



DISTRICT RURAL DEVELOPMENT AGENCY, PURI
PANCHAYATI RAJ DEPARTMENT
GOVERNMENT OF ODISHA

DRDA, PURI
Harihar Chhaka
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Letter No. 2780 /DRDA Dated: 2/06 /16
TENDER CALL NOTICE

Sealed retenders are invited from the firms/agencies/ organizations for the following works of the **National level Pallishree Mela-2016** to be organized by DSMS, Puri at Bholanath Vidyapitha, Near Gundicha Mandir, Puri from **5th to 14th July-2016**. The details of the required works are given below:

S.N	Nature of work	Eligible Organizations/ Firms/Agencies	Cost Of EMD	Maximum Cost of Tender
1	Tent & allied works	Firms/Tent Houses /Decorators	1. EMD of Rs 60,000/- (Rupees sixty thousand) only in shape of Demand draft / pay order in favour of Chief Executive, DSMS Puri Payable at Puri 2. The bidders are requested to submit the EMD along with tender.	Rs. 15.60 lakhs (Rupees fifteen lakhs sixty thousand) only
2	Security services	Registered Security Guard Agency	1. EMD of Rs 7,500/- (Rupees seven thousand five hundred) in shape of Demand draft / pay order in favour of Chief Executive, DSMS Puri Payable at Puri 2. The bidders are requested to submit the EMD along with tender.	Rs. 1.50 lakhs (Rupees one lakhs fifty thousand) only
3	Printing	Printing Firms	1. EMD of Rs 3,500/- Rupees three thousand five hundred)only in shape of Demand draft / pay order in favour of Chief Executive, DSMS Puri Payable at Puri 2. The bidders are requested to submit the EMD along with tender.	Rs. 30.000/- (Rupees twenty five thousand) only
4	Document ation	Studios, documentation firms, media and video shooting firms	EMD of Rs 4000/- in shape of Demand draft / pay order in favour of Chief Executive, DSMS Puri Payable at Puri 2. The bidders are requested to submit the EMD along with tender.	Rs. 60.000/- (Rupees Sixty thousand) only

The tender papers along with detail specifications and eligibility criteria of the above works will be available in DSMS, Puri O/o DRDA, Puri from 3rd to 16th June-2016 (3.00 PM) or Tender can be downloaded from ORMAS website-www.odishapanchayat.gov.in, www.ormas.org or www.puri.nic.in. The sealed tenders will be received **through Speed / Registered post only** in DSMS, Puri O/o- DRDA, Puri office latest by 3.00 PM of 16th June-2016. The tenders will be opened in the DRDA, Puri on the same day at 3:30 PM in the presence of the Tenderers or their authorized representatives.

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


Collector & District Magistrate, Puri

Memo No. 2781 /DRDA Dated: 2/06 /16

Copy to the State Mission Director, OLM BBSR/ED ORMAS. BBSR/DIO, NIC, Puri for information & necessary action with a request to webhost the tender call notice in their respective web page for wide publication.


Collector & District Magistrate, Puri

Memo No. 2782 /DRDA Dated: 2/06 /16

Copy to the notice board of office of the Collector, Puri/ GM, DIC/All BDOs/ All CDPOs/ DSWO & Sub Collector, Puri for wide publication of the tender call notice.


Collector & District Magistrate, Puri

TENDER PAPER

For

Documentation & Still Photography

During

National Level Pallishree Mela-2016

At

**Bholanath Vidyapitha, Near Gundicha Temple,
Puri**

(From 5th to 14th July-2016)

Organized by

DSMS/OLM,PURI

Office of DRDA, PURI, Harihar Chhak, Katcheri Road, Puri

Odisha, Pin-752001

**DETAILS ON TENDER PAPER, EMD, BIDDER FOR VIDEOGRAPHY & STILL PHOTOGRAPHY WORK OF
National Level Pallishree Mela-2016**

Tender paper can be downloaded from the following websites- www.puri.nic.in or www.tripti.org or www.puri.nic.in

- A) E.M.D (Refundable) : **Rs. 4,000/-** (Rupees Four Thousand only) in shape of Demand Draft /Pay order in favor of DSMS PURI payable at Puri.

To be filled in by the bidder.

Demand Daft / Pay Order No. Dated/...../ 2016
(DD/PO to be attached with the Tender Paper)

- B) NAME AND ADDRESS OF BIDDER:

To be filled in by the bidder.

Bidder Name and Address:

M/s

.....

Signature of the bidder

- C) LAST DATE & TIME FOR RECEIPT OF TENDER : **16.06.2016 LATEST BY 3.00 PM**

- D) DATE & TIME OF OPENING OF TENDERS : **16.06.2016 AT 3.30 PM at DRDA, PURI Office.**

- E. **ADDRESS FOR SUBMISSION OF TENDER PAPER:** Through speed post/
Registered post

Office of the Chief Executive, DSMS, Puri

C/o-District Rural Development Agency (DRDA), PURI,

Harihar Chhak, Katcheri Road, Puri, Odisha, Pin - 752001

ODISHA

Accepted by the Bidder (Signature of bidder)

TERMS OF REFERENCE FOR DOCUMENTATION WORK OF NATIONAL LEVEL PALLISHREE MELA-2016**A. Background:**

Odisha Rural Development and Marketing Society (ORMAS) was constituted in the year 1991 under Societies Registration Act, 1860 as an autonomous body under Panchayati Raj Department, Government of Odisha. ORMAS works in the field of Rural development & rural livelihood. It provides training, technology & marketing support to the rural poor. In the long run enhancing the quality of life of the rural producers. The district units of ORMAS are known as District Supply & Marketing Society (DSMS). These units are functioning with the basic objective to help rural poor to make a better living by enabling them to improve their production, processing and marketing. DSMS PURI also acts as a facilitating agency for implementation & monitoring of rural livelihoods programmes for the rural producers in the district.

CAR Festival is all about transformation of Puri temple, the deities of Lord Jagannath, Balabhadra, Goddess Subhadra and Sudarshan into the new body. The new wooden idols of Lord Jagannath, Balabhadra, Goddess Subhadra and Sudarshan are welcomed to the temple with great celebration and it is a great event in the cultural calendar of Odisha and among the Hindus. The new idols are carved and old ones are cremated with rituals mentioned in the century old scripture. This special celebration will be held on **06th July 2016** in the holy city of Puri, Odisha, at the time CAR Festival, **from 05th to 14th July 2016**. It is hoped that, 20 lakhs of devotees & visitors from all over world will visit Puri, during this holy festival. In Last 16 year ORMAS has been involved in organising Melas for rural producers in PURI during the CAR Festival.

An Exhibition in the most general sense is an organized presentation and display of selection of items. Exhibition/Mela has been part and parcel of entertainment and relaxation activity of our culture; DSMS, PURI has used this medium as a channel to promote rural products made by the Institutions of poor. The experience shows that this has been a very good Platform for business of Rural Products

DSMS, PURI is going to organises National level Exhibition in support of District Administration and collaboration with Odisha Livelihoods Mission (OLM), and other line departments like [DC (Handicraft), KVIC/KVIB, Department of H & CI, TDCC, ORTSS, COIR CORPORATION MVSND, NABARD, Nationalized Banks, Horticulture deptt. Jail Deptt. Wild Life, Bayanika, DRDA, DSMS, Print media with an objective to provide a platform to the rural producers to showcase their products for direct sale, interact and get taste, choice & preferences of urban consumers. It also helps to the rural entrepreneurs identify livelihood opportunities and establish links with the markets in urban and semi-urban areas.

The overall objective of the Mela is to popularize the ethnic and other rural products of Odisha and create opportunities for the artisans/producers to build up long term marketing tie-up with prospective buyers.

A. Scope of Work

i) **Videography:**

- The entire event will be video documented in *Digital High Definition Video (HDV) Camera*.
- A small documentary film/movie of Mela with minimum 10 minutes duration should be made. The documentation to cover like: Inaugural & Validation function, Gate & Stage, Mela Advertising & Publicity Workshops, Interaction with customers/sellers/ officials, Cultural Programmes, Success Stories, etc. This should be done with video editing, applying special effects, music, voice over and necessary sound editing. The time of the movie may be more depending the days of the mela & decision of the organizer.
- State/District wise videography along with success stories, interaction with visitors/sellers etc.
- Necessary actions should be taken during final post production and final preview of the documentary in consultation with DSMS PURI.
- The documentary film of the mela should be submitted in DSMS, PURI office within 10 days of the completion of the event on proper receipt in 3 copies DVD format.

ii) **Still Photography:**

- The still photographs (maximum of 100 Pcs.) as required by the mela authority. The still photographs should cover all aspects of Inaugural & Validation function, Gate & Stage, Mela Advertising & Publicity Workshops, Interaction with customers/sellers/ officials, Product Photographs, Cultural Programmes, live demonstration, Success Stories, etc 3 sets of still photos in mat paper of 4" X 6" size in an album with digital copy should be submitted in DSMS PURI office within 10 days of the completion of the event.
- State/District wise photography along with success stories, interaction with visitors/sellers etc.

iii) **CCTV:**

- **Twelve (12) numbers of CCTV** to be installed in the complete mela ground to keep a watch on the visitors & the participants. The numbers may vary depending on the requirement and decision of the mela authority.

40

3. Terms and Conditions

1. The work assigned to the firm should be done as per the above specification and should cover all aspects of the exhibition.
2. The period of exhibition will be 10 days.
3. The work should be completed within the time frame.
4. Sanctions of any advance will not be considered. The payment will be made on completion of event.
5. The price offered by the firm should include all taxes. However the TDS will be deducted from the bill amount and deposited with the concerned authority.
6. The rate offered by the firm shall be **including of all taxes and duties.**
7. The above documented works should be submitted within 10 days of the completion of the exhibition.
8. The Tenderers are required to deposit an earnest money of Rs.4,000/- **(Rupees Four thousand only)** in shape of demand draft/pay order in favor of Chief executive, DSMS PURI payable at Chief Executive, DSMS, PURI. The E.M.D. amount of the successful bidder will be kept with DSMS PURI till the completion of the exhibitions (i.e. for a period **from 5th to 14th July-2016**). In case of any unsatisfactory work, delay in execution of work etc. the E.M.D amount will be forfeited as per the decision of the authority. Tender papers without E.M.D shall not be accepted.
9. The Tenderers have to offer the price for all items else the tender paper will not be considered
10. The rate offered by the firm should be valid till completion of the National level Pallishree mela-2016
11. The Tenderer should quote their best price for all items maximum total amount up to **Rs. 0.60 (lakhs)**
12. **While submitting the tender, the Tenderers should submit the followings:**
 - a. EMD of Rs. 4,000/- (Rupees Four Thousand only) in favor of Chief Executive, DSMS, PURI in shape of Demand draft/pay order
 - b. Authentic proof of the work done of similar nature i.e. on documentation and still photography in last 3 financial years.
 - c. Valid service tax registration certificate number and copy of the return/amount deposited in the last year.
 - d. Average Annual Financial turnover during the last three year, ending 31st March of the previous financial year, should be at least Rs. 1.00 Lakhs and audited financial statement to be attached.

ACCEPTED THE ABOVE TERMS AND CONDITIONS FROM THE PAGE.

Full Signature with seal of bidder

Accepted by the Bidder (Signature of bidder)

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 DSMS PURI. 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 inferior 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.

Full Signature of the Bidder with Seal

Place:

Date:

Accepted by the Bidder (Signature of bidder)

Quotation for Documentation work of National level PALLISHREE MELA-2016**(Last date for submission of duly filled in tender document is_____)**

To

The Chief Executive,
DSMS PURI, Bhubaneswar

Sir,

I / We do hereby submit item wise quotation below for Videography & still photography of National Level Pallishree mela-2016 to be organized by DSMS PURI during CAR Festival 2016:

Sl. No.	Particulars	Units	Rates (In Rs.)
1.	Video Documentation (3 copies of CD to be submitted)	For the entire event	
2.	Still Photography of 4" X 6' size @ 2 Pcs. of each snap	Per snap	
3.	C.C. Camera / TV with Backup recovery position.	For the entire event with Twelve (12) CC camera	
Total amount in figure & word.			

Signature with Seal of the Bidder