

**GOVERNMENT OF ODISHA
TOURISM DEVELOPMENT OFFICE, PURI**

No.Acct.TDO-39/24- 509 /TDO, Puri

Dt. 12-06-24

SHORT TENDER CALL NOTICE

Quotations in sealed covers are invited from the intending firms/parties for “Installation of Temporary Tourism Information Stall” **Near Railway Station, Puri** for Car Festival, 2024 from **07th July to 17th July’ 2024** under the items as detailed below.

Submission of proposal: Packing, Sealing & Marking of proposals:

The bidders name & address shall be mentioned in the left hand bottom corner of the outer envelope. The envelopes shall be addressed to the Asst. Director, Tourism, Tourism Development Office, Govt. of Odisha, Subas Bose Square, Puri – 752001. The proposals filled in all respect must reach Tourism Development Office, Puri at the address, time & date specified through Speed Post/Registered Post/Courier only. No hand delivery will be accepted. If the specified date for the submission of proposal is declared as holiday, the proposals will be received up to the appointed time on the next working day.

Late proposal after deadline for the submission of proposals prescribed by Tourism Development Office, Puri will be rejected.

The quotation envelop must be subscribed as “**Temporary Tourism Information Stall Near Railway Station, Puri**” and must reach in the Office of the Tourism Development Office, Puri on or before **dt.26.06.2024 at 1.00 PM**. The quotations reached beyond the stipulated date & time & required documents shall be liable for rejection and shall not be entertained. The quotations thus received shall be opened on the **same day i.e 26.06.2024 at 4.00 PM** in the Office Chamber of ADM (Rev), Puri in presence of quotationers or their authorized agent only. The quotations must be accompanied with **₹ 10,000/-** (Rupees Ten thousand) only in the shape of DD drawn in any of the Nationalized Bank/Any recognized Bank in favour of Asst. Director, Tourism, Puri as EMD which is refundable.

Terms & Conditions: -

- The tender holder must have previous experience in participating Tourism Stall/Tourism Exhibition/Tourism Events/ Related similar event & submit the copy of the work order confirming execution of similar work.
- Valid Trade License in event Management.
- G.S.T clearance up to April, 2024 (Latest) & PAN Card
- Balance Sheet of last three years i.e. 2020-21, 2021-2022 & 2022-23
- Up to date TDS of last three years i.e. 2020-21, 2021-2022 & 2022-23
- Minimum annual turnover of ₹ 25 lakh per year.
- The lowest quotationer /bidder shall be entitled to execute the work.
- The quotationers/bidders must submit the design of the stall as per the specification with all details shall accompany the tender papers in shape of photographs etc.
- The party/agency has to bear the cost of Space Rent & Energy Charges rent if any.

- The A.D.M, Puri, Chairman of the Tender Committee reserves the right to accept, reject any or all quotations without assigning any reason thereof and the final decision will be taken by the Chairman of the Committee.
- All the judicial matters arising out of the contract shall be within the jurisdiction Puri.
- Modification /changes can be made as per the requirement on spot after approval of Chairman of the tender committee.
- The quotationer/bidder has to bear their responsibilities for proper installation and look after of stall from beginning to till the end of event as per the direction of Assistant Director, Tourism, Tourism Development Office, Puri.
- The Tender documents can be downloaded from Puri District website-<https://puri.odisha.gov.in>

Sl. No.	Specification	Rates inclusive GST & other expenses (item wise)
01	Construction of Temporary shed of 150 Sq.ft. (15' x 10') and 12' height from ground level with Tarpaulin Water proofing, Top Ceiling, Side walling, drop cover. Stall outer side wall and both side walls must be branding .The party has to bear the space & energy rent for stall if any.	
02	Platform of 1 ½ 'high from the ground level.	
03	Design Front facia and outer decoration with Odisha Tourism logo & with letters both in Odiya & English (ODISHA TOURISM).	
04	Flower Decoration (two times during the event)	
05	Inner decoration with glow signages of places of tourist interest fixing 4'X3' = 06 nos. (as per requirement) & flex exhibits of places of interest of Odisha.	
06	Metal Halogen - 400wt - 03 nos., LED Lights - 06 Nos., Other lights as per requirement, Ceiling Fan, - 3 Nos., Stand Fan – 02 nos. Temporary Electric connection from 06.07.24 to 17.07.24.	
07	Synthetic Carpeting of 150 Sqft. (Stall inner portion), temporary staircase.	
08	Information desk (02 nos.) with Odisha Tourism branding & Executives Chairs - 06 nos.	
09	Receptionist – 04 nos. in two shifts.	
10	Watchman -03 nos. in three shifts.	

Total including GST -

Memo No. 510(16) /TDO, Puri,Dt 12-06-24

Asst. Director, Tourism.

Copy to Notice Board/Office of the Collector, Puri/S.P, Puri/P.D, DRDA, Puri/ADM, Puri/Sub-Collector, Puri/ E.O, Municipality, Puri/G.M, DIC, Puri/Treasury Officer, Puri/DIPRO, Puri/DCO, Puri/DeGM, OSWAN, Puri/DIO, NIC, Puri/ Notice Board of Bus Stand/Rly. Station/President /Secretary, Hotel Association, Puri for kind information with a request to place a copy of this letter to their notice board for wider circulation & awareness' of public.

Memo No. 511 /TDO, Puri,Dt 12-06-24

Asst. Director, Tourism.

Copy submitted to the Director, Tourism, Govt. of Odisha, Bhubaneswar for favour of kind information.

Asst. Director, Tourism.