



ବିଜ୍ଞପ୍ତି (TENDER)

“ମହ୍ୟ ଓ ପ୍ରାଣୀସମ୍ପଦ ମେଳା”

“MASTYA O PRANISAMPADA MELA”

ଜିଲ୍ଲା ମୁଖ୍ୟ ପ୍ରାଣୀ ଚିକିତ୍ସା ଅଧିକାରୀ,

କେନ୍ଦୁଝର



**CHIEF DISTRICT VETERINARY OFFICER, KEONJHAR**

FISHERIES & ANIMAL RESOURCES DEVELOPMENT, GOVERNMENT OF ODISHA

Bid Reference No: 5754

Date: 26.10.2023

Limited Tender Enquiry for

A- CATERING SERVICES

B- TENTAGE & ALLIED WORKS

C- KIT BAGS FOR PARTICIPANTS

FOR "MATSYA O PRANISAMPAD MELA 2023".

Name and Address of the Tender Inviting Authority:

CHIEF DISTRICT VETERINARY OFFICER, KEONJHAR

Maximum Tender Value:

A- CATERING SERVICES -6,40,000 /-

B- TENTAGE & ALLIED WORKS- 4,50,000 /-

C- KIT BAGS FOR PARTICIPANTS- 5,60,000 /-

E-mail-edvokjr@gmail.com

Contact person:

Chief District Veterinary Officer, Keonjhar

Tel- 9437170353

District Fishery Officer, Keonjhar

Tel- 9438412375

**SECTION I**

**IMPORTANT DATES OF THE TENDER**

Date of publication of Bid

Document in Website

:26.10.2023

Last Date & Time of Receipt of Bid

Document

:06.11.2023, 5:00 PM

Date & Time of Opening of Tender

Technical BID (Cover-A)

:07.11.2023, 11:00 AM

Date & Time of Opening of Price Bid (Cover-B) :07.11.2023, 3:00 PM

Place for Opening of Documents,

Pre-Bid Conference And

Address For Communication

For Receipt of Bid Document :

Training Hall o/o the  
Chief District Veterinary Officer,  
Keonjhar

## SECTION II GENERAL DEFINITION AND SCOPE OF CONTRACT

### 1. General Definitions

- **Department** means Fisheries and Animal Resources Development Department, Govt. of Odisha.
- **Government** means Government of Odisha.
- **Bid/Tender Inviting Authority** is the CDVO, Keonjhar who on behalf the Government or the funding agencies calls and finalize bids and ensure supply and procurement under this bid document.
- **Tender Evaluation Committee** are Committees so constituted by the CDVO, Keonjhar to decide on the purchase of goods.
- **Blacklisting/debarring** – The event occurring by the operation of the conditions under which the bidders will be prevented for a period of 3 years from participating in the future bids of Tender Inviting Authority/User Institution, the period being decided on the basis of number of violations in the bid conditions and the loss/hardship caused to the Tender Inviting Authority/User Institution on account of such violations.

### 2. Scope:

- The bids are invited for A-Catering Services, B- Tentage & Allied Works & C- Kit Bags for Participants for 2 days MATSYA O PRANISAMPAD MELA from 18.11.2023 to 19.11.2023.
- The bidders cannot withdraw their bids after opening of technical bid within the minimum bid validity period and also after accepting the Letter of Award.
- Withdrawal or non-compliance of agreed terms and conditions after the execution of agreement will lead to invoking penal provisions and may also lead to black listing.

## SECTION III GENERAL INSTRUCTION TO BIDDERS

- Sealed tenders are invited from registered suppliers/ agencies/ firms (with GST registration having GSTIN for supply of A- food for CATERING SERVICES, B- TENTAGE & ALLIED WORKS & C- KIT BAGS FOR PARTICIPANTS in the MATSYA O PRANISAMPAD MELA to be organized from 18.11.2023 to 19.11.2023 in the DD College Ground, Keonjhar.
- The bids complete in every respect should reach the O/o the Tender Inviting Authority latest by 06.11.2023, 5:00 PM by Speed Post /Regd. Post/Directly dropped in the drop box.
- Any tender received after the due date & time will be rejected and this Office shall not be responsible for any postal delay.
- The bidder(s) shall have to submit their tender in two separate sealed envelopes, that is one for technical bid by superscribing "Cover A (Technical Bid)" & second for "Cover B

**(Price Bids)."** The technical Bid and price Bid (or Final Bid) should be put into a single Cover, which should be super-scribed as **"BID FOR CATERING SERVICES FOR MATSYA O PRANISAMPADA MELA 2023"**.

- The bidder(s) shall have to submit their tender in two separate sealed envelopes, that is one for technical bid by superscribing **"Cover A (Technical Bid)"** & second for **"Cover B (Price Bids)."** The technical Bid and price Bid (or Final Bid) should be put into a single Cover, which should be super-scribed as **"BID FOR TENTAGE & ALLIED WORKS FOR MATSYA O PRANISAMPADA MELA 2023"**.
- The bidder(s) shall have to submit their tender in two separate sealed envelopes, that is one for technical bid by superscribing **"Cover A (Technical Bid)"** & second for **"Cover B (Price Bids)."** The technical Bid and price Bid (or Final Bid) should be put into a single Cover, which should be super-scribed as **"BID FOR KIT BAGS FOR PARTICIPANTS FOR MATSYA O PRANISAMPADA MELA 2023"**.  
**Submit to the**  
**Chief District Veterinary Officer,**  
**At Brahmanigaon, Po- DD College**  
**Dist- Keonjhar**  
**Pin- 758001**
- The Sealed tenders "Cover A" (Technical Bid) submitted by the bidders will be opened in the Office of the CDVO, Keonjhar on **07.11.2023, 11:00 AM**.
- The bidders or their duly authorized representatives may remain present during the opening of the tender. However absence of a bidder or his representative will not debar his participation in the bidding process.
- The interested bidders can download the entire Tender Document from the District website and submit the tender paper along with required documents and all the requisite fees.
- The undersigned reserves the right to reject any or all the tenders without assigning any reason thereof.

## **SECTION IV**

### **GENERAL TERMS AND CONDITIONS**

#### **A. CATERING SERVICES**

1. The firm should be registered under **GOODS & SERVICE TAX**.
2. The firm should have adequate man power to supply the food in time.
3. The agency will supply food as per requirement & the payment will be made after completion of the relevant programme and within 7 days of receipt of bill.
4. The firm shall supply the food at the designated venue i.e at the DD College Ground, Keonjhar with crockery, serving dishes and with manpower for serving of food to the attending farmers, delegates and officials.
5. **The caterer has to prepare food at the site and delivery of pre-prepared and packaged food in plates is not allowed.**
6. The firm will have to submit an undertaking in the technical bid that the firm/organization has not been black listed by any Government organization

7. The firm shall supply the hygienic food and the utensils used shall be clean and sterile.
8. The bidder has to make his own arrangement for transportation of materials, cooking of food, serving of food and supply of necessary disposable buffet plates.
9. After completion of program the bidder has to maintain the cleanliness of the area.
10. The staffs of the firm must be well dressed and well behaved.
11. The award will be given to L1 bidder who quote lowest rate for the items including GST.
12. In case more than one firm quoting same price for one or more items, the firm quoted lowest for maximum number of items will be selected.
13. The selected firm will execute an agreement with the Chief District Veterinary Officer, Keonjhar for supply Tea, Snacks/ VIP Snacks and Lunch with drinking water for two days of the MATSYA O PRANISAMPAD MELA 2023 to be organized from 18.11.2023 to 19.11.2023.
14. After completion of programme the supplier/agency should submit the bill in duplicate along with a copy of work order within 3 days.
15. The firm will be black listed for any deviation of above terms and conditions, if found during contract period.
16. Bidders who qualify technically as per submission of valid relevant documents as asked to be submitted in Technical Bid- Tender Form (Cover A). their Financial Bid (Cover B) shall only be opened.
17. All legal disputes, if any relating to purchase etc. are subject jurisdiction in the courts of law situated at Keonjhar or Hon'ble High Court of Odisha.
18. If the approved lowest eligible supplier fails to supply items within the stipulated period the Tender Inviting authority reserves the right to procure the same from the L2/L3 supplies at L1 rate, if they agree to supply at L1 approved rate or negotiated rate and claim the performance security amount by invoking the rights conferred in Banker's Guarantee form.
19. *The authority reserves the right to accept /reject all the bids or any part of it without assigning any reason thereof.*
20. **Tender processing Fee and EMD (for each categories separately):**
  - a) The bidder shall deposit an amount of **Rs.500/- (Rupees five hundred only)** toward cost of tender paper and BID processing fee (non-refundable) **in shape of Account payee demand draft.**
  - b) The demand draft of Rs.500/- is to be attached with the technical bid documents.
  - c) An amount of **Rs.5,000/- (Rupees five thousand)** towards **BID security** through Account payee demand draft pledged in favour of CDVO Keonjhar.
  - d) The bid security will be returned to unsuccessful bidders without interest. The BID security of successful bidders will be adjusted during the collection of performance security.
  - e) Local MSEs only registered in Odisha with the respective DICs, Khadi, Village, Cottage & Handicraft Industries, OSIC, NSIC shall be exempted from submission of EMD, subject to submission of the valid registration certificate from the concerned

authority. None of the bidders other than those specified above are exempted from submission of EMD.

### **COVER-B (PRICE BID)**

- a. The tender format giving the quoted rate for the items required should be sent in a separate sealed cover hereinafter called Cover "B" (price Bids) format at **Form-1 & Form-2**.
- b. **Cover -B (Price Bid) will be opened only of the bidders who qualify in evaluation of Technical Bid (Cover-A) by the Tender Evaluation Committee.**
- c. The Price Bid should be quoted inclusive of all expenses and inclusive of GST (mentioned separately) if any.
- d. The bid shall be valid for a period of 180 days from the date of opening of the bid.
- e. The quoted rates shall be final and shall not be subject to any escalation during the bid validity period.

### **21. Evaluation:**

- a. The technical bids will be opened and evaluated by the Tender Evaluation Committee at the prescheduled date and time mentioned in the Tender document and will be evaluated by the Technical parameters.
- b. The successful bidders will be selected on the basis of LCBS method (Lowest Cost Based Selection) in the Financial bid evaluation.
- c. If the approved lowest eligible supplier fails to supply items within the stipulated period, to meet the need, the tender inviting authority reserves right to procure the same from the L2/L3 supplier at L1 rate, if they agree to supply at L1 approved rate or negotiated rate.

## SECTION V

### SCHEDULE OF REQUIREMENT

The Caterer has to supply the attending farmers, Officials and delegates Tea, Snacks/ VIP Snacks and lunch with drinking water on both days from 18.11.2023 to 19.11.2023.

**NAME OF THE EVENT: MATSYA O PRANISAMPAD MELA**

**VENUE: DD College Ground, Brahmanigaon, Keonjhar**

**DATE: 18.11.2023 to 19.11.2023.**

Sl No	Food items required	Quantity per day	Total Qty for 2 days	Time of serving	Remarks
1	Tea	800 cups	1600 cups	9 to 11 am	Actual requirement may vary and will be intimated in time
2	Snacks/ VIP Snacks/ Breakfast	800 pkts	1600 pkts	9 am	
3	Lunch with drinking water	800	1600	1 pm	

#### MINIMUM MENU OF BREAKFAST

1. VADA-1
2. SAMOSA-1
3. ALUCHAP-1
4. KACHUDI- 1
5. SWEET-1
6. Drinking Water Bottle/Jar (sufficiently)

Freshly prepared items should be packed in adequate size paper packets and given to the participants.

#### MINIMUM MENU OF LUNCH

1. Plain rice
2. Dal
3. Chicken Masala
4. Fish Masala
5. Mix Veg with paneer Curry
6. Vegetable Chips
7. Khata
8. Pampad
9. Mitha Dahi/ Ice-cream
10. Drinking Water Bottle/Jar (sufficiently)

The lunch have to be prepared on the site and served as buffet lunch over three counters to the participants, delegates and guests. Prepackaged lunch in plates are not allowed

## B. TENTAGE & ALLIED WORKS

Sl.No	Works to Be Done	Particulars	Remarks
A	Infrastructure, Tentage for Stage & stall	1. Installation of temporary stalls as per specifications 2. Main program stage as per specifications 3. LED screen 12'x8' for Back drop 4. Back drop (thematic) 5. The matic Entrance Gate 6. Aluminum truss for stage 7. Coordination cell 8. Food Stalls 9. Stage Sound and Light 10. IT support for internet connectivity	Detail work plan & design are to be presented during the technical presentation.
B	Security Services	Providing Private Security Service at Festival Venue of the participants during the event	
C	Light & Sound	Light & Sound for Stage, coordination cell, stall, parking area and other venue area as per requirement.	
D	Power & Electricity	1 nos. of Gen set (32kv) for Dist. Mela	
E	Sanitation	Cleaning of Mela ground, accommodation places.	
F	Flower Decoration	Flower Vase with Sufficient fresh and Live flower decoration at the entrance and exit, stage and other area.	

Details of the Items wise work to be provided:

### 1- Infrastructure, Tentage & Allied Works

#### 1. Erection of stall:

Stalls will be erected as per the requirement. The tendered will quote their lowest possible price separately for each category. The details of specifications are given below:

Sr.	Particulars	Stall specification
1	Structure	Bamboo & cloth structure, Size of each stall-12'X10'(25 Stalls) with tarpaulin water proof roofing in addition to 2' front outside rain protection. An open space with tent roof of sq. ft with rain protection is to be installed.
2	Ceiling & Wall	Three sides including partition walls of stall will be covered with white cloth. Backside outer wall will be covered with tarpaulin and G.I. Sheets (22 Gage corrugated sheet). The GI Sheets shall be fixed horizontally supported with wooden bellies. (ALL NEW WHITE COTTON CLOTHES TO BE USED)
3	Carpeting	Clean green carpeting for total venue areas per the requirement.
4	Racks	Three tire racks. The shelf of the racks will be of size 1.6" X 10' with the first layer fixed at a height of 2'6" & covered with white cloth. The space below racks will be used for storage of goods.
5	Fascia	A wooden batten frame for Running Fascia will be erected. The frame will have 4' height. The fascia will be covered with flex (New design will be Provided by the mela in charge). A running white cloth jhallar of 1' width will be put in the front side, below to the fascia frame.

6	<b>Furniture</b>	Front counter table in wooden batten and planks /still table size 8'x 2' X 3' height and wrapped with new white cotton cloth. Plastic moulded Chair with handle - 2nos.
7	<b>Electric Fittings</b>	T5 Light – 3no. (2 number of light should be connected with generator) & an on / off switch for use in night time after closing, Ceiling Fan–1no. Connected with an on/off switch in each stall. 1no.of 5 Amp Plug Point with on/off switch.
8	<b>Numbering of Stall</b>	All stalls should be numbered with stencil and paint.
9	<b>Closures</b>	Front cloth drops/ screens. Daily putting up and off of the same is the responsibility of the bidder.
10	<b>Power</b>	1 no. of Genset (32 kv) with fuel for Stall, parking and other venue area.
11	<b>IT support</b>	IT support for internet connectivity inside Mela area.

## 2. Stage & Front Sitting Arrangements

One open stage shall be erected and decorated in the exhibition ground for meeting/ evening cultural shows during the exhibition. The bidder has to be quoted as a package against the details specifications given below:

Truss for stage	Truss structure (50'X30' size or as per stage required) for District Level Mela around stage .
Flooring	The entire floor of the stage shall be covered with new synthetic carpet of fine quality.
Backdrop	a) LED back ground of size 400 sqft Back drop thematic as per stage requirement- District Level Mela
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.
Light	<p><b><u>District Level Matsya o PranisampadMela</u></b></p> <p>Parcan 64/60- 40 nos.  LED palco- 100 nos.  White blinder- 4 nos.  Colour Blinder- 2 nos.  Back drop LED par- 40 nos  Sharp -60 nos.  Smoke, stove, lager, and other stage light as per bollywood tech rider</p>
Sound	JBL vertech Series & Lineary 8 pair JBL vertech Double Bass 10 nos. Stage monitor & Stage Gear (as per Bellywood Artist required) Other required thing as per bollywood artist requirement.
Overall Supervision	Cleaning, Sweeping & keeping ready of all equipment on stage before commencing of Cultural events on all the cultural nights are the complete responsibility of the vendor.
Anti Fire Chemical Treatment	The materials (like clothes & other inflammable materials), to be used for construction off stage, should be treated with fire reellant chemical.
Power	One Genset (32kv) with fuel for stage, setting area in front of stage, gate other area as per client.

**A) FOOD STALL ALONG WITH KITCHEN SHED:MINIMUM 3 FOOD STALLS ALONG WITH KITCHEN SHED TO BE MADE AS PER THE FOLLOWING SPECIFICATION:**

Sn.	Particulars	Specifications
1	Structure	a. <b>Food Stall</b> Bamboo (3 to 6 inch)& cloth ( <b>Anti Fire Chemical Treatment</b> ) structure, Size of Each Stall – 10' X 10' With Tarpaulin Water Proof Roofing. b. <b>Kitchen Shed:</b> Bamboo and balla structure, tin roofing and tin walling of size 10' x 10' each to be erected in the back side of the food stall.
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 G.I. Sheets ( <b>22 Gage corrugated sheet</b> ). The GI Sheets shall be fixed horizontally supported with wooden bellies. ( <b>all new white cotton clothes to be used</b> )
4	Racks	Three tire racks, if required. The shelf of the racks will be of size 1'.6" X 10' with the first layer fixed at a height of 2'6" & covered with white cloth. The space below racks will be used for storage of goods.
5	Facia	A wooden batten frame for Running Facia will be erected. The frame will have 2' front projection & 4' height. The facia will be covered with cloth. 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. Plastic moulded Chair – 2 nos.
7	Electric Fittings	T5 Light – 3 no. (2 number of light should be connected with generator) & a on/off switch for use in night time after closing, Ceiling Fan – 1 no. connected with an on/off switch in each stall. 1 no. of 5 Amp Plug Point, if required.
8	Closures	Front Cloth Drops/Screens Daily to be done

**3. Security Services:**

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

- To put on proper uniform
- Well behaved & disciplined
- Able to read, write & speak odia.
- Able to keep proper watch & ward
- Knowledge of fire extinguisher operation
- Able to ride motor bike

**Tentative Requirement of Security Person nelin per event**

Security Guard with Lathi-2 nos for District Mela

Security personnel will be deputed at District Level Mela on shift basis, as per the requirement of direction of Festival Management Team.

**4. Sanitation**

Cleaning of Festival ground, accommodation places, Coordination cell, toilet stwice daily using disinfectant materials.

**5. Drinking Water Facility**

Drinking water tap (10 nos. or more) to be provided inside mela area

### C. KIT BAGS FOR PARTICIPANTS

SL. No	Activities	Details	Remarks
1	KIT BAGS FOR PARTICIPANTS (1400 nos)	Kit Bag shall contain, a bag printed with logo and mascot, I-card, Pad & Pen, Programme of the Mela, Leaflets/ Brochures on Govt. Schemes. Kit Bag should be Jute/ Cotton Shoulder Hanging (14'' x 10'')	One sample of Kit Bag may be produced at time of tender opening.

- Preference will be given to local bidder having experience in above mentioned categories.
- The authority reserves the right to accept/reject all the bids or any part of it without assigning any reason thereof

  
26.10.23  
Chief District Veterinary Officer,  
Keonjhar

**Technical Bid (please see Section IV-21)**(To be filled in & returned with all the documents **DULY SELF-ATTESTED**)

Sl no	Document type to be submitted
1.	Forwarding Letter in the pad of the firm with all the relevant documents.
2.	Details of name of the firm and address (Registered office and Operating Branch) Office: - Residence: - Mobile: - e-Mail I.D.: -
3.	Details of Tender Processing Fee
4.	Details of amount of Earnest Money Deposit
5.	GST Registration Number (Enclose Photo copy of GST certificate)
6.	Income Tax Account No. (Enclose Photo copy of PAN)
7.	Copy of Latest GST payment receipt.
8.	Copy of latest IT return
9.	Declaration for not being black listed
10.	Proof of experience of having completed such works in last 3 years
11.	Declaration for price quoted not more than open Market Price
12.	BANK details: Bank name, Account No. IFSC code (Copy of pass book/ Cancelled Cheque)

**DECLARATION**

- I..... Son/ Daughter/ Wife of Shri..... Proprietor/ Partner/ Director/ authorized signatory of the agency mentioned above state that I am competent to sign this declaration and execute this tender documents.
- I have carefully read and understood all the terms and conditions of the tender and undertake to abide by them.
- The information/ documents furnished along with the above application are true & authentic to the best of my knowledge and belief. I/ We do hereby undertake that furnishing of any false information/ fabricated document would lead to rejection of my tender at any stage besides accruing of liabilities towards prosecution under appropriate law.

Place

Signature of Authorized person

Date

Full Name:

Seal

**DECLARATION for not being black listed**

I/We.....( Name & Designation) having My/our firm at..... do hereby declare that I/We have carefully read all the terms & conditions of tender of the Chief District Veterinary Officer, Keonjhar, Odisha, for Supply of Catering Items (Tea, Snacks/ VIP Snacks & Lunch with drinking for 2 days "District Level MATSYA O PRANISAMPAD MELA" to be held at DD College Ground, Keonjhar. I will abide with all the terms & conditions set for in the tender paper Reference no.....

I/We do hereby declare that, I/We have not been de-recognized/ debarred/ blacklisted by any State Govt./ Union Territory/ Govt. of India/Govt. organization/ Govt. Veterinary institutions for supply on Non-Standard Quality (NSQ) items/ part-supply/non-supply.

That, I am not a defaulter in supply of any items to Chief District Veterinary Officer, Keonjhar, Odisha, or any other indenting officers of the State of Odisha after being Lowest responsive bidder in past three years.

I/We do hereby declare that I/We will supply the approved items as per the terms, conditions & specifications of the tender documents. I/ We further declare that my/our performance security deposit will be forfeited if I/we fail to supply any item after getting order from the purchaser. I/we further declare that we will supply the ordered items manufactured only by the manufacturers as mentioned in the bid documents.

I/We agree that the Tender inviting Authority can debar/ black list me/us for period of 3 years. If, any information furnished by us is proved to be false at the time of inspection/ verification and is not complying with the Tender terms & conditions.

Signature of the bidder:

Date :

Name & Address of the Firm:

Affidavit before Executive Magistrate/Notary Public:

**DECLARATION FOR LOWER THAN MARKET PRICE**

We, M/S-----who is a manufacturing unit/wholesaler/distributor/C & F agent declare that price quoted by us is not more than the open market price or also under GeM Rate Contract/CGHS/NPPA or rates fixed by Govt. of India where such rate exists.

Signature of Proprietor/ Authorized person  
with seal of

Name of the  
Manufacturing Unit/ Wholesaler/  
Distributor/ C & Agent

**COVER-B****Financial Bid****Form-II**

Agency/Firm name-  
Address

Sl. No	Name of the item	Price quoted per unit in Rs	Total Units Rs	Total Price Rs	GST Rs	Grand Total Rs
1	Tea					
2	Snacks/VIP Snacks/ Breakfast					
3	Lunch with drinking water					
		<b>TOTAL</b>				

(Total Rupees -----)

NB: 1. The price quoted should include all expenses including arranging dishes, gas, food preparation, transportation, man power for serving, buffet plates, cleaning of site etc.

2. The bidder should carefully read the schedule of requirement in section V and quote the rate accordingly.

Place

Signature of Authorized person

Date

Full Name:

Seal

**TECHNICAL BID SUBMISSION FORMS**  
**COVERING LETTER**

(ON BIDDER's LETTER HEAD)

[Location, Date]

To:

The CDVO Keonjhar

Sub: Catering Services/ Tentage & Allied Works/ Kit Bag for Exhibition-2023,  
Keonjhar. [TECHNICAL BID]

Dear Sir,

I, the undersigned, offer to participate in the selection process for \_\_\_\_\_ in accordance with your Tender Call Notice No.: \_\_\_\_\_, dated \_\_\_\_\_. We are hereby submitting our Bid, which includes Technical Bid and Financial Bid sealed in separate envelopes.

I hereby declare that all the information and statements made in this Technical Bid and Financial Bid are true and correct and I accept that any misinterpretation contained in it may lead to disqualification of our Bid. I confirm that this Bid will remain binding upon us and may be accepted by you at any time before the validity of the bid.

I hereby unconditionally undertake to accept all the terms and conditions as stipulated in the TENDER CALL NOTICE document. In case any provision of this TENDER CALL NOTICE are found violated, then your department shall without prejudice to any other right or remedy be at liberty to reject our Bid including forfeiture of the full said earnest money deposit absolutely.

I remain,

Yours faithfully,

**Authorized Signatory with Date and Seal:**

Name and Designation: \_\_\_\_\_

Address of the Bidder: \_\_\_\_\_

**(BIDDER'S PAST EXPERIENCE DETAILS)****Table -1 (List of 5 completed assignments only of similar nature during last 3 years)  
(FY 2020-21, 2021-22 and 2022-23)**

Sl. no.	Period	Name of the Assignment with details there of	Name of the Authority with complete address	*Contract Value (in INR) and Duration in Month	Date of Award / Commencement of assignment	Date of Completion of assignment	Remarks if any
A	B	C	D	E	F	G	H
1							
2							
3							
4							
5							

*Note: Bidders are requested to furnish the list of the assignments undertaken during the last 3 Financial Years (18-19, 19-20 & 20-21) as per the above prescribed format only. Information not conforming to the above format will be treated as non-responsive. Copies of the Work order / Contract Document / Completion Certificate from the previous authorities need to be furnished along with the above information. Bidders are requested to attach at least 5 best photographs of their creatives from each assignment.*

Authorized Signatory [In full initials with Date and Seal]: \_\_\_\_\_

Communication Address of the Bidder: \_\_\_\_\_

Cover-B

Form-II

**FINANCIAL BID SUBMISSION FORMS**  
**FIN-1 COVERING LETTER (In Bidder's Letter Head)**

[Location, Date]

To,  
The CDVO  
Keonjhar, Odisha

Sub: Submission of Financial Bid for Tentage & Allied Works/ Kit Bags (Put tick mark as applicable).

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	Cost per unit (in Rs. excluding GST)	Total Amount [in Rs.] Excluding GST
A					
B					
C					
D					
E					
F					
G					
H					
I					
J					

M				
<b>Total Quoted Amount ( in Rs. Excluding GST)</b>				
<b>Add GST (in Rs.)</b>		<b>CGST ( _____ %)</b>		
		<b>SGST ( _____ %)</b>		
		<b>IGST ( _____ %)</b>		
<b>Grand Total Quoted Amount including GST (in Rs.)</b>				

**N.B:** The bidder should submit HSN/SAC code of the service provided to Govt. organization in this regard for justification of the GST amount quoted in the financial bid. Any false/forged information submitted in the bid document by the bidder will lead to rejection of the bid

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:**