

OFFICE OF ZILLA PARISHAD, KEONJHAR
(ORMAS CELL)
KEONJHAR- 758001, ODISHA

Notice No. 483/ ORMAS

Date: 07/12/2024

SHORT TENDER CALL NOTICE

Scaled tenders are invited from firms as per the specifications given below for the sales analysis and auto MIS of **Regional SARAS-2024** coinciding with the **Gonasika Kendujhar Mahotsav** (from 18th – 27th December' 2024) at Kali Padia & Keonjhar Stadium, Keonjhar. The tender paper can be downloaded from <https://kendujhar.odisha.gov.in> and www.ormas.org.

The tender paper completed in all respect should reach the undersigned on or before **12/12/2024 by 11:00 A.M through registered post/ speed post/drop in the tender box and will be opened on the same day at 12:30 A.M.**

The undersigned reserves the right to accept or reject any or all quotation without assigning any reasons thereon.

Sl. No.	Item with detail specifications
1.	<p><u>Sales Analysis and Auto MIS :</u> Key Components and Features:</p> <ul style="list-style-type: none">• Online and on-site registration• Exhibitor Profile/ Exhibitor portal for managing participation• Id Card Generation/ Digital Badge printing and access control (QR Code)• Exhibitor Inventory Management• Real time Sales Integration• Data Driven Dashboards• Customer Relationship Management• Event mobile app for real-time engagement• Grievance Redressal• Business Analytics- Sales & consumer Demand• Exhibitor Performance Analytics• Exit/ Relieve Protocol• Exhibitor Feedback and Surveys• Visitor Feedback and Surveys <p>Tenderer should prepare an online platform with all the features as mentioned above. The required computer, Dashboard Monitor, software, Printer, web cam, Paper, Super speed broadband connection, along with operator will be provided by the tenderer for smooth management and report generation. A report containing Exhibition MIS Data along with reports with comprehensive analysis on sales, customer demand, Product feedback etc.</p>
<p>Manpower required for the event:</p> <ul style="list-style-type: none">• Technician – 01 no.• Operator – 04 nos.• Data Analyst – 02 nos.	

1. **Tender Paper Cost of Rs.1,000/- (Rupees One thousand only)** in favour of DSMS, KEONJHAR in shape of Demand draft/pay order payable at Keonjhar.
2. **EMD of Rs. 3,000/- (Rupees three thousand only)** in favour of DSMS, KEONJHAR in shape of Demand draft/pay order payable at Keonjhar.

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3. Bid Price

- a) The rate quoted should be inclusive of all taxes.
- b) All duties, taxes and other levies payable by the firm under the contract shall be included in the total price.
- c) The Prices should be quoted in Indian Rupees only. The rate quoted should be both in figures and words. In case of any difference in rates quoted in figures and in words the rate in words will be considered.

4. Each Bidder shall submit only one quotation.

5. Validity of Tender

Tender shall remain valid for a period not less than 45 days after deadline date specified for submission.

6. Eligibility

The bidder shall furnish the following documents to establish the bidder's eligibility:-


- a) Attested photocopies of PAN number.
- b) GST registration certificate.
- c) Price Bid in the prescribed format duly signed and sealed in each page.
- d) Work experience in similar field for minimum of 2 years.

7. Award of Contract

- a) **Each Bidder has to give a power point presentation of maximum 05 minutes explaining the entire process for the execution of the work.** Preference will be given for best PPT presented.
 - b) The Purchaser will award the contract to the bidder whose tender has been determined to be substantially responsive and who has offered the lowest tender price.
 - c) The bidder whose bid is accepted will be notified of the award of contract by the Purchaser prior to the event. The terms of the accepted offer shall be incorporated in the purchase order.
8. Payment shall be made after successful delivery of the work and submission of report and submissions of proper bills and voucher. The Payment will be made through account transfer after submission of all above mentioned documents. The report should be submitted after final approval from ORMAS, Keonjhar.
9. 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.
10. Any legal dispute arising out of this is subject to concerned district jurisdiction only.
11. Notwithstanding the above, ORMAS, Keonjhar reserves the right to accept or reject any tender and to cancel the bidding process and reject all bids at any time prior to the issue of contract letter.
12. The original certificate relating to GST, PAN etc. may be produced for verification when asked for.

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13. *Tender papers received beyond the stipulated date and time, and other required document shall be liable for rejection. The authority will not be held responsible for postal delay in the delivery of the documents or non-receipt of the same.*
14. The firm should attend the complaints/ issues and resolve it immediately.
15. Interested bidders may submit their sealed Tender in the prescribed format mentioning "Tender on Sales Analysis and MIS Management for the Regional SARAS-2024" on cover of the envelop to **ORMAS, Keonjhar, C/o-CDO-Cum-EO, Zilla Parishad, Keonjhar, 1st Floor of Zilla Parishad Office, Near Collectorate Campus, Keonjhar, ODISHA 758001** latest by 11:00 A.M. on 12/12/2024 by speed/ Registered post/ Drop in the tender box. The tender will be opened on the same day at 12:30 P.M. in the presence of the bidder/authorized person.


CDO-cum-EO
ZP, Keonjhar
CDO-cum-EO
ZP, Keonjhar

Memo No : 484

Date : 07.12.2024

Copy forwarded to the Notice Board of Zilla Parishad, Keonjhar and for web hoisting of the same in ORMAS website for wide publicity. Copy forwarded to the Sub-Collector, KJR and BDO, Sadar Block, KJR with a request to display the notice in the office notice board.


7.12.24
CDO-cum-EO
ZP, Keonjhar
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Annexure-A

EVALUATION FORM
(In the letter head of the Organization)

1.	Name of the Bidder	
2.	Full Address of the Bidder : Telephone No: E-Mail Address:	
3.	PAN No. (with copy attached)	
4.	GST No. (Registration copy attached)	

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

Full Signature of the Bidder:

Date:

Seal:

DECLARATION BY THE BIDDER:

It is hereby declared that I the undersigned, have read and examined all the terms and condition etc. of the tender document for which I have signed and submitted the bid under proper lawful 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. This is also certified that our principal manufacturing firm have no objection in signing the purchase contract if the opportunity for supply of the items against this tender is given to me/us.

Signature with Date:

Name:

Address:

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Annexure-B

PRICE QUOTATIONS FORM

(In the letter head of the Organization)

Sl. No.	Item with detail specifications	Unit	Quantity Required	Total Price Quoted in INR (excl. GST)
1.	Sales Analysis & MIS of the Event	Lumpsum	1 Package	

I / We agree to provide the above-mentioned service in accordance with the technical specifications for a total contract price of Rs..... (*amount in figures*) [Rs. (*amount in words*)] excluding GST within 03 (three) days on placement of orders. We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in bribery.

Place:

Date:

Signature of bidder with seal
Name of the Firm/ Agencies

Address: