



Panchayati Raj Department
Government of Odisha

TENDER PAPER

OF

Printing works

for

REGIONAL SARAS ROURKELA - 2017

15th to 26th September, 2017

Exhibition Ground, Near Bhanja Bhawan, Sector-5, Rourkela

Organized by

District Administration, Sundargarh in

Association with ORMAS/OLM

District Supply & Marketing Society (DSMS), Sundargarh

District Supply and Marketing Society, Sundargarh

O/O DRDA, Sundargarh-770001

Phone No:-06622-275372

Accepted by the Bidder (Signature of Bidder)

DETAILS ON TENDER PAPER, EMD, BIDDER FOR ADVERTISEMENT & PUBLICITY WORKS OF THE REGIONAL SARAS, ROURKELA-2017

The Tender paper can be downloaded from the following websites- www.ormas.org ,www.olm.nic.in or www.sundargarh.nic.in or can be obtained from the office of DSMS at "DRDA office,Sundargarh, Pin 770001 during office hours

A) E.M.D (Refundable) : Rs.25,000/- (Rupees twenty five thousand) only in shape of Demand Draft /Pay order in favour of DSMS payable at Sundargarh.

To be filled in by the bidder.

Demand Daft / Pay Order No. Dated/...../ 2017
(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 : 31st August 2017 latest by 12 .30 PM.

D) DATE & TIME OF OPENING OF TENDERS : 31st August 2017 at 1.00 PM at Office Chamber of PD, DRDA, Sundargarh

E) ADDRESS FOR SUBMISSION OF TENDER PAPER

DSMS (District Supply& Marketing Society)
DRDA Office, Sundargarh, Odisha, Pin - 770001

Accepted by the Bidder (Signature of bidder)



Terms of Reference for Printing works of REGIONAL SARAS,ROURKELA – 2017

A. About the event REGIONA SARAS,Rourkela – 2017:

Ministry of Rural Development, Government of India has sanctioned a **National level marketing event named as "REGIONAL SARAS,Rourkela" to be held from 15th to 26th September 2017** at the Exhibition Ground, Near Bhanja Bhawan,Sector-5 Sundargarh.First time "REGIONAL SARAS Rourkela" is going to be organised by DSMS (Dist.Supply & Marketing Society,Sundargarh) is an autonomous body under Panchayati Raj Department in collaboration with Odisha Livelihoods Mission (OLM), and Dist.Administration,Sundargarh with an objective to provide a platform to the rural producers for display, sales, interact and to know the taste & preferences of urban consumers. It also helps in establishing trade link and getting remunerative price for their produces.

The exhibition will be designed to create the atmosphere of a village where there will be an indigenous and contextual setting for folk artisans and entrepreneurs to display, demonstrate and market their skills and products in an environment akin to their own habitat. The entire layout, design and landscaping will be vernacular in approach. It will be a congregation of stalls grouped as per their classification homogeneously. The whole set up would create awareness on rural ethnic products among the masses.

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

B.TERMS & CONDITIONS

1. The text of the materials will be provided by DSMS 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 each event.
3. The bill should accompany with the challan of receipt. The offer price should include all taxes, as applicable.
4. The tenderers are required to deposit an earnest money of Rs.3,000/- (Three thousand only) in shape of demand draft/pay order in favour of DSMS payable at Sundargarh. The E.M.D. amount of the successful tenderer will be refunded within a month on award of contract subject to receipt of Performance Security. Tender papers without E.M.D shall not be accepted.
5. The successful bidder will submit the Performance Security which is 5 % of the contract value and that will be retained with DSMS, Sundargarh till the completion for a period of one year. In case of any unsatisfactory work and delay in execution of work etc. the Performance Security amount will be forfeited as per the decision of the authority.
6. The rate offered by the firm should be valid for the mela period
7. The tenderers have to offer the price for all items or else the tender paper will not be considered.
8. The rate offered by the firm shall be including of all taxes and duties including service tax, as applicable.

Accepted by the Bidder (Signature of bidder)



9. While submitting the tender, the tenderers should submit the followings documents :

- i. Copy of work orders/ experience certificate for similar nature of works for last 3 years.
- ii. EMD of Rs. 3,000/- in favor of DSMS in shape of Demand draft/pay order.
- iii. Annual Financial Turnover during the last three year, ending 31st March of the previous financial year, should be at least Rs. 1.00 Lakhs
- iv. Audited financial statement for last three year duly certified by the Chartered Accountant to be attached.
- v. Copy of the registration certificate of the firm Under Goods Service Tax(GST), clearance Certificate regarding VAT/GST ,Income Tax (PAN, TAN) and Service Tax (latest deposit Challan) for similar nature of work.

B. Details specification:

1. Saras,Rourkela Identity Card with cover and neck cord (500 – 1000 Pcs.)

- i. Size : 5.5 CM X 9 CM
- ii. Printing : Offset Printing, Both Side
- iii. Colour : **Multi colour**
- iv. Paper : Art Paper Board, 220 GSM
- v. Accessories : Plastic pouch and Clip type Neck Cord

2. Saras Rourkeal Invitation Card (300-500 Pc.)

- i. Size : 35 CM X 27 CM (Double-folded)
- ii. Printing : Offset Printing
- iii. Colour : **Multi colour**
- iv. Paper : 220 GSM Glossy sheet (Imported)
- v. Envelop : Fit to card, **Bi colour** printing

3. Saras Rourkela Certificate (300-1000 pcs.)

- i. Size : A4
- ii. Printing : Offset Printing
- iii. Colour : **Multi Colour**
- iv. Paper : 300 GSM Art Paper Board

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. 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 Tenderer with seal

Place:

Date :

Accepted by the Bidder (Signature of bidder)



Quotation for Printing works of REGIONAL SARAS, ROURKELA - 2017
(Last date for submission of duly filled in tender document is 29th AUGUST 2017, 12.00 Noon)

To

The Chief Executive,
DSMS, Sundargarh

Sir,

I / We do hereby submit item wise quotation below for printing works of REGIONAL SARAS, Rourkela- 2017:

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	Certificate				
Total					

Signature with seal of the Tenderer

Accepted by the Bidder (Signature of bidder)

