

DOCUMENTATION

DISTRICT RURAL DEVELOPMENT AGENCY: DEOGARH

Short Quotation Call Notice

No: 493

Date: 20/01/18

Sealed Quotations are invited from intending reputed Studios /individual photographers for video documentation/ providing still photography of ensuing Pallishree Mela 2018 to be organized in Deogarh from 16.02.2018 to 20.02.2018. The intending quotationer can submit their quotation in the office of Asst Director , ORMAS Deogarh during office hours till 30.01.2018 upto 3.00 PM. The quotation will be opened on dtd.31.02.2018 at 3.30PM by the Tender Finalization Committee of DRDA, Deogarh in presence of quotationer /their authorized representative. The undersigned reserves the right to accept or reject any or all quotation without assigning any reason thereof.

Details of Documentation work required:

Sl No.	Particulars	Units	Rate (in Rs)
01	Video Documentation of entire exhibition duration form 16.02.2018 to 20.02.2018 (3 copies CD with good audio visual quality to be submitted to Asst Director ORMAS Deogarh after exhibition is over)	01	
02	Still Photography of 4" x 6 " size in 2 PCs of each snap	01	
03	CCTV coverage	12 cameras	


Project Director,
DRDA, Deogarh

Term and Conditions


1. The Agency must have the capacity to take the responsibility for documentation work for the ensuing Pallishree Mela 2018 schedule to be organized at Pradhanpat Exhibition Ground from 16.02.2018 to 20.02.2018.
2. The rate should be quoted including all taxes.
3. In case of non availability of suitable studios / individual photographers for video documentation, the Tender finalization committee of DRDA will take decision which will be binding and final.
4. TDS or other tax will be deducted from the bill as applicable.

5. In case, the work is found not to the mark then proportionate amount will be deducted from the bill amount as deemed proper.

The quotations would be evaluated for all the item together.

Award of Bid/Quotation :


1. The purchaser (DRDA/ORMAS) will award the bid/quotation to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price.
2. Payment shall be made after completion of the exhibition through A/C payee cheque after submission of the bills and vouchers.
3. Any effort by a bidder to influence the purchaser in its decision on bid evaluation or placement of purchase order may result in rejection of the bidder's offer.
4. Any legal dispute arising out of this is subject to concerned district jurisdiction only.
5. Notwithstanding the above, the DRDA/ORMAS Deogarh reserve the right to accept or reject any quotation and to cancel the bidding process and reject all bids at any time prior to the issue of offer letter. The bidders may be present in person or through one of their authorised representative(s) during the opening of quotations as per the date and time fixed by the Project Director, DRDA, Deogarh.
6. The 1st lowest bidder cannot be claiming to execute the documentation work, as the documentation work will be completed as per the specification and quality within the time limit.


Project Director
DRDA, Deogarh.

Memo No. 4941

Dated. 20/01/18

Copy forwarded to the Dy. Collector, Nizarat, Collector, Deogarh/ all BDOs/Sub- Collector, Deogarh with a request to affix the above tender call notice in their Notice Board for wide publicity.


Project Director,
DRDA, Deogarh.

Memo No. 4951

dated. 20/01/18

Copy submitted to the Executive Director, ORMAS, Bhubaneswar for kind information and necessary action.


Project Director

DRDA, Deogarh

The interested studio owner/ proprietor/individual should give detail of the following

EVALUATION FORM

1	Name of the Supplier	
2	Full address of Studio owner shop/showroom Telephone no. Fax no. E-mail address:	

I do hereby certify the above mentioned particulars are true and correct.

Full Signature of the Bidder:

Date

DECLARATION BY THE BIDDER:

It is hereby declared that I the undersigned, have and examined all the terms and conditions etc. of the quotation /tender document for which I have signed and submitted the bid under proper power of Attorney. It is also certified that all the terms and conditions of the tender document are fully acceptable to me and I will abide by the conditions of the terms and conditions.

Signature:

Date:

Name:

Address:

Designation:

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 ORMAS, Deogarh . 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.

Place:
Date :

Signature of the tenderer with seal