

TENDER PAPER

Of

Tentage & Allied Works

For

Celebration of
Panchayati Raj Diwas
Samaroha

On

5th March 2016

SIRD&PR

State Institute for Rural Development & Panchayati Raj
Panchayati Raj Department, Govt. of Odisha
SIRD Campus, Unit-VIII, Nayapalli, Bhubaneswar

**PURCHASE DETAILS OF TENDER PAPER / EMD FOR TENTAGE & ALLIED WORKS OF
CELEBRATION OF PANCHAYATIRAJ DIWAS - 2016**

Tender paper can be downloaded from the following websites- www.sirdodisha.org. OR www.ormas.org OR www.odishapanchayat.gov.in. Or can be obtained from the office of SIRD at "SIRD Campus, Unit-8, Near Stewart school. Bhubaneswar, Pin 751012 during office hours.

A. COST OF TENDER PAPER : **Rs. 10,000 (Rupees ten thousand only)** (Non-refundable)

B. INSTRUMENT OF PURCHASE OF TENDER PAPER:

Demand Draft/Pay Order No..... Dated /..... /2016 (if the tender paper downloaded from website (DD / Pay Order to be attached with tender paper) :

To be filled in by the bidder.

(Only in case of tender paper downloaded from website.)

Bidder Name and Address:

M/s

.....

Signature of the bidder

Or

Money Receipt No..... Dated/..... /2016 (if the tender paper purchased from SIRD office), (Original Money Receipt to be attached with tender paper)

To be filled in by the Account section of SIRD.

(only in case of purchase of tender paper from SIRD office)

ISSUED TO (Address in Detail):

M/s

.....

Signature of issuing officer

C. E.M.D (Refundable) : **Rs.2,40,000/-** (Rupees two lakh forty thousand only) in shape of Demand Draft /Pay order in favour of " **Director SIRD**", payable at Bhubaneswar.

Demand Draft/Pay Order No..... Dated/..... /2016

D. Sale of Tender Paper: 10th to 22nd February 2016 up to 5 PM at SIRD Office during office hour.

E. Last Date & Time for Receipt of Tender: 23rd February, 2016 latest by 3 PM.

E. Date & Time of submission of Tender paper: 23rd February, 2016 latest by 3:00 PM at Office of SIRD & PR, SIRD campus, Unit-8, BBSR.

F. Date & Time for opening Prequalification Bid: 23rd February, 2016 latest by 4:00 PM in the Office chamber of Director, SIRD &PR

G. Date & Time for opening Financial Bid: 23rd February, 2016 latest by 5:00 PM in the Office chamber of Director, SIRD &PR

F. Address for submission Of tender paper:

SIRD & PR (State Institute of Rural Development & Panchayati Raj)

SIRD Campus, Unit – 8, Bhubaneswar, Odisha, Pin – 751012.

About the Event – Panchayati Raj Diwas

State Level Panchayati Raj Diwas Samaroh is an important event for the Panchayati Department and as well as for Government of Odisha, where in all elected PRI members celebrate successful decentralised democratic governance system of Odisha as well as celebration of Birth day of great legendary leader Shri Biju Pattanik. It is celebrated on 5th March of Every Year. This year's State Level PR Diwas Samaroh- PR Department, has been planned to be organized at Janata Maidan, Near Swaosti Primum, Jaydev Bihar, Bhubaneswar with 20000 Participants namely leaders of 3 tier PRIs & officials across the state. This event will be graced by Hon'ble Chief Minister, Odisha and his Cabinete cliques, Hon'ble MPs, MLA of Odisha, Hon'ble Mayor & Corporators, BMC and other Chair-person PSU and State, District & Block level Officials. In this event temporary structure like Stage, Entrance & Exit gate, Auditorium, Dinning Halls, Coordination Centers, Photo Exhibition, Food Stalls etc. as decided by the Department will be erected for smooth organization of the event. 20,000 participants will be served with Breakfast, Lunch & Drinking Water during the event. The programme also will have cultural shows during the event.

Terms of Reference to the tender paper for the Tentage & Allied works of PR Diwas- 2016

A. TERMS AND CONDITIONS OF TENDER FOR TENT & ALLIED WORKS

1. **Cost of Tender documents of Rs. 10,000/-(non refundable)** in shape of DD drawn on any Nationalized Bank/ Scheduled Bank in favour of State Institute for Rural Development, Bhubaneswar payable at Bhubaneswar. In case of purchase of tender documents, original money receipt to be enclosed.
2. **EMD of Rs. 2,40,000/ (Rupees Two Lakhs Fourty Thousands only)** in shape of DD drawn in any Nationalized Bank / Scheduled Bank in favour of Director, SIRD payable at Bhubaneswar.
3. Self attested photocopy of valid TIN registration certificate of similar nature of works (in form VAT-103) and valid VAT Clearance Certificate (in VAT-612 form) and return copies (in form 201) for the year 2014-15.
4. Self attested photocopy of PAN, TAN, up-to-date IT acknowledgement receipt up to 2014-15
5. Self attested documents / Papers in support of previous experience of at least last 3 years.
6. **Self attested photocopy of valid electrical license from Competent Authority or authorization from any registered electrical contractor for execution of electrical work.** In case of authorization from any registered electrical contractor, the self-attested copy of the valid electrical license of contractor has to be submitted.
7. **Experience** of having successfully completed **similar nature of works during last seven year** ending last month of the current year (up to 31st Dec. 2015), should be either of the following.
 - I. **Three Similar** [Tentage or Event Management works for National/ State/ District Level Event] **nature of works/assignments costing not less than the amount equal to Rs 20.00 Lakhs (Rupees Twenty Lakhs.)**

or

- II. **Two similar** [Tentage or Event Management works for National/ State/ District Level Exhibitions] **nature of works/assignments costing not less than the amount equal to Rs. 30.00 Lakhs** (Rupees Thirty Lakhs.)
or
 - III. **One similar** [Tentage or Event Management works for National/ State/ District Level Exhibitions] **nature of works/assignments costing not less than the amount equal to Rs. 50.00 Lakhs** (Rupees fifty Lakhs.)
- A. Copy of the **registration certificate** of the firm and valid number in favor of the firm from **Commercial Tax (VAT), Income Tax (PAN, TAN) and Service Tax (latest deposit Challan)** for similar nature of work.
 - B. The bidder has to submit the **Audited Financial Statement of last three years duly attested by the Chartered Accountant.**
 - C. **Annual Financial Turnover during the last three year**, ending 31st March of the previous financial year, **should be at least Rs. 50.00 Lakhs.**
 - D. **Self attested photocopy of valid electrical license from Competent Authority or authorization from any registered electrical contractor for execution of electrical work.** In case of authorization from any registered electrical contractor, the self-attested copy of the valid electrical license of contractor has to be submitted.
8. The duration of the Event will be one day. In case of any extension of the event period, no extra payment will be entertained for the additional days. The venue shall be made available to the contractor by SIRD before 7 days of commencement of the event. All the desired works should be completed at least one day before the scheduled date and time of the inauguration of event and should be handed over all the works as per specification, to the in-charge of event.
 9. The bidder shall quote their price for all the items without leaving blank. If found so, the bid will be treated as non-responsive and rejected.
 10. The bidder has to quote the rate as per the given format.
 11. On completion of the event, the successful bidder shall have to take away all the materials within seven days & vacate the place with the same condition while occupying the ground.
 12. The successful bidder should be prepared to provide additional materials in case of requirement at the market price for the items not mentioned in the tender.
 13. The final payment will be made on the basis of the actual work done and Work Assessment Report in the specified format by the concerned committee of the event. The executants

shall not use any additional materials other than the work specified in the work order without the prior permission of the Event-in-charge. In case of any additional requirement, the contractor has to take the prior written permission from the Event-in-charge.

14. The successful bidder along with its manpower and the committee formed by SIRD & PR, PR Department should do a proper assessment and the actual work done during the event period.
15. The successful Bidder will be responsible for upkeep and maintenance of the entire work done by him till the closing of the event. SIRD&PR will not be responsible for any breakage, damage, fire, theft etc. of his materials and insurance if any.
16. No part of the contract will be sub-let without the prior written permission of the Event-in-Charge.
17. For convenience and effective delivery, the tender is to be treated as a package of services. Evaluation of the competitive bidding price will be made taking into account the total amount calculated on the entire items.
18. It shall be the responsibility of the successful vendors/executants to obtain requisite permission for electricity connection / fire services for the event period from statutory bodies. Towards Fire Protection:
19. The bidder has to supply the fire protection equipment like extinguisher as per the requirement from the Fire Officer of the concerned area and strictly adhere to the fire safety norms.
20. All the temporary structure (Stage, Gate, Food Stall, Auditoriums, Coordination cell) have to be sprayed with fire repellant materials/ anti fire chemical as approved by the fire officer and get a certificate there of from the competent authority .
21. In regard to electrical fittings etc. the executants/successful bidder shall have to engage qualified licensed electrician/contractor entitled to erect, handle and maintain high tension supply line and its up keep and maintenance as per prescribed guideline issued by the competent authority at Govt level.
22. The bidders are required to deposit an earnest money of **Rs.2,40,000/- (Rupees Two Lakh Forty Thousand only)** in shape of demand draft/pay order in favour of “ **Director, SIRD**” payable at **Bhubaneswar**. The E.M.D. amount of the successful bidder will be refunded within a month on successful completion of the work. Tender papers without E.M.D shall not be accepted.
23. The successful bidder shall immediately and not later than the next day of intimation of acceptance of the tender, sign an agreement on Non-judicial stamp paper of appropriate value with submission of 10% (Ten Percent) of the Contract Amount in shape of Demand Draft towards performance security till completion of the works. Failure to do so shall give the Event Authority the right to revoke the acceptance of the tender without further notice

to the bidder, forfeit the performance security and award the work to any other contractor / decorator.

24. The authority is not bound to accept the lowest tender and reserves the right to inspect / verify the stock of materials required for this work, in godown of bidders by nominating a Committee to ascertain the credibility of the firm. Further the undersigned reserves the right to reject any or all tenders without assigning any reasons thereof.

25. The layout and plan design for erection of 3D design Stage, Gate, Photo Exhibition, Facia for Auditorium, Decoration of special Properties, Rangoli with Flower, Auditorium, Coordination Cell will be collected from Office of the Director, SIRD & PR, at SIRD Campus, Unit-8,Bhubaneswar.

26. Cleaning & Sanitation: The Tenderer shall have to furnish the willingness of a registered sweeping service agency along with their registration certificates and other required statutory documents necessary for sweeping services.

- a. The work assigned to the firm should be done as per the above specification and should cover all aspects of the event.
- b. The successful Bidder has to maintain Cleanness & sweeping of the Entire Ground, Labeling, Roads, Auditoriums, Stage, Dinning shed and food serving premises.
- c. Successful Bidder has to provide at least 20 no supervisor to supervise the cleaning and Sweeping works at venue.
- d. Successful Bidder has to provide the sweeping & cleaning material like jhadu to the sweepers in their own cost of bidder.
- e. Garbage lifted from the ground will be supplied through tractors to the Municipality Dumping Yards only.
- f. Ground should be cleaned by the bidder after completion of the event / before handed over the ground to BDA.

27. Security services: The Tenderers shall have to furnish the willingness of a Registered Security Agency along with their registration certificate and other required statutory documents necessary for a security agency as per the prescribed guidelines of competent Govt. Authority.

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

- a. To put on proper uniform
- b. Sincerity with good conduct
- c. Well behaved & disciplined
- d. Able to read, write & speak Oriya. Working knowledge of Hindi & English.
- e. Able to keep proper watch & ward
- f. Knowledge of fire extinguisher operation
- g. Able to ride motor bike
- h. Minimum Qualification: Matriculation, +2 will be added advantage

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

28. The tender documents should be submitted in two separate covers, one cover containing the Eligibility criteria along with the **Prequalification Bid (Cover-A)** and another cover containing the **Financial Bid (Cover-B)** and finally packed in one cover and super scribed as **“Tender Paper for Tentage & Allied Works”**.
29. The rate offered by the firm shall be including of all taxes and duties.
30. The tender should be submitted in two bids -**“Prequalification Bid” & “Financial Bid”** in separate sealed cover.
31. The **Prequalification Bid** must be accompanied with the following documents.
The bidder is to submit self attested photocopies of the following documents with duly filled in tender paper. The documents to be submitted by the bidder are:
- A. **Cost of Tender documents of Rs. 10,000/-(non refundable)** in shape of DD drawn on any Nationalized Bank/ Scheduled Bank in favour of State Institute for Rural Development, Bhubaneswar payable at Bhubaneswar. In case of purchase of tender documents, original money receipt to be enclosed.
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or
 - iii. **One similar** [Tentage or Event Management works for National/ State/ District Level Event] **nature of works/assignments costing not less than the amount equal to Rs. 50.00 Lakhs** (Rupees fifty Lakhs.)
 - D. Copy of the **registration certificate** of the firm and valid number in favor of the firm from **Commercial Tax (VAT), Income Tax (PAN, TAN) and Service Tax (latest deposit Challan)** for similar nature of work.
 - E. Self attested photocopy of valid TIN registration certificate of similar nature of works (in form VAT-103) and valid VAT Clearance Certificate (in VAT-612 form) and return copies (in form 201) for the year 2014-15.

- F. Self attested photocopy of PAN, TAN, up-to-date IT acknowledgement receipt up to 2014-15.
 - G. Self attested documents / Papers in support of previous experience of at least last 3 years.
 - H. The bidder has to submit the **Audited Financial Statement of last three years duly attested by the Chartered Accountant.**
 - I. **Annual Financial Turnover during the last three year**, ending 31st March of the previous financial year, **should be at least Rs. 50.00 Lakhs.**
 - J. **Self attested photocopy of valid electrical license from Competent Authority or authorization from any registered electrical contractor for execution of electrical work.** In case of authorization from any registered electrical contractor, the self-attested copy of the valid electrical license of contractor has to be submitted.
 - K. **Registration Certificate of interested Cleaning & Security agencies** from competent authority.
32. The **Financial Bid** must be submitted in the prescribed format as per the tender schedule with item wise rate per unit and total financial involvement for the entire work.
33. The tender should be submitted / reached at office of the Director, SIRD& PR, SIRD &PR Campus, Unit-8, Bhubaneswar latest by 3.00 PM on 23.02.2016. The "Prequalification Bid" will be opened at 4.00 PM on dated 23.02.2016 in presence of the tenderers or their authorized representatives. The **Financial Bid in respect of the Tenderers, qualified in Prequalification Bid will be opened at 5.00 PM on dated 23.02.2016 at the same venue.**
34. For any further query in this regards, the interested parties may contact the Director, SIRD &PR at SIRD & PR Campus, Unit-8, Bhubaneswar.
35. The authority reserves the right to accept or reject any or all tenders without assigning any reason thereof.

ACCEPTED THE ABOVE TERMS AND CONDITIONS FROM PRE PAGE.

Signature with seal

Details of the Tantage & Allied Works

Following works will be required to be taken up:

- A. Auditorium (Category-A,B,C)
- B. Coordination Cell
- C. Stage (Category-A,B,C)
- D. Gates (Category-A, B)
- E. Erection of Food stall RDC Zone wise along with VIP Food stall
- F. Ground Electrification
- G. Public Address System
- H. Decorative wall
- I. Temporary Toilet for participants:
- J. Generators

- K. Flower Decoration & Rangoli works also with flower
- L. Panorama- Photo Exhibition with all PR Deptt. Schemes
- M. Special Properties Decoration.
- N. Cleaning & Sanitation
- O. Security Services
- P. Miscellaneous items

Detailed specification of above mentioned works are:

A. AUDITORIUM- A (MEETING HALL)

Auditorium- Category A (Meeting Hall)

An auditorium will be erected in front of the stage with sitting arrangements for minimum 20000 audience. The minimum distance of 40 ft from stage to auditorium will be maintained. The bidder has to be quoted as a **package** against the detail specifications given below:

Size	:	100000 Sqr ft
Shed	:	Superstructure with Bamboo, Ballaha, tarpaulin roofing & Cloth ceiling
Ceiling	:	Tarpaulin water proof roofing and by colour cloth ceiling with properly stretched.
Barricading	:	4' height bamboo barricade covered with cloth on all sides of the auditorium.
Electric Fitting:		Requisite electrical fitting with light, ceiling & pedestal fan.
Sitting arrangement:		20,000 no of plastic molded chair for audience and Still Sofa-200 pcs for VVIP and Banquet Chair-800 for officials.
Facial:		A wooden batten frame for Running Fascia will be erected. The frame will have 2 ft front projection & 4ft height. The fascia will be covered with flex (New design will be provided Event Manager). A running white cloth jhallar of 1' width will be put in the front side, below to the fascia frame.
Flower Decoration:		All four Side Flower Decoration with malty colour flowers as per the design given

Auditorium- Category B (Dinning Hall):

Three Dinning Hall will be erected for serving of food in RDC Zone wise, Size of one RDC Zone dinning hall will be 15000 sqrft area, where food can be served 7000 participants. The bidder has to be quoted as a **package** against the detail specifications given below:

Size	:	15000 Sqr ft
Shed	:	Superstructure with Bamboo, Ballaha, tarpaulin roofing & Cloth ceiling
Ceiling	:	Tarpaulin water proof roofing and by colour cloth ceiling with properly stretched.
Barricading	:	4' height bamboo barricade covered with cloth on all sides of the auditorium.

- Electric Fitting: Requisite electrical fitting with light, ceiling & pedestal fan, 50-LCD Projector.
- Facial: A wooden batten frame for Running Fascia will be erected. **The frame will have 2 ft front projection & 4ft height. The fascia will be covered with flex (New design will be provided).** A running white cloth jhallar of 1' width will be put in the front side, below to the fascia frame.
- Flooring: with net carpeting of the entire dining area.
- Flower Decoration: All four Side Flower Decoration with malty colour flowers as per the design given

Auditorium- Category C (Kitchen Hall):

Three Kitchen Hall (RDC Zone Wise) will be erected, where cook food can be made for the Participants near to the food stall. Size of one kitchen hall will be 3000 sqft. The bidder has to be quoted as a **package** against the detail specifications given below:

- Size : 3000 Sqr ft
- Shed : Superstructure with Bamboo and balla, tin roofing and tin walling of the entire shed
- Barricading : 4' height bamboo barricade covered with cloth on all sides of the auditorium.
- Electric Fitting: Requisite electrical fitting with light, ceiling & pedestal fan

B. COORDINATION CELL -CUM-VIP LOUNGE:

One Coordination Cell -cum- VIP Lounge will be erected- **ONLY NEW COTTON CLOTHES SHOULD BE USED.** The bidder has to be quoted as a **package** against the detail specifications given below:

Sr.	Particulars	Work Specifications
A	Structure	Bamboo <i>Bala</i> with tarpaulin covering. Design of the structure should be Replica of "Tribal House" with a replica of Tribal Kachha House. The design structure should be covered with batten framing & cloth of appropriate colour. (as per design given)
B	Size	40 ft X 40 ft.
C	Ceiling & Wall	Ceiling of Coordination Cell shall be finished with white Cotton Cloth properly stretched on wooden batten frames. Decoration will be made with Tribal Painting and hanging equipments.
D	Counter	One long table covered with new cotton cloth will be fixed in the office room. One window of minimum size 5' X 4' will be on the wall of office room towards the counter.
E	Flooring	Wooden plank platform of 1' height & full Floor synthetic Matting.
F	Furniture	Front office counter table either in ply wood/steel tables with attractive shapes – 3 no., 10 no. of revolving cushion chairs, 3 sets of Dunlop sofa set for VVIPs (for 16 persons), 4 no. of center table of low height, 10 no. of glasses with cover, 4 no. of waste bin basket, 15 no. of plastic moulded chairs, one steel almirah with key, one water filter and two steel tables for pantry room & two standard table for computer operation.

G	Electric Fittings	Tube Light – 20 nos, Ceiling Fan – 8 no., One no of sound less Pedestal Fan, One White Mercury light (100 watt) (to be connected with a on/off switch in the each room, 6 numbers of 5 Amp Plug, 2 numbers 15 Amp. Plug provisions for computer, printer, scanner & LCD projector. Other decorative light- appliqué lamp will be covered outside of the control room
H	Sound System	One audio DVD/CD player and one microphone with amplifier for public announcement. The speakers be fitted in such a manner that the announcement should cover to entire ground.
I	Closures	Two wooden frame ply fitted door shall be fitted in the main entrance of the Coordination Cell for night closing.
J	Flower Decoration	Flower Vase with Sufficient Live flower decoration at the entrance and exit and other places, Live flower pots at the four sides of the Coordination Cell with thermocol lettering and thermocol panels at the entrance (written in English & Odia).
K	A. C provision	There should be provision for Air Condition fitting in the control room (VIP lounge) of 15' X 20' size and in that case the VIP lounge should be prepared with Ply with wooden batten frame and cloth covering. Temporary door should be fitted with the control room. 2 numbers of 4 ton tower AC should be fitted.
L	Anti fire chemical treatment	Anti fire chemical treatment should be used in entire structure of the control room

C. STAGE: (CATEGORY-A FOR CHIEF MINISTER MEETING) close stage shall be erected and decorated in the PR Diwas for meeting / evening cultural shows. The bidder has to be quoted as a package against the detail specifications given below:

Structure	Superstructure with Bamoo, Ballha, Tarpaulin & Iron fabricated structure with 60' x 50' size & height from ground surface 5' with plywood floor of 19 mm thickness ply.
Flooring	The entire floor of the stage shall be covered with new synthetic carpet of fine quality.
Back Drop	Background work with batten framing, ply mounting, artistic 3D design in POP and thermocol as per design given. Size of background will be 60' x 20' with back side black cloth masking. Live flower chains will be hanged from top to bottom properly (Daily Change of flowers).
Lettering	Thermocol lettering of 1.6' height to 0.6' will be prepared with the event name (Written matters will be finalized by the in charge) mentioned and fixed properly at the center of the back drop.
Side Wings	6 no. of side wings with a size of (9' X 4') made of flex sheets fitted on a wooden framework with artistic 3D design and properly fixed on both sides of the stage.
Step	Fabricated step will be erected both side of the stage. A minimum 8' width space will be separated by the brass pole & chains for reaching to the stage. The entire step will also be covered with the same unitex carpets.
Flower	All side Flower Decoration with malty colour flower as per the design given,

Decoration & Flower plant pots	Requisite no of flower plant pots with maximum height of 2 ft. (including pot) will be kept covering the 3 side of the stage.																																																					
Barricading	3’ height fabricated barricade will be made around the stage for the entry of VIPs.																																																					
Furniture	12 no. of VVIP Chairs with white towels, 4 no. of Center Tables, Table Cloth, 12 no. Good quality borosil glasses with covers, Plastic name plates – 12 no. 2 no. of Flower vase with live flower sticks, Turkish towels on the VVIP Chairs, one speech podium, Brass Deepam (2’.6” height) with inaugural materials etc. will be provided on the meeting days.																																																					
Light & Sound	<p><i>Specification for Light:</i></p> <table><tr><td>i) PAR-64-1000 wt (OSRAM, Sylvania or GE Bulb only) CP-60,61,62</td><td>50 nos.</td></tr><tr><td>ii) Galileo Scanner-1200 wt(SGM)</td><td>4 nos.</td></tr><tr><td>iii) Multitwenty- 2K</td><td>6 nos.</td></tr><tr><td>iv) Multiten- 1K</td><td>4 nos.</td></tr><tr><td>v) Jumbo Smoke Machine</td><td>2 nos.</td></tr><tr><td>vi) Jumbo Strobe Light</td><td>2 nos.</td></tr><tr><td>vii) 1 Colour Laser</td><td>2 nos.</td></tr><tr><td>viii) Moving Head(SGM)</td><td>2 nos.</td></tr><tr><td>ix) Led Par</td><td>10 nos.</td></tr><tr><td>x) Halogen 1kw</td><td>10 nos.</td></tr></table> <p><i>Specification for Sound:</i></p> <table><tr><td>i) Bass Bin</td><td>2 nos.</td></tr><tr><td>ii) High range top box (pee-vay/JBL, 400wt.)</td><td>4 nos.</td></tr><tr><td>iii) High range frequency box (Pee-vay/JBL)</td><td>4 nos.</td></tr><tr><td>iv) HF box</td><td>4 nos.</td></tr><tr><td>v) Cordless Micro Phone</td><td>2 nos.</td></tr><tr><td>vi) Cord Micro Phone</td><td>6 nos.</td></tr><tr><td>vii) 24 channel Mixture</td><td>1 nos.</td></tr><tr><td>viii) High wattage amplifier</td><td>4 nos.</td></tr><tr><td>ix) Effect processor</td><td>1 no.</td></tr><tr><td>x) 3 kw stabilizer</td><td>3 nos.</td></tr><tr><td>xi) DVD Player</td><td>1 no.</td></tr><tr><td>xii) Stereo Deck</td><td>1 no.</td></tr><tr><td>xiii) Meeting Microphone (Anti feedback microphone)</td><td>2 nos.</td></tr><tr><td>xiv) Standing Box Audience capturing</td><td>4 nos.</td></tr><tr><td>xv) Stage Monitor Box</td><td>4 nos.</td></tr><tr><td>xvi) Singer Micro Phone</td><td>2 nos.</td></tr></table>		i) PAR-64-1000 wt (OSRAM, Sylvania or GE Bulb only) CP-60,61,62	50 nos.	ii) Galileo Scanner-1200 wt(SGM)	4 nos.	iii) Multitwenty- 2K	6 nos.	iv) Multiten- 1K	4 nos.	v) Jumbo Smoke Machine	2 nos.	vi) Jumbo Strobe Light	2 nos.	vii) 1 Colour Laser	2 nos.	viii) Moving Head(SGM)	2 nos.	ix) Led Par	10 nos.	x) Halogen 1kw	10 nos.	i) Bass Bin	2 nos.	ii) High range top box (pee-vay/JBL, 400wt.)	4 nos.	iii) High range frequency box (Pee-vay/JBL)	4 nos.	iv) HF box	4 nos.	v) Cordless Micro Phone	2 nos.	vi) Cord Micro Phone	6 nos.	vii) 24 channel Mixture	1 nos.	viii) High wattage amplifier	4 nos.	ix) Effect processor	1 no.	x) 3 kw stabilizer	3 nos.	xi) DVD Player	1 no.	xii) Stereo Deck	1 no.	xiii) Meeting Microphone (Anti feedback microphone)	2 nos.	xiv) Standing Box Audience capturing	4 nos.	xv) Stage Monitor Box	4 nos.	xvi) Singer Micro Phone	2 nos.
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Green Room	Superstructure with bamboo, Ballha & Traplin cover for 2 nos of green rooms shall be made on both side/back side of the stage having good arrangements for sitting and with provision of a mirror in each green room with.																																																					

Overall supervision	Cleaning, Sweeping & keeping ready of all equipments on stage before commencing of Cultural events on all the cultural nights is the complete responsibility of the contractor.
Anti fire Chemical Treatment	Anti fire chemical treatment should be used in entire structure of the stage.

STAGE: (CATEGORY-B FOR CULTURAL PROGRAMME) Close stage shall be erected and decorated in the PR Diwas for meeting / evening cultural shows. The Bidder Has To Be Quoted As A Package Against The Detail Specifications Given Below:

Structure	Superstructure with Bamoo, Ballha, Tarpaulin & Iron fabricated structure with 30' x 20' size & height from ground surface 4 ft with plywood floor of 19 mm thickness ply.									
Flooring	The entire floor of the stage shall be covered with new synthetic carpet of fine quality.									
Back Drop	Background work with batten framing, ply mounting, artistic 3D design in POP and thermocol as per As per design given. Size of background will be 60' x 20' with back side black cloth masking. Live flower chains will be hanged from top to bottom properly (Daily Change of flowers).									
Lettering	Thermocol lettering of 1.6' height to 0.6' will be prepared with the event name (Written matters will be finalized by the in charge) mentioned and fixed properly at the center of the back drop.									
Side Wings	6 no. of side wings with a size of (9' X 4') made of flex sheets fitted on a wooden framework with artistic 3D design and properly fixed on both sides of the stage.									
Step	Fabricated step will be erected both side of the stage. A minimum 8' width space will be separated by the brass pole & chains for reaching to the stage. The entire step will also be covered with the same unitex carpets.									
Flower Decoration & Flower plant pots	All side Flower Decoration with malty colour flower as per the design given, Requisite no of flower plant pots with maximum height of 2 ft. (including pot) will be kept covering the 3 side of the stage.									
Barricading	3' height fabricated barricade will be made around the stage for the entry of VIPs.									
Furniture	12 no. of VVIP Chairs with white towels, 4 no. of Center Tables, Table Cloth, 12 no. Good quality borosil glasses with covers, Plastic name plates – 12 no. 2 no. of Flower vase with live flower sticks, Turkish towels on the VVIP Chairs, one speech podium, Brass Deepam (2'.6" height) with inaugural materials etc. will be provided on the meeting days.									
Light & Sound	<i>Specification for Light:</i> <table><tr><td>i) PAR-64-1000 wt (OSRAM, Sylvania or GE Bulb only) CP-60,61,62</td><td>50 nos.</td></tr><tr><td>ii) Galileo Scanner-1200 wt(SGM)</td><td>4 nos.</td></tr><tr><td>iii) Multitwenty- 2K</td><td>6 nos.</td></tr><tr><td>iv) Multiten- 1K</td><td>4 nos.</td></tr></table>		i) PAR-64-1000 wt (OSRAM, Sylvania or GE Bulb only) CP-60,61,62	50 nos.	ii) Galileo Scanner-1200 wt(SGM)	4 nos.	iii) Multitwenty- 2K	6 nos.	iv) Multiten- 1K	4 nos.
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Green Room	Superstructure with Bamboo, Ballha & Traplin cover for Two green rooms shall be made on both side/back side of the stage having good arrangements for sitting and with provision of a mirror in each green room with.																																	
Overall supervision	Cleaning, Sweeping & keeping ready of all equipments on stage before commencing of Cultural events on all the cultural nights is the complete responsibility of the contractor.																																	
Anti fire Chemical Treatment	Anti fire chemical treatment should be used in entire structure of the stage.																																	

STAGE: (CATEGORY-C FOR GUEST/VVIP SITTING) Open stage shall be erected and decorated in right side of the main stage for sitting arrangement of 300 VVIPs/Guest. The bidder has to be quoted as a package against the detail specifications given below:

Structure	Superstructure with Bamoo, Ballha, Tarpaulin & Iron fabricated platform for sitting arrangement of the Guest & VVIPs.
Flooring	The entire floor of the stage shall be covered with new synthetic carpet of fine quality.
Side Wings	6 no. of side wings with a size of (9' X 4') made of flex sheets fitted on a

	wooden framework with artistic 3D design and properly fixed on both sides of the stage.
Step	Fabricated step will be erected both side of the stage. A minimum 8' width space will be separated by the brass pole & chains for reaching to the stage. The entire step will also be covered with the same unitex carpets.
Flower Decoration & Flower plant pots	All side Flower Decoration with malty colour flower as per the design given, Requisite no of flower plant pots with maximum height of 2 ft. (including pot) will be kept covering the 3 side of the stage.
Barricading	3' height fabricated barricade will be made around the stage for the entry of VIPs.
Furniture	100 no. of VVIP Chairs or Steel sofa & 200 No Banquite Chair with white towels, 20 no. of Center Tables, Table Cloth, 12 no. Good quality borosil glasses with covers, Plastic name plates – 12 no. 2 no. of Flower vase with live flower sticks, Turkish towels on the VVIP Chairs.
Electrification	<i>Requisite No of Ceiling & Pedestal Fan & Light should be given. 10 No of 5 Tower AC each should be given</i>
Anti fire Chemical Treatment	Anti fire chemical treatment should be used in entire structure of the stage.

D. GATES:

Following are the specifications erection of gate in the event ground:

S r .	Particulars	Category – A (Flex Box gate)	Category – B (3D Design gate)
a	Structure	Bamboo Structure, Wooden Batten framing, box type structure.	Artistic 3D structured gates as per given design made up with batten framing. (as per design given)
b	Size	Pillars height will be of 12' to 14' with 16' cleared width between the pillars, length 25' and width of pillar will be 4' all around.	Same as Category – A
c	Covering	Gate should be erected with batten framing, flex/ cotton cloth mounting with design work as per approved design and Anti fire chemical treatment should be used	Gates should be fabricated with ply, batten frame, plaster of paris with thermocol sculptures and Anti fire chemical treatment should be used etc.
d	Lighting	Sufficient lighting arrangement with metal light.	Same as Category – A
e	Flowering	Live flower chains will be put in the gates and the same should be changed every alternate day.	Same as Category – A

- E. **ERECTION OF STALL:** 150 Numbers of stall will be erected for serving of food in RDC Zone Wise, One RDC Zone Contain 50 Stall. The Details Of Stall Specifications Are Given Below:

Sr.	Particulars	Stall Specification
1	Structure	Bamboo (3 to 6 inch) & cloth (with Anti fire chemical Treatment) structure, Size of each stall – 10’ X 12’ with tarpaulin water proof roofing. New Cloth has to be used.
2	Flooring	Wooden plank platform of 6” height from the ground covering with synthetic matting in entire stall area.
3	Ceiling & Wall	Three sides including partition walls of stall will be covered with white cloth. Backside outer wall will be covered with tarpaulin and <i>G.I. Sheets (22 Gage corrugated sheet)</i> . The GI Sheets shall be fixed horizontally supported with wooden bellies. (ALL NEW WHITE COTTON CLOTHES TO BE USED)
5	Facia	A wooden batten frame for Running Fascia will be erected. The frame will have 2 ft front projection & 4ft height. The fascia will be covered with flex (New design will be provided by the event in charge). A running white cloth jhallar of 1’ width will be put in the front side, below to the fascia frame.
6	Furniture	Front counter table in wooden batten and planks / steel table size 8’ x 2’ X 3’ height and wrapped with new white cotton cloth.
7	Electric Fittings	Ceiling Fan – 1 no. connected with an on/off switch in each stall.
8	Numbering of Stall	All stalls should be numbered with vinyl with sun board. Vinyl name plate mentioning state’s name should pasted on each stall.
9	Closures	Front cloth drops/screens. Daily putting up and off of the same is the responsibility of the bidder.
10	Anti Fire Chemical Treatment	Anti fire chemical treatment should be used in the stall.

F. **GROUND ELECTRIFICATION**

The below mentioned items are taken as a **PACKAGE** which shall be supplied by the bidder for PR Diwas. The quantities of the items are statutory /fixed in the package. The Package includes the below mentioned items and concealed wiring to all lights and sound equipments.

- Main Switch Board/Panel Board up to 250 KW electric load with cabling & wiring.
- Adequate speakers shall be fitted in the event premises for surround Sound
- Metal Hailed-300 Nos
- T-5- 2000 Nos
- Halogen(500/1000 wt)-100 Nos
- Plug point (5/15)-100 Nos
- 300 no. Appliqué hanging lampshades along with bulb fittings and wiring. The appliqué lamp sheds will be placed at the branches of big trees inside the event premises/closed to the premises.

viii. 40,000 Tuni running lights will be fitted at the required places.

G. PUBLIC ADDRESSED SYSTEM

The below mentioned items are taken as a PACKAGE which shall be supplied by the bidder for PR Diwas. The Package includes the below mentioned items.

PAS will be provided for meeting & dining hall of the auditorium, food stall, coordination cell, gate, stage for cultural programme, parking place of the venue with 40000 watt sound power, stand peaker-30, funnel-60, heavy watt tablet speaker-12 and requisite no of amlifire & micro phone.

H. DECORATIVE WALL

Decorative wall of batten framing, hessian cloth mounting and geru with Chita Painting for side walling as per design given.

I. TEMPORARY TOILET FOR VISITORS:

Fifty (50) numbers of (25 for male & 25 for female) temporary urinals & toilets should be installed with all sanitary fittings in the toilets along with water with 10 sintex tank (2000 ltr each) & 50 wash basin for the audiance.

J. GENERATORS: Generator Sets With Required Fuel Shall Be Provided By The Bidder For The Entire Event Period. The Bidder Should Always Be Prepared For Uninterrupted Power Supply For The Event. The Generator Circuit Should Be Connected With Two T5 Lights Of Each Stall, Few Ground Lights, Control Room And Public Announcement System. The Requirement Of Generator Sets Will Be Of 82.5 Kva.

K. FLOWER DECORATION & ROGOLI WITH FLOWER

The below mentioned items are taken as a **PACKAGE** which shall be supplied by the bidder for PR DIWAS. The bidder has to be quoted as a package against the detail works as given below:

- 1) Rangoli (60X40)- front of the stage with malty flowers & plants as per design given.
- 2) Platform (60 X 40) will be erected with ply in 1 ft height for rangoli works
- 3) All side walling decorations with multi color gndus.

L. PNOROMA PHOTO EXHIBITION

The below mentioned items are taken as a **PACKAGE** which shall be supplied by the bidder for PR DIWAS. The bidder has to be quoted as a package against the detail works as given below:

A Photo Exhibition of the PR Deptt. Schemes will be organized with the stall size of 40 ft X 20ft will be erected in 6 MM Ply wall background of 3 D design works with plaster of paris materai, flooring with red carpet as per given design. Photo frame - 4X3 ft of 50 Pcs. (ecovinyl printing & pasting on 5 MM acrylic borad mounted on 4' steel studs). All side of the Ponorama will be decorated with malty colour flower.

M. SPECIAL PROPERTIES

Decoration shall be made with Special properties like Terracota Pots, Terracotta figures/statue, cart wheels, Figures with Ply Cut outs in 3D Shapes etc at different place of the ground. As per given design.

N. CLEANING & SANITATION

i) **Following works to be done during State Level PR DIWAS on 5th March 2016 at Janta Maidan, Near Swasti Premium, Jaydev Vihar, Bhubaneswar.**

1. Ground, Auditoriums, food Court, Parking Place, Urinal Cleaning & Sweeping, Ground Labeling.
2. Supply of Toilets cleaning materials like phenyl & bleaching, naphthalene ball etc.
3. Garbage lifting.
4. Sprinkling of water at the mela ground to make it dust free and hygienic friendly.

II) Quantity to be provided

SN	Particulars	Qty Required
1	Water Sprinkling at the ground with a capacity of 4500 ltr. in each trip (4 no of water tanker to be used)	20 Trip
2	Supply of Sweeper	100 Nos
3	Garbage lifting trough tractor (10 no of Tractor to be used)	50 trip
4	Supply of Toilet cleaning material for entire event	
A	Phenyl	200 ltr
B	Bleaching	50 Quintal
c	Naphthalene ball	30 Kg

O. SECURITY SERVICES

Following no of security to be deputed in the ground, parking place, stage, gate, VIP Cell Food Stall, Meeting & Dinning Hall during the event

Security Guard with Lathi	-	100
Supervisor	-	20
Total		120

P. MISCELLANEOUS ITEMS

Besides works from item No.1 to No.8 following items may be required as per need. Bidder is to quote their unit price in quotation part for supply of the same as per the indent.

S. N	Items	Qty. required
1	Durry (15' X 15')	10 pcs.
2	Net Carpeting	4000 sqr ft.
3	Synthetic Carpeting	5000 sqr ft
4	Dustbin- 3 ft height	100 pcs.
5	Printing & Installation of Star Flex Sheet with batten frame	11000 sqr ft
6	Decorative Flower / Plant Pot	200 pcs.
7	Syntax Tank (2000 liter capacity each tank with 3' height stand)	5 pcs.
8	Soundless Pedestal Fan	30 pcs.

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 SIRD,PR Department. 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:

Format for submission of Financial for Tentage & Allied Work of PR Diwas-2016**(Last date for submission of tender is 23th February 2016, 3.00 PM)****To****The Director**

SIRD &PR, PR Department, Govt. of Odisha.

Sir,

I / We do hereby submit item wise quotation below for tentage and allied works of PR Diwas- 2016:

Sr.	Item	Category	Unit	Cost per unit	Required Qty. in units	Total Amount [in Rs.]
A	Auditorium	Single Package	Per Package		1	
	for Meeting Hall	Category-A	Per Package		1	
	for Dining Hall	category-B	Per Package		3	
	for Kitchen shed	category-C	Per Package		3	
B	Coordination Cell -Cum-VIP Lounge	Single package	Per package		1	
C	Stage	Single package	Per package		1	
	Stage for CM Meeting-Category-A	Single package	Per package		1	
	Stage for Cultural Programme -Category-B	Single package	Per package		1	
	Stage for Sitting of VVIP/Guest -Category-C	Single package	Per package		1	
D	Gates	Category - A	Per Gate		2 Nos	
		Category - B	Per Gate		2 Nos	
E	Erection of Stall	Per Stall	150		150	
F	Ground Electrification	Single package	Per package		1	
G	Public Addressed System	Singe packange	Per Package		1	
H	Decorative Wall		Per Sq. Ft.		5000 sqr ft.	
J	Temporary Toilet for visitors		Per urinal		50 urinals	
I	Generators	Single package	Per package		4	
J	Flower Decoration & Rangoli with Flowers	Single package	Per package		1	
K	Panorama- Photo Exhibition of PR Deptt. Schemes	Single package	Per package		1	
L	Decoration with Special Properties	Single package	Per package		1	
M	Cleaning & Sanitation					
1	Water Sprinkling at the ground with a capacity of 4500 ltr. in each trip (4 no of water tanker to be used)				20 Trip	
2	Supply of Sweeper				100 Nos	
3	Garbage lifting trough tractor (10 no of Tractor to be used)				50 Nos	
4	Supply of Toilet cleaning material for entire event					
5	Phenyl				200 ltr	
6	Bleaching				5 quintal	

7	Naphthalene ball				30 kg	
N	Security Services					
1	Guard with lathi				80 No	
2	Supervisor				20 Nos	
O	<u>Miscellaneous items:</u>					
1	Durry (15' X 15')		Per Piece		20 pcs.	
2	Net Carpeting				10000 sqrft	
3	Synthetic Carpeting				5000 sqrft	
4	Dustbin- 3 ft height				100 pcs	
6	Printing & Installation of Star Flex Sheet with batten frame		Per Sq. Ft.		5000 sqr ft	
7	Decorative Flower / Plant Pot		Per Piece		150 pcs.	
8	Syntex tank (2000 liter capacity each tank with 3' height stand)		Per tank		5 pcs.	
9	Soundless pedestal fan		Per Piece		30 pcs.	
10	Bamboo baricading		Per running ft		20000 ft	
11	5 Ton Tower AC		per Pcs		10	
Total						

Signature of the Bidder (with seal)