

**Quotation Paper**  
**of**  
**Advertisement Hoardings**  
**for**  
**National Level Pallishree Mela,**  
**Cuttack**  
**2017-18**

**Organized by**  
**DSMS,CUTTACK**

**O/o District Rural Development Agency, Cuttack**

**DETAILS ON QUOTATION FOR ADVERTISEMENT HOARDINGS**

Tender paper can be downloaded from the following websites- [www.ormas.org](http://www.ormas.org) or [www.cuttack.nic.in](http://www.cuttack.nic.in)

A) E.M.D (Refundable) : **Rs. 1,000/-** (Rupees one thousand only) in shape of Demand Draft /Pay order in favour of DSMS, Cuttack payable at Cuttack.

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

**Demand Draft / Pay Order No. .... Dated ...../...../ 2017**  
**(DD/PO to be attached with the Quotation 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: 07.10.2017 latest by 1.00 PM.**

**D. DATE & TIME OF OPENING OF TENDER: 07.10.2017 at 3.30 PM at DRDA Office, Cuttack**

**E) ADDRESS FOR SUBMISSION OF QUOTATION**

**DSMS (DISTRICT SUPPLY & MARKETING SOCIETY)**

O/o District Rural Development Agency,

Near Collectorate, Chandnichowk, Cuttack, ODISHA-753002

***Accepted by the Bidder (Signature of bidder)***

## **Terms of Reference for documentation work**

### **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 at District level known as "District Supply and 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. DSMSs/ORMAS also act as a facilitating agency for implementation & monitoring of rural livelihoods programmes in rural Odisha.

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; ORMAS has used this medium as a channel to promote rural products made by the Institutions of poor.

ORMAS organises exhibition in collaboration with Odisha Livelihoods Mission (OLM), DC (Handicraft), KVIC, KVIB Department of H & CI 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.

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. Exhibition Calendar:**

The calendar of National Pallishree Mela to be organized by DSMS, Cuttack as per the details given below, is purely tentative. Any place or period as proposed below may change/vary in course of action. The programme given in the calendar may be cancelled without assigning any reason thereof and no consideration will be entertained for the same.

Sl.	Name of the District	Place of Exhibition	Occasion	Tentative Date of the Exhibition	No. of Stalls	Type of Mela
1	Cuttack	Bali Yatra Ground	Bali Yatra	4 <sup>th</sup> to 11 <sup>th</sup> Nov, 2017	350	Mega

### **C. Scope of Work**

#### **i) Advertisement Hoarding:**

- The hoardings will be placed before 15 days of the Mela as per the places finalized by Chief Executive, DSMS.
- *Specification of hoardings are as below:*

Sl No.	Hoardings	Particulars
1	One month	1. Hoardings with Bamboo and Ballah framing, Flex printing and Designing and mounting with batten framing and fixing -20' X 10'
		2. Hoardings with Bamboo and Ballah framing, Flex printing and Designing and mounting with batten framing and fixing -15' x 10'

*Accepted by the Bidder (Signature of bidder)*

## **D. 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 period of Advertisement will be for one month.
3. The work should be completed within the time frame.
4. Sanctions of any advance will not be considered. The payment will be made on completion of event.
5. The price offered by the firm should include all taxes. However the TDS will be deducted from the bill amount and deposited with the concerned authority.
6. The rate offered by the firm shall be including of all taxes and duties.
7. The above documented works should be submitted within 10 days of the completion of the exhibition.
8. The Quotationers are required to deposit an earnest money of Rs.1,000/- (Rupees one thousand only) in shape of demand draft/pay order in favour of DSMS payable at Cuttack. The E.M.D. amount of the successful bidder will be kept with DSMS till the completion of the exhibition. 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. Quotation papers without E.M.D shall not be accepted.
9. The Quotationers have to offer the price for all items else the Quotation paper will not be considered.
10. The rate offered by the firm should be valid till completion of the exhibition.
11. The firms should have previous work experience.

### **12. While submitting the Quotation, the Quotationers should submit the followings:**

- a. EMD of Rs. 1,000/- (Rupees one thousand) only in favor of DSMS in shape of Demand draft/pay order.
- b. Authentic proof of the work done of similar nature i.e. on Advertisement hoarding.
- c. Photo copy of PAN Card of the proprietor or firm.

### **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 quotation is liable to be cancelled. I am/ we are willing to abide by the terms and conditions laid by DSMS. 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 Quotationer with seal**

Place:

Date:

*Accepted by the Bidder (Signature of bidder)*

**Quotation for Advertisement Hoarding work for National Level Pallishree Mela 2017**

**To**

**The Chief Executive,  
DSMS, Cuttack**

**Sir,**

I / We do hereby submit item wise quotation below for Advertisement Hoarding for National Level Pallishree Mela to be organized by DSMS for the year 2017.

<b>Sl. No.</b>	<b>Particulars</b>	<b>Units</b>	<b>Rates (In Rs.)</b>
1.	Hoardings with Bamboo and Ballah framing, Flex printing and Designing and mounting with batten framing and fixing -20' X 10'	1/ for a month	
2.	Hoardings with Bamboo and Ballah framing, Flex printing and Designing and mounting with batten framing and fixing -15' x 10'	1/for a month	
Total			

**Signature with Seal of the Quotationer**

*Accepted by the Bidder (Signature of bidder)*