

Tender Paper

of

Hoarding

For

National Level Pallishree Mela, Cuttack- 2024

Organized by  
ORMAS,CUTTACK  
Zilla Parishad, Cuttack



**Terms of Reference for Hoarding work**

**A. Background:**

National Level Pallishree Mela, 2024 is an initiative to provide a direct selling platform to the rural producers to exhibit their products eliminating intermediaries. It is being organized by ORMAS, Cuttack under the Panchayati Raj and Drinking Water Department, Govt of Odisha for years. It aims to strengthen the rural economy, thereby generating confidence and accelerating the development of rural crafts. The exposure to the urban market helps the rural artisans to taint their product portfolio to suit needs of urban customers. It creates ample space for cross-learning increases the bargaining power of the rural poor and enabling them to get better price realization for their products.

**B. Exhibition Calendar:**

The calendar of National Pallishree mela to be organized by ORMAS, 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	15 <sup>th</sup> November 2024 to 22 <sup>nd</sup> November 2024	475	Mega

**C. Scope of Work**

i) **Hoarding:**

- Plane Hoardings – (10 ft X 10 ft each and 20 ft X 20 ft each) - Printing and installation with flex in iron frame at different prominent place in Cuttack. Three number of hoarding designs shall be provided by the prospective bidders for ORMAS Work. The same will be finalized by the Tender committee.

**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 exhibition will be 8-9 days.
3. The work should be completed before 01.11.2024.
4. Sanctions of any advance will not be considered. The payment will be made on completion of each event.
5. The total rate offered by the firm shall be including of all taxes and duties.
6. The above works should be submitted within 10 days of the completion of the exhibition.

7. The bidders are required to deposit an earnest money of Rs.600/- (Rupees Six Hundred only) in shape of demand draft/pay order in favour of DSMS, Cuttack payable at Cuttack. Tender papers without E.M.D shall not be accepted.
8. The bidders are required to deposit an earnest money of Rs.4,000/- (Rupees Four thousand only) in shape of demand draft/pay order in favour of DSMS, Cuttack payable at Cuttack. The E.M.D. amount of the successful bidder will be kept with ORMAS, Cuttack 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. Tender papers without E.M.D shall not be accepted.
9. The Bidders have to offer the price for all items else the Tender paper will not be considered.
10. The rate offered by the firm should be valid for 180 Days
11. The bidder can either be a Company/Partnership Firm registered under relevant acts.
12. Preferred bidder shall be selected whosoever quotes the lowest financial proposal (L1) **and submitted all the required documents as mentioned in the tender paper.**
13. **While submitting the Tender, the Bidders should submit the followings:**
  - a. Bid Processing Fee of Rs. 600/- in favour of DSMS, Cuttack in shape of Demand draft/pay order.
  - b. EMD of Rs.4,000/- (Rupees Four thousand) only in favor of DSMS, Cuttack in shape of Demand draft/pay order.
  - c. Certificate of Incorporation or any other registered documents.
  - d. Authentic proof of the work done of similar nature i.e. on Hoarding/ Standees in last 3 financial years.
  - e. The agency should have an average annual turnover of Rs. 2.00 lakhs (Rupees Two lakhs) from the similar work during the last three financial years (2020-21, 2021-22, 2022-23).
  - f. Valid GSTIN Registration number.
  - g. The bidder should not have been blacklisted by Central / State Govt. Institutions for any means of non-obligation. (Self-declaration format enclosed herewith).

**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. 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)*

**FORMAT FOR AFFIDAVIT CERTIFYING THAT BIDDER IS NOT BLACKLISTED**

I M/s. .... , (the name of the Bidder and addresses of the registered office) hereby certify and confirm that we or any of our promoter/s/chief executive officer/ directors/managers are not barred or blacklisted by any government or government instrumentality or public sector in India or in any other jurisdiction to which we or our Affiliates belong or in which we or our Affiliates conduct business from participating in any project or being awarded any contract, either individually or as member of a consortium and no such bar or blacklisting subsists as on the Proposal Due Date.

We further confirm that we are aware our interest for the work of ORMAS would be liable for rejection in case any material misrepresentation is made or discovered with regard to the requirements of this tender at any stage of selection and/or thereafter during the term of the Contract.

Dated this .....Day of..... , 2024

**Signature of the Bidder with seal**

**Place:  
Date**

**Price Bid for Work of National Level Pallishree Mela 2024**

To

**The CDO-Cum-EO  
Zilla Parishad, Cuttack**

Sir,

I / We do hereby submit item wise quotation below for the Hoarding Work of National Level Pallishree Mela to be organized by ORMAS, Cuttack for 2024:

<b>Sl. No.</b>	<b>Particulars</b>	<b>Units</b>	<b>Rates (In Rs.)</b>
1.	Plane Hoardings – (10 ft X 10 ft each) - Printing and installation with flex in iron frame at different prominent place in Cuttack.	Per Hoarding	
2.	Plane Hoardings – (20 ft X 20 ft each) - Printing and installation with flex in iron frame at different prominent place in Cuttack.	Per Hoarding	
Total			

**Signature of the Bidder with seal**

**Place:**

**Date**

*Accepted by the Bidder (Signature of bidder)*



ଜିଲ୍ଲା ପରିଷଦ, କଟକ  
ZILLA PARISHAD, CUTTACK

(ORMAS Section)  
Po-Chandinichowk, Cuttack-753002,  
e-mail- ori-dcuttack@nic.in

Notice No. 810 /ORMAS-DS/480/2024-25

Date 01/10/2024

**TENDER CALL NOTICE**

Sealed Tenders are invited from the experienced Firm/Agencies having successful track record on Security Services and Hoardings work for organization of the National Level Pallishree Mela coinciding with the famous **Cuttack Baliyatra Festival** (from 15<sup>th</sup> – 22<sup>nd</sup> November'2024) at Lower Baliyatra Ground, Cuttack. The tender paper can be downloaded from [www.ormas.org](http://www.ormas.org). The schedule for detail activities is given below:-

Activity	Last Date for Submission of Tender Paper	Mode for Submission	Address for Opening of Bid Paper	Date & Time for opening of Bid Paper
Security Services	21.10.2024 by 12'0 Noon	Through Speed post / Registered Post / Courier/ Drop in the tender box. The Authority shall not be responsible for postal delay or any consequence.	The CDO-cum-EO, Zilla Parishad, Near Collectorate, P.O.- Chandini chowk Cuttack-753002	21.10.2024 at 03:00 P.M.
Hoarding	21.10.2024 by 12'0 Noon			21.10.2024 at 03:00 P.M.


The undersigned reserves the right to accept or reject any or all the tenders without assigning any reason thereof.

  
CDO-cum-EO  
Zilla Parishad, Cuttack

Memo No. 811

Date 01/10/2024

Copy to the Notice Board of Zilla Parishad, Cuttack and ORMAS, Bhubaneswar for web hosting of the same in the ORMAS website for wide publicity.

  
Joint CEO, ORMAS