



Notice No. 5029 /MKT-345/2023-24
(SISIR SARAS-2024)

Date 12/12/2023

CORRIGENDUM TO TENDER CALL NOTICE NO. 4828 DTD. 01.12.2023

Selection of Agencies for Tentage & Allied Work, Event Management Services and Photography & Videography Work for organization of the National Level Event SISIR SARAS-2024

In pursuance to the Tender Call Notice No. 4828 dtd. 01.12.2023, the following modifications have been made.

Tentage & Allied Works:-

1. The updated designs, dimensions and specifications for ORMAS Theme Stall and DDU-GKY Stalls for SISIR SARAS-2024 is attached at Annexure-D.
2. Eligibility Criteria-

Original Clause in the tender document	Modifications Recommended
<p>Sl. No.1 - The bidder should have been in the business of providing Event Management Services to the Central / State Government / Corporate Bodies / National & International Organisations for at least 10 years (as on 31st October'2023). Supporting documents:-</p> <ul style="list-style-type: none"> • Proof of Certificate of Incorporation / Registration of the Agency • Copy of PAN • Copy of Goods and Services Tax Identification Number (GSTIN) • Updated GST clearance in GST 3B Form • Copy of the Electrical License / Contractor hired by the bidder. 	<p>Sl. No. 1- The bidder should have been in the business of providing Event Management Services to the Central / State Government / Corporate Bodies / National & International Organisations for at least 05 years (as on 31st October'2023). Supporting documents:-</p> <ul style="list-style-type: none"> • Proof of Certificate of Incorporation / Registration of the Agency • Copy of PAN • Copy of Goods and Services Tax Identification Number (GSTIN) • Updated GST clearance in GST 3B Form • Copy of the Electrical License / Contractor hired by the bidder.
<p>Sl. No.2 - The agency should have an average annual turnover of Rs. 1.00 crore (Rupees One crore only) from Event Management Services /Tentage work during the last three financial years (2020-21, 2021-22 & 2022-23). Supporting documents:- Copies of audited balance sheet for the last four financial years and CA certificate certifying that the Event management agencies should have an average annual turnover more than Rs. 1.00 crore (Rupees One crore only) during the last three financial years from Event Management Services / Tentage & Allied Works in India. Provisional Audit Report for any of the FYs will not be accepted.</p>	<p>Sl. No.2- The agency should have an average annual turnover of Rs.70.00 lakhs (Rupees Seventy Lakhs only) from Event Management Services /Tentage work during the last three financial years (2020-21, 2021-22 & 2022-23). Supporting documents:- Copies of Audited balance sheet for the last three financial years and CA certificate certifying that the Event management agencies should have an average annual turnover more than Rs. 70.00 lakhs (Rupees Seventy only) during the last three financial years from Event Management Services / Tentage & Allied Works in India. Provisional Audit Report for any of the FYs will not be accepted.</p>



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ପଞ୍ଚାୟତିରାଜ ଓ ପାନାୟ ଜଳ ବିଭାଗ, ଓଡ଼ିଶା ସରକାର
Odisha Rural Development & Marketing Society
creating competence and values in rural Odisha
Panchayati Raj and DW Department, Government of Odisha

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3. Technical Evaluation:-

Original Clause in the tender document	Modifications Recommended
<p>Sl. No. 2 :- Financial Statement of last four year and the agency should have an average annual turnover of Rs. 1.00 crore (Rupees One crore only) from Event Management Services during the last three financial years (2020-21, 2021-22 & 2022-23) (Scoring pattern: >01 < 02 crore = 10 marks, above 2 crore = 20 marks Supporting documents:- Audited Financial Statements</p>	<p>Sl. No. 2:- Financial Statement of last three year and the agency should have an average annual turnover of Rs.70.00 lakhs (Rupees Seventy Lakhs only) from Event Management Services during the last three financial years (2020-21, 2021-22 & 2022-23) (Scoring pattern: >70 lakhs < 01 crore = 10 marks, Above 1 crore = 20 marks Supporting documents:- Audited Financial Statements</p>
<p>Sl. No.3:- The bidder should have been in the business of providing Event Management Services to the Central / State Government / Corporate Bodies / National & International Organisations for at least 10 years (as on 31st October'2023) (Scoring pattern: >10 years <15 years = 10 marks, More than 15 years = 20 marks.) Supporting documents:- Work orders showing the agency having experience of minimum 10 years</p>	<p>Sl. No.3:- The bidder should have been in the business of providing Event Management Services to the Central / State Government / Corporate Bodies / National & International Organisations for at least 05 years (as on 31st October'2023) (Scoring pattern: >05 years <10 years = 10 marks, More than 10 years = 20 marks.) Supporting documents:- Work orders showing the agency having experience of minimum 05 years</p>

4. The truss for the stage mentioned in the tender document of Tentage & Allied Works shifted to the Event Management Work.

Event Management Services:-

5. The bid must complete in all respect as specified in the Tender Call Notice Document must be accompanied with a Non-refundable amount of Rs. 10,000/- + GST 18 % - Rs. 1800 = Rs. 11,800 (Rupees Eleven Thousand Eight Hundred) towards Tender Processing.
6. Eligibility Criteria-

Original Clause in the tender document	Modifications Recommended
<p>Sl. No.-1 The bidder should have been in the business of providing Advertisement & Publicity or Event Management Services to the Central / State Government / Corporate Bodies / National & International Organisations for at least 10 years as on 31st October'2023. Supporting documents:- <ul style="list-style-type: none"> • Proof of Certificate of Incorporation / Registration of the Agency/ • Copy of PAN • Copy of Goods and Services Tax Identification Number (GSTIN). </p>	<p>Sl. No.-1 The bidder should have been in the business of providing Advertisement & Publicity or Event Management Services to the Central / State Government / Corporate Bodies / National & International Organisations for at least 05 years as on 31st October'2023. Supporting documents:- <ul style="list-style-type: none"> • Proof of Certificate of Incorporation / Registration of the Agency/ • Copy of PAN </p>



<ul style="list-style-type: none"> • Updated GST clearance in GST 3B Form • PASARA License with EPF, ESI and ISO Certificate of the Security Agency. 	<ul style="list-style-type: none"> • Copy of Goods and Services Tax Identification Number (GSTIN). • Updated GST clearance in GST 3B Form • PASARA License with EPF, ESI and ISO Certificate of the Security Agency.
<p>Sl. No.2- The agency should have an average annual turnover of Rs. 1.00 crore (Rupees One crore only) from Event Management Services during the last three financial years (2020-21, 2021-22, & 2022-23). Supporting documents:- Copies of audited balance sheet for the last four financial years and CA certificate certifying that the Event management agencies should have an average annual turnover more than Rs. 1.00 crore (Rupees One crore only) during the last three financial years from Event Management Services in India. Provisional Audit Report of any of the FYs will not be accepted.</p>	<p>Sl. No.2- The agency should have an average annual turnover of Rs. 70.00 lakhs (Rupees Seventy Lakhs only) from Event Management Services during the last three financial years (2020-21, 2021-22, & 2022-23). Supporting documents:- Copies of Audited balance sheet for the last three financial years and CA certificate certifying that the Event management agencies should have an average annual turnover more than Rs.70.00 lakhs (Rupees Seventy Lakhs only) during the last three financial years from Event Management Services in India. Provisional Audit Report of any of the FYs will not be accepted.</p>

7. Technical Evaluation:-

Original Clause in the tender document	Modifications Recommended
<p>Sl. No. 2- Financial Statement of last four year and the agency should have an average annual turnover of Rs. 1.00 crore (Rupees One crore only) from Event Management Services during the last three financial years (2020-21, 2021-22 & 2022-23) (Scoring pattern: >01 < 02 crore = 10 marks, Above 2 crore = 20 marks.) Supporting documents:- Audited Financial Statement</p>	<p>Sl. No. 2- Financial Statement of last four year and the agency should have an average annual turnover of Rs. 70.00 Lakhs (Rupees Seventy Lakhs only) from Event Management Services during the last three financial years (2020-21, 2021-22 & 2022-23) (Scoring pattern: >70 lakhs < 01 crore = 10 marks, Above 1 crore = 20 marks Supporting documents:- Audited Financial Statements</p>
<p>Sl. No. 3 - The bidder should have been in the business of providing Advertisement & Event Management Services to the Central / State Government / Corporate Bodies / National & International Organisations for at least 10 years as on 31st October'2023. (Scoring pattern: >10 years <15 years = 10 marks, More than 15 years = 20 marks.)</p>	<p>Sl. No. 3 - The bidder should have been in the business of providing Advertisement & Event Management Services to the Central / State Government / Corporate Bodies / National & International Organisations for at least 05 years as on 31st October'2023. (Scoring pattern: >05 years <10 years = 10</p>



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ପଞ୍ଚାୟତିରାଜ ଓ ପାନୀୟ ଜଳ ବିଭାଗ, ଓଡିଶା ସରକାର
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Supporting documents:- Work orders showing the agency having experience of minimum 10 years	marks, More than 10 years = 20 marks.)
	Supporting documents:- Work orders showing the agency having experience of minimum 05 years

8. Light and Sound for Stage-
- The Truss work (Four side, Size – As per the Stage Requirement, Material- Aluminum) is shifted from Tentage & Allied Work to Event Management Work under Light and Sound for Stage. The bidder will quote the price accordingly.
 - The event management agency will be responsible to provide all additional equipment's for sound & Lights as per the requirement of the artists/musicians. The output sound (P4) should be for minimum crowd capacity of 5000 nos. Instead of one generator set, two nos. of generator set of 125 KVA and 82 KVA with fuel will be provided by the agency for the stage.
9. The updated Cultural Programme is at Annexure-E for reference.
10. The successful event management agency should obtain NOC (No Objection Certificate) from the artist/ musicians before their performance for live streaming/ live webcast of their concert.

Photography & Videography Work:-

11. Eligibility Criteria:-

Original Clause in the tender document	Modifications Recommended
<p>Sl. No.2- The Agency must be registered in India as a Limited Company/ Partnership/ Sole Proprietorship under relevant acts and must be in business for last 05 (five) years from the date of incorporation on last date of the submission of proposal.</p> <p>Supporting documents:-</p> <ul style="list-style-type: none"> • Proof of Certificate of Incorporation / Registration of the Agency • Copy of PAN • Copy of Goods and Services Tax Identification Number (GSTIN). 	<p>Sl. No.2- The bidder should have been in the business of providing photography, videography, live webcast services to the Central / State Government / Corporate Bodies / National & International Organisations for last 05 (five) years from the date of incorporation on last date of the submission of proposal.</p> <p>Supporting documents:-</p> <ul style="list-style-type: none"> • Proof of Certificate of Incorporation / Registration of the Agency • Copy of PAN • Copy of Goods and Services Tax Identification Number (GSTIN). • Updated GST clearance in GST 3B Form

12. Technical Evaluation:-

Original Clause in the tender document	Modifications Recommended
<p>Sl. No.3- The Agency must be registered in India as a Limited Company/ Partnership/ Sole Proprietorship under relevant acts and must be in business for last 05 (five) years from the date of incorporation on last date of the submission of proposal. (Scoring pattern: >5 years <10 years = 10 marks, More than 10years = 20 marks.)</p> <p>Supporting documents:- Work orders showing the agency having experience of minimum 10 years</p>	<p>Sl. No.3- The bidder should have been in the business of providing photography, videography, live webcast services to the Central / State Government / Corporate Bodies / National & International Organisations for last 05 (five) years from the date of incorporation on last date of the submission of proposal. (Scoring pattern: >5 years ≤10 years = 10 marks, More than</p>



	10years = 20 marks.) Supporting documents:- Work orders showing the agency having experience of 10 years for scoring maximum marks of 20.
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13. Live Webcast- 2 nos. of camera as per the specification mentioned will be used for the Live Webcast purpose for best output.

Others:-


14. Three financial years i.e. 2020-21, 2021-22 and 2022-23 will be considered for calculating average annual turnover in case of Tentage & Allied Work, Event Management Work and Photography and Videography work.
15. Similarly, the experience of having successfully completed similar works in the FYs :- 2020-21, 2021-22 and 2022-23 will be considered for evaluation.
16. Advances (for Tentage & Allied Works and Event Management Work):- Advances may be given after 3-4 days of inauguration of the mela with due consultation of the Committee.
17. The Committee members suggested to revise the Financial Bid submission forms (FIN-1) for the Tentage & Allied Works and Event Management work, which are at Annexure- F and G.
18. All other terms and conditions remain unchanged.


Director-cum-Chief Executive Officer

Date:- 12/12/2023

Memo No. 5030

Copy to the Notice Board of ORMAS and web hosting of the same in ORMAS website for wide publicity.


Additional CEO (Finance)



SISIR SARAS 2024

THEM STALL - FRONT VIEW



SISIR SARAS 2024

THEM STALL - PROSPECTIVE VIEW



SISIR SARAS 2024

THEM STALL - INSIDE VIEW



Materials : 3D Sculpture(Ply, POP, Wood Bottom, Thermocol Foam, Colour. etc)

SISIR SARAS 2024

SIZE : 60' x 30'





Annexure - E

EVENTS OF SISIR SARAS (2023-2024)



Tentative Cultural Programme (Evening)

SN	Date	Day	Event (6.00 PM to 10.00 PM)	Anchor by
1.	6.01.2024	Saturday	<ul style="list-style-type: none"> Inauguration of Sisir Saras Odissi Dance by International Repute by Culture Department/Utkal Sangeet Mahavidyalaya 	<i>Mrutunjaya Rath & Sulagna Routray</i>
2.	7.01.2024	Sunday (Holiday)	Musical night by Satish Gajmer/ Snigdhajit Bhowmik/Ananya Sritam Nanda	<i>Event to Provide</i>
3.	8.01.2024	Monday	<p>Odia Melodies Dedicated to Late Akhaya Mohanty, Late Sikandar Alam</p>	<p><i>Madhusmita Mohanty (Anchor)</i></p> <p>Chitrabhanu Mohanty & Team (Subhendu Nayak, Sanaya Mishra, Sailabhama Mohapatra, & others (Male & Female Artist))</p>
4.	9.01.2024	Tuesday	<ul style="list-style-type: none"> Folk Dance Chau Mayurbhanj, Frog Dance Dhemsal Dance Bajasal Dance Jhoomar Dance <p>(By Culture Department (5.30 Pm to 8.00 PM))</p>	Culture Department
			<ul style="list-style-type: none"> Classical & Odia Dance by Local Dance School (8.00 PM to 9.30 PM) 	Event To Provide
5.	10.01.2024	Wednesday	<ul style="list-style-type: none"> Mohini Ataman – classical Dance Singari – Tribal folk Talabadya – Folk EZCC (name will be provided)- Nupur, Kolkata, Baishani, Mathura <p>(By Culture Department)</p>	Culture Department
6.	11.01.2024	Thursday	<ul style="list-style-type: none"> Odia melody by Susmita Das and hands Bhajana Sandhya (Mahaprasad Kar, Subhash Das, Geeta Das & Shri Charana Mohanty) & Hands 	<i>Mr. Milan</i>

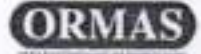
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EVENTS OF SISIR SARAS (2023-2024)



7.	12.01.2024	Friday	<ul style="list-style-type: none"> Sambalpuri Nights by Mantu Chhuria 	Event To Provide
8.	13.01.2024	Saturday	<ul style="list-style-type: none"> Fashion Show (by 3 to 4 Institutes) Any Ollywood Star (Reputed) (1st prize – 20 K & runner up –10K will be included in the tender) Filler – Oriya Melody/Band 	Rajgopal Dash, Dy. CEO Rahul & Shruti
9	14.01.2024	Sunday (Holiday)	<ul style="list-style-type: none"> Bollywood star and team/Indian Idol/SARAGAMAPA Star (Mohd. Faiz/Shanmukha Priya/Rishi Singh) 	Event To Provide
10.	15.01.2024	Monday	<ul style="list-style-type: none"> Closing Ceremony & Validation Ceremony & Odia Band 	Soumyaranjan Biswal & Shruti P Sahoo, ORMAS

Tentative Afternoon Programme

Sl No	Date	Day	Event (3.30 PM to 5.30 PM)	Place	Host by
1	7.01.2024	Sunday (Holiday)	Quiz Competition (Phase-I)	Exhibition Ground	Soumyaranjan Biswal
2	9.01.2024	Tuesday	Drawing Competition (Class 6 th to 10 th)	Exhibition Ground	Soumyaranjan Biswal Shruti P. Sahoo
3	12.01.2024	Friday	Quiz Competition (Phase-II)	Exhibition Ground	Soumyaranjan Biswal
4	13.01.2024	Saturday	Drawing Competition (Class 1 st to 5 th)	Exhibition Ground	Soumyaranjan Biswal Shruti P. Sahoo

Note:

- Event will be responsible for artist/troupe/musician management including their accommodation, travel, food etc
- Event will provide sound system/musical instruments/lights/platforms/riser/ any special requirements by the artists/troupe/musicians
- The budget should include felicitation to artists and hands (Tasar stole and flower), programme wise money. Also about the afternoon programme.





SECTION: 5

FINANCIAL BID SUBMISSION FORMS
FIN-1 COVERING LETTER (In Bidders Letter Head)

[Location, Date]

To,

The Director-cum-Chief Executive Officer
ORMAS, Panchayat Raj & Drinking Water Department,
Government of Odisha, Bhubaneswar, 751012

Sub: Submission of Financial Bid for Tentage & Allied Works for SISIR SARAS-2024.

Sir,

I, the undersigned, offer to provide the consulting services for [Insert title of assignment] in accordance with your Tender Call Notice No. _____, Dated: _____. Our attached Financial Bid is for the sum of [Insert amount(s) in words and figures]. This amount is inclusive of the taxes applicable as per GST Act. I do hereby undertake that, in the event of acceptance of our bid, the services shall be provided in respect to the terms and conditions as stipulated in the TENDER CALL NOTICE document. Items wise rate as per format given in the TENDER CALL NOTICE documents are given below:

Sr.	Item	Category	Unit	Cost per unit	Required Qty. in units	Total Amount [in Rs.] Excluding GST
A	Construction of stalls		Per Stall		350 stall	
B	Coordination Cell -Cum-VIP Lounge	Single package	Per package		1	
C	Gates	Category - A	Per Gate		2 Nos	
		Category - B	Per Gate		3 Nos	
D	Decorative Wall		Per Sq. Ft.		4000 sqr ft.	
E	Stage	Single package	Per package		1	
F	Sitting arrangement in front of the stage	Single package	Per package		1	
G	Theme Stall					
1	Showcase of Rural Products-cum-DDU-GKY Theme Stall (As per the revised design)	Single package	Per package		1 no.	
H	Live Demonstration Mandap	Single package	Per mandap		1 no.	
I	Fireman Rest Room	Single Package	Per package		1 no.	
J	Police man rest room	Single Package	Per package		1 no.	
K	Media Room	Single Package	Per package		1 no.	
L	Selfie Point	Single Package	Per package		3	
M	Cleaning & Sanitation					
1	Supply of Sweeper (20 sweepers per day) for mela ground, food court and Temporary urinal cleaning during the event.	Rate per head per day		200		
2	Garbage lifting (4 trip per day through tractor)	Rate per Trip		50		
3	Toilet cleaning material for entire Mela Period	Lumpsum		1 package		
	A-Cleaning of Temporary Urinal at mela ground B-Participants accommodation places at IDCO Corridor, SIRD & PR Hostel, Mission Shakti Bhawan, YatriNiwas, Farmers Hostel, OUAT along with requisite pheryl, bleaching & other cleaning materials etc.					
N	Ground Electrification	Single package	Per package		1	
O	Generators	Single package	Per package		1	

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P	Food Court	Single package	Per package		1	
Q	Net Carpeting	Rate per sqr ft	Per Sqr ft		3,00,000	
R	Barricading (in tin)		Running ft.		3500 sqr ft.	
S	Miscellaneous items:					
1	Bed Set (Bed & Pillow with Cover)		Per set		500 pcs	
2	Durry (15' X 15')		Per Piece		10 pcs.	
3	Printing & Installation of Star Flex Sheet with batten frame		Per Sq Ft.		5000 sqft	
4	Printing & Installation of Star Flex Banner for SHGs/PGs with batten frame		Per Sq Ft.		2000 sqft	
4	Stage background in black cloth masking		Per Sq Ft.		2500 sqr ft.	
5	Dustbin- 3 ft height	Per Piece		100 pcs		
6	Decorative Flower / Plant Pot	Per Piece		150 pcs.		
7	Syntex tank (2000 liter capacity each tank with 3' height stand)		Per tank		2 pcs.	
8	Soundless pedestal fan		Per Piece		10 pcs.	
9	Red Carpet (Synthetic)		Rate per sqft		2000 sqft	
Total Quoted Amount						
Add :-GST (CGST + SGST) - 18%						
Grand Total Quoted Amount including GST						
Rupees in words _____						
					only including GST.	

I have carefully read and understood the terms and conditions of the TENDER CALL NOTICE and do hereby undertake to provide the service accordingly. I understand that you are not bound to accept any Bid you receive.

Yours faithfully,

Authorized Signatory [In full and initials]:

Name and Designation of Signatory with Date and Seal:

Address of the Bidder:

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SECTION: 5
FINANCIAL BID SUBMISSION FORMS

FIN-1

COVERING LETTER (In Bidders Letter Head)

[Location, Date]

To,

The Director-cum-Chief Executive Officer
ORMAS, Panchayati Raj & Drinking Water Department,
Government of Odisha, Bhubaneswar, 751012.

Sub: Submission of Financial Bid for Event Management Services of SISIR SARAS-2024.

Sir

I, the undersigned, offer to provide the consulting services for [Insert title of assignment] in accordance with your Request for Bid No. _____, Dated: _____. Our attached Financial Bid is for the sum of [Insert amount(s) in words and figures]. This amount is inclusive of the taxes applicable as per GST Act. I do hereby undertake that, in the event of acceptance of our bid, the services shall be provided in respect to the terms and conditions as stipulated in the TENDER CALL NOTICE document. Items wise rate as per format given in the TENDER CALL NOTICE documents are given below:

Sl	Items	Unit	SISIR SARAS		
			Rate per Unit/sqft/spot	Quantity (Pcs./Package)	Total Amount [In Rs.] Excluding GST
A	Advertisement & Publicity				
A	Publicity: Publicity of the event should be made through				
1	Plane Hoardings – (10 ft X 12 ft each) - Printing and installation with flex in iron frame and bamboo at different place in BBSR (design will be provided by ORMAS)	Rate per Sqft		10 pcs.	
2	Road Standee-(3ft X6ft each) (design will be provided by ORMAS)	Rate per Sqft		300 pcs.	
3	Auto rickshaw branding through sticking of 3X2ft size of Eco Solvent flex on backside of Auto (design will be provided by ORMAS)	Rate per auto		350 Pcs.	
4	Online publicity through social networking site: Facebook, Twitter & Instagram for public awareness of the Melas and its designs and daily update with photographs, media coverage & Ad film upload during the event. (3rd January'2024 onwards- Per day report on link, share & comment – 80 nos., 5 posts everyday on Twitter, Facebook & Instagram on banner, teaser, customer feedback, sales. Stall review)	Lump sum		1 package	
a	Media Management: Conducting Press conference by inviting minimum 25 accredited journalists attached to reputed news agencies along with arrangements for refreshment & issue of media kits. Writing of daily press news and release of the same in newspaper.	Rate per press conference		3 Nos.	
B	Documentation				
1	LED Panel (8ft. X 6ft.) (For the entire event)	Rate per LED		4	
2	C.C. Camera / TV along with operator (For the entire event)	Rate per Camera		60	
3	Plasma TV (50" size) (For the entire event)	Rate per TV		2	
C	Security Services				
1	Guard with Lathi (Rate Per Shift -8 Hour)	Rate per guard/shift		As per requirement	

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Sl	Items	Unit	SISIR SARAS		
			Rate per Unit/ sqft/ spot	Quantity (Pcs./ Package)	Total Amount (In Rs.) Excluding GST
2	Supervisor (Rate Per Shift- 8 Hour)	Rate per supervisor/ shift		As per requirement	
D	Afternoon Programme/ Cultural Programme				
I.	Afternoon Programme				
1.	Quiz Competition (2 nos.)	Lumpsum		1 package	
2.	Drawing Competition (2 nos.)	Lumpsum		1 package	
II.	Cultural Programme (Evening/ Night)				
1	Basic Arrangement of Lights, Sounds, Truss and Generator for the Stage (as per details specifications mentioned in the tender document & corrigendum)	Lumpsum		1 package	
2	Odissi Dance by International Repute by Culture Department/Utkal Sangeet Mahavidyalaya	Lumpsum		1 package	
3	Musical night by Satish Gajmer/ Snigdhajit Bhowmik/Ananya Sritam Nanda	Lumpsum		1 package	
4	Old Odia Melodies Dedicated to Late Akhaya Mohanty, Late Sikandar Alam Chitrabhanu Mohanty & Team (Subhendu Nayak, Sanaya Mishra, Sailabhama Mohapatra, & others (Male & Female Artist)	Lumpsum		1 package	
5	Folk Dance Chau Mayurbhanj, Frog Dance, Dhensa Dance, Bajasal Dance, Jhoomar Dance (By Culture Department (5.30 P.M. to 7.30 PM) Classical & Odia Dance by Local Dance School (8:00 P.M. to 9:30 P.M.)	Lumpsum		1 package	
6	Mohini Ataman – classical Dance, Singari – Tribal folk Talabadya – Folk, EZCC (name will be provided)- Napur, Kolkata, Baishani, Mathura by Culture Department	Lumpsum		1 package	
7	Odia melody by Susmita Das and hands, Bhajana Sandhya (Mahaprasad Kar, Subhash Das, Geeta Das & Shri Charana Mohanty) & Hands	Lumpsum		1 package	
8	Sambalpuri Nights by Mantu Chhuria	Lumpsum		1 package	
9	Fashion Show (by 3 to 4 institutes) [1 st prize- 20K & runner up – 10K], Any Oollywood Star (Reputed), Filler-Odia Melody/ Band	Lumpsum		1 package	
10	Bollywood star and team/Indian Idol/SARAGAMAPA Star (Mohd. Faiz/Shanmukha Priya/Rishi Singh)	Lumpsum		1 package	
11	Odia Band	Lumpsum		1 package	
E	Local Transportation				
1	Bolero/Travera (For 12 hour duty + 10 Km. Running Per One Liter Diesel)	Rate per day		20 days	
2	Swift Dezire (For 12 hour duty + 17 Km. Running Per One Liter Diesel)	Rate per day		20 days	
3	Bus (Mela Ground to Accommodation places at Yatri Niwas / SIRD & PR Campus or any other accommodation place inside Bhubaneswar). (40-50 seater) (Morning 6 + Evening 6 = 12 trip approx. per day)	Rate Per Trip		11 days	
4	Truck - (407 Carrying participant from Railway Station to Mela Ground- 2 full days & night -48 hours Carrying participant from Railway Station to Mela Ground- 2 full days & night -48 hours, [12 th - 14 th January 2023]	Rate Per Day (24 hr duty)		3 days	
5	Toto E Rickshaw	Rate for the entire event		1 no.	
F	Printing Works				
1	Plastic Identity Card with neck cord	Rate per pcs		100	
2	Identity Card with cover and neck cord	Rate per pcs		1000	

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Sl	Items	Unit	SISIR SARAS		
			Rate per Unit/sqft/ spot	Quantity (Pcs./ Package)	Total Amount (In Rs.) Excluding GST
3	Invitation Card with Envelop	Rate per pcs		500	
4	Certificate	Rate per pcs		1000	
H	Pantry Services Providing Daily Mineral Water, Tea, Coffee, Snacks, Tiffin to the Guest/VIP/ Officials at Coordination cell during the event as per the order of the melain charge				
1	Mineral water (ISI Marked) - Rate per 500 ml bottle	Rate per bottle		1	
2	Mineral water (ISI Marked) - Rate per 1 ltr bottle	Rate per bottle		1	
3	Tea / Coffee- Rate per cup	Rate per plate		1	
4	Snacks (Category-I)- Dry fruits (for VIP & VVIP) - (Roasted & salted Cashew & Pista/Almond, Salted bakery biscuits, chips, seo bhujia)	Rate per Plate		1	
5	Snacks (Category-II)- Tiffin (for Staff) (1 Bada, 1 Samosa, 1 Alu chap & 2 sweet) Rate per plate	Rate per plate		1	
6.	Break-fast (Idli/Puri/Vada/Veg Paratha/ Vegetable Upama(Suji +Seemal Mix) with Chutney or Sambar/ Veg Sandwich			1 package	
7	Lunch (Plain Rice/Hot Roti/ Dal Fry/ Veg Curry (seasonal Veg/ Special items like Panner/ Mushroom/ Fish/ Chicken alternatively/Water Bottle (500ml)			1 package	
8	Dinner Hot Roti/ Veg Curry/ Non-Veg Curry/ Sweets (one each)/ Water Bottle (500ml)			1 package	
Total Quoted Amount excluding GST					
			Add :-GST (CGST + SGST) – 18%		
Grand Total Quoted Amount including GST					
Rupees in words _____					only including GST.

I have carefully read and understood the terms and conditions of the TENDER CALL NOTICE and do hereby undertake to provide the service accordingly.

I understand that you are not bound to accept any Bid you receive.

I remain,

Yours faithfully,

Authorized Signatory [In full and initials]:

Name and Designation of Signatory with Date and Seal:

Address of the Bidder:

N.B. - The total price for the dates 6th, 9th & 10th January'2024 is fixed i.e. Rs.7.00 lakhs. All bidders have to quote the price as mentioned above.

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Pre-Bid Clarifications

Annexure- H

Tender on Tentage & Allied Works, Event Management Services and Photography & Videography work for organisation of SISIR SARAS-2024

Tender Call Notice No. 4828 Dated:- 01.12.2023

Venue: Conference Hall, ORMAS, Bhubaneswar

Date & Time :-07.12.2023 @ 11:30 A.M. onwards

Sl.	Page No.	Section No.	Headings	Original Clause as per RFP	Queries of the bidder	Clarifications/ Modifications Recommended	Remarks
Tentage & Allied Works							
Queries from Shadow Advertising & Communications Pvt. Ltd.							
1	3	-	Datasheet	Sl. No. 10. Earnest Money Deposit (EMD) (Refundable) - Rs. 1,00,000/- INR (Rupees One Lakh) shall be transferred in the following SB Account Name of the Account Holder:- ORMAS Bhubaneswar Name of the Bank & Branch:- IDBI Bank, Janpath SB Account Number:- 042104000155496 IFSC Code :- IBKL0000042 (Any kind of exemption/ relaxation is not applicable for this assignment)	1. Seeking exemption of EMD for MSME-NSIC registered firm/company. 2. Refer Finance Dept., Govt. of Odisha office memo. Letter no 13681/F, FIN-CODES-RULE-0005-2015 dated 19.04.2018 (enclosed). 3. Refer Finance Dept., Govt. of Odisha office memo. Letter no 14602/F, PT14-FIN-COD-MISC-0007-2019 dated 20.05.2021 (enclosed).	There is no change in the original clause	No Change
2	8	2	Technical Evaluation (2nd stage)	Technical Presentation	Whether the bidder has to submit presentation hardcopies in technical bid document envelopes OR has to present the softcopies before the tender evaluation committee.	It is clarified that the bidders qualified in the Pre-Qualification/ Eligibility Round will submit the soft copies of the presentation at the time of technical presentation.	No Change
3	25-26	5	Financial Bid Submission Forms	Financial Bid Submission Forms	Request to add a new component for Anti Fire treatment (fire repellent chemical) in Section- 5, Financial Bid Submission Forms. Because a significant monetary consideration is involved.	Request to add a new component for Anti Fire treatment (fire repellent chemical) in Section- 5, Financial Bid Submission Forms. Because a significant monetary consideration is involved.	No Change
Queries from Bharati Chitralaya							
4	11	2	Advances	No advances will be given to the successful bidder during the period of mela.	It is requested to give some advances after the inauguration of the programme.	Advances may be given after 3-4 days of inauguration of the mela with due	Please refer to the Corrigendum

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Sl. No.	Page No.	Section No.	Headings	Original Clause as per RFP	Queries of the bidder	Clarifications/ Modifications Recommended	Remarks
5	15	3	Stage	Iron fabricated structure 60' x 40' size & height from ground surface 5' with plywood floor of 19 mm thickness ply as per approved event wise design attached at Annexure C. with following the technical specification and other materials [Truss (no bamboo), Ply, Thermocol, Plaster of paris] may be used to get original 3D Effect. One no. of Ramp on one side of the stage and one ramp on the front (20' X 12') for the fashion show. Two Riser for Photography and Videography on front side of the stage.		consultation of the Committee. <u>The Truss work (Four side, Size - as per the stage requirement, Material- Aluminum) is shifted from Tentage & Allied Work to Event Management Work under Light and Sound for Stage.</u>	Please refer to the Corrigendum

Event Management Work

Queries from Shadow Advertising & Communications Pvt. Ltd.

6	3	-	Datashet	Sl. No. 10. Earnest Money Deposit (EMD) (Refundable) - Rs. 1,00,000/- INR (Rupees One Lakh) shall be transferred in the following SB Account Name of the Account Holder:- ORMAS Bhubaneswar Name of the Bank & Branch:- IDBI Bank, Janpath SB Account Number:- 042104000155496 IFSC Code :- IBKL0000042 (Any kind of exemption/ relaxation is not applicable for this assignment)	1. Seeking exemption of EMD for MSME-NSIC registered firm/company. 2. Refer Finance Dept., Govt. of Odisha office memo. Letter no 13681/F, FIN-CODES-RULE-0005-2015 dated 19.04.2018 (enclosed). 3. Refer Finance Dept., Govt. of Odisha office memo. Letter no 14602/F, PT14-FIN-COD-MISC-0007-2019 dated 20.05.2021 (enclosed).	There is no change in the original clause	No Change
7	8	2	Technical Evaluation (2nd stage)	Technical Presentation	Whether the bidder has to submit presentation hardcopies in technical bid document envelopes OR has to present the softcopies	It is clarified that the bidders qualified in the Pre-Qualification/ Eligibility Round will submit the soft copies of the presentation at	No Change

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Sl.	Page No.	Section No.	Headings	Original Clause as per RFP	Queries of the bidder before the tender evaluation committee.	Clarifications/ Modifications Recommended	Remarks
Queries from CSN							
8	5	2	Pre- Qualification/ Eligibility Criteria	Sl. No. 1 - The bidder should have been in the business of providing Advertisement & Publicity or Event Management Services to the Central / State Government / Corporate Bodies / National & International Organisations for at least 10 years as on 31 st October'2023.	It is requested to reduce the experience to 5 years as on 31 st October'2023	It may be read as:- The bidder should have been in the business of providing Advertisement & Publicity or Event Management Services to the Central / State Government / Corporate Bodies / National & International Organisations for at least 05 years as on 31 st October'2023.	Please refer to the Corrigendum
Queries from Cathexis							
9	4	1	Letter of Invitation	The bid must complete in all respect as specified in the TENDER CALL NOTICE Document must be accompanied with a Non-refundable amount of Rs. 10,000/- + GST 18 % - Rs. 1200 = Rs. 11,800 (Rupees Eleven Thousand Eight Hundred) towards Tender Processing Fee and a Refundable amount of Rs. 1,00,000/- (Rupees One Lakh only) towards EMD failing which the bid will be rejected.	Whether GST amount is 1200 or 1800/-	It may be read as:- The bid must complete in all respect as specified in the TENDER CALL NOTICE Document must be accompanied with a Non-refundable amount of Rs. 10,000/- + GST 18 % - Rs. 1800 = Rs. 11,800 (Rupees Eleven Thousand Eight Hundred) towards Tender Processing Fee and a Refundable amount of Rs. 1,00,000/- (Rupees One Lakh only) towards EMD failing which the bid will be rejected.	Please refer to the Corrigendum
10	5	2	Pre- Qualification/ Eligibility Criteria	The agency should have an average annual turnover of Rs. 1.00 crore (Rupees One crore only) from Event Management Services during the last three financial years (2020-21, 2021-22, & 2022-23).	To consider average annual turnover of Rs.1.00 crore (Rupees One Crore) only from Event Management Services during the last four financial years (2019-20, 2020-21, 2021-22, & 2022-23).	The agency should have an average annual turnover of Rs. 70.00 lakhs (Rupees Seventy Lakhs only) from Event Management Services during the last three financial years (2020-21, 2021-22, & 2022-23).	Please refer to the Corrigendum.

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Sl.	Page No.	Section No.	Headings	Original Clause as per RFP	Queries of the bidder	Clarifications/ Modifications Recommended	Remarks
Queries from Xpose Advertising							
11	14	3	Light and Sound for Stage	Besides the event management agency will be responsible to provide additional requirements (sound & Light) of the artists/musicians. A Generator set of 62KVA with fuel will be provided by the agency for the stage.	Please specify the sound and light to be used.	The event management agency will be responsible to provide all additional equipment's for sound & lights as per the requirement of the artists/musicians. The output sound (P4) should be for minimum crowd capacity of 5000 nos. Instead of one generator set, two nos. of generator set of 125 KVA and 82 KVA with fuel will be provided by the agency for the stage.	Please refer to the Corrigendum
Photography & Videography Work							
Queries from Academy for Media Learning Private Limited							
12	5	2	Pre-Eligibility Criteria	Sl. No. 2- The agency should have an average annual turnover of Rs. 10.00 lakhs (Rupees ten lakhs) from the Creative work i.e. Still Photography, Videography during the last three financial years (2020-21, 2021-22, 2022-23).	Usually, the bidders are expected to present the annual turnover certificate and/or the financial documents like audited balance sheet and profit and loss statement, along with IT returns, for the last/ recent 3 consecutive FYs. Can it be thus considered as FY 2020-21, 2021-22 and 2022-23? (Because the RFP mentions 2 different things at different places.)	The agency should have an average annual turnover of Rs. 10.00 lakhs (Rupees ten lakhs) from the Creative work i.e. Still Photography, Videography during the last three financial years (2020-21, 2021-22, 2022-23).	Please refer to the Corrigendum
13	5	2	Pre-Eligibility Criteria	Sl. No.3 - Experience of having successfully completed similar works in Central/ State Governments/ Departments/ PSU's/ Corporate Bodies / National / International Organisations during last three years (2020-21, 2021-22,	As we understand, the scope of work under this assignment focuses on comprehensive event documentation through videography and photography and developing series of content for	No Change	No Change




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Sl.	Page No.	Section No.	Headings	Original Clause as per RFP	Queries of the bidder	Clarifications/ Modifications Recommended	Remarks
				<p>2022-23), should be either of the following.</p> <p>i Three Similar assignments costing not less than the amount equal to Rs.2.00 Lakhs (Rupees two Lakhs.) each OR</p> <p>ii Two similar assignments costing not less than the amount equal to Rs. 3.00 Lakhs (Rupees three Lakhs) each OR</p> <p>iii One similar assignment costing not less than the amount equal to Rs. 4.00 Lakhs (Rupees four Lakhs.) each</p>	<p>digital/ social media and other IEC elements etc.</p> <p>However, as mentioned in the tender, the bidders are expected to demonstrate their experience (through workorder/ contract documents etc.) relating to Documentary Films/ Corporate Films/ Viral Videos/ Animated Videos/ Television Commercials.</p> <p>So, we request you to kindly include assignments like comprehensive or integrated documentation/ communication of Events covering services like: (a) AV Documentation/ Videos, (b) Event Photography, (c) LIVE Streaming/ Telecast, and (d) Developing Social Media content etc. This can help ORMAS to choose the right service provider for such flagship events.</p>		
14	12	3	Scope of Work	<p>Live Webcast:- Professional HD Telecast Quality video camera likes Sony PXW series OR other equivalent make. Audio Mixer: Broadcast standard Audio Mixer with wireless microphones (2 wireless lapel microphone + 1 wireless boom microphone) No. of camera and live equipment's should be used as per the requirement for best output. Online Switcher: Telecast standard Online Switcher for Live production with stand by switcher. Talkback (wireless) Preview Monitor</p>	<p>As per the RFP, as we understand, the selected agency will provide multi-cam video production and live telecast of the event 'Sisir Saras Mela 2024'. However, we seek your input on the following queries so that we can design the plan and make our bid technically and financially competitive.</p> <p>a) Do you need a full-fledged multi-camera production setup (say a 4-Camera On-Line Setup) for cover the on-stage event (meeting and performances) across all 11 days? (If yes, this</p>	<p>Yes (2 nos. of camera as per the specification mentioned will be used for the Live Webcast purpose.</p>	<p>Please refer to the Corrigendum</p>

Sl. No.	Page No.	Section No.	Headings	Original Clause as per RFP	Queries of the bidder	Clarifications/ Modifications Recommended	Remarks
				<p>HD recorder to record the total live visuals in HD format.</p> <p>Live Streaming: High quality live streaming to all Electronics & Social Media channels with all accessories.</p> <p>Accessories as all connecting cables, tripod, batteries, and others.</p> <p>Adequate Technical staff equipped to handle the scope of work.</p> <p>High Speed Internet Connection.</p> <p>Dry run/Test run shall be done to test all connectivity and equipment's.</p> <p>The soft copies of the total live visuals including rushes have to be submitted in an external hard drive (in HD Format) to ORMAS.</p>	<p>has to be set up one day in advance and the team shall be engaged for total 12 days.) So that, the Video 'Output' from this Production can be used as the 'input' for the Live Streaming as well as go in the local LED across the site. (As an alternative, a single camera Output can be considered which can save a huge budget. However, this depends on the concept and budget allocated by the organizer.)</p> <p>b) Do you require the Live Streaming service across all 11 days or it can be limited to the Inaugural and Valedictory Ceremonies?</p> <p>c) In how many numbers of channels/ handles the Live Streaming should go? (Because, the bidder shall deploy the technical and manpower resources accordingly and that will impact the budget.)</p> <p>d) Will the bidder arrange highspeed internet required for the Live Streaming or the Organiser can support at the site? (A 10-20 MBPS 1:1 Lease line is recommended for this purpose.)</p>	<p>Live Streaming across 10 days i.e. from 06th – 15th January 2024 (05:30 P.M. till the closing of the programme every day)</p> <p>Only one i.e. Facebook Page of ORMAS.</p> <p>It will be arranged by the bidder.</p>	
Queries from UK Fortune							
15	5	2	Pre- Qualification/ Eligibility Criteria	Sl. No. 2- Copies of audited balance sheet for the last four financial years and CA certificate certifying that the	Four Year Annual Turnover (2020-21, 2021-22, 0222-23)	It may be read as:- Copies of Audited balance sheet for the last three financial years and CA	Please refer to the Corrigendum

Sl.	Page No.	Section No.	Headings	Original Clause as per RFP	Queries of the bidder	Clarifications/ Modifications Recommended	Remarks
16	7	2	Technical Evaluation (2nd stage)	The Agency must be registered in India as a Limited Company/ Partnership/ Sole Proprietorship under relevant acts and must be in business for last 05 (five) years from the date of incorporation on last date of the submission of proposal. (Scoring pattern: >5 years <10 years = 10 marks, More than 10 years = 20 marks.)	Work orders experience of minimum 10 years - Plz clarify whether we have to provide work orders for each and every year for the last 10 year or we can just provide work orders for the last 10th Year and proof that we have a 10 year establishment.	certIFICATE certifying that the agency should have an average annual turnover more than Rs. 10.00 lakhs (Rupees ten lakhs only) during the last three financial years from Event Management Services in India. Provisional Audit Report of any of the FYs will not be accepted. The agency has to submit work orders for each and every year for the last 10 year for scoring maximum marks of 20.	
17	9	2	Other terms and conditions	c. In case of any extension of Mela period, no extra payment will be entertained for the additional days. e. The final payment will be made on the basis of the actual work done and Work Assessment Report in the specified format by the Mela-in-charge. In case of any additional requirement, the successful bidder has to take the prior written permission from the Mela-in-charge.	Point C and Point E are contradictory with each other.	Point C and E are different. Point E means if any additional equipment's/ manpower is required then the successful bidder has to take the prior written permission from the Mela-in-charge	No Change
Queries from Rabin Video Graphics							
18	15-16	4	Technical Forms	Tech-4 and Tech-5	(No of years for Financial Data & Past Experience Data), please clarify the years you required the data.	It is clarified that:- Three financial years i.e. 2020-21, 2021-22 and 2022-23 will be considered for calculating average annual turnover from creative works. Similarly, the	Please refer to the Corrigendum

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Sl. No.	Page No.	Section No.	Headings	Original Clause as per RFP	Queries of the bidder	Clarifications/ Modifications Recommended	Remarks
19	12	3	Scope of Work	Live Webcast	For Live Webcast, how many hours (duration) per day live stream record? , whether high speed internet will be provided by ORMAS or Party (Minimum 50 Mbps ILL 1:1required)	experience of having successfully completed similar works in the Fys :- 2020-21, 2021-22 and 2022-23 will be considered for evaluation. Please refer to serial no. 14	
20	12	3	Scope of Work	Live Webcast	For live Webcast is I&PR rate applicable or not?	No Change	No Change
21	11	3	Scope of Work	Videography	For film documentation, if it will be used as a cinematic camera, is the I & PR or DAVP rate applicable?	No Change	No Change
22	12	3	Scope of Work	Videography- A short film of the entire SISR SARAS of 15 minutes duration should be made after the completion of the program. Similarly, another short film of 3-4 minutes duration will also be made for social media and in house exhibition purpose. 10 best case study teasers of 2 minutes duration each of special stalls on the basis of unique products, sale, branding and publicity etc. should be prepared by the agency which must include shots of the stall, sale activities, display, bytes of seller and customers.	Total number of films 15 minutes, 3-4 minutes, 2 minutes each stall (10 no. Films) , whether totally we have to give 12 no. or more films?	Total 12 nos. of videos need to be developed as per details mentioned in the tender documents. <ul style="list-style-type: none"> • One video of 15 minutes • One video of 3-4 minutes • 10 teasers of 2 minutes 	No Change
23	9	2	Other terms and conditions	c. In case of any extension of Mela period, no extra payment will be entertained for the additional days.	What will be the maximum date to extend the SISRA SARAS 2024 mela?	No Change	No Change

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