



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

DRDA, PURI  
Harihar Chhaka  
Kacheri Road, Puri-752001  
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Letter No. 2780 /DRDA Dated: 21/06 /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 **5<sup>th</sup> to 14<sup>th</sup> 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 3<sup>rd</sup> to 16<sup>th</sup> June-2016 (3.00 PM) or Tender can be downloaded from ORMAS website-[www.odishapanchayat.gov.in](http://www.odishapanchayat.gov.in), [www.ormas.org](http://www.ormas.org) or [www.puri.nic.in](http://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 16<sup>th</sup> 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: 21/06 /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: 21/06 /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**

**Of**

## **PRINTING WORK**

**For**

**National Level Pallishree Mela-2016 at Puri**

**(From 5<sup>TH</sup> TO 14<sup>TH</sup> July-2016)**

**Organized by**

**DSMS/OLM, PURI.**

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

Odisha, Pin-752001

*Accepted by the Bidder (Signature of bidder) 1*

The Tender paper can be downloaded from the following websites-  
www.puri.nic.in , www.ORMAS.org or www.tripti.org or  
www.odishapanchayat.gov.in.

A) E.M.D (Refundable) : **Rs. 3,500/-** (Rupees three thousand five hundred)  
only in shape of Demand Draft /Pay order in favors  
of Chief Executive , 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 OR 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<sup>th</sup> June 2016**  
**latest by 3 PM.**

E. **DATE & TIME OF OPENING OF TENDERS: 16<sup>th</sup> June 2016 at 3.30 PM**  
**at DRDA, Puri.**

F. **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**

Accepted by the Bidder (Signature of bidder) 2

## **Terms of Reference for Printing works 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. At the time Car Festival, from 06.07.2016 to 14.07.2016. 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 organises exhibition in support of District Administration and collaboration with Odisha Livelihoods Mission (OLM), and other line departments and organisations involved in rural entrepreneurship, income generating activities to provide a better quality of life to the rural producers [DC (Handicraft), KVIC/KVIB, Department of H & CI, TDCC, ORTSS, COIR CORPORATION MVSN and NABARD] 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 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.

***Accepted by the Bidder (Signature of bidder) 3***

## **B. TERMS & CONDITIONS**

1. The text of the materials will be provided by DSMS PURI well in advance of the exhibition. It is the responsibility of the firm that the print materials without any mistake should be provided in time as per the specification.
2. Sanctions of any advance will not be considered. The payment will be made on completion of event.
3. The bill should accompany with the challan of receipt. The offer price should include all taxes & duties.
4. The bidders are required to deposit an earnest money of Rs. 3,500/- (Rupees three thousand) only in shape of demand draft/pay order in favor of DSMS PURI payable at Puri. The E.M.D. amount of the successful bidder will be kept with DSMS PURI till the completion of the exhibitions i.e. National Level Pallishree Mela). 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.
5. The rate offered by the firm should be valid till completion of the National Level Pallishree Mela-2016 of DSMS Puri.
6. The tenderers have to offer the price for all items or else the tender paper will not be considered.
7. The rate offered by the firm shall be including of all taxes and duties including Service Tax.
8. The Tenderer should quote their best price for all items maximum total amount up to **Rs. 0.30 (lakhs)**

### **Documents required to attach with the Tender Paper:**

- i. Copy of work orders/ experience certificate for similar nature of works for last 3 years.
- ii. Valid service tax registration certificate number and copy of the return/amount deposited in the last year
- iii. Authentic proof of own printing firm & PAN card & TIN No.
- iv. EMD of Rs.5, 000/- in favour of Chief Executive, DSMS PURI in shape of Demand draft/pay order.
- v. 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.

### C.Details specification:

#### 1. Identity Card with cover and neck cord

- a) Size : 5.5 CM X 9 CM
- b) Printing : Offset Printing, Both Side
- c) Colour : **Multi colour**
- d) Paper : Art Paper Board, 220 GSM
- e) Accessories : Plastic pouch and Clip type Neck Cord

#### 2. Invitation Card :

- a) Size : 35 CM X 27 CM (Double-folded)
- b) Printing : Offset Printing
- c) Colour : **Multi colour**
- d) Paper : 220 GSM Glossy sheet (Imported)
- e) Envelop : Fit to card, **Bi colour** printing

#### 3. Brochures :

- a) Size : 42 CM X 27 CM (Double folded)
- b) Printing : Offset, Both side Printing
- c) Colour : **Multi Colour Printing**
- d) Paper : 220 GSM Glossy sheet (Imported)

#### 4. Posters:

- a) Size : 44 CM X 56 CM
- b) Printing : Offset Printing
- c) Colour : **Multi Colour**
- d) Paper : 130 GSM Glossy

#### 5. Certificate :

- a) Size : A4
- b) Printing : Offset Printing
- c) Colour : **Multi Colour**
- d) Paper : 300 GSM Art Paper Board

#### 6. Leaflets:

- a) Size : A 4
- b) Printing : Both side
- c) Colour : Multi Colour
- d) Paper : 130 GSM

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ACCEPTED THE ABOVE TERMS AND CONDITIONS FROM THE PAGE.

Full Signature with seal of bidder

Accepted by the Bidder (Signature of bidder) 5

**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 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.

Full signature of the bidder with  
seal

Place:  
Date:

**Quotation for Printing works of National Level Pallishree Mela-2016**

(Last date for submission of duly filled in tender document is \_\_\_\_\_)

To

The Chief Executive  
DSMS PURI

Sir,

I / We do hereby submit item wise quotation below for printing works of National Level Pallishree Mela-2016 organized by DSMS PURI during Car Festival - 2016

S. N	Particulars	Quoted Rate (In Rs.) for			
		300 Pcs.	500 Pcs.	1000 Pcs.	2000 Pcs.
1	Identity Card with cover and neck cord				
2	Invitation Card				
3	Brochure				
4	Posters				
5	Certificate				
6	Leaflets				
Total amount in figure & words					

**Full signature with seal of the bidder**

**Accepted by the Bidder (Signature of bidder) 7**