

DISTRICT EMPLOYMENT EXCHANGE, DHENKANAL, ODISHA

Phone No. (06762) 291060, E-mail deo.dkl@rediffmail.com

No. 702 /DEE, DKL Date 07.10.2022

QUOTATION CALL NOTICE

Sealed quotation are invited from reputed Tent House / Function material Suppliers for preparation of tent arrangement for holding of Job Fair for the year 2022-23 in Dhenkanal District. The Job Fair will be held at **Palishree Mela Ground, Mahisapat, Dhenkanal on 31.10.2022** and on **01.11.2022 at Bharati Stadium adjacent to Parjang College** respectively. The specifications as mentioned in **Annexure-A & B** is required for event arrangement at each site.

Eligibility:-

1. The Bid should be accompanied with an Earnest Money Deposit (EMD), refundable without interest, of Rs.1000/- (Rupees One thousand) only in the form of Demand Draft / Cheque drawn in favour of "Collector, Dhenkanal & District Employment Officer, Dhenkanal".
2. Facilities required for Tent House and function material, should be available under a single supplier.

Terms & Conditions:

1. No Advance shall be paid to the firm before complete work in full.
2. Quotation should reach at office of the District Employment Officer, Dhenkanal before the scheduled time, as mentioned below, quotation for event arrangement of Job Fair 2022-23 at **Palishree Mela Ground, Mahisapat, Dhenkanal** and at **Bharati Stadium adjacent to Parjang College** separately with name of the Agency and phone / mobile number.
3. The rate should include all taxes, freight charges, any other rates or imposition whatever liable in respect of the supply. The District Employment Officer, Dhenkanal shall not be liable to pay any tax, freight etc. in the event of the acceptance of the quotation.
4. The draft of EMD deposit amount will be checked at opening of quotation, if not found, quotation will be out rightly rejected.
5. These instructions (Quotation format) to Tenders are to be signed by the contractors and returned with the tender.
6. The specifications mentioned at Annexure-A& B liable to be changed as per the actual requirement of the event. Quotations which do not comply with the above conditions are to be rejected.
7. All the above event arrangements should be completed and handed over before twelve hours of the scheduled date of the programme.
8. The last date for receipt of quotation is 21.10.2022 by 2:00 PM.
9. The quotation opening time and venue will be intimated over telephone. The Bidders or their authorized representatives may remain present at the time of opening of tender papers.
10. The undersigned has every right to cancel the quotation without assigning any reason thereof.

K. D. Dora
07.10.2022
District Employment Officer
Dhenkanal

Memo No. 703(18)/DEEX DKL Date 07.10.2022

Copy submitted to:-

1. The CDO-cum-EO, Zillaparishad, Dhenkanal / Sub-Collector, Kamakhyanagar / Sub-Collector, Dhenkanal Sadar / GM, RIC, Dhenkanal / DI&PRO, Dhenkanal / District Sports Officer, Dhenkanal / Dy. CEO, ORMAS / Principal, Govt. ITI, Dhenkanal / BDO, Parjang / BDO, Dhenkanal Sadar / EO, NAC, Kamakshyanagar / EO, Municipality, Dhenkanal for favour of kind information and for display in the Office notice board.
2. The Notice Board of the District Employment Exchange, Dhenkanal / Employment Sub-Office, Kamakshyanagar / Employment Sub-Office, Hindol for information of the willing Agencies.
3. ✓ The DIO, NIC, Dhenkanal for kind information and requested to up load in District website for publicity.
4. The Collector, Dhenkanal for favour of kind information and for display in the office notice board for information of the willing Agencies.
5. The Director of Employment and CEO, OSDA, Odisha, Bhubaneswar for favour of kind information.

K. Raja Dora
07.10.2022
District Employment Officer
Dhenkanal

Annexure-A

QUOTATION FORMAT FOR JOB FAIR 2022-23 IN DHENKANAL DISTRICT

Quotation for tent arrangement at -PalishreeMela Ground, Mahisapat, Dhenkanal on 31.10.2022

Name of the Firm

Address / Phone No.

Sl. No.	Specifications / Particulars	Quantity	Rate / Per No.	Total Amount
1	Stall: (8ft X 8ft), side and ceiling should be covered with cloth, and roof covered with tarpaulin	30 Stall		
2	Open space covered with cloth Ceiling (8 ft X 240 ft)	1920 sqft		
3	Stage: 30 Ft X 10 Ft, side and roof cover with tarpaulin, side wall & ceiling covered with cloth (white cloth) & carpet on the stage.	1 Stage		
4	Auditorium : 70 Ft X 40 Ft., ceiling cloth (white and green cloth) & matting.	1 Auditorium		
3	Barricading in front of Registration stalls	100 Rft.		
4	Office: 15 ft. X 10 ft. (Ceiling, walling, matting & tarpaulin cover)	1 Room		
5	Box Gate :	1 Gate		
6	Plain gate	1 No.		
	Hoarding: 10 ft. X 10 ft. (Bamboo structure and framing)	3 Nos.		
7	Table :	40 Nos. Table		
9	Plastic Chair	250 Chairs		
10	VIP Chair	8 Chairs		
11	Speech Desk	1 Desk		
12	Meeting Table	2 Tables		
13	Table Cloth	40 Pieces		
14	Electric Plug Point for Computer at stage	04 Points		
15	Generator : 2 KW	1 Generator		
16	Sound	Per Stage		
17	Two separate temporary toilets for gents and ladies	2 nos.		
18	Brass Candle Stand for programme inauguration	One no.		
20	Wooden Jagannath Idol for programme inauguration	One no.		
21	Flower Decoration Lump sum: Gate & Stage	Actual		
22	Flower Bouquet : For Guests	10 Bouquet		
23	Energy charges for the function for one day	One day rent		
24	Flex banner Rate Per Square Ft	520 Sq. Ft		
25	500 ltr. of PVC drinking water filled container	1 no.		
26	200 ltr. of PVC water filled container for toilets	2 nos.		
27	Two nos. 100 ltr. Tub	2 nos.		
28	Buckets of size 10 ltrs.	8 nos.		
29	Two nos. of steel Jugs	4 nos.		
30	Bush cutting, cleaning & filling up digging holes in field before and after of programme	2000 sft.		
Grant Total Rs.				

**Signature of the authorised signatory
of the firm with seal**

Annexure-B

QUOTATION FORMAT FOR JOB FAIR 2022-23 IN DHENKANAL DISTRICT

Quotation for tent arrangement at - **Bharati Stadium adjacent to Parjang College on**

01.11.2022

Name of the Firm

Address / Phone No.

Sl. No.	Specifications / Particulars	Quantity	Rate / Per No.	Total Amount
1	Stall: (8ft X 8ft), side and ceiling should be covered with cloth, and roof covered with tarpaulin	30 Stall		
2	Open space covered with cloth Ceiling (8 ft X 240 ft)	1920 sqft		
3	Stage: 30 Ft X 10 Ft, side and roof cover with tarpaulin, side wall & ceiling covered with cloth (white cloth) & carpet on the stage.	1 Stage		
4	Auditorium : 70 Ft X 40 Ft., ceiling cloth (white and green cloth) & matting.	1 Auditorium		
3	Barricading in front of Registration stalls	100 Rft.		
4	Office: 15 ft. X 10 ft. (Ceiling, walling, matting & tarpaulin cover)	1 Room		
5	Box Gate :	1 Gate		
6	Plain gate	1 No.		
	Hoarding: 10 ft. X 10 ft. (Bamboo structure and framing)	3 Nos.		
7	Table :	40 Nos. Table		
9	Plastic Chair	250 Chairs		
10	VIP Chair	8 Chairs		
11	Speech Desk	1 Desk		
12	Meeting Table	2 Tables		
13	Table Cloth	40 Pieces		
14	Electric Plug Point for Computer at stage	04 Points		
15	Generator : 2 KW	1 Generator		
16	Sound	Per Stage		
17	Two separate temporary toilets for gents and ladies	2 nos.		
18	Brass Candle Stand for programme inauguration	One no.		
20	Wooden Jagannath Idol for programme inauguration	One no.		
21	Flower Decoration Lump sum: Gate & Stage	Actual		
22	Flower Bouquet : For Guests	10 Bouquet		
23	Energy charges for the function for one day	One day rent		
24	Flex banner Rate Per Square Ft	520 Sq. Ft		
25	500 ltr. of PVC drinking water filled container	1no.		
26	200 ltr. of PVC water filled container for toilets	2 nos.		
27	Two nos. 100 ltr. Tub	2 nos.		
28	Buckets of size 10 ltrs.	8 nos.		
29	Two nos. of steel Jugs	4 nos.		
30	Bush cutting, cleaning & filling up digging holes in field before and after of programme	2000 sft.		
Grant Total Rs.				

**Signature of the authorised signatory
of the firm with seal**