 1000/-/- (In favour of CDO-cum-EO, ZP Koraput)	Rs. 18,00,000/- (Approx.)	Rs. 20,000/- (In favour of CDO-cum-EO, ZP Koraput)	24.11.2022 11/ 5.30 P.M.	25.11.2022 4 P.M.

1. A set of tender quotation document can be purchased from Office of the ORMAS, Koraput(Zilla Parishad, Koraput, Main Road, Koraput,) In front of Koraput Municipality on any working day from 17.11.2022 between 10.00 AM to 05.30 PM of 23.11.2022 at a non-refundable tender fee of Rs. 1,000/- (Rupees One Thousand only).
2. Tender quotation document can also be downloaded from 'Tenders' link of the District Headquarters website www.koraput.nic.in and may be submitted along with above prescribed tender form fee by stipulated date & time. In case, tender documents are downloaded from website cost of tender documents i.e. Rs. 1,000/- shall be deposited along with E.M.D in favour of CDO-cum-EO, ZP Koraput(Bank Draft any Nationalize Bank) & Money Receipt.
3. Bidders are required to submit the technical and financial bids separately. The bids in sealed Cover-I containing "Technical Bid" and sealed Cover-II containing "Financial Bid" should be placed in third sealed cover super-scribed "Bid for Tent Allied Works for Pallishree Mela during PARAB-2022 for ORMAS, Zilla Parishad, Koraput" must reach the undersigned on or before 24.11.2022 till 05:30PM by Speed Post/ Regd. Post/ Courier and by self-drop at ORMAS office only and the same will be opened on 25.11.2022 at 4 PM in presence of the quotationers or their authorized representatives in the same office.
4. The bid documents containing eligibility criteria and detail terms and conditions of the

5. Payment will be made only after successful completion of the work and no request for advance will be entertained. The above described work may be modified during execution if felt necessary (apart from other work) and the firm should be accommodative to these minor charges and the cost will be paid as Pallishree Mela-2019 approved rate only.
6. All work should be completed by 16th of December 2022 by 8 Pm and handed over to Exhibition committee. The quotation finalization authorities have the right to bifurcate and give the work to one or more firms if felt necessary and cancel the tender without giving any reasons thereof.
7. All prices should be quoted inclusive of all taxes and transportation cost.
8. Any deviation against specification (Poor quality/ Non-performance may attract deduction from payment proportionately.
9. All the materials installed during the mela have to be looked after by the successful bidder and none will be held responsible for any case of theft or damage to the materials.
10. The insurance coverage for Tent Allied Works accident during mela must be borne by the bidders for loss of life and properties.

Provision of Appliances. Fitting and Maintenance the firms will quote total rates for five days from 17th to 21st December 2022

- Plain Stalls of 10ft X 10ft size including all fitting, fixing of materials and labour etc
- 3 Step Rack Stalls of 10ft X 10ft size including all fitting, fixing of materials and labour etc.
- Stalls with Table. Chair, Mat and 3 steps racking along with front drop.
- Each stall should have 1 no of table and 2 no of chairs.
- The cloth decoration should be bright identical colors with 3ft wide border at top (vertically of the stalls.)(Markin cotton new cloth)
- Rate of entrance box gate along with design may be quoted.
- Rate for erection of 40" X 30" Control Room along with wood batten and new cloth and full furnishing may be quoted.(Almirah, Flore green mat, flower vase, computer table, 10 no of cushion chairs, 2 no of Sofa set, water filter etc.)

Complete address for submission of bid:

The Dy.CEO, ORMAS, Koraput (CDO-cum-EO, ZP Office), Main Road, (In front of Koraput Municipality, Koraput - 764020

The Authority reserves every right to reject any or all the Tender without assigning any reason thereof.


CDO-cum-EO

Zilla Parishad, Koraput

Tender Quotation for Tent Allied Works (Erecting of Rack Stall, Plain Stall, Control Room and Main Gate) for Pallishree Mela during PARAB-2022 from 17th to 21st December 2022(5 days) at Govt. College Ground, Landiguda, Koraput

Tenderers are requested to read the tender document carefully including its terms and conditions, procedures to fill the tender form and tender assessment criteria.

ELIGIBILITY CRITERIA

1. **STATUTORY REGISTRATIONS:** The tenderer must have valid PAN No. And GST No. Photocopy of PAN Card of the Firm/Dealer/Proprietor and Up to date GST clearance certificate is to be submitted with the technical bid. Original Tender Document duly signed with seal of the firm on each page in token of acceptance of the terms and conditions of tender.
2. Demand Draft of Earnest Money Deposit and cost of tender document, in case the same has been downloaded from website.
3. The undertaking (Annexure-"C") duly signed by the tenderer.

GENERAL INSTRUCTIONSTOTENDERERS

1. **SEALED Quotation** are invited from reputed suppliers fulfilling the eligibility criteria mentioned in these tender documents for the erecting of stalls as per the listen closed.
2. **SALE OF TENDERS, LAST DATE OF RECEIPT AND OPENING OF QUOTATION TENDERS**

Issue of Tenders: The quotation document can be purchased from ORMAS, Koraput (CDO-cum-EO, Zilla Parishad, Koraput) on any working day from 17.11.2022 between 10.00 AM to 05.30 PM of 25.11.2022 at non-refundable tender fee of Rs.1000/- (Rupees One Thousand only.)

Tender Document can also be downloaded from "Tenders" link of the district Headquarters website www.koraput.nic.in and may be submitted along with above prescribed tender form fee by stipulated date & time. In case, tender documents are downloaded from website cost of tender documents i.e. Rs. 1,000/- shall be deposited along with E.M.D. Cost of Tender document is not refundable.

Last date of Receipt: The sealed tenders, complete in all respect, numbered, signed with stamp of the firm on each page, should be reaching at the Office of the ORMAS (Zilla Parishad, Koraput) on 24.11.2022 by 5.30 PM the stipulated date and time. Late Bids i.e. bids received after the specified date and time of receipt will not be considered. Telegraphic/Telex/Fax/E-mail/ conditional/ incomplete Tenders will not be entertained and shall be rejected.

Opening of Tenders: The Tender will be opened on 4.P.M. of 25.11.2022 in the office chamber of the CDO-cum-EO, ZP, Koraput in the presence of the authorized representatives of the tenderers, who wish to be present at that time. Technical Bids will be scrutinized, by an Exhibition Sub-committee constituted by the CDO-cum-EO, ZP, Koraput to check all requisite and relevant documents and their authenticity. Financial Bids of the tenderers, whose Technical Bids are accepted, will be opened on the same date of opening of tender in the office chamber of the CDO-cum-EO, ZP, Koraput in the presence of the authorized representatives of the qualifying tenderers, who wish to be present at that time.

Sign of Tenderer with seal

The committee will verify the _____ submitted by the successful bidders. The work order will be issued to the bidder who will have lowest in all respect.

Signing of Tender: Each page of the Tender document and papers submitted along with, should be numbered, signed and stamped by the authorized signatory.

3. **VALIDITY OF TENDERS:** The validity of rates quoted will be for a period of 5 days (17th to 21st December 2022) from the date of award of contract. However, the CDO-cum-EO, ZP, Koraput may extend the validity for further period of days on same terms, conditions and rates depending on satisfactory performance of the firms.

4. **PROCEDURE FOR SUBMITTING TENDERS**

The Tenders are to be submitted as per two bid system i.e. Technical bid and Financial Bid.

- i. Technical bid should contain the papers to fulfill all the eligibility criteria
- ii. Financial bid should contain the rates quoted for the services to be provided as per the instructions given in this tender document.

Both the bids should be submitted in one separate sealed envelopes super scribed as "Technical Bid for Pallishree Mela during PARAB-2022 and" Financial Bid for Tent Allied Works(Rack Stall, Plain stall, Control Room and Main gate) for Pallishree Mela during PARAB-2022 from 17th to 21st December 2022 at Govt. College Ground, Landiguda, Koraput. An Earnest Money Deposit of Rs. 20,000/- (Rupees Twenty Thousand only) in the form of Demand Draft in favour of CDO-cum-EO, ZP, Koraput in any nationalized bank should be placed at the top of the technical bid. In case, tender documents are downloaded from website, the cost of tender documents i.e. Rs.1000/- (Rupees One Thousand) only in the form of Demand Draft in favour of CDO-cum-EO, ZP, Koraput in any nationalized bank shall also be deposited along with E.M.D. The envelopes containing technical bid and financial bid should be put in a third sealed envelope. Sealed tenders should be addressed to the CDO-cum-EO, Zilla Parishad, Koraput.

Sign of Tenderer with seal

5. **PRICES:**

1. Price should be quoted for all the items listed in Annexure "B" without any overwriting/erasing/cutting. Use of white fluid/correction fluid/correction tape is strictly prohibited.
 2. Price Bids should be inclusive of all taxes, freight charges and packing charges.
 3. Conditional bids shall be rejected.
 4. Successful tenderer shall not be entitled to any hike in prices for any reason other than statutory levies during the period of contract.
 5. The tenderers are advised to quote their rates on the basis of costing/profitability of individual items because the CDO-cum-EO, ZP, Koraput reserves the right to exclude any Work and item during mela. Further, the quantities mentioned in the price bid are only tentative in nature and actual procurement quantities of items may differ as per requirement.
6. **RIGHT OF REJECTION OF TENDER :** The CDO-cum-EO, Zilla Parishad, Koraput reserves the right to accept or reject any or all the tenders without assigning any reason.
7. **EVALUATION OF BIDS:** On the basis of assessment of general conditions and receipt of EMD, Technical Bids of only qualified bidders shall be considered for evaluation by the Technical Evaluation Committee constituted by the Competent Authority. Thereafter, on the basis of the evaluation of Technical Bid/Bids, the price bid/bids of only those technically accepted offers, shall be opened for evaluation. The final award of tender shall be made to the lowest qualified bidder on the basis of total cost (inclusive of all taxes) worked out in the price bid. The tenderers may note that quantities mentioned in the price bid are only tentative in nature and are meant only for the purpose of evaluation of tender. Actual erecting of stall and other items may differ as per requirement.

Sign of Tenderer with seal

TECHNICAL BID

1. Name of Firm: _____
2. Address for Correspondence: _____

3. Tele No./Fax No. and E-mail address: _____
4. Person responsible for conduct of business: _____
5. PAN No.: _____
6. GST No.: _____
7. _____

I _____, proprietor/partner/director of _____
_____ (Name of the company/firm) hereby declare that the information given in this
form is true and correct to the best of my knowledge and belief.

Dated: _____

Signature with Stamp of the Tenderer:

Place: _____

PRICE BID

Annexure- B

Sl. No.	Item	Specifications	Price quoted For five days (in Rs.)
1	Erection of plain stalls(inclusive of fitting, fixing of labour etc.(Qty.1)	Size 10ft X 10ft (with drop curtain in front	
2	Rack for stalls(inclusive of fitting, fixing of labour etc.(Qty.1)	Three tier rack stalls 10ft X 10ft coinciding to the size of stall/per stall.	
3	Control Room(Qnty.1)	30ft X 40 ft. size Control Room along with wood batten and new cloth and full furnishing may be quoted.(Almeria, Flore green mat, flower vase, computer table, 10 no of cushion chairs, 2 no of Sofa set, water filter etc.)	
4	Main Gate(Qnty.1)	Design with wooden and Bamboo structure	

Date:
Place

Signature & Seal of the
Tenderer

Undertaking

To,

The CDO-cum-EO
Zilla Parishad, Koraput

Sir,

I/We do here by solemnly declare and undertake that:

- 1) The terms & conditions of the tender is acceptable incomplete. If any information in the tender submitted by me is found incorrect/false, at any time, the tender/contract is liable to be rejected.
- 2) The firm is in this business since last three years.
- 3) The items quoted are of standard quality and workmanship
- 4) The firm is not blacklisted in any Govt.org./institution.
- 5) I/We give the rights to the CDO-cum-EO, ZP, Koraput to forfeit the performance security deposited by me/us if any delay/failure occurs on my/our part to Erecting stall and other items within the prescribed time or the items of desired quality.

For and on behalf of the firm
(Firms Name & Address)

(Signature of Authorized Signatory)

Name:

Designation:

Seal: