

# OFFICE OF THE COLLECTOR & DISTRICT MAGISTRATE, KEONJHAR

No. 528 /Culture/ Dt. 04.06.2025

## QUOTATION CALL NOTICE

Sealed quotations are hereby invited from interested reputed firms/ agencies/ individual for erection of (i) Stage, (ii) Sound & Light and (iii) Catering for smooth management of cultural programmes on the eve of Rath Yatra- 2025 of Lord Shree Shree Baladevjew Bijje, Old Town, Keonjhar to be held from 27.06.2025 to 05.07.2025.

The intending reputed firms/ agencies/ individual may submit sealed quotations along with other supporting documents like GST No., Experience Certificate & Undertaking at District Culture Office, Keonjhar latest by 01.00 pm of 18.06.2025.

The details of the same with terms & conditions are given below: -

| Sl No. | Name of the Work   | Details of Works  | Amount Limited to (in Rs) |
|--------|--|---|---------------------------|
| 01     | Erection of Stage, Auditorium for Bhajana Samaroha from 28.06.2025 to 04.07.2025 | Bamboo Structure for Bhajana Samaroha Stage of size of 30' x 30' x 20' with tarpaulin covering roof, curtain ceiling, 3 side walling. Stage made out of M.S. Angle Frame and ply Flooring (Base Height 5') covering with good quality Green carpet of size 30' x 30'. Iron Frame stepping arrangement, Auditorium Room (60/40) with Pala, ceiling and plastic chair- 200 Pcs., Sofa Set (3 seat) - 4 Nos., Glass Teapoy - 4 Nos., Deepa Stand - 1 No, Cooler - 4 Nos., good condition Stand Fan- 4 Nos. | 65,000.00                 |
| 02     | Light & Sound for Bhajana Samaroha from 28.06.2025 to 04.07.2025                 | Mixer Machine, Amplifier- 5000 W, Pop-2 Nos., Sound Box- 8 Nos. (400 W- 4 Nos. & 200 W- 4 Nos.), Cordless Microphone- 4 Nos., Wireless Microphone- 3 Nos., Microphone Stand- 6 Nos., Generator with Oil - 10KVA, Monitor - 2 Nos.<br><br>High Mast Light- 11 Nos.<br>(2000 W- 5 Nos., 1000W- 6 Nos.)  | 49,000.00                 |
| 03     | Erection of Stage, Auditorium for Ghunguru Club from 27.06.2025 to 05.07.2025    | Bamboo Structure for Ghunguru Club of size of 25' x 25' x 18' with tarpaulin covering roof, curtain ceiling. Flooring covering with good quality Green carpet of size 25' x 25'. Auditorium Room (35/30) with Pala ceiling and plastic chair- 150 Pcs., good condition Stand Fan- 4 Nos., Deepa Stand- 1 Nos.   | 55,000.000                |
| 04     | Light & Sound for Ghunguru Club from 27.06.2025 to 05.07.2025                    | Mixer Machine, Amplifier- 5000 W, Sound Box-8 Nos. (400 W- 4 Nos. & 200 W- 4 Nos.), Cordless Microphone-2 Nos., Wireless Microphone- 3 Nos.,  | 35,000.00                 |

|    |   |  |                |
|----|---|--|----------------|
|    |   | <p>Microphone Stand- 5 Nos., Generator with Oil - 10KVA, Monitor - 2 Nos.</p> <p>Parker- 20 Nos., Spot Light- 20 Nos. Sharpy- 4 Nos. , High Mast Light- 8 Nos. (1000W)</p> <p>(Light may be fixed at the front top of the stage with iron/bamboo bar along with stand provision)</p>   |                |
| 05 | Erection of Stage, Auditorium for 11- Bullet Club from 28.06.2025 to 04.07.2025 | <p>Bamboo Structure for 11-Bullet Club Stage of size of 25' x 20' x 20' with tarpaulin covering roof, curtain ceiling &amp; walling. Stage made out of M.S. Angle Frame and ply Flooring (Base Height 3.5') covering with good quality Green carpet of size 25' x 20' &amp; Green Room of Size 20' x 16' x 16' with tarpaulin ceiling &amp; walling, Auditorium Room (35/30) with Pala, ceiling and plastic chair- 150 Pcs., good condition Stand Fan- 4 Nos., Deepa Stand- 1 Nos.</p> | 50,000.00      |
| 06 | Light & Sound for 11- Bullet Club from 28.06.2025 to 04.07.2025                 | <p>Mixer Machine, Amplifier- 5000 W, Sound Box-8 (400 W- 4 Nos &amp; 200 W- 4 Nos.), Cordless Microphone- 2 Nos., Wireless Microphone- 3 Nos., Microphone Stand- 5 Nos., Generator with Oil - 10KVA, Monitor - 2 Nos.</p> <p>Parker- 20 Nos., Spot Light- 20 Nos. Sharpy- 4 Nos. , High Mast Light- 8 Nos. (1000W)</p> <p>(Light may be fixed at the front top of the stage with iron/bamboo bar along with stand provision)</p>   | 28,000.00      |
| 07 | Catering  | <p>Supply of Lunch &amp; Dinner to venue with transportation &amp; manpower to serve Food</p> <p>Lunch:- Rice, Dal, Mix Veg Curry, Veg Fry, Khata, Khiri, Pampad, Salad etc. with plate &amp; glass.</p> <p>Dinner:- Rice/ Roti, Khichdi, Dal Fry/ Mix Veg, Paneer/ Mushroom, Khiri, Pickle etc. with plate &amp; glass.</p> <p>(Menu is subject to change)</p>  | 105.00 / plate |

**Schedule of Events: -**

| Sl No. | Events  | Date & Time           |
|--------|---|-----------------------|
| 1      | Publication of Quotation Call Notice                                | 05.06.2025 / 10.00 am |
| 2      | Last Date of Submission of Quotation                                | 18.06.2025 / 01.00 pm |
| 3      | Opening of Quotation  | 18.06.2025 / 05.00 pm |
| 4      | Notification of qualified bidders based on Financial bid evaluation | 18.06.2025 / 06.30 pm |

**Terms & Condition: -**

1. The Sealed Quotations should be submitted by way of putting in the Sealed Drop Box placed at the Office of the District Culture Officer, Keonjhar or through Registered Post addressed to the District Culture Officer, Collectorate, Keonjhar- 758001.
2. The closed envelope containing quotation papers must be superscribed as "QUOTATION FOR ERECTION OF STAGE / LIGHT & SOUND/ CATERING FOR RATHA YATRA- 2025". In case no such superscription is made and the quotation received is opened prior to the time fixed for opening due to such omission, the quotation paper will not be evaluated and rejected.
3. The Quotation must be accompanied by an Earnest Money Deposit (EMD) of Rs. 2,000.00 (Rupees Two thousand) only in shape of Demand draft/ Account Payee Cheque. The EMD of successful bidder will be kept as security returnable at the time of full payment. The EMD of unsuccessful participant will be returned.
4. The bidder should have its own firm with adequate materials to supply as per requirements.
5. The Sealed Quotations should reach at the address mentioned at point no.1 before the last date and time fixed for submission i.e. on 18.06.2025 at 01:00 pm. The Quotations received after the date and time fixed shall not be taken into consideration and shall be rejected. There shall be no consideration for postal delay. Open Quotation or Quotation received in any other mode other than specified shall not be taken for consideration.
6. The erection of Tent will be carried out as per instruction/ order of Committee in the identified location/ area in accordance with the approved quality and specification as finalized by the Tender Committee within the stipulated time. The requirement in the completion of work will be treated as tentative and may be increase/ decrease as per actual requirement.
7. In case of increase of requirement as finalized by the Committee, the addition amount will be calculated as per the norms specified and in case of decrease vis-a-vis.
8. The participant should not have been black listed by any Govt. Office/ Institution/ Firm / Organization /School /Board /University etc. Undertaking in this regard to be submitted by tenderers.
9. The rates must be quoted in Indian Rupee and in the format specified. The rate quoted must include all the charges like freight, insurance, materials, installation, labour etc. as well as the applicable taxes like GST.
10. The Quotation format to be filled up clearly and no over writing/cutting etc. is allowed. Such findings in Quotation paper shall be rejected. Any conditional quotation shall not be accepted.



11. L1 will be decided on composite basis. Becoming L1 will not be the criteria for awarding the work unless the rates are reasonable, acceptable and justified.
12. The work order shall be made immediately after the evaluation process is completed and the awardee of the work shall have to complete the work within 3 to 4 days.
13. Whatsoever may be the approved and accepted by the Committee constituted for the purpose shall remain valid for the entire period of Ratha Yatra- 2025.
14. Rates offered by the successful bidder and acceptance of which once communicated to them, will under no circumstances be enhanced at any stage.
15. Rates offered once in the tender shall be treated as final and irrevocable and any later addition and intimation will not be entertained.
16. The requirement indicated in this notice is only indicative. The actual requirement may vary at the time of execution of work. The Committee constituted for the purpose reserves the right to increase or decrease the requirement and amount of work.
17. In case of increase of requirement as finalized by the Committee, the additional amount will be calculated based on the rate/ norms finalized. Similarly, in case of decrease in requirement, the proportionate payment will be deducted.
18. In case of any dispute, the decision of the Tender Committee shall be final.
19. As the work is urgent in nature, in case of single bid, it is the discretion of the committee regarding acceptance of the same. Besides, the Committee may negotiate the price in order to arrive at its reasonability and acceptability.
20. For better understanding of the requirement and work to be executed, the bidders should enquire the details from the Office of the District Culture Officer, Keonjhar / Addl. District Magistrate, Keonjhar.
21. The District Culture Office, Keonjhar and the Committee constituted for the purpose reserves the right to reject all or any of the quotation in part or whole, modify or amend any terms and condition etc. at any time without assigning any reason thereof.

**Special Terms & Conditions: -**

1. The participating bidder must quote the rate in price bid form provided at Annexure-I.
2. Undertaking in the format at Annexure-II pertaining to eligibility to be submitted by the participants.



**Payment Terms: -**

1. Payment shall be made after completion of the works and after verification of quality of Work. No advance payment shall be made.
2. The selected executants of the work shall submit the GST invoice only.

  
4/6/25  
Addl. District Magistrate,  
Keonjhar

**Memo No. 529 /Culture/ Dt. 04.06.2025**

Copy to Office Notice Board, District Culture Office, Keonjhar / Sub-Collector Office, Keonjhar for wide publicity of the same & information of the general public.

Copy (both in hard & soft) forwarded to District Informatics Officer, NIC, Keonjhar for information & necessary action with a request to upload above quotation in the District Portal of Keonjhar for wide publicity.

  
4/6/25  
Addl. District Magistrate,  
Keonjhar

**Memo No. 530 /Culture/ Dt. 04.06.2025**

Copy to all members of Tender Committee of Rath Yatra- 2025 for information & necessary action.

Copy to PA to Collector, Keonjhar for kind information of Collector.

  
4/6/25  
Addl. District Magistrate,  
Keonjhar

FINANCIAL BID

Name & Address of the firm/ agencies/  
Individual artists/ painters :

Name of the Proprietor of the Firm :

Contact details of the Proprietor :

| SI No. | Name of the Work   | Details of Works  | Amount (in Rs) |
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|    |   |   |  |
|----|---|---|--|
|    |   | Pala, ceiling and plastic chair- 150 Pcs., good condition Stand Fan- 4 Nos., Deepa Stand- 1 Nos.  |  |
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- All Taxes should be included in the rates quoted above.
- The rates must be quoted inclusive of Travelling, Boarding and Lodging Charges of manpower, if any.
- Certified that all the terms & conditions of this QUOTATION are accepted by me/ us.

Contact Person: .....

Telephone No: .....

WhatsApp Mobile No: .....

Email ID: .....

Authorized Signatory  
(With full name, designation & stamp)



**UNDERTAKING**

(ON FIRM LETTERHEAD)

This is to certify that M/s \_\_\_\_\_  
address \_\_\_\_\_ has not ever been blacklisted from any  
Govt. Office / Institution/ School/ Board/ University/ Organization / Government Agency etc. for any  
reason at any point of time and no legal case / proceeding is pending against the Agency as on date.

Date:

Authorized Signatory  
(With full name, designation & stamp)