

ZILLA PARISHAD, KEONJHAR

ORMAS Cell

E-mail id: dsmskeonjhar@gmail.com

SHORT QUOTATION CALL NOTICE

Notice No: **527**

Date: **02-12-2023**

(For **SECURITY SERVICES**)

1. Pallishree Mela- 2023

The National Level Pallishree Mela has been scheduled from 18th to 25th December, 2023 at Kali Padia, Keonjhar. The mela is being organized jointly by Dist. Administration and ORMAS, Keonjhar on the occasion of Gonasika Kendujhar Mahotsav. The program given above may change/ may be cancelled without assigning any reason thereof and no consideration will be entertained for the same.

2. SCHEDULE OF MELA

Sl	Name of the District	Place of Exhibition & Event	Occasion	Date of the Exhibition	No. of Stalls	Type of Mela
1	Keonjhar	Pallishree Mela at Kali Padia	Gonasika Kendujhar Mahotsav	18 th -25 th December 2023 (08 Days)	200	Mega (Big-C)

3. Quality requirements for Security Personnel

All Security Guards provided by the Agency/ Service Provider should be smart, trained and should have requisite skill in the following aspects:

1. Dressed in proper uniform, sincere, well behaved & disciplined
2. Able to read, write & speak Oriya. Working knowledge of Hindi & English.
3. Able to keep proper watch & ward
4. Knowledge of fire extinguisher operation
5. Able to ride motor bike
6. Minimum Qualification: Matriculation

Each guard should be aware of their duties & responsibilities during the duty hours.

4. Tentative Requirement of Security Personnel /Day

Shift	A	B	C
Security Guard with Lathi	6	10	8
Supervisor	2 per Day in B & C shift		

Security personnel will be deputed in the exhibition ground and Accommodation places of the participants on shift basis.

5. Terms & Conditions:

1. The firm should submit the documents duly self-attested such as **Registration Certificate, Private Security Regulation Authority (PSRA) Act of 2005 or subsequent amendments, GSTIN Registration copy** with the quotation paper positively. In absence of the documents mentioned above, the quotation will be rejected.

2. The bidder can be a Company/Partnership Firm registered under relevant Acts.
3. **Experience certificate for execution of similar nature of work should be enclosed.**
4. ORMAS, Keonjhar will not be responsible for any occurrence like theft & missing of any articles while deployment of guards during the exhibition period.
5. In case of any occurrence of theft, the Security Agency will conduct proper inquiry.
6. During inquiry if it is found any fault or lapses on the part of security personnel for theft, the Security Agency will be responsible to pay the amount of loss towards theft of any article during the exhibition period from the premises.
7. **Arrangement of lodging, boarding & logistics of the guards during the exhibition period will be the responsibility of the Security Agency.**
8. The required no. of security personnel & the time period of deployment will be intimated separately, well in advance of the exhibition.
9. Sanctions of any advance will not be considered. Full & Final payment will be made on completion of the event.
10. The rate offered by the firm should be valid for three (03) months.
11. The quotationer has to offer the price **for all items together (as a package)** or else the tender paper will not be considered for evaluation.
12. The rate offered by the firm shall be inclusive of all taxes **(GST Bill to be submitted).**
13. **While submitting the quotation, the quotationer should submit the following:**
 - a) Copy of work orders/ experience certificate of similar nature of works for last 2 years with list of organizations.
 - b) Copy of the Registration Certificate
 - c) Copy of the PSRA license.
 - d) GSTIN Registration certificate
14. Authority can cancel the quotation at any point of time without assigning any reasons thereof.

The sealed envelope shall be addressed to the following address:
**ORMAS, Keonjhar,
C/o-CDO-Cum-EO
Zilla Parishad, Keonjhar
1st floor of Zilla Parishad Office,
Near Collectorate Campus,
Keonjhar, ODISHA-758001**

If the envelope is not sealed and marked as mentioned above, then the Authority shall not be held responsible for the proposal's misplacement or premature opening.


CDO-cum-EO
ZP, Keonjhar
Chief Development Officer-cum-
Executive Officer, Zilla Parishad
Keonjhar

**DETAILS OF QUOTATION PAPER FOR DEPLOYMENT OF
SECURITY PERSONNEL**

The Quotation paper can be downloaded from the websites- www.kendujhar.nic.in

A) NAME AND ADDRESS OF THE BIDDER:

To be filled in by the bidder.

Bidder's Name and Address:

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Signature of the bidder with Seal

B) LAST DATE & TIME FOR RECEIPT OF QUOTATION: 07/12/2023 at 11.00 AM.

**C) DATE & TIME FOR OPENING OF QUOTATION: 07/12/2023 at 11.30 PM scrutiny
of bid documents**

D) ADDRESS FOR SUBMISSION OF QUOTATION PAPER

**ORMAS, Keonjhar,
C/o-CDO-Cum-EO
Zilla Parishad, Keonjhar
1st floor of Zilla Parishad Office,
Near Collectorate Campus,
Keonjhar, ODISHA-758001**

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 advertisement, then my quotation is liable to be cancelled. I am/ we are willing to abide by the terms and conditions laid by ORMAS, Keonjhar in this quotation document. 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

**Quotation for providing Security Services for National Level
Pallishree Mela, 2023**

To

**CDO-Cum-EO
Zilla Parishad
Keonjhar**

Sir,

I / We do hereby submit item wise quotation below for security service for National Level Pallishree Mela (18th to 25th Dec. 2023), organized by ORMAS, Keonjhar.

Sl.	Category	No. of Guard	Lumpsum Rate per person per day i.e. a shift of 8 hours per day per person (in Rs.)	Total No of Guards Required per day	Amount (In Rs.) Including GST
1	Guard with Lathi	1		24	
3	Supervisor	1		2 (For B & C Shift)	
Grand Total					

Note: The total amount should be inclusive of GST.

Signature with Seal of the Quotationer