

Sub Divisional Veterinary Officer, Bhubaneswar

FISHERIES & ANIMAL RESOURCES DEVELOPMENT DEPARTMENT, GOVERNMENT OF ODISHA

**Tender Call Notice For Selection of Event Organiser For Designing and Construction Of Stalls
for showcasing ARD activities in Krushi Odisha 2024**

Name of the Institution : Sub Divisional Veterinary Officer, Bhubaneswar

Tel/Fax:

E-Mail-sdvobbsr@gmail.com

Bid Reference No.- 2892

Dated- 27.12.2023

**DATE OF PUBLICATION OF BID
DOCUMENT**

: Dt. 27/12/2023

PRE BID MEETING

: Dt. 04/01/2024 11:00 AM

**LAST DATE & TIME OF RECEIPT OF BID
DOCUMENTS**

: Dt. 09/01/2024, 5:00 PM

**DATE & TIME OF OPENING OF TENDER
Technical BID (Cover-A)**

: Dt. 10/01/2024, 11:00 AM

Date and Time for Technical presentation

Dt. 10/01/2024, 1: 00 PM

**DATE & TIME OF OPENING OF PRICE BID :
(Cover-B)**

DT. 10/01/2024, 3: 00 PM

PLACE OF OPENING OF BID DOCUMENTS

**Sub Divisional Veterinary Officer,
Bhubaneswar**

PRE-BID CONFERENCE:

AND

ADDRESS FOR COMMUNICATION

At/PO- Bhubaneswar-7

RECEIPT OF BID DOCUMENTS

The Tender document containing *details of scope of work, deliverables, time frame, eligibility criteria, selection criteria and other bidding parameters* can be accessed and downloaded from the website
<https://khordha.nic.in>

S. Patra
27/12/2023.
Sub-Divisional Veterinary Officer
Bhubaneswar

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DISCLAIMER

This Tender notice is issued by the SDVO, Bhubaneswar (here in after to be referred as Authority) under the Department of Fisheries & Animal Resources Development, Odisha.

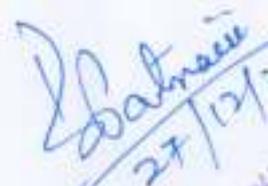
The information contained in this Tender document or subsequently provided to bidders, whether verbally or in documentary or any other form by or on behalf of the Authority or any of their employees or advisors, is provided to bidder on the terms and conditions set out in this Tender notice and such other terms and conditions subject to which such information provided. This Tender notice is not an agreement and is neither an offer nor invitation by the Authority to the prospective Applicants or any other person.

The purpose of this Tender notice is to provide interested bidders with information that may be useful to them in the formulation of their Proposals pursuant to this. This Tender notice includes statements, which reflect various assumptions and assessments arrived at by the Authority in relation to the assignment. Such assumptions, assessments and statements do not purport to contain all the information that each applicant may require. This Tender notice may not be appropriate for all persons, and it is not possible for the authority, its employees or advisors to consider the objectives, technical expertise and particular needs of each part who reads or uses this Tender notice. The assumptions, assessments, statements and information contained in this Tender notice, may not be complete, accurate, adequate or correct. Each applicant should, therefore, conduct its own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments, statements and information contained in this Tender notice and obtain independent advice from appropriate sources.

Information provided in this Tender notice to the applicants is on a wide range of matters, some of which depend upon interpretation of law. The information given is not an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. The Authority accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on the law expressed herein.

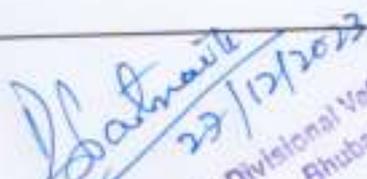
The authority, its employees and advisors make no representation or warranty and shall have no liability to any person including any applicant under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this Tender notice or otherwise, including the accuracy, adequacy, correctness, reliability or completeness of the Tender notice and any assumptions, assessments, statements or information contained therein or deemed to form part of this Tender notice or arising in any way in the selection process. The authority also accepts no liability of any nature whether resulting from negligence or otherwise, however caused arising from reliance of any applicant upon the statements contained in this Tender notice.

The issue of this Tender notice does not imply that the authority is bound to select an applicant or to appoint the selected applicant, as the case may be, for service and the authority reserves the right to reject all or any of the proposals without assigning any reason whatsoever. SDVO, Bhubaneswar under the Department of Fisheries & Animal Resources Development, Odisha shall be the sole and final authority with respect to selection of a firm through this Tender notice.


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BIDDER DATA SHEET

Sl. No.	Particular	Details
	Name of the Client	Sub-Divisional Veterinary Officer, Bhubaneswar under the Department of Fisheries & Animal Resources Development, Odisha
	Method of Selection	Quality and Cost Based Selection (QCBS) Method
	Availability of Tender Document	https://khordha.nic.in
	Date of Issue of Tender Document	27/12/2023
	Deadline for Submission of Pre Bid Query	
	Pre-Bid Meeting	04/01/2024, 11:00 AM
	Last Date and Time for submission of Bid	09/01/2024 5:00 PM
	Date of opening of Technical Proposal	10/01/2024 11:00 AM
	Date of Technical Presentation	10/01/2024 1:00 PM
	Date of opening of Financial Proposal	10/01/2024 3:00 PM
	Date of Assignment	10/01/2024 5:00 PM
	Pre-Bid Meeting	A pre-bid meeting will be held on dt.04/01/2024 at 11:00 AM in the office chamber of SDVO, BBSR.
	Bid Processing Fee (Non-Refundable)	2000/- INR in shape of Account payee demand draft /banker's cheque/online transfer (RTGS/NEFT)/Direct deposit of cash in office of the SDVO, Bhubaneswar in favour of Sub Divisional Veterinary Officer, Bhubaneswar (banking name of SDVO) drawn in any Scheduled Commercial Bank payable at Bhubaneswar. The proof should be attached with BID document
	Earnest Money Deposit (EMD) (Refundable)	20,000/- INR in shape of Cheque/Demand Draft/RTGS/NEFT in favour of Sub Divisional Veterinary Officer, Bhubaneswar (banking name of SDVO) drawn in any Scheduled Commercial Bank payable at Bhubaneswar. The proof should be attached with BID document
	Address for Submission of Proposal	(Postal Address) - SDVO, Bhubaneswar Infront of INOX Bhawani Mall At/ PO- Sahidnagar, Bhubaneswar-7 Telephone No- Email: sdvobbsr@gmail.com
	Mode of Submission of Proposal	Mode of Submission: Speed Post / Registered Post / Courier service/ in person (drop box) to the address as specified above during office hour only. Submission of bid through other mode/ email and late bid shall be rejected.
	Place of Opening of Technical Proposal	Office chamber of SDVO, Bhubaneswar


 27/12/2023
 Sub-Divisional Veterinary Officer
 Bhubaneswar

Section-1

LETTER OF INVITATION

Tender notice No.

Dated:

Name of the Assignment:- Selection of Event Organiser For Designing and Construction Of Stalls for showcasing ARD activities in Krushi Odisha 2024 under Sub Divisional Veterinary Officer, Bhubaneswar of Fisheries & Animal Resources Development Department, Odisha. More details on the proposed assignment are provided at Section-3: Terms of Reference of this EoI Document.

1. An Organization will be selected through **Combined Quality and Cost Based Selection (CQCBS)** procedure as prescribed in the Tender Document in accordance with the policies and procedures accompanying the Guidelines of Finance Department, Government of Odisha for "Engagement of Agency" circulated vide *Office Memorandum No. 42280/F, Dated: 26.09.2011.*
2. The proposal complete in all respect as specified in the Tender Document must be accompanied with a **non-refundable** amount of **Rs. 2000/- (Rupees Two thousand only)** towards cost of tender paper and **Bid Processing Fee** in form of Account payee demand draft /banker's cheque/online transfer (RTGS/NEFT)/Direct deposit of cash in office of the SDVO, Bhubaneswar and a **Refundable** amount of **Rs. 20,000/- (Rupees Twenty thousand only)** towards EMD in form of Cheque/Account payee Demand Draft/RTGS/NEFT in favour of "Sub Divisional Veterinary Officer, Bhubaneswar" drawn in any Scheduled Commercial Bank payable at Bhubaneswar, Odisha failing which the bid shall be rejected.
3. The proposal must be delivered at the specified address as per the Bidder Data Sheet by **Speed Post / Registered Post / Courier service/ in person (drop box)**. The Client shall not be responsible for postal delay or delay due to any other consequence. Submission of proposal through any other mode shall be rejected. The last date and time for submission of proposal complete in all respects is dt.09/01/2024 up to 5:00 PM and the date of opening of technical bid is dt10/01/2024 at 11:00 AM in presence of the bidders/bidders' representatives at the specified address as mentioned in the Bidder Data Sheet. The representative of a bidder may attend the meeting with due authorization by the bidder in form of a letter. However the absence of any bidder or their representative is not a bar to open the technical bid.
4. This tender document includes following sections:
 - a. Letter of Invitation [Section -1]
 - b. Information to the Bidder [Section -2]
 - c. Schedule of Requirement [Section -3]
 - d. Technical Proposal Submission Forms [Section -4]
 - e. Financial Proposal Submission Forms [Section-5]
5. While all information/data given in the tender document are accurate within the consideration of scope of the proposed assignment to the best of the client's knowledge, the client holds no responsibility for accuracy of information and it is the responsibility of the bidder to check the validity of information/data included in this document. The client reserves the right to accept/reject any/all proposals/terminate the entire selection process at any stage without assigning any reason thereof.

[Signature]
Sub Divisional Veterinary Officer,
Bhubaneswar

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Sub-Divisional Veterinary Officer,
Bhubaneswar

Section -2
Information To Bidders

Submission of Tender paper

1. The interested bidder can download the entire Tender Document from the website <https://khordha.nic.in>. He/She can take the tender documents from office of the SDVO, Bhubaneswar from Accounts section by making a Govt. deposit of Rs.2000/- (Rs. Two thousand only) towards cost of tender paper and the tender processing fee.
2. The bidder (s) shall have to submit their tender in separate sealed envelopes, i.e one for technical bid by super-scribed Cover "A" (Technical Bid) & another as Cover "B" (Price Bids). The Technical Bid and Price Bids should be put into a third Cover, which should be super-scribed as **Tender for Designing and Construction Of Stalls for showcasing ARD activities in Krushi Odisha 2024.**
3. The proposal must be delivered at the specified address as per the Bidder Data Sheet by **Speed Post / Registered Post / Courier service/ in person (drop box).**

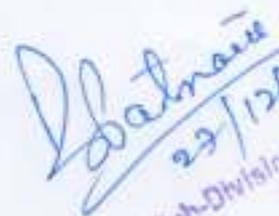
Pre-Qualification /Eligibility Criteria:

Bidders must conform to the eligibility criteria given below and to this effect must produce the required supportive documents/information as indicated against each as part of their technical proposal:

- (i) Firms with valid GST registration.
- (ii) The bidder must have experience of at least 2 "*similar projects*" with contract value of the project being not less than Rs.10 lakh in each case during the last 5 years (2018-19, 2019-20, 2020-21, 2021-22 & 2022-23) under Central/State Govt. organizations including PSUs.
- (iii) Bidders who have been blacklisted either by the Tender inviting authority or by any State Govt. or Central Govt. organization is not eligible to participate in the tender during the period of blacklisting.
- (iv) Bidders who have not supplied to the tender inviting authority any ordered item after publication of rate contract(s) in previous tenders shall not be considered for price comparison.

Tender Processing Fee and EMD:

1. The bidder shall deposit an amount of Rs.2000/- towards cost of tender paper and BID processing fee (non-refundable) in shape of Account payee demand draft /banker's cheque/online transfer (RTGS/NEFT)/Direct deposit of cash in office of the SDVO, Bhubaneswar.
2. The demand draft / banker's cheque / transaction slip of online transfer or Govt. money receipt of Rs.2000/- is to be attached with the Technical bid documents.
3. An amount of Rs. 20000/- towards BID security through Cheque/Account payee Demand Draft/RTGS/NEFT from any commercial bank and submit along with bid documents.
4. The bid security will be returned to unsuccessful bidders. The BID security of successful bidders will be adjusted during the collection of Performance security or submission of BG on performance security.


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The EMD will be forfeited on account of the following reasons:

- > Bidder withdraws its proposal during the bid validity period as specified in the BID document
- > Bidder does not respond to requests for clarification of its proposal
- > Bidder fails to provide required information during the evaluation process or is found to be non-responsive or has submitted false information in support of its qualification
- > If the bidder fails to
 - Provide clarifications
 - Agree to decisions of the contract negotiation meeting
 - Sign the contract in time
 - Furnish required performance bank guarantee.
- > Any other circumstance which holds the interest of the client during the overall selection process.

Bank details of SDVO, Bhubaneswar
Sub Divisional Veterinary officer, Bhubaneswar
SB A/C no. 36077111503
IFSC- SBIN0060430
SBI, Sahidnagar Market Branch

Documents to be submitted

Technical Bid (COVER-A):-

1. Forwarding letter with checklist of Documents (sample attached)
2. Proof of Tender processing fee as mentioned above
3. Proof of Earnest Money Deposit (EMD or BID security fee) as mentioned above.
4. Details name, address, telephone no., Fax, e-mail of the firm in the format
Annexure-I
5. Past experience details in the format **Annexure-II**
6. Copy of I.T Return of any two of last three financial years (2020-21, 2021-22 & 2022-23)
7. Copy of latest GST payment receipt.
8. Copy of PAN CARD & GST registration certificate
9. Declaration of not been blacklisted by any Govt. institution in **Annexure-III**.
10. Copy of 2nd page of bank pass book or a cancelled cheque as proof of Bank Account details.
11. All the sheets of technical Bid along with bid document shall be numbered and duly attested by the bidder.

PRICE BID (COVER-B)

- a. The tender format giving the quoted rate for the items required should be sent in a separate sealed cover here in after called Cover "B" (Price Bid) format at **Annexure-IV** with a forwarding letter (sample attached).
- b. Cover-B (Price Bid will be opened only of the bidders who qualify in evaluation of Technical Bid (Cover-A)
- c. The Price Schedule(s) should be quoted inclusive of insurance, packing, forwarding, freight (door delivery) and inclusive of GST (mentioned separately) if any. The rate should be quoted both in figures and words. In case of difference in words and figures, words will be taken into

[Handwritten Signature]
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consideration for evaluation.

- d. The bid shall be valid for a period of 180 days from the date of opening of the bid.
- e. The quoted rates should be final and shall not be subject to any escalation during the bid validity period.

NB:

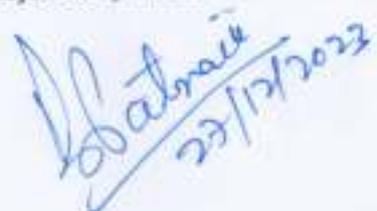
Bidders should submit the required supporting documents as mentioned above. Bids not conforming to the eligibility criteria and non-submission of required documents as listed above will lead to summary rejection of the bid. Submission of forged documents will also result in rejection of the bid. Bidders are advised to study all instructions, forms, terms & conditions and other information as mentioned in the Tender Document. The proposal must be complete in all respects and indexed. Each page should be numbered and certified by the bidder/ authorised representative. Failure to comply with the BID requirements will result in outright rejection of the proposal.

Pre-Bid Meeting:

A pre-bid meeting will be organised by the client to address the queries relating to the overall selection process and scope of the work. To this respect, bidders can submit their queries, to **Sub Divisional Veterinary Officer, Bhubaneswar** through e-mail at sdvobbsr@gmail.com up to dt.03/01/2024, 5:30 PM from the level of the bidder/authorized representative of the bidder. **Any request for clarification submitted in e mail beyond the above deadline will not be entertained during the pre-bid meeting.** Queries can be though put directly in person in the Pre Bid meeting itself by the bidder or representative. The pre-bid meeting will be held on dt.04/01/2024 at 11:00 AM in the office chamber of SDVO, Bhubaneswar. Representatives (**maximum up to 2 members from each bidder**) with due authorization letter will be allowed to attend the pre-bid meeting. Clarifications to the submitted queries will be uploaded in the website <https://khordha.nic.in> for information of the bidders. Any such clarification / corrigendum shall be deemed to be part of this Tender document. Request for alternation/change in existing terms and conditions of the Tender document shall not be considered/entertained.

General Terms and Conditions

1. Rate should be quoted in Indian Currency (with paisa in two decimals only), both in words and figures against each item as the payments will be made in Indian currencies only.
2. The bidder shall not quote the rate for any item other than any item specified in the list.
4. The GST shall be charged as per the guidelines given by the Finance Dept., Govt. of Odisha/India from time to time.
5. The bidders can't withdraw their bid after opening of technical bid, within the **minimum bid validity period of 180 days** & also after accepting the Letter of Intent.
6. Bidders who have earlier record of Nil-supply of ordered items /consumables after being-L₁ (in previous valid rate contracts) are not allowed to participate for those items in this tender (i.e their offer for non-supplied items shall not be considered for evaluation and shall be rejected).
7. The tender documents should be clearly written/typed without any correction, interpolations, and overwriting. Each page of the tender should be attested by the signature of the tenderer.
8. If any information or documents furnished by the tenderer found to be misleading/incorrect at any stage, their tender will be rejected.
9. In the event of the last date of submission of bid being declared as a holiday for the purchaser's office, the due date submission of bids and opening of bids will be the following the next working date & at the same time.
10. **The authority reserves the right to accept /reject all the bids or any part there of without assigning any reason thereof.**
11. All legal disputes, if any relating to purchase etc. are subject to jurisdiction in the courts of law situated in Bhubaneswar or the High Court of Orissa.


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Evaluation of Proposal:

A three stage process will be adopted as explained below for evaluation of the proposals. :

Preliminary Evaluation (1st Stage):

- Preliminary evaluation of the proposals will be done to determine whether the proposals are in order & complete with the requisite documents properly furnished by the bidder or not.

Submission of following documents / information will be verified:

- ✓ Covering letter signed by bidder in original requesting to participate in the selection process.
- ✓ Bid Submission Check List signed by bidder in Original
- ✓ Bid Processing Fee & Earnest Money Deposit (EMD) as applicable
- ✓ Copy of PAN
- ✓ Copy of Goods and Services Tax Identification Number (GSTIN)
- ✓ Copies of IT Return any two of last three financial years (2020-21, 2021-22 & 2022-23)
- ✓ General Details of the Bidder – Annexure-I
- ✓ List of completed assignments of similar nature (Past Experience Details,) along with copies of work orders and contracts- Annexure-II
- ✓ Undertaking for not having been black-listed by any Central/State Government/PSU/Autonomous bodies/International & National Organisation- Annexure-III.
- ✓ All the pages of the proposal and enclosures should be signed by the bidder/authorised representative

Any deviation from the prescribed procedures/formats/conditions/requirements shall result in outright rejection of the proposal. Bids with conditional offer shall be out rightly rejected. All the pages of the proposal must have to be signed with seal by the bidder/authorized representative of the bidder.

Technical Evaluation (2nd Stage):

- Technical proposal will be opened and evaluated for those bidders who qualify the preliminary evaluation stage. Detailed evaluation process will be adopted for evaluation of the proposals. The proposals will be evaluated as per the following parameters:

Bid Evaluation Parameters	Maximum Mark	Description
Past Experience of the Bidder	60	<ul style="list-style-type: none">● 20 marks for 1st two projects (similar projects)● 10 marks for each similar project above 2 projects● Maximum 60 marks
Technical Presentation (Restricted to 15 minutes for each bidder)	40	<ul style="list-style-type: none">● Understanding of approach and methodology to accomplish the task● Understanding client's needs and scope of work● Excerpts from past projects
Grand Total	100	

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Sub-Divisional Veterinary Officer
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FINANCIAL EVALUATION (3rd Stage):

The financial proposals of the technically qualified bidders only shall be opened at this stage in the presence of the bidder/bidder's representative who wishes to attend the meeting with proper authorization letter. The absence of bidder/their representative is not a bar to open the financial bid. The name of the bidder along with the quoted financial price will be announced during the meeting.

Evaluation Process:

Combined Quality and Cost Based Selection (CQCBS) method will be followed during the overall selection process. Based on the evaluation of technical proposal, the technically qualified bidders shall be ranked highest to lowest Technical Score (S_1) in accordance to the marks obtained during the technical evaluation stage. There shall be 70 % weightage to technical score and 30 % weightage to financial score.

The individual bidder's normalized financial score (S_2) will be evaluated as per the formula given below:

$$S_2 = [F\text{-min} / F\text{-bid}] \times 100 \text{ (rounded off to 2 decimal places)}$$

where,

S_2 = Normalized financial score of the bidder under consideration

F-min = Minimum financial quote among the technically qualified bidders

F-bid = Financial quote of the bidder under consideration

$$\text{Combined Score (S)} = S_1 \times 0.7 + S_2 \times 0.3$$

Where S_1 = Technical score secured by the bidder

The bidder securing the highest evaluated **Combined Score (S)** will be awarded the Contract observing due procedure. For the purpose of evaluation, the total evaluated cost shall be inclusive of all taxes & duties for which the Client will make payment to the bidder including overhead expenses, such as travel, accommodation, logistics, report preparation, printing & other secretarial expenses.

Section-3

Schedule of Requirement

Project Scope_

1. CONSTRUCTION OF STALLS AND OTHER CONSTRUCTION WORK

The successful bidder has to erect the following structures and provide other ancillary services in the ground as briefly described below and specified in the detailed specifications, which may be altered/substituted according to requirement and feasibility. The bidder must be prepared for any last minute change due to addition/ alteration/deletion.

i. Designing and development of stalls inside hanger (12 nos. of stalls 108 sq.metre) with

- Exhibition of different 3-D models
- LED panels,
- Furnishings with laptops- sofa, registration desk, chair
- Backlit posters with fabric print
- While designing and constructing the stalls the event manager will work in coordination with the members of the thematic committee.

ii. Stalls for Live Animals & birds in Open space (400 sq.mtr.)

An open space of 400sq.mtr. for demonstration of live animals and birds with roofs and sides open

- (1) Designing to accommodate around 4 cows - individual shed each shed 100 sft. Sand bedding and rubber matting,
- (2) 2 goats and kids – Stilted shed with slatted floor
- (3) 2 sheep and lambs- Stilted shed with slatted floor ,

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Bhubaneswar

- (4) Pig shed with guard rails
- (5) Cage system housing for layer poultry birds
- (6) Deep litter system, of housing for broiler poultry birds
- (7) Shed for Indigenous poultry birds and quails
- (8) Artificial pond for duckery and Azolla
- (9) A central stage for street play with public address system.
- (10) A pagoda for sitting arrangement in open space.
- (11) Placement of fodder plants at a place aesthetical to watch.
- (12) Provision for drinking water for animals - 24 hrs. for all the three days of exhibition.

The live animal space should be supplied with Air coolers, sprinklers, watering vats, feeding bowl/basin, mats. Sufficient light points and high luminescent light points should be provided for lighting the area.

(iii) **Gate in open space**

Artistically designed gate with signboard written in Odia and English with suitable materials. The height of the gate should be at least 20' from the ground with a width of 14' between two side frames so as to enable passage of vehicles carrying live animals into the venue. The gate should be illuminated with fancy lights and be flower decorated. Good quality carpeting to be done from gate covering entire floor space of open area meant for visitors' movement.

iv. **Barricades-** As per requirement to separate different units of exhibition.

2. **GENERAL REQUIREMENT OF STALLS**

- The successful bidder has to provide (a) Electrical connection (b) plug points (c) lighting systems (d) Round Table with Cloth (e) Chairs etc. to the stalls.
- The layout and the theme of the stalls should be made in coherence with theme of Krushi Odisha-2024. The successful bidders have to consult with members of thematic committee and live animal/ field implementation committee while constructing the stalls.
- Cleanliness- sufficient manpower for garbage lifting to be provided. The garbage disposal should be responsibility of the agency.

3. **DRINKING WATER FACILITY**

The agency is required to provide drinking water to the general public visiting the fair and the participating farmers/officials, exhibitors of the exhibition throughout the fair uninterruptedly. For this purpose adequate water tanks need to be placed at different places of the ground. Layout is to be suggested by agency in technical presentation.

4. **DUSTBINS**

The agency is required to put adequate number of dustbins at different places of the ground. Regular cleaning of these dustbins are the responsibility of the agency. Layout is to be suggested by agency in technical presentation.

5. **Transportation-** The animals need to be transported from their source to venue and back in consultation with the team members of live animal exhibition committee. The client will not be responsible for any mishap or unforeseen incident during transit. The agency will solely be responsible for any accident, death of animal/bird, litigation during the transit. The agency will ensure the transportation of animals and birds conform and in accordance with Transportation of Animals Rules, 1978.

6. **Selfie points-** to be constructed in consultation with members of thematic committee. Layout is to be suggested by agency in technical presentation.

7. **Flower decoration, decorative lighting and Rangoli-** to be made aesthetical to watch.

8. **IEC materials- Printing of leaflet -**

- Two page both side multi colour 90 GSM X demisize - 6000
- Leaflets - four pages- 2000
- Leaflet- 12 pages six page both side -2000
- Lunch and dinner coupon-1000
- Star flex banner total around - 4000 sft.
- Standee 6'x 3' -15
- Placard mounted on steel frame- 2.5' x1.5'- 15

[Handwritten Signature]
27/12/2023
Sub-Divisional Veterinary Officer
Bhubaneswar

Forwarding letter in Bidder's letter head

To,

The Sub Divisional Veterinary Officer,
Bhubaneswar

Subject: Selection of Event Organiser For Designing and Construction Of Stalls for showcasing ARD activities in Krushi Odisha 2024

Dear Sir,

I, the undersigned, offer to participate in the selection process of Selection of Event Organiser For Designing and Construction Of Stalls for showcasing ARD activities in Krushi Odisha 2024 in accordance with your Tender call notice No.: _____, dated _____.

I, am hereby submitting our proposal, which includes Technical Proposal and Financial Proposal sealed in separate envelopes.

I, hereby declare that all the information and statements made in this Technical Proposal and Financial Proposal are true and correct and I accept that any misinterpretation contained in it may lead to disqualification of our proposal. Our proposal will be valid for acceptance up to 180 days and I confirm that this proposal will remain binding upon us and may be accepted by you at any time before the validity of the bid.

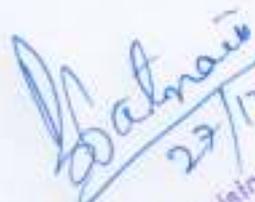
I hereby unconditionally undertake to accept all the terms and conditions as stipulated in the Tender document. In case any provision of this Tender are found violated, then your office shall without prejudice to any other right or remedy be at liberty to reject our proposal including forfeiture of the full said earnest money deposit absolutely.

Yours faithfully,

Authorized Signatory with Date and Seal:

Name and Designation: _____

Address of the Bidder: _____


23/12/23
Sub-Divisional Veterinary Officer
Bhubaneswar

Section 4 (COVER-A, Technical Bid)

Annexure- 1

(To be filled in & submitted with the supportive documents)

1.	Name of Proprietor / Partner / Director. (In Capital letters)	
2.	Details of name of the firm and address (Registered Office and Operating Branch)	Office:- Residence:- Mobile :- e-Mail I.D.:
3.	Bid Processing Fee Details	
4.	Details of amount of Earnest Money Deposit	
5.	GST Registration No. (Photo copy of last GST Clearance certificate to be attached)	
6.	Income Tax Account No. (Photo copy of PAN to be attached)	
7.	Details of credentials of similar nature of work if any. (Photo copy of work order to be attached)	
8.	BANK details (Banking name, Bank name, Account no. IFSC code)	

DECLARATION

1. I Son / Daughter / Wife of Shri Proprietor / Partner / Director / authorized signatory of the agency mentioned above that I am competent to sign this declaration and execute these tender documents.
2. I have carefully read and understood all the terms and conditions of the tender and undertake to abide by them.
3. The information / documents furnished along with the above application are true & authentic and to the best of my knowledge and belief. I / we do hereby undertake that furnishing of any false information / fabricated document would lead to rejection of my tender at any stage besides accruing of liabilities towards prosecution under appropriate law

NB- The technical bid will have to be submitted along with other documents mentioned above.

Place
Date


27/12/2023
Sub-Divisional Veterinary Office,
Bhubaneswar

Signature of Authorized person

Full Name:
Seal

Annexure-II

(BIDDER'S PAST EXPERIENCE DETAILS)

(Lists of completed/ongoing Assignments of similar nature during last 5 years)

Sl. No.	Period	Assignment and Duration	Name of the Client	*Contract Value (in INR) and Duration In Month	Date of Award / Commencement of assignment	Date of Completion of assignment	Remarks if any
A	B	C	D	E	F	G	H
1							
2							
3							

[*Contract value equal to or more than Rs.10 Lakh]

Copies of the Work order / Contract Document need to be furnished along with the above information.

Assignments of similar nature means organization of melas, fairs, exhibitions, samavesh etc. at international, national and state/regional level, operation of Project or Programme Management Unit/State Level Technical Cell / Project Implementation Unit / Central Level Technical Cell / Technical Support Unit funded under Central/State/Local Govt. Schemes / Externally Aided Projects.

Authorized Signatory [In full initials with Date and Seal]: _____

Communication Address of the Bidder: _____

B. Patra
27/12/2023
Sub-Divisional Veterinary Officer
Bhubaneswar

DOCUMENT NO: Annexure-III
Self Declaration form For Not Black Listed

I/We(Name & Designation) having my/our firm
atdo hereby declare that I/We have carefully read all the terms &
conditions of tender.

I/We do hereby declare that, I/We have not been de-recognized / debarred / blacklisted by any
State Govt. / Union Territory / Govt. of India / Govt. organization / Govt. Veterinary Institutions for supply
of not of Standard Quality(NSQ) items / part-supply / non-supply.

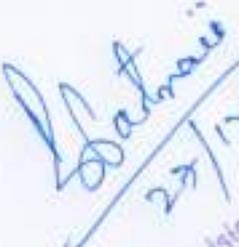
That, I am not a defaulter in supply of any item to Sub Divisional Veterinary Officer, Bhubaneswar,
Odisha, or any other indenting officers of the State of Odisha after being awarded work order in past three
years.

I/We do hereby declare that I/we will supply the approved items as per the terms, conditions & specifications
of the tender document. I / we further declare that my / our performance security deposit will be forfeited if I
/we fail to supply any item after getting order from the purchaser. I /we further declare that we will supply
the ordered items manufactured only by the manufacturers as mentioned in the bid document.

I/We agree that the Tender Inviting Authority can debar / blacklist me/us for a period of 3years if,
any information furnished by us proved to be false at the time of inspection / verification and not complying
with the Tender terms & conditions.

Signature of the bidder :
Date :

Name & Address of the Firm:


27/12/2023
Sub-Divisional Veterinary Officer
Bhubaneswar

Section- 5 (COVER-B, Financial Bid)

Annexure-IV

Quotation of Rate

Agency/ Firm name-

Address

Sl.no.	Particulars of item	Base price (Rs) including all charges	Units	GST (Rs)	Total cost (Rs)
	Total				

Place
Date

Signature of Authorized person

Full Name:
Seal

Batmani
27/12/2023
Sub-Divisional Veterinary Officer
Bhubaneswar

Annexure- V

Model Bank Guarantee Format for Performance Security

To

Sub Divisional Veterinary Officer, Bhubaneswar

WHEREAS,(name and address of the supplier) (here in after called "the supplier") has undertaken, in pursuance of contract ref. no. _____ dated _____ to supply Designing and Construction Of Stalls for showcasing ARD activities in Krushi Odisha 2024 (here in after called "the contract").

AND WHEREAS, it has been stipulated by you in the said contract that the supplier shall furnish you with a bank guarantee from a scheduled commercial bank recognized by you for the sum specified therein as security for compliance with its obligation in accordance with the contract.

AND WHEREAS we have agreed to give the supplier such a bank guarantee;

NOW THEREFORE we hereby affirm that we are guarantors and responsible to you on behalf of the supplier, up to a total of(in words.....), and we undertake to pay you, upon your first written demand declaring the supplier to be in default under the contract and without cavil or argument, any sum or sums within the limits of (amount of guarantee) as aforesaid, without your needing to prove or to show ground or reasons for your demand or the sum specified therein. We hereby waive the necessity of your demanding the said debt from the supplier before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the contract to be Performed there under or of any of the contract documents which may be made between you and the supplier shall in any way release us from any liability under this guarantee and we hereby waive notice of any such change, addition or modification. This guarantee shall be valid until theday of20.....

We theBranch.....undertake not to revoke the guarantee during its currency except with the previous consent of the **Sub Divisional Veterinary Officer, Bhubaneswar** in writing.

We theBranch..... further agree that a mere demand by **Sub Divisional Veterinary Officer, Bhubaneswar**, is sufficient for us Branch at _____ to pay the amount covered by the Bank Guarantee without reference to the Agency and protest by said Agency cannot be a valid ground for us Branch to decline payment to **Sub Divisional Veterinary Officer, Bhubaneswar**

(Signature of the authorized officer of the Bank)

.....
Name and designation of the officer
.....

Seal, name & address of the Banks and address of the Branch


Sub-Divisional Veterinary Officer
Bhubaneswar