



DISTRICT SUPPLY AND MARKETING SOCIETY, DHENKANAL

Under the Aegis of ORMAS, Panchayati Raj & Drinking Water Department, Government of Odisha
At- ORMAS Building, PO- Mahinsapat, Dist.- Dhenkanal-759001, Tel. No. 06762-226041, E-mail: dsmsdhenkanal@gmail.com

QUOTATION CALL NOTICE

Notice No: 326 Date: 30.09.2022

Sealed Quotations in plain papers are invited from reputed Firms/ Studios for Photography, Videography & Installation of CCTV in the mela ground of "Pallishree Mela-2022, At-Mahishapat Ground Dhenkanal" to be organized by District Administration, Dhenkanal in Association with ORMAS during the month of October 2022.

The sealed quotations will be received through **Drop Box** only address to DSMS, Dhenkanal, placed at O/O ORMAS, Dhenkanal, Post /Dist: Dhenkanal, from **30.09.2022 to 06.10.2022 up to 3.00 PM (During office hours)**. No other mode of submission of quotations Paper will be accepted. The quotations will be opened in the office chamber of CDO cum EO, Zilla Parishad, Dhenkanal on **06/10/2022 at 3.30 pm** in the presence of the Quotationers or their authorized representatives.

All the bidders are requested to specify the nature of work as mentioned above on the top of the envelope containing the bid documents. The undersigned reserves the right to accept or reject any or all the Quotations without assigning any reason thereof.

A. Scope of Work

i) Videography:

- The entire event will be video documented in *Digital High Definition Video (HDV) Camera*.
- A small documentary film/movie of each mela with minimum 10 minutes duration should be made. The documentation to cover; like: Inaugural & Validation function, Gate & Stage, Mela Advertising & Publicity Workshops, Interaction with customers/sellers/ officials, Cultural Programmes, live demonstration, Success Stories, etc. This should be done with video editing, applying special effects, music, voice over and necessary sound editing. The time of the movie may be more depending the days of the mela & decision of the organizer.
- Edited Version of Video Display at the Mela Ground:* In an ongoing Mela, Every 3rd day of mela edited version of previous 2 days of mela's videos should be played in the mela ground in the Digital Display. For Example, In a Eight days Mela, videography has to be done in the following manner:

SL No.	Digital Display.	Particulars	Remarks
1	3rd day of the Mela	Edited Videos of 1 st & 2 nd Day Mela & cultural activity to be played in the LED display	Inaugural function, Gates, Hoardings, Design of the exhibition, Workshops, seminars, views of public, views of participants, cultural programmes , live demonstration, Success Stories, Interaction with visitors, sellers, etc.
2	5 th Day of the Mela	Edited Videos from 1 st to 4 th Mela & cultural activity to be played in the LED display	
3	8 th Day of the Mela	Edited Videos from 1 st to 7 th Day programme to be played in the LED display	

- State/District wise videography along with success stories, interaction with visitors/sellers etc.
- Necessary actions should be taken during final post production and final preview of the documentary in consultation with DSMS/Zilla Parishad officials.
- The documentary film of each mela should be submitted in DSMS/ Zilla Parishad office within 15 days of the completion of the event on proper receipt in 3 copies DVD format.



DISTRICT SUPPLY AND MARKETING SOCIETY, DHENKANAL

Under the Aegis of ORMAS, Panchayati Raj & Drinking Water Department, Government of Odisha
At- ORMAS Building, PO- Mahinsapat, Dist.- Dhenkanal-759001, Tel. No. 06762-226041, E-mail: dsmsdhenkanal@gmail.com

ii) Still Photography:

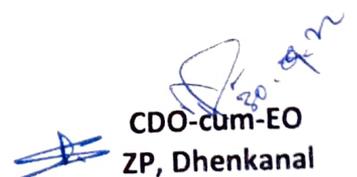
- The still photographs (maximum of 100 Pcs.) as required by the mela authority. The still photographs should cover all aspects of Inaugural & Validation function, Gate & Stage, Mela Advertising & Publicity Workshops, Interaction with customers/sellers/ officials, Product Photographs, Cultural Programmes, live demonstration, Success Stories, etc 2 sets of still photos in mat paper of 4" X 6" size in an album with digital copy should be submitted in DSMS/Zilla Parishad office within 15 days of the completion of the event.
- State/District wise photography along with success stories, interaction with visitors/sellers etc.

iii) **Digital Display:** Two LED display has to be setup in two locations in the mela ground. More numbers may be put in the Mela ground with the approval of the concerned mela authority.

iv) **CCTV:** Ten (30) numbers of CCTV to be installed in the complete mela ground to keep a watch on the visitors & the participants. The numbers may vary depending on the requirement and decision of the mela authority.

B. Terms and Conditions

1. The work assigned to the firm should be done as per the above specification and should cover all aspects of the exhibition.
2. The period of exhibition will be 8 days.
3. The work should be completed within the time frame.
4. Sanctions of any advance will not be considered. The payment will be made on completion of each event.
5. The price offered by the firm should be **including of GST**. However the **TDS** will be deducted from the bill amount and deposited with the concerned authority.
6. The above documented works should be submitted within 15 days of the completion of the exhibition.
7. The tenderers are required to deposit an earnest money of **Rs.2, 000/-** (Rupees Two thousand only) in shape of demand draft/pay order in favour of DSMS, Dhenkanal payable at Dhenkanal. The **ISD** amount of the successful bidder will be kept with DSMS till the completion of the exhibitions i.e. for a period of three months (2022-23). In case of any unsatisfactory work, delay in execution of work etc. the **ISD** amount will be forfeited as per the decision of the authority. Tender papers without **ISD** shall not be accepted.
8. The tenderers have to offer the price for all items else the tender paper will not be considered.
9. The rate offered by the firm should be valid till completion of the Pallishree Mela-2022.
10. The firms should have experience to prepare product-wise profile based on the market trend of individual products displayed in the exhibition.
11. Work order will be issued as per the requirement of Mela.


CDO-cum-EO
ZP, Dhenkanal



DSMS

DISTRICT SUPPLY AND MARKETING SOCIETY, DHENKANAL

Under the Aegis of ORMAS, Panchayati Raj & Drinking Water Department, Government of Odisha
At- ORMAS Building, PO- Mahinsapat, Dist.- Dhenkanal-759001, Tel. No. 06762-226041, E-mail: dsmsdhenkanal@gmail.com

Memo No. 327 / Dated 30-09-2022

Copy to Notice Boards of office of the Collector, Dhenkanal, / CDO cum EO, ZP, Dhenkanal / GM RIC, Dhenkanal, All BDOs of Dhenkanal / DSWO, Dhenkanal / DWO, Dhenkanal / All Sub Collectors, Dhenkanal / District Cultural Officer, Dhenkanal / DIPRO, Dhenkanal for wide publicity of the above Quotation Tender Call Notice.

[Signature]
30.9.22
CDO-cum-EO
ZP, Dhenkanal

Memo No. 328 / Dated 30-09-2022

Copy to DIO, NIC, Dhenkanal for information. He is requested to web hoist the same in the District website for wide publication.

[Signature]
30.9.22
CDO-cum-EO
ZP, Dhenkanal