



# ZILLA PARISHAD, PURI

ODISHA RURAL DEVELOPMENT & MARKETING SOCIETY, PURI  
(Panchayati Raj & D.W. Deptt. Govt. of Odisha)

**ORMAS PURI**  
Odisha Rural Development and Marketing Soc

Letter No. 359

/ORMAS Date. 09/06/2025

## CORRIGENDUM NOTICE

As per the Tender(Event Management) floated by CDO-cum-EO, Zilla Parishad, Puri for National Level Pallishree Mela'2025 vide Notice No. 319 dtd. 04.06.2025, the following modifications are made:

### Section-3 SCOPE OF WORK

#### 2. Media Management:

*Details of the Advertisement & Publicity works are given below:*

Sl.	Specifications	Quantity (Pcs./ Package)
A	<b>Publicity:</b>	
4.	Online publicity through social networking site: Facebook, Twitter, Instagram for public awareness of the Melas and its designs and daily update with photographs, media coverage & Ad film upload during the event. (21 <sup>st</sup> June'2025- to end of the Mela - Per day report on link, share & comment – 80 nos., 5 posts every day on Twitter, Facebook & Instagram on banner, teaser, customer feedback, sales. Stall review)	1 package

#### A- Light and Sound for Stage

The light, sound and Thrust(Preferably Aluminium) for the stage will be done as per the requirement of the artist.

A tentative specifications of the light and sound arrangement for the stage is given below:-

#### Specification for Light

i)	PAR-64-1000 WT (OSRAM, Sylvania or GE Bulb Only) CP-60,61,62	50 Nos
ii)	XM Light	10 Pcs.
iii)	Multi Twenty-2K	6 Nos
iv)	Multi Ten -1K	4 Nos.
V)	Jumbo Smoke Machine	2 Nos
vi)	Heze Machine - 3000 Watt	2 Nos.
Vii)	Color Laser	2 Nos.
viii)	Moving Head/Sarphie 20R	20 Pcs.
ix)	LED Par	40 Nos.
x)	Hallogen - 1KW	10 Pcs.
xi)	Follow Spot	1 Nos
xii)	Moving Head (Sarphie)	30 Nos.
xiii)	Jumbo Strobe	10 Nos.
xiv)	Stage Attractive Effect (Cool Fire, Bubbles Gun, Paper Blasting, CO2)	1 Package
xv)	Color Blinder	10 Nos.
xvi)	Aluminium Truss 65X45 feet with Centre Bar	1 Package

### **Specification for Sound**

i)	Bass Bin (Dual)	4 Nos.
ii)	High Range Linary Box (RCF/JBL) 1200 Watt	12 Nos.
iii)	High Range Frequency Box (RCF/JBL) 1200 Watt	8 Pcs.
iv)	HF Box (JBL/YAMHA/AUDIO PLUS/FBT)	8 Nos.
v)	Cordless Micro Phone (Shure/Sennheiser)	4 Nos.
vi)	Corded Microphone (Shure SM58 / SM57)	10 Nos.
vii)	High Wattage Amplifier	8 Nos.
viii)	32 Channel Mixture (Digital)	1 Nos.
ix)	Effect Processor (YAMHA 2000)	1 Nos.
x)	DJ Player	1 Set.
xi)	Stage Monitor Box	8 Pcs.
xii)	Meeting Microphone (Shure)	4 Pcs.
xiii)	Singer Microphone (Sennheiser 6000)	2 Pcs.
xiv)	Silent DG 125 KW (for Sound & 400 sqft Led Wall) with fuel - 8 hours Per Day	1 Nos.
xv)	Silent DG 125 KW (for Light) with fuel - 8 hours Per Day	1 Nos.

Food, accommodation and travel of the artisan will be borne by the agency.



**SECTION: 5**  
**FINANCIAL BID SUBMISSION FORMS**  
**FIN-1**  
**COVERING LETTER (In Bidders Letter Head)**

[Location, Date]

To,

**The Chief Development Officer-cum-EO,  
Zilla Parishad, Puri, 752001.**

**Sub: Submission of Financial Bid for Event Management Services of NATIONAL LEVEL  
PALLISHREE MELA'2025.**

Sir

I, the undersigned, offer to provide the consulting services for [Insert title of assignment] in accordance with your Request for Bid 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:

Sl	Items	Unit	NATIONAL LEVEL PALLISHREE MELA'2025	
			Rate per Unit/ sqft/ spot	Quantity (Pcs./ Package) Total Amount [In Rs.] Excluding GST
<b>A</b>	<b>Advertisement &amp; Publicity</b>			
1	<b>Publicity:</b> Publicity of the event should be made through electronics media through Radio programme (50 spots of 1 min. duration in prime time of two leading FM Channels of Odisha)	Lump sum		1 Package
2	Plane Hoardings – (10 ft X 12 ft each) - Printing and installation with flex in iron frame and bamboo at different place in Puri (design will be done by the selected Bidder)	Rate per Sqrft		10 pcs.
3	Road Standee-(3ft X6ft each) (design will be done by the selected Bidder)	Rate per Sqrft		300 pcs.
4	Auto rickshaw branding through sticking of 3X2ft size of Eco Solvent flex on backside of Auto (design will be done by the selected Bidder)	Rate per auto		350 Pcs.
5	Online publicity through social networking site: - Facebook, Twitter & Instagram for public awareness of the Melas and its designs and daily update with photographs, media coverage & Ad film upload during the event. (21 <sup>st</sup> June'2025- to end of the Mela - Per day report on link, share & comment – 80 nos., 5 posts every day on Twitter, Facebook & Instagram on banner, teaser, customer feedback, sales. Stall review)	Lump sum		1 package
6	One auto Rickshaw Dakabaji Publicity announcement of jingle related to Exhibition for 3 days (30 KM/day) start of the exhibition	Per Day		1 package

	Items	Unit	NATIONAL LEVEL PALLISHREE MELA'2025		
			Rate per Unit/ sqft/ spot	Quantity (Pcs./ Package)	Total Amount [In Rs.] Excluding GST
B	<b>Media Management:</b> Conducting Press conference by inviting minimum 25 accredited journalists attached to reputed news agencies along with arrangements for refreshment & issue of media kits. Writing of daily press news and release of the same in newspaper.	Rate per press conference		3 Nos.	
C	<b>Light, Sound &amp; DG of the Stage</b>	Lump sum		1 package	
E	<b>A female Anchor for inauguration day</b>	Lump sum		1 package	
F	<b>Printing</b>	Lump sum		1 package	
G	<b>Documentation:</b> <ul style="list-style-type: none"> <li>• Still Photography</li> <li>• 3 nos. of Printed Album design &amp; Print</li> <li>• Videography</li> <li>• TVC</li> <li>• Jingle</li> <li>• Promotional content for social media</li> <li>• 5 best case study teasers</li> <li>• 2 no of edited video (15 min &amp; 5 min)</li> <li>• Auto rickshaw Dakabaji Publicity for 3 days</li> <li>• Manpower &amp; equipment Services for Documentation of the entire event.</li> </ul> All Raw data in External Hard disk	Lump sum		1 package	
H	<b>Security Services</b>				
1	Guard with Lathi (Rate Per Shift -8 Hour)	Rate per guard/ shift		As per requirement	
2	Supervisor (Rate Per Shift- 8 Hour)	Rate per supervisor/ shift		As per requirement	
I	<b>Cultural Programme (Rate per day/ Package)</b>				
1	<b>Bhajana Sandhya</b>				
	Mahaprasad Kar	Per Artist		Per Day	
	Subhash Das	Per Artist		Per Day	
	Satyajit Pradhan	Per Artist		Per Day	
	Geeta Das	Per Artist		Per Day	
	Sourav Bharadwaj	Per Artist		Per Day	
	Kumar Bapi	Per Artist		Per Day	
	Diptimayee Dash	Per Artist		Per Day	
	Namita Agrawal	Per Artist		Per Day	
	T Shourie	Per Artist		Per Day	
	Shri Charana Mohanty	Per Artist		Per Day	
J	<b>Pantry Services (only for Inaugural and Closing ceremony)</b> Providing Mineral Water, Tea, Coffee, Snacks, Tiffin to the Guest/VIP/ Officials at Coordination cell during Inaugural and Closing ceremony as per the order of the mela in charge				
	Mineral water (ISI Marked) - Rate per 500 ml bottle	Rate per bottle		1	

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Sl	Items	Unit	NATIONAL LEVEL PALLISHREE MELA'2025		
			Rate per Unit/ sqft/ spot	Quantity (Pcs./ Package)	Total Amount [In Rs.] Excluding GST
	Mineral water (ISI Marked) - Rate per 1 ltr bottle	Rate per bottle		1	
	Tea / Coffee- Rate per cup	Rate per plate		1	
	Snacks (Category-I)- Dry fruits (for VIP & VVIP) - ( Roasted & salted Cashew & Pista/Almond, Salted bakery biscuits, chips, seo bhujia)	Rate per Plate		1	
	Snacks (Category-II)- Tiffin (for Staff) (1 Bada, 1 Samosa, 1 Alu chap & 2 sweet) Rate per plate	Rate per plate		1	
	<b>Break-fast</b> (Idli/Puri/Vada/Veg Paratha/ Vegetable Upama(Suji +Seemai Mix) with Chutney or Sambar/ Veg Sandwich	Lumpsum		1 package	
	<b>Lunch</b> (Plain Rice/Hot Roti/ Dal Fry/ Veg Curry (seasonal Veg)/ Special items like Panner/ Mushroom Water Bottle (500ml)(Non-veg Items not allowed)	Lumpsum		1 package	
	<b>Dinner</b> Hot Roti/ Veg Curry/ Sweets (one each)/ Water Bottle (500ml)	Lumpsum		1 package	
	The waiter boy / girls with proper uniform to be provided for entire event (12 days)	Per day/ per person		12 days	
<b>K</b>	<b>Local Transportation</b>			12 days	
	Bus (Mela Ground to Accommodation places at Bholanath Vidyapitha High School or any other accommodation place inside Puri). (40-50 seater) (Morning 6 + Evening 6 = 12 trip approx. per day)	Rate Per Trip		12 days	
<b>Total Quoted Amount excluding GST</b>					
			<b>Add :-GST (CGST + SGST) – 18%</b>		
<b>Grand Total Quoted Amount including GST</b>					
<b>Rupees in words _____ only including GST.</b>					

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.

I remain,

Yours faithfully,

**Authorized Signatory [In full and initials]:**

**Name and Designation of Signatory with Date and Seal:**

**Address of the Bidder:**

**All the graphic design work related to this tender will be done by the Selected Bidder.**