

TENDER PAPER

For

PRINTING MATERIAL

Of

NATIONAL LEVEL PALLISHREE MELA-2018

AT

**BHOLANATH VIDYAPITHA, PURI FROM
13TH to 22ND July-2018**

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

Tender Paper for PRINTING WORKS of National Level Pallishree Mela-2018

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

- A) E.M.D (Refundable) : **Rs. 3000/-** (Rupees three thousand) only in shape of Demand Draft /Pay order in favors of 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 : **31st May-2018 latest by 1.00 PM**

D) DATE & TIME OF OPENING OF TENDERS : **31st May-2018 at 3.30 PM at DRDA office, PURI.**

E) ADDRESS FOR SUBMISSION OF TENDER PAPER by SPEED POST OR RAGISTION 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) 2

Terms of Reference for Printing works of National level Pallishree Mela - 2018

A. Background:

Odisha Rural Development and Marketing Society (ORMAS) was constituted in the year 1991 under Societies Registration Act, 1860 as an autonomous body under Panchayati Raj Department, Government of Odisha.ORMAS works in the field of Rural development & rural livelihood. It provides training, technology & marketing support to the rural poor. In the long run enhancing the quality of life of the rural producers. The district units of ORMAS are known as District Supply & Marketing Society (DSMS).These units are functioning with the basic objective to help rural poor to make a better living by enabling them to improve their production, processing and marketing. DSMS PURI also acts as a facilitating agency for implementation & monitoring of rural livelihoods programmes for the rural producers in the district.

An Exhibition in the most general sense is an organized presentation and display of selection of items. Exhibition/Mela has been part and parcel of entertainment and relaxation activity of our culture; DSMS PURI has used this medium as a channel to promote rural products made by the Institutions of poor. The experience shows that this has been a very good Platform for business of Rural Products

DSMS PURI organises exhibition in support of District Administration and collaboration with Odisha Livelihoods Mission (OLM), and other line departments and organisations involved in rural entrepreneurship, income generating activities to provide a better quality of life to the rural producers [DC (Handicraft), KVIC/KVIB, Department of H & CI, TDCC, ORTSS, COIR CORPORATION MVSN and NABARD] with an objective to provide a platform to the rural producers to showcase their products for direct sale, interact and get taste, choice & preferences of urban consumers. It also helps the rural entrepreneurs identify livelihood opportunities and establish links with the markets in urban and semi-urban areas.

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. TERMS & CONDITIONS

1. The text of the materials will be provided by DSMS PURI well in advance of the exhibition. It is the responsibility of the firm that the print materials without any mistake should be provided in time as per the specification.
2. Sanctions of any advance will not be considered. The payment will be made on completion of event.
3. The bill should accompany with the challan of receipt. The rate offered by the firm shall be inclusive of all taxes and duties including Service Tax & GST.
4. The bidders are required to deposit an earnest money of Rs. 3000/- (Rupees three thousand only) in shape of demand draft/pay order in favor of DSMS PURI payable at Puri. The E.M.D. amount of the successful bidder will be kept with DSMS PURI till the completion of the exhibitions i.e. Pallishree Mela). In case of any unsatisfactory work, delay in execution of work etc. the E.M.D amount will be forfeited as per the decision of the authority. Tender papers without E.M.D shall not be accepted.
5. The rate offered by the firm should be valid till completion of the Pallishree Mela-2018 of DSMS PURI.
6. The tenderers have to offer the price for all items or else the tender paper will not be considered.

7. The rate offered by the firm shall be including of all taxes and duties including Service Tax & GST. The rate offered by the firm shall be including of all taxes and duties. However the **GST will be deducted from the bill amount and deposited with the concerned authority.**

8. The Bidder has quoted their best price for all items maximum total amount up to **Rs. 35.00 (thirty five thousand)** only

Documents required to attach with the Tender Paper:

- i. Copy of work orders/ experience certificate for similar nature of works for last 3 years GST Registration Certificate & Return as on 31st march-2018.
- ii. Authentic proof of own printing firm.
- iii. EMD of Rs.3000/- (Rupees three thousand) only in favour of DSMS PURI in shape of Demand draft/pay order.
- iv. Average Annual Financial Turnover during the last three year, ending 31st March of the previous financial year, should be at least Rs. 1.00 Lakhs. and audited financial statement to be attached.

C.Details specification:

1. Identity Card with cover and neck cord

- a) Size : 5.5 CM X 9 CM
- b) Printing : Offset Printing, Both Side
- c) Colour : **Multi colour**
- d) Paper : Art Paper Board, 220 GSM
- e) Accessories : Plastic pouch and Clip type Neck Cord

2. Invitation Card :

- a) Size : 35 CM X 27 CM (Double-folded)
- b) Printing : Offset Printing
- c) Colour : **Multi colour**
- d) Paper : 220 GSM Glossy sheet (Imported)
- e) Envelop : Fit to card, **Bi colour** printing

3. Brochures :

- a) Size : 42 CM X 27 CM (Double folded)
- b) Printing : Offset, Both side Printing
- c) Colour : **Multi Colour Printing**
- d) Paper : 220 GSM Glossy sheet (Imported)

4. Posters:

- a) Size : 44 CM X 56 CM
- b) Printing : Offset Printing
- c) Colour : **Multi Colour**
- d) Paper : 130 GSM Glossy

5. Certificate :

- a) Size : A4
- b) Printing : Offset Printing
- c) Colour : **Multi Colour**
- d) Paper : 300 GSM Art Paper Board

6. Leaflets:

- a) Size : A 4
- b) Printing : Both side
- c) Colour : Multi Colour
- d) Paper : 130 GSM

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 Tenderer with
seal

Place:
Date :

Quotation for Printing works of National Level Pallishree Mela-2018

(Last date for submission of duly filled in tender document is 31st May-2018 latest by 1.00 PM

To
The Project Director
DRDA, Puri

Sir,

I / We do hereby submit item wise quotation below for printing works of National Level Pallishree Mela-2018 organized by DSMS/DRDA, PURI/ORMAS, and Bhubaneswar during Car Festival - 2018

S. N	Particulars	Quoted Rate (In Rs.) for			
		300 Pcs.	500 Pcs.	1000 Pcs.	2000 Pcs.
1	Identity Card with cover and neck cord				
2	Invitation Card				
3	Brochure				
4	Posters				
5	Certificate				
6	Leaflets				
Total					

Full Signature with Seal of the Tenderer -----

Name of the Organization/agency-----

Details-----

Contact No-----



Accepted by the Bidder (Signature of bidder) 6