



OFFICE OF THE CHIEF DISTRICT AGRICULTURE OFFICER, KEONJHAR
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No. 6310

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**EOI FOR ERECTION OF STALL, STAGE, PANDAL ETC. ON THE OCCASION OF DISTRICT LEVEL
FARM MECHANISATION MELA FROM 15th TO 19th DECEMBER 2023 AT
DHARANIDHAR UNIVERSITY GROUND, KEONJHAR.**

The Chief District Agriculture Officer, Keonjhar intends to invite sealed EOI from reputed Event Management Organization/agency for erection of Stall, stage, pandal, Office Room, Training Hall, Temporary urinal etc. on occasion of "District Level Farm Mechanisation Mela" scheduled to be held from 15th to 19th December, 2023 at DHARANIDHAR UNIVERSITY GROUND, KEONJHAR.

The detailed items/ deliverables are mentioned here under.

1. CONSTRUCTION OF STALLS AND OTHER WORKS

The successful bidder has to erect the following structures and provide other ancillary services in the ground as described below and as specified in the detailed specifications, which may be modified/ altered/ substituted according to requirement and feasibility.

(i) Ground Cleaning and Levelling

The ground must be cleared of all grass, bush, stubble, debris. All mounds, pot holes, post holes, pits must be fully levelled/filled before erection of stalls and all other allied structure.

(ii) Exhibition Stalls

Around 100 stalls of 3.0x3.0x3.0m (LxBxH) With 2 steps rack at back side wall in around 50 Nos Stall out of 100 no of stall, front dais with electric light, fan, one plug with chairs 2/3 nos (standard size) in each stall for displaying the Exhibits/ showcasing the activities of the participants as per specifications. The number of stalls may be increased or decreased as per requirement and notified to the successful bidder before commencement of the work or during the execution.

(iii) Stage

The successful bidder has to construct a stage of size 12.0x8.0m with back drop and good quality carpeting, front decoration, video walling at the backside, seating arrangement for at least 12 persons with good quality chairs, centre tables, podium, pedestal fans as per specifications.

(iv) Gate

One gate with side walls and top fascia written with “ଜିଲ୍ଲାସ୍ତରୀୟ କୃଷି ଯନ୍ତ୍ରପାତି ମେଳା” and “District Level Farm Mechanisation Mela” in Odia and in English with suitable flexes posters depicting activities of agriculture and allied sectors etc.). The bidder has to submit design for gate and quote rates accordingly. The height of the fascia of the gate should be at least 6.0m height with a width of 10.0m between two side frames so as to enable passage of heavy vehicles into the venue. The gate should be illuminated and provided with flexes, flower decoration etc as may be specified.

(v) Pandal / Meeting venue

Construction of a meeting venue with the dimensions of 40.0x20.0m size to accommodate 300 trainees/attendees. This venue should have a roof covered with cloth and tarpaulin, adequate lighting, and more. There should be a distance of 6 meters from the front of the stage with steel grill barricade positioned roughly 4 meters from the stage. A 2-meter passage should separate the front row of seats from this barricade. The meeting venue should also be furnished with sofas, center tables in the first four rows, and plastic molded chairs in the remaining rows with complete carpeting all in accordance with the specified requirements.

(vi) VIP Enclosure-cum-office room

One VIP Enclosure cum office room adjacent to the Stage/ Reception room fully equipped with clean furniture like three nos. Bed-cum-Sofas, Chairs, Centre Tables, Wall mounted TV with access to different channels, two pedestal fans and carpeting etc. with an attached temporary Bio Toilet facility required to be setup. Approximate size of the VIP enclosure is 6.0x 5.0m as per specifications with provision of toilet (light facility).

(vii) Training Hall

One training hall with sitting capacity of 40 Nos of farmers with 3.0x1.5x0.60m stage along with PA System and Podium is to be constructed. Approximate size of the Training Hall is 10.0x5.0m as per specification.

(viii) Temporary toilets

- a) One temporary bio-toilet attached to the VIP Enclosure and light facility.
- b) Four temporary bio-toilets; separate for Gents (2nos) and Ladies (2nos) to be installed at the specified locations in the exhibition ground.

(ix) Parking Place

- a) Parking place for ambulance and Fire Extinguisher Vehicle adjacent to Stage/ Office room with sufficient space in front side for easy movement to be set up.
- b) Parking place for vehicles to be arranged with sufficient nos. of standi banners depicting PARKING to be placed for easy identification of parking place by the public coming to view the fair.

(x) CCTV

The whole mela area should be under CCTV surveillance with a control room at a suitable location.

(xi) WiFi

The whole mela area should be covered under WiFi connectivity preferably of JIO Fibre.

2. GENERAL REQUIREMENT OF STALLS

(i) The successful bidder has to provide (a) Electrical connection (b) plug points (c) lighting systems (2 Nos 12W each LED bulbs (d) Long Table with Cloth (e) Chairs etc to the stalls (g) One double stair rack at back wall of the stall.

(ii) The approved stall layout design will be provided to the winning bidder, the stall should be made in such a manner keeping in view the large number of agriculture machineries and manufactures expected to participate in the exhibition. The successful bidder has to consult Executive Engineer (Agril.), Keonjhar Division, Keonjhar/ Chief District Agriculture Officer, Keonjhar in order to finalize the detailed sketch and layout plan for the event.

(iii) Some of the exhibitors may need more space for stall and also open space for displaying heavy machineries outside their stall space. The stall layout has to be done keeping such requirement in view, which will be made available during the course of construction of stalls.

(iv) Some of the exhibitors may like to construct their own stalls within the allotted space, and accordingly provision is to be made. But the successful bidder has to provide them (a) Electrical connection (b) plug points (c) lighting system (d) Long Table with Cloth (e) Chairs etc as may be required by them and approved by the Officer in charge at the ground/ Executive Engineer (Agril.), Keonjhar Division, Keonjhar/Chief District Agriculture Officer, Keonjhar.

(v) The intending bidders may visit the ground where exhibition will be done and submit the following;

- (a) A lay out plan for the whole ground with necessary drawings
- (b) Drawing and design for the gate (mandatory)
- (c) Drawing and Design for the Stage
- (d) Drawing and Design for stalls in clusters
- (e) Drawing and Design for Pandal/ Meeting Venue/Training Hall
- (f) Drawing and Design for VIP Enclosure, Temporary Toilet, Parking place.
- (g) Drawing space for Power supply backup, Space for public address system and equipment, space for dustbins, Space for Firefighting equipment, Space for drinking water facility, Space for Ambulance and Fire extinguisher vehicle etc.
- (h) Drawing indicating other structures as may be specified in the specifications.

(vi) All the stalls and all pavements inside the exhibition ground should be covered with synthetic net carpet excluding those areas meant for parking of heavy machineries as may be specified. The roof of the stage and stalls should be covered with polythene.

3. ELECTRICAL WIRING, SWITCH BOARDS AND FITTINGS

(a) Electrical works to be done:

- i) Complete electrical wiring of the entire exhibition area with required switch boards, control switches.
- ii) Adequate plug points for operating audio-visual equipment's, computer, and mobile charging of the exhibitors in all built up area as per specifications.
- iii) Adequate lighting with LED Lamps in the stalls, other structures and in the ground.
- iv) Adequate pavement lighting in the passage between stalls, passage to the toilets, parking area, with two halogen lamps fixed at opposite directions at an interval of 5.0m or as may be required. Sufficient light arrangement shall be made to lighten the entire exhibition ground with provision of Halogen/Neon light in towers.
- v) Pedestal fans to be provided in strategic locations as per requirement and specification.
- vi) Decorative litchi bulbs, coloured ballons and shaded lights may be provided as specified.
- vii) Adequate light provision to be made focusing the gates and its surrounding area including parking space.
- viii) Adequate stage lights, rotating lights, and dim and bright lights for stage shows etc. as per requirement and specification.
- ix) Appropriate lighting arrangements with flood light towers as may be specified in the entire ground, back of the stall to ensure safety of the personnel and material in the ground during the night in addition to providing adequate lighting arrangements in the exhibition area.
- x) Sound sensitive decorative lamps for cultural shows to be staged, so that the lighting increases and decreases and rotate depending on the volume of the sound.

(b) Assistance for providing electricity to the exhibition ground.

- (i) Chief District Agriculture Officer, Keonjhar shall write to the TPNODL and the Electrical Inspector, for providing Electrical supply to the ground from the date of commencement of construction as per requirement.
- (ii) Chief District Agriculture Officer, Keonjhar shall also make payment of the Inspection Fee for Electrical fittings, and fees and tariff payable to the TPNODL.
- (iii) The Successful bidder has to assist Chief District Agriculture Officer, Keonjhar in obtaining clearance from the Electrical Inspector /TPNODL for minimum connected load from 14.12.2023 and full connected load from 15.12.2023 to 19.12.2023 or till the exhibition is over and materials are removed from the ground.