

**TENDER PAPER**  
Of  
**Sanitation & Cleaning Agency**  
For  
National Level Pallishree Mela - 2018 at Puri  
*(13<sup>th</sup> to 22<sup>nd</sup> July-218)*

**Organized by**  
**DSMS /DRDA,Puri & ORMAS, Bhubaneswar**  
Office of DRDA, Harihar Chhak, Katcheri Road, Puri  
Odisha, Pin- 752001

Tender paper can be downloaded from the following websites: [www.ormas.org](http://www.ormas.org) or [www.puri.nic.in](http://www.puri.nic.in).  
Can be obtained from the office of DSMS, Puri at "DRDA, Building Puri during office hours.

**DETAILS ON TENDER, EMD, BIDDER FOR PROVIDING CLEANING & SANITATION SERVICES IN NATIONAL LEVEL PALLISHREE MELA-2018**

- A) E.M.D (Refundable) : **Rs.7,500/-** (Rupees seven thousand five hundred) only in shape of Demand Draft /Pay order in favor of Chief Executive, DSMS, Puri payable at Puri.
- B) Tender Paper cost : **Rs. 500/-**(Rupees five hundred) only in shape of Demand Draft /Pay order in favors of DSMS PURI payable at PURI

***To be filled in by the bidder.***

**Demand Daft / Pay Order No. .... Dated ...../...../ 2018**  
*(DD/PO to be attached with the Tender Paper)*

- B) NAME AND ADDRESS OR BIDDER:

***To be filled in by the bidder.***

*Bidder Name and Address:*

M/s .....

.....

Signature of the bidder

- C) Last Date & Time for Receipt of Tender : **31<sup>st</sup> May-2018 latest by 1.00 PM.**

- D) Date & Time of Opening of Tenders : **31<sup>st</sup> May 2018 at 3.30 PM at DRDA, Puri Office.**

**E) Address For Submission of Quotation: BY SPEED OR REGISTION POST**

**Office of the Project Director DRDA, Puri**  
**C/o-District Rural Development Agency (DRDA), PURI,**  
**Harihar Chhak, Katcheri Road, Puri, Odisha, Pin - 752001**

*Accepted by the Bidder (Signature of bidder)*

### **A) About the Event “National Level Pallishree Mela 2018”**

ORMAS/OLM, Bhubaneswar under Panchayati Raj Deptt. Govt of Odisha has sanctioned a **National level marketing event named as “National Level Pallishree Mela 2018” to be held from 13<sup>th</sup> to 22<sup>nd</sup> July-2018** at the Volanath Bidyapitha School Ground, Puri. “National Level Pallishree Mela ” is being organised by DSMS,Puri in collaboration with district administration with an objective to provide a platform to the rural producers to showcase their products. This interaction will help them in knowing the taste, preferences of urban consumers and also beneficial in long-term sales tie up.

The exhibition will be designed to create an indigenous village atmosphere where the rural producers/artisans/ entrepreneurs will display, demonstrate and market their skills and products in an environment akin to their own habitat. The entire layout, design and landscaping will be vernacular in approach. It will be a congregation of stalls grouped as per their classification homogeneously. The whole set up would create awareness on rural ethnic products among the masses.

The overall objective of the mela is to popularize the ethnic and other rural products of Odisha and create opportunities for the artisans/producers to build up long term marketing tie-up with prospective buyers.

### **B) Detail Specifications of the Works:**

i) **Following works to be done during “National Level Pallishree Mela ” to be held from 13<sup>th</sup> to 22<sup>nd</sup> July-2018 at Volanath Bidyapitha School Ground, Puri.**

1. Mela Ground, food Court, Urinal Cleaning & Sweeping.
2. Toilets cleaning with requisite materials like phenyl & bleaching etc.
3. Garbage lifting (Approx. 4 trip per day through tractor). Two times daily (**one at 10:00 AM & 12:00 PM and another at 3.30 to 11:00 PM) two trips per day.**
4. Pre Cleaning Mela Ground One day before Exhibition (**Date: 12.07.2018**) & Post Cleaning 2 days on (**25.07.2018 & 26.07.2018**)

ii) **Terms and Conditions**

1. The work assigned to the firm should be done as per the above specification and should cover all aspects of the exhibition.
2. The work should be completed within the time frame.
3. Sanctions of any advance will not be considered. The payment will be made on completion of each event.
4. The price offered by the firm should include all taxes. However the 2% GST will be deducted from the bill amount and deposited with the concerned authority.
5. The rate offered by the firm shall be including of all taxes and duties.
6. The tenderers are required to deposit an earnest money of **Rs.7500/- (Rupees seven thousand Five hundred only)** in shape of demand draft/pay order in favor of CE, DSMS, Puri payable at Puri. The E.M.D. amount of the successful tenderer will be refunded within a month on award of contract subject to receipt of Performance Security. Tender papers without E.M.D shall not be accepted.
7. The successful bidder will submit the Performance Security which is 5 % of the contract value and that will be retained with DSMS, Puri till the completion for a period of one year. In case of

*Accepted by the Bidder (Signature of bidder)*

any unsatisfactory work and delay in execution of work etc. the Performance Security amount will be forfeited as per the decision of the authority.

8. The tenderers have to offer the price for all items as per format given else the tender paper will not be considered.
9. The rate offered by the firm should remain valid for the period of National Level Pallishree Mela-2018 at Puri.
10. Payment will be made on completion of the event and on production of bill.
11. The Bidder has quoted their best price for all items maximum total amount up to **Rs. 1.00 (One Lakh)** only.

iii) **The document to be submitted by the bidders:**

- a. EMD of Rs. 7500/- (Rupees seven thousand five hundred only) in favor of CE, DSMS, Puri in shape of Demand draft/pay order.
- b. Copy of work orders/ experience certificate for similar nature of works for last 3 years as on 31st March-218.
- c. Copy of the registration certificate of the firm and valid number in favor of the firm from Commercial Tax (VAT), Income Tax (PAN, TAN) and Service Tax (latest deposit Challan) & GST registration certificate & return file as on 31<sup>st</sup> march-2018.

*Accepted by the Bidder (Signature of bidder)*

**DECLARATION**

I/We hereby declare that all the statement(s) made in this application are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found false or incorrect or any other figure inflated or misleading at any stage or I am/ we are not satisfying the eligibility criteria prescribed in the relative advertisement of my tender is liable to be cancelled. I am/ we are willing to abide by the terms and conditions laid by DSMS, Puri. In case of any lapse on my/our part which may affect the performance of the job or the quality of the work is found substandard or the service or response is found poor, proportionate value may be deducted from my bills as deemed to be proper by the competent authority.

**Signature of the Bidder (With Seal)**

**Place:**

**Date:**

*Accepted by the Bidder (Signature of bidder)*

**Quotation for Providing Cleaning & Sanitation Services during National Level Pallishree Mela – 2018 at Puri during CAR festival-18**

(Last date for Submission of Duly Filled in Tender Document is 31<sup>st</sup> May-2018 latest by 1:00 PM)

To  
The Project Director  
DRDA, Puri

Sir,

I am submitting here the rates for providing Cleaning & Sanitation Service for National Level Pallishree Mela 2018 at Volanatha Bidyapith School Ground, Puri from 13<sup>th</sup> to 22<sup>nd</sup> July-2018. The details are as follows:

SN	Particulars	Amount /Rate
2	Supply of Sweeper (12 sweepers per day) for mela ground, food court and Temporary urinal & Latin cleaning during the event.	Rs. _____ per day per sweeper
3	Garbage lifting (4 trip per day trough tractor)	Rs. _____ per trip
4	Toilet & Latin cleaning material for entire Mela Period (10 Temporary Urinal & 10 Latrine at mela ground)	
A	Phenyl-100 ltr	Rs. _____ per Kg
B	Bleaching- 150 kg	Rs. _____ per Kg
c	Naphthalene ball- 10 Kg	Rs. _____ per Kg

Full Signature with Seal-----

Name of the Organization/agency-----

Details-----

Contact No-----



Accepted by the Bidder (Signature of bidder)