

SECTION: 5
FINANCIAL BID SUBMISSION FORMS
FIN-1 COVERING LETTER (In Bidders Letter Head)

[Location, Date]

To,

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

Sub: Submission of Financial Bid for Tentage & Allied Works for SISIR SARAS-2021-22

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	SISIR SARAS			
				Cost per unit	Cost per unit	Required Qty. in units	Total Amount [in Rs.] Excluding GST
A	Construction of stalls		Per Stall			300 stall	
B	Coordination Cell -Cum-VIP Lounge	Single package	Per package			1	
C	Gates	Category – A	Per Gate			2 Nos	
D	Decorative Wall	Category – B	Per Gate			3 Nos	
			Per Sq. Ft.			4000 sq. ft.	
E	Stage	Single package	Per package			1	
F	Sitting arrangement in front of the stage	Single package	Per package			1	
G	Live Demonstration Mandap	Single package	Per mandap			2 Nos	
H	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	200		
2	Garbage lifting (4 trip per day through tender Call Notice)	Rate per Trip		50	50		
3	Toilet cleaning material for entire Mela Period	Lump sum		1 package	1 package		
	A-Cleaning of Temporary Urinal at mela ground						
	B-Participants accommodation places at IDCO Dormitory, SIRD & PR Hostel, Mission Shakti Bhawan, Yatri Niwas, Farmer's Hostel, OUAT along with requisite phenyl, bleaching & other cleaning materials etc.						
I	Ground Electrification	Single package	Per package			1	
J	Temporary Toilet for visitors		Per urinal			20 urinals	
K	Generators	Single package	Per package			1	
L	Food Court	Single package	Per package			1	
M	Theme Stall	Single package	Per package			2 nos.	
N	Net Carpeting	Rate per sq. ft	Per Sq. ft			1,00,000	
O	Selfie Point	Single package	Per package			1	
P	Ramp for Fashion Show	Single package	Per package			1	
Q	Fire Man & vehicle rest Room	Single package	Per package			1	
O	Miscellaneous items:						

1	Bed Set (Bed & Pillow with Cover)	Per set	500 pcs
2	Durri (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 sq 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
10.	Sanitizer tunnel	Per piece	1 no.
11.	Sanitizer Stand	Per piece	20 no.
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:

Annexure-X

SECTION: 5

FINANCIAL BID SUBMISSION FORMS

FIN-1
COVERING LETTER (In Bidders Letter Head)

[Location, Date]

TO:

The 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-2021-22.

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/sqrft/ spot	Quantity (Pcs./ Package)	Total Amount [In Rs.] Excluding GST
A	Advertisement & Publicity				
a	Designing Development- Development 10 second Ad. Film and 20 second Radio jingle for placing of advertisement in electronic media.	Lump sum		1 Package	
b	Publicity: Publicity of the event should be made through Road shows & electronics media through highest TRP in TV / Radio programme				
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 Sqrft		10 pcs.	
2	Road Standee-(3ft X6ft each) (design will be provided by ORMAS)	Rate per Sqrft		500 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		600 Pcs.	
4	Bulk SMS	Rate per SMS		50000 pcs.	
5	Electronic Media- Ad during Daily News (10 Seconds each spot)	Rate per spot		20 spot	
6	Electronic Media- Ad during Mega serials (10 Seconds each spot)	Rate per spot		20 spot	
7	FM Radio- Ad of 20 Second each jingle/spot in Prime Time	Rate per spot		150 spot	
8	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. (Minimum 1 million target audience)	Lump sum		1 package	

Sl	Items	Unit	SISIR SARAS		
			Rate per Unit/sqrft/spot	Quantity (Pcs./Package)	Total Amount [In Rs.] Excluding GST
c	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. Daily press coverage.	Rate per press conference		3 Nos.	
B	Documentation (Photography & Videography)				
1	Video Documentation (1 no. of Pen drive to be submitted) Small documentary film of the event (starting from Inauguration to closing ceremony) of 10 minutes with voice over and background music in the documentary film for entire event.	Lump sum		1 package	
2	Two Video Camera (HD) and One 5D mark3 Camera for entire video and still photography coverage of the event with adequate professional manpower for the entire event.	Lump sum		1 package	
3	Still Photography of 4" X 6' size @ 2 Pcs. of selected snap in a album	Per snap		200	
4	LED Panel (8ft. X 6ft.) along with operator (For the entire event)	Rate per LED		1	
5	C.C. Camera / TV along with operator (For the entire event with thirty (30) CC camera)	Rate per Camera		30	
6	Plasma TV (50" size) (For the entire event with one (1) Plasma TV)	Rate per TV		1	
C	Security Services				
1	Guard with Lathi (Rate Per Shift -8 Hour) 1 st Shift - 12 guard per shift X 1 shift per day X 13 Days = 156 nos. 2 nd shift - 24 guard per shift X 1 shift per day X 12 Days = 288 nos. 3 rd shift - 12 guard per shift X 1 shift per day X 13 Days = 156 nos. (Note – (50% of the guard should be of grade 4 category in each shift)	Rate per guard/ shift		600 nos	
2	Supervisor (Rate Per Shift- 8 Hour) (1 supervisor per shift X 3 shift per day X 12 Days = 36 nos)	Rate per supervisor /shift		36 nos	
D	Cultural Programme (Rate per day/ Package)				
1	Odishi Dance by Artist of International Repute (on first day of the event)			1 package	
2	Musical Night by Singers/ Artists having National Prominence (on second day of the event)			1 package	
3	Jodi Sankha, Dholamahuri, Ranapa			1 package	
4	Kuchipudi, Odishi, Sambalpuri & Mahari			1 package	
5	Ghoda Nacha & Bhaga Nurtya			1 package	
6	Pala & Daskatia			1 package	
7	Comedy show (By Artist of national repute)			1 package	
8	Melody Evening- Hindi & Odia by Eminent ollywood singers			1 package	
9	Gajal Night (by Eminent singers of national repute)			1 package	
10	Bhajan Night By Eminent Ollywood Artists			1 package	
11	Byanga Kabi Samilani			1 package	

Sl	Items	Unit	SISIR SARAS		
			Rate per Unit/sqft/ spot	Quantity (Pcs./ Package)	Total Amount [In Rs.] Excluding GST
12	Sambalpuri Night			1 package	
13	Melody Evening- Hindi & Odia By Eminent Ollywood Singers			1 package	
14	Gotipua & Chau Dance			1 package	
E	Local Transportation				
1	Bolero/Travera (For 12 hour duty + 10 Km. Running Per One Liter Diesel)	Rate per day		14 days	
2	Swift Dezire (For 12 hour duty + 17 Km. Running Per One Liter Diesel)	Rate per day		14 days	
3	Bus (Mela Ground to Accommodation places at Yatri Niwas / SIRD & PR Campus or any other accommodation place inside Bhubaneswar). (20-25 Seated-mini) (Morning 4 + Evening 4 = 8 trip approx.)	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, [4th (10AM) to 6th (10AM) January 18	Rate Per Day (24 hr duty)		2 days	
F	Printing Works				
1	Identity Card with cover and neck cord	Rate per pcs		1000	
2	Invitation Card with Envelop	Rate per pcs		500	
3	Certificate	Rate per pcs		500	
4	Cotton Face Mask 2 layered	Rate per pcs		1000	
G	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 250 ml bottle	Rate per bottle		1	
2	Mineral water (ISI Marked) - Rate per 500 ml bottle	Rate per bottle		1	
3	Mineral water (ISI Marked) - Rate per 1 ltr bottle	Rate per bottle		1	
4	Tea / Coffee- Rate per cup	Rate per cup		1	
5	Snacks (Category-I)- Dry fruits (for VIP & VVIP) - (Roasted & salted Cashew & Pista/Almond, Salted bakery biscuits, chips, seo bhujia)	Rate per Plate		1	
6.	Snacks (Category-II)- Tiffin (for Staff) (1 Bada, 1 Samosa, 1 Alu chap & 2 sweet) Rate per plate	Rate per plate		1	
7	Break-fast (Idli/Puri/Vada/Veg Paratha/ Vegetable Upama(Suji +Seemai Mix) with Chutney or Sambar/ Veg Sandwich	Rate per plate		1	
8	Lunch (Plain Rice/Hot Roti/ Dal Fry/ Veg Curry (seasonal Veg)/ Special items like Panner/ Mushroom/ Fish/ Chicken alternatively/Water Bottle (500ml)	Rate per plate		1	
9	Dinner Hot Roti/ Veg Curry/ Non-Veg Curry/ Sweets (one each)/ Water Bottle (500ml)	Rate per plate		1	
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: