

Tender Paper
of
Tentage & Allied works

For

State Level Exhibition
KHADI BAZAR
Exhibition Ground, Unit-III,
Bhubaneswar

2019-20

DETAILS OF TENDER PAPER FOR TENTAGE & ALLIED WORKS FOR
STATE LEVEL EXHIBITION -2019

A. COST OF TENDER PAPER : Rs. 1,000 (Rupees One thousand only)
Non-refundable

B. AVAILABILITY OF TENDER PAPER: www.kvic.org.in

C. INSTRUMENT OF PURCHASE OF TENDER PAPER:

Demand Draft/Pay Order No..... Dated/..... /2019 (if the tender paper downloaded from website, DD / Pay Order in favour of Director, KVIC, Bhubaneswar payable at Bhubaneswar to be attached with tender paper)

<i>To be filled in by the bidder. (only in case of tender paper downloaded from website.)</i>
<i>Bidder Name and Address:</i> M/s <p style="text-align: right;">Signature of the bidder</p>

Or

Money Receipt No..... Dated/..... /2019 (if the tender paper purchased from KVIC State Office, Bhubaneswar), original Money Receipt to be attached with Tender paper.

D. E.M.D (Refundable) : Rs. 20,000/- (Rupees Twenty thousand only) in shape of Demand Draft/Pay order in favour of "Director, KVIC, Bhubaneswar" payable at Bhubaneswar.

Demand Draft/Pay Order No..... Dated/..... /2019

E. LAST DATE & TIME FOR RECEIPT OF TENDER: 26.08.2019 latest by 5.00 p.m.

F. DATE & TIME OF OPENING OF TENDER: 27.08.2019 at 11.30 a.m. at Khadi & V. I. Commission, State Office, Plot No. J/16, Bhimpur, Gandamunda, Khandagiri, Bhubaneswar

G. ADDRESS FOR SUBMISSION OF TENDER PAPER:

**Khadi & V. I. Commission,
State Office, Plot No. J/16,
Bhimpur, Gandamunda,
Khandagiri, Bhubaneswar-751030**

**TERMS AND CONDITIONS OF TENDER FOR TENTAGE & ALLIED
WORKS OF STATE LEVEL EXHIBITION - 2019 AT
EXHIBITION GROUND, UNIT- III, BHUBANESWAR.**

1. Sealed Tenders are invited from reputed Decorators/Contractors for construction of Stalls, Control Room, Theme Pavillion, Front Gate, Stage, electrification and other allied works for organizing State Level Exhibition to be held from **18.09.2019 to 01.10.2019** at Exhibition Ground, Unit-III, Bhubaneswar.
2. The duration of the exhibition will be 14 days and 75 nos. of stalls will be erected. However, in case it is extended upto 1 to 2 days, no extra payment will be made to the Contractor/Decorator. The contractor/Decorator should complete the stalls and other allied works within 2 days period. On completion of the exhibition, the Contractor/Decorator will have to take away all the materials after completion of the exhibition within 1 day and to obtain a certificate from the Ground Authorities regarding clearance of the Ground due to non availability of ground for more days.
3. No part of the contract will be sub-let without prior permission obtained from the Organiser of the Exhibition (KVIC).
4. The Lay out plan of the exhibition will be provided by KVIC.
5. It will be the responsibility of the successful Bidder to obtain requisite permission for water, electricity power, Fire and other essential connections/services at the Exhibition Ground for the duration of the exhibition i.e from the date of the ground is handed over to the Contractor/Decorator for erection of stalls and allied works and ground is handed over back to the Local Authority.
6. The Contractor/Decorator will have to obtain required structural stability certificate from the Competent Authority for the infrastructure erected at the Exhibition Ground at his own risk. However any correspondence required from the organizer will be provided to the Contractor/Decorator.
7. The Contractor/Decorator will have to engage a qualified, Licensed Electrician/ Contractor entitled to erect, handle and maintain high tension supply line and its up keep and maintenance. The bidder has to supply the fire protection equipment like extinguisher as per the requirement of exhibition duly certified by the authorized Fire Service authority and adhere to the fire safety norms.
8. The Payment will be made as per the exhibition guidelines of the Director (Marketing), KVIC, Mumbai.
9. The Bidder should fill the rate tendered in figures as well as in words. The tender form may be filled in English. Over writings in rate is not permitted. All corrections should be attested by the Bidder with his initials as many times as corrections occur. Each page of the Tender Form and other related papers submitted there-with should be signed by the Bidder.
10. The Contractor/Decorator required to deposit earnest money of **Rs. 20,000/- (Rupees twenty thousand only)** in shape of Demand Draft/Banker's Cheque drawn in favour of

the Director, KVIC, Bhubaneswar. The E.M.D amount of the successful Bidder will be refunded within a month of successful completion of the work. The tender without earnest money shall not be accepted.

11. The authority is not bound to accept the lowest tender and reserves the right to inspect/verify the stock of materials required for this work, in godown of bidders by nominating a Committee to ascertain the credibility of the firm. Further the undersigned reserves the right to reject any or all tenders without assigning any reasons thereof.
12. The Contractor/Decorator or his representative should attend the opening event of the tender with all original documents/papers for verification, if required.
13. The rate offered by the Contractor/Decorator shall include all taxes and duties, as applicable. However the TDS will be deducted by KVIC, State Office, Bhubaneswar from the Bill and deposited at the competent authority.

The Bidders are required to enclose the photocopies of the following documents with the Technical Bid.

- Self attested copy of Goods & Service Tax Registration Certificate.
- Self attested copy of valid PAN card.
- Certified extracts of Bank Account containing transactions during last Three years.
- Copies of IT Return of last three Years.

14. **The Financial Bid of only those Bids shall be opened which are found technically eligible.**

TECHNICAL BID:

The Contractor/Decorator has to submit self attested photocopies of the following required documents with duly filled in tender paper.

- i. **Original Money Receipt of Rs. 1,000/-** (Rupees One thousand only) towards cost of Tender paper (non refundable), if purchased from the State Office, KVIC, Bhubaneswar. **Demand Draft/Pay Order of Rs.1,000/-** drawn on any Nationalised Bank/Scheduled Bank in favour of Director, KVIC, Bhubaneswar payable at Bhubaneswar to be attached, if the Tender Paper downloaded from the website.
- ii. **EMD of Rs.20,000/-** (Rupees twenty thousand only) in shape of Demand Draft/Pay Order in favour of Director, KVIC, Bhubaneswar.
- iii. Copy of the Registration certificate,
- iv. Self attested photocopy of Goods & Service Tax Registration Certificate.
- v. Self attested photocopy of PAN, up-to-date IT acknowledgement receipt upto 2018-19.
- vi. Audited statement of accounts (Balance sheet & Profit Loss account) of the firm for similar nature of business showing turn over not less than 40.00 lakhs for last three years and IT Return acknowledgement.
- vii. Self attested photocopy of valid electrical license from competent Authority or authorization from any registered electrical contractor for execution of electrical work. In case of authorization from any registered electrical contractor, the self attested copy of the valid electrical license of contractor has to be submitted.
- viii. Details of works/jobs of similar nature executed in previous three years alongwith self attested supporter documents.
- ix. Self attested copy of the Work Order/ past experience confirming execution of **10 similar** (Tentage works in National/State/District Level Exhibitions) **completed works/assignments costing not less than the amount equal to Rs.5.00 lakhs** (Rupees Ten lakhs) each in previous 3 years.

OR

5 similar (Tentage works in National/State/District Level Exhibitions) **completed works/assignments costing not less than the amount equal to Rs.10.00 lakhs** (Rupees Ten lakhs.) each in previous three years.

OR

3 similar (Tentage works in National/State/District Level Exhibitions) **completed works/assignments costing not less than the amount equal to Rs. 20.00 lakhs** (Rupees Twenty Lakhs.) each in previous three years.

- x. The Bidders shall have to furnish the willingness of a Registered Security Agency along with their registration certificate and other required statutory documents necessary for a security agency.

ACCEPTED THE ABOVE TERMS AND CONDITIONS FROM PRE PAGE.

Signature with seal

SPECIFICATION FOR WORKS

Detailed specification of above mentioned works are:

- a. Erection of Stalls
- b. Control Room
- c. Main Gate- Entry & Exit
- d. Decorative Wall
- e. Stage for Cultural Programme & Fashion show.
- f. Live Demonstration Mandap
- g. Theme Pavilion
- h. Food Court
- i. Ground Electrification
- j. Temporary Toilets
- k. Generators- 82.50 KVA
- l. Security arrangements.

A. ERECTION OF STALL

Stalls to be erected 2 types i.e 10ft. x 10 ft. (A) & 10ft. x 8 ft. (B) size. as per the requirement. The height of the stalls will be 14' (approx) including Fascia. The Bidder will quote their lowest possible price separately for each type/size. The details of specifications are given below:

Sr.	Particulars	Stall specification	
		Stall Category - A	Stall Category-B
1	Structure	Bamboo & cloth (with Anti fire chemical Treatment) structure, Size of each stall – 10' X 10' with tarpaulin water proof roofing.	Same as category – A except size of stall i.e. 10ft. x 8ft.
2	Flooring	Wooden plank platform of 6" height from the ground covering with synthetic matting in entire stall area.	Wooden plank platform of 6" height from the ground covering with synthetic matting in entire stall area.
3	Ceiling & Wall	Three sides including partition walls of stall will be covered with white cloth. Backside outer wall will be covered with tarpaulin and G.I. Sheets (22 Gauge corrugated sheet) . The GI Sheets shall be fixed horizontally supported with wooden bellies. (ALL NEW WHITE COTTON CLOTHES TO BE USED)	Same as category - A

Sr.	Particulars	Stall specification	
		Stall Category - A	Stall Category-B
4	Racks	Three tire racks. The shelf of the racks will be of size 1'.6" X 10' with the first layer fixed at a height of 2'6" & covered with white cloth. The space below racks will be used for storage of goods.	Same as category - A
5	Fascia	A wooden batten frame for Running Fascia will be erected. The frame will have 2' front projection & 4' height. The fascia will be covered with flex (New design will be provided by the office).	Same as category - A
6	Furniture	Front counter table in wooden batten and planks / steel table size 8' x 2' X 3' height and wrapped with new white cotton cloth. Plastic moulded Chair with handle – 2 nos.	Same as category - A
7	Electric Fittings	T5 Light – 3 no. (2 number of light should be connected with generator) & a on/off switch for use in night time after closing, Ceiling Fan – 1 no. connected with an on/off switch in each stall. 1 no. of 5 Amp Plug Point with on/off switch.	Same as category - A
8	Numbering of Stall	All stalls should be numbered with vinyl print.	Same as category - A
9	Closures	Front cloth drops/screens. Daily putting up and off of the same is the responsibility of the bidder.	Same as category - A

B. CONTROL ROOM:

A Control Room/VIP Lounge will be erected- **ONLY NEW COTTON CLOTHES SHOULD BE USED.** The bidder has to quote as a **package** against the detail specifications given below:

Sr.	Particulars	Work Specifications
		Official Design
A	Structure	Bamboo <i>Balha</i> with tarpaulin covering. The design structure should be covered with batten framing & cloth of appropriate colour.
B	Size	30 ft X 40 ft.
C	Ceiling & Wall	Ceiling of Control Room shall be finished with white Cotton Cloth properly stretched on wooden batten frames. The control room will be separated in to 2 individual rooms of different sizes to be used as office, waiting space, VIP lounge and store with the cloth and wooden batten frame work walls/ partitions.
D	Counter	One long table covered with new cotton cloth will be fixed in the office room. One window of minimum size 5' X 4' will be on the wall of office room towards the counter.
E	Flooring	Wooden plank platform of 1' height & full Floor synthetic Matting.
F	Furniture	Front office counter table either in wooden batten frame and ply

		wood/steel tables with attractive shapes – 3 no., 10 no. of cushion chairs, 2 sets of steel sofa set for VVIPs. 2 no. of center table of low height, 4 no. of waste bin basket, 20 no. of plastic moulded chairs, one steel almirah with key, one water filter and two steel tables for pantry room & two standard table for computer operation.
G	Electric Fittings	Tube Light – 10 no. , Ceiling Fan – 4 no., 2no of sound less pedestal fan, 1 white Mercury light (100 watt) (to be connected with a on/off switch in the each room, 6 no. of 5 Amp Plug, 2 no. 15 Amp. Plug provisions for computer, printer, scanner & LCD projector. Other decorative light like hanging chandelier (<i>jhaada</i>) etc.
H	Sound System	One audio DVD/CD player and one microphone with amplifier for public announcement. The speakers be fitted in such a manner that the announcement should cover to entire ground.
I	Closures	Two wooden frame ply fitted door shall be fitted in the main entrance of the Control Room for night closing.
J	Flower Decoration	Flower Vase with Sufficient Live flower decoration at the entrance and exit and other places, Live flower pots at the four sides of the Coordination Cell with thermocol lettering and thermocol panels at the entrance (written in English & Odia).

C. GATES: ENTRY & EXIT

The Bidder shall submit the lowest possible rate for the gate with following specification.

Sl. No.	Particulars	Work Specifications
1	Structure	Bamboo Structure, Wooden Batten framing, box type structure.
2	Size	Pillars height will be of 16' to 20' with 20' cleared width between the pillars, length 25' and width of pillar will be 4' all around.
3	Covering	Gate should be erected with batten framing, flex/ cotton cloth mounting with design work as per approved design.
4	Lighting	Sufficient lighting arrangement with white metal light.
5	Flowering	Live flower chains will be put in Main gate and Entry gate in Inaugural Ceremony and Closing Ceremony

D. DECORATIVE WALL

Decorative wall of batten framing, hessian cloth mounting and geru with chita painting, tile design at top in flex. **Bidder has to quote their prices per sq ft. inclusive of all.**

E. STAGE FOR CULTURAL PROGRAMME & FASHION SHOW:

One Water proofing Cover stage shall be erected and decorated in the exhibition ground for meeting / evening cultural shows, fashion shows during the exhibition. The bidder has to be quoted as a **package** against the detail specifications given below:

Water proofing Cover Stage

Structure: Fabricated structure size of 32' x 24' x 4' with top cover with risers on both side.

Flooring: The entire floor of the stage shall be covered with new synthetic carpet of fine quality.

Back Drop: A back drop (10' height X 32' width/entire rear length) will be prepared on wooden frame work with ply to be fixed on the stage properly. Backside of the stage should be covered with cotton cloth/Flex with batten frame.

Side Wings: 2 no. of side wings with a size of (9' X 4') made of flex sheets fitted on a wooden framework and properly fixed on both sides of the stage. The design of Flex sheets will be approved by KVIC.

Wooden Step: Wooden step of complete width of stage will be erected in the side of the stage. A minimum 8' width space will be separated by the brass pole & chains for reaching to the stage. The entire step will also be covered with the same unitex carpets.

Barricading: 4' height bamboo barricade will be made around the stage in double row for the entry of VIPs.

Furniture: 15 no. of VIP Chairs with white towels, 4 no. of Center Tables, Table Cloth, Brass Deepam (2'.6" height) with inaugural materials etc. will be provided on the meeting days.

Green Room: One green rooms of size 30' X 20' each shall be made on both side/back side of the stage having tarpaulin top covering, inner all side white cloth covering with batten frame, syntentic carpeting, good arrangements for sitting – 20 no of chairs and with provision of a mirror, fan and light in each green room.

Ramp: For one evening which will be intimated before two days.

Overall supervision: Cleaning, Sweeping & keeping ready of all equipments on stage before commencing of Cultural events on all the cultural nights is the complete responsibility of the Bidder.

F. LIVE DEMONSTRATION MANDAP

Live Demonstration Mandap (4 nos.) will be erected at the different places inside the exhibition ground. On the Mandap some live demonstration activities will be performed by the artisan. The bidder has to quote his lowest possible price for erection each Mandap (Minimum four) as per the specifications mentioned below.

Structure: Bamboo & Cloth Structure, four sides open (a model of cottage)

Size: 15 'X 15'

Flooring: 1 ft. wooden platform with Full floor Durry matting.

Ceiling: Tarpaulin water proof roofing and white cloth ceiling properly stretched.

Electric Fitting: 4 no. of tube light, 2 no. of camp light fitted with the opposite corner poles, one ceiling fan with on/off switch arrangement.

G. THEME PAVILLION:

A **Theme Pavillion** will be erected- **ONLY NEW COTTON CLOTHES SHOULD BE USED.**
The bidder has to quote as a **package** against the detail specifications given below:

Sr.	Particulars	Work Specifications
	Design	Cottage
A	Structure	Bamboo <i>Balha</i> with tarpaulin covering. The design structure should be covered with batten framing & cloth of appropriate colour.
B	Size	20 ft X 20 ft.
C	Ceiling & Wall	Ceiling of Theme Pavilion shall be finished with white Cotton Cloth properly stretched on wooden batten frames.
E	Flooring	Wooden plank platform of 1' height & full Floor synthetic Matting.
I	Closures	Two wooden frame ply fitted door shall be fitted in the main entrance of the Theme Pavilion for night closing.

H. FOOD COURT:

A **Food Court** will be erected- **ONLY NEW COTTON CLOTHES SHOULD BE USED.** The bidder has to quote as a **package** against the detail specifications given below:

Sr.	Particulars	Work Specifications
	Design	Normal
A	Structure	Bamboo <i>Balha</i> with tarpaulin covering. The design structure should be covered with batten framing & cloth of appropriate colour.
B	Size	40 ft X 30 ft. (2 to 4 stalls as per demand.)
C	Ceiling & Wall	Ceiling of Food Court shall be finished with white Cotton Cloth properly stretched on wooden batten frames.
E	Flooring	Wooden plank platform of 1' height & full Floor synthetic Matting.
I	Furniture	20 nos. of Chairs, Tables, Waste baskets etc.

I. GROUND ELECTRIFICATION

The below mentioned items are taken as a **PACKAGE** which shall be supplied by the bidder for State Level exhibition. The quantities of the items are statutory /fixed in the package. The Package includes the below mentioned items and concealed wiring to all lights and sound equipments.

- i. Main Switch Board/Panel Board up to 250 KW electric load with cabling & wiring.
- ii. Adequate speakers shall be fitted in the exhibition premises for surround Sound
- iii. 20 no. of Halogen Light (500 watt) along with wiring/ fitting poles
- iv. 60 no. of white Halogen light along with wiring /fitting poles.
- v. 8 no of tower should be fitted to fix the light.
 - vi. 200 no. Appliqué hanging lampshades along with bulb fittings and wiring. The appliqué lamp sheds will be placed at the branches of big trees inside the exhibition premises/closed to the premises.
- vii. 20,000 Tuni running lights will be fitted at the required places.

J. TEMPORARY TOILET FOR VISITORS:

Temporary urinals & toilets should be installed with all sanitary fittings in the mela ground for Gents & ladies separately along with water facilities & wash basin for the participant and visitors. The quality of these toilets should be good with covering, as there is a huge turnover of visitors to this exhibition.

K. GENERATORS:

Generator sets with required fuel shall be provided by the bidder for the entire exhibition period. The bidder should always be prepared for uninterrupted power supply for the exhibition. The generator circuit should be connected with two Tube lights of each stall, few ground lights, control room and public announcement system. The requirement of Generator Sets will be of 125 KVA.

L. SECURITY ARRANGEMENTS:

Security arrangements will be provided by the Contractor/Decorator during the exhibition period. The rate per Guard per shift to be quoted by the bidder. The requirement as under:

1st Shift	-	6.00 A.M to 2.00 P.M.	-	01 Guard
2nd Shift	-	2.00 P.M. to 10.00 P.M.	-	03 Guard
3rd Shift	-	10.00 P.M. to 6.00 A.M.	-	04 Guard

DECLARATION

I/We hereby declare that all the statement(s) made in this application are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found false or incorrect or any other figure inflated or misleading at any stage or I am/ we are not satisfying the eligibility criteria prescribed in the relative advertisement of my tender is liable to be cancelled. I am/ we are willing to abide by the terms and conditions laid by KVIC. In case of any lapse on my/our part which may affect the performance of the job or the quality of the work is found substandard or the service or response is found poor, proportionate value may be deducted from my bills as deemed to be proper by the competent authority.

**Signature of the Bidder
with seal**

Place:

Date :

FINANCIAL BID:

Quotation for different items for Tentage & Allied works for State Level Exhibition-2019

To

**The State Director
KVIC, Bhubaneswar**

Sir,

I / We do hereby submit item wise quotation below for tentage and allied works for State Level Exhibition, Exhibition Ground, Unit-III, Bhubaneswar during the year 2019-20.

Sr.	Item	Category	Unit	Cost per unit (In Rs.)	Approx. Required Qty. in units	Total Amount [in Rs.]
A	Erection of stall	Category – A	Per Stall		40 Stall	
		Category – B	Per Stall		35 Stall	
B	Control Room		Per package		1	
C	Gates	Main Gate	Per Gate		1 No.	
		(Entry &Exit)	Per Gate		2 Nos	
D	Decorative Wall		Per Sq. Ft.			
E	Stage		Per package		1	
F	Live Demonstration Mandap		Per mandap		4 Nos	
G	Theme Pavillion		Per Package		1 no.	
H	Food Court		Per Package		1 No.	
I	Ground Electrification		Per package			
J	Temporary Toilet for visitors		Per toilet		10 toilet	
K	Generators		Per package		1	
l	Security Guard		Per shift/ Per Guard		As per requirements.	

**Signature of the Bidder
with seal**