

TENDER PAPER

of

*Organize MEENA BAZAR-2023*

*For 5 Days from 25<sup>th</sup> to 29<sup>th</sup> November*

*At GOVT College Ground, Landiguda  
Koraput (In the premises of PARAB-2023)*

***Koraput Municipality***

***Koraput.***

# **KORAPUT MUNICIPALITY, KORAPUT**

**Letter No:** 4332

**Date:** 14.11.2023

## **TENDER CALL NOTICE**

Sealed tenders are invited from firms/agencies/organisations/persons for the following work to be organized by District Administration, Koraput at Govt. College Ground Landiguda Koraput coinciding with PARAB-2023 from 25<sup>th</sup> November 2023 to 29<sup>th</sup> November 2023. The details of the required works are given below:

S. N	Nature of Work	Eligible Organization/Firms /Agencies/Person	Cost of EMD
1	Ram Doli, Toy shops, Children's Carnival	MEENA BAZAR	1. EMD OF Rs 50,000 (Rupees fifty thousand) only in shape of Demand draft in favour of Executive Officer Koraput Municipality payable at Koraput  2. The bidders are requested to submit the EMD along with tender

The tender papers along with details specifications and eligibility criteria of the above works will be available on Koraput Municipality website [www.koraputmunicipality.in](http://www.koraputmunicipality.in) from 15<sup>th</sup> November 2023 to 18<sup>th</sup> November. The sealed tender will be received in Koraput Municipality office latest by 5.00 PM 18<sup>th</sup> November 2023. The tenders will be opened in the Koraput Municipality on the same day at 5.30 in the presence of the Tenderers or their authorized representatives.

The undersigned reserves the right to accept or reject any or all tenders without assaying any reason thereof.

  
14/11/2023  
Executive Officer  
Koraput Municipality

Memo no 4333

date 14.11.23

Copy to the notice board of office the CDO-cum-EO ZP ,Koraput & DIPRO Koraput  
for wide publication of the tender call notice

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14/11/2023  
Executive Officer  
Koraput Municipality

Memo No. 4334 /2023

Date: 14.11.23

Copy to the MIS Computer Programmer, Koraput Municipality for information and  
necessary action to hoist the tender in the official website i.e.  
[www.koraputmunicipality.in](http://www.koraputmunicipality.in).

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14/11/2023  
Executive Officer  
Koraput Municipality



**Terms of Reference to the tender paper for the organization of Meena Bazar at  
Parab -2023 Koraput**

**Terms & Conditions**

1. Sealed tenders are invited from experienced firms/Agencies/ person of taking the Organization of Meena Bazar in a Single Work Order.
2. The bidder has to pay Rs 1000/- (One thousand only) towards cost of tender paper which is available in our web site [www.koraputmunicipality.in](http://www.koraputmunicipality.in)
3. The bidders should have valid PAN & GST Certificate
4. Copy of work orders/experience certificate for similar nature of works in Odisha
5. The bidder shall quote their price for all items without leaving blank. If found so the bid will be treated as non-responsive and rejected.
6. The authority is not bound to accept the lowest tender and reserves the right to inspect/verify the stock of materials required for this work, in Go-down of bidders nominating a committee to ascertain the credibility of the firm. Further the undersigned reserves the right to reject any or all tenders without assigning any reasons thereof.
7. The bidder or the representative of the bidder should attend the opening event of the tender with all original documents/paper for verification, if required.
8. On completion of the Meena Bazar, the bidder shall have to take away all the material within 30<sup>th</sup> November -2023 & vacate the place.
9. Bidder will be responsible for cleaning and maintenance of the entire ground occupied by him till the closing of the exhibition. ORMAS/ZP, Koraput Municipality will not be responsible for any breakage, damage, fire, theft etc. of his material and insurance if any.
10. Bidder should be taken for coverage of insurance of the particular event.
11. The bidder is to submit self-attested photocopies of the required documents with duly filled in tender paper.
12. The bidder should obey the rules & regulations of Parab-2023.
13. The Meena Bazar time between 10 .00 AM to 11.00 P.M every Day. After that the event should be closed .The sound system should not be disturbing the Parab Management.



14. The bidders should prepare the aforesaid Meena Bazar field development work with their own cost.
15. The bidder should not allow to erecting any type of stall except Meena Bazar activities. In case of any additional requirement, the contractor has to take the prior permission from the Palishree Mela-in charge.
16. The selected bidder should hire own separate temporary electricity connection.
17. The tender will be sent to KORAPUT Municipality through speed post/courier/by hand on or before (**Last date for submission of tender form is 18<sup>th</sup> November 2023 5.00 P.M**)

**The Documents to be submitted by the bidder are:**

- i. Original DD of Rs 1000/- (Rupees One thousand only) towards cost of tender paper.
- ii EMD of Rs 50,000(Rupees fifty thousand only) in shape of Demand draft in favour of **Executive Officer Koraput Municipality** payable at Koraput. EMD amount of Successful bidder will kept with E.O Koraput Municipality till the completion of Exhibition. In case of any unsatisfactory work, delay in execution works etc. The EMD amount will forfeited by the authority the tender papers without EMD shall not be accepted.
- iii. Copy of the registration certificate /valid number in favour of the firm from Commercial Tax dept GST certificate & PAN.
- iv. After finalization of the tender the selected bidder should submit the following documents within 2 days unfailingly.
  1. Individual/firm PAN & GST certificate.
  2. Labour Registration certificate.
  3. Nature of experience work order copy.
  4. IIC, Koraput permission letter for law & order Situation.
  5. Fire certificate from district fire Office Koraput.



6. Electricity inspection certificate from Electrical Inspector. (TPSODL)

7. Work shop Engineer certificate from E.E(R&B), Koraput.

8. Authorization from any registered electrical contractor for execution of electrical work.

9. Mike permission from the competent authority.

18. The duration of the exhibition will be 5 days in case of any extension of mela period no extra payment will be entertained for the additional days. All the desired works should be completed at least two days before the scheduled inauguration date and time of the exhibition and should handed over all the works as per specification to the in-charge of the exhibition.

19. The contractor shall not use any additional materials other than the work specified in the work order without the prior permission of the Mela -in charge, In case any additional requirement, the Contractor has to take the prior permission for the Mela-in-charge.

20. The bidder along with manpower and the committee formed by the Mela-in-charge should do a proper assessment and the actual work done during the mela period.

21. No part the contract will be sub-let without the prior written permission of the Mela-in charge.

22. It shall be the responsibility of the service provider/contractors to obtain requisite permission for the electricity connection/fire services for the exhibition period from statutory bodies. The bidder has to supply the fire protection equipment like extinguisher as per the requirement of mela duly certificate by the Fire Officer, Koraput and adhere to the fire safety norms.

ACCEPTED THE ABOVE TERMS CONDITION FROM PREPAGE

Full signature with seal of Bidder



## **DECLARATION**

I/We hereby declare that all the statements(s) and 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 Executive Officer KORAPUT Municipality/ZP. In case of any lapse on my/our part which may effect the performance of the job or the quality of the work is found substandard or the service of response is found poor, proportionate value may be deducted from my EMD as to be proper by the competent authority.

Place:

Full Signature with seal of the Bidder

Date:



**Quotation for organisation of Meena Bazar During PARAB-2023 at  
Govt, College Ground ,Landiguda, Koraput coin side with PARAB from  
25<sup>th</sup> to 29<sup>th</sup> November 2023.**

To

The Executive Officer  
Koraput Municipality

Sir,

I/We do hereby submit item wise quotation below for Organisation of Meena Bazar to be organised in the Govt. college Ground , Landiguda ,Koraput From 25<sup>th</sup> to 29<sup>th</sup> November 2023

<b>Financial Biding format for Conducting Mina Bazar From 25<sup>th</sup> to 29<sup>th</sup> November 2023</b>				
Sl no	Name of the firm/Agencies/Any Person	Address details with Contact No	Quoted amount not less than of Rs 3.00 Lakh.(Rupees Three Lakh)	Total

If I am highest quoted bidder, I hereby undertake that the amount quoted in the respective category will be deposited in Executive Officer authorized bank account on or before 22.11.2023 if I failed to deposit I have no rights to claim for Organising Meena Bazar.

Signature of Authorized Person Address/Contact No

Accepted by the Bidder (Signature of Bidder With Seal)