

STATE BLOOD TRANSFUSION COUNCIL, ODISHA

Health & Family Welfare Department, Govt. of Odisha

1st Floor, Oil Odisha Building, Nayapalli, Bhubaneswar-12

Tel/Fax-0674-2391747- E-Mail-sbtorissa@yahoo.co.in



No: 828/ SBTC

Dated: 27/ 09/ 2017

Quotation Call Notice for National Voluntary Blood Donation Day-2017

State Blood Transfusion Council (SBTC), Odisha invites quotation from the registered experienced and reputed Event Management Agencies for conducting one day programme “National Voluntary Day 2017” at Bhubaneswar on **13th October 2017**. The detailed activities to be undertaken during the Programme and Terms of Reference (ToR) are available in the website of www.orissa.gov.in and www.osacs.nic.in , which may be downloaded for use. Interested parties may submit their proposal super-scribing as “**Quotation for National Voluntary Blood Donation Day event 2017**” to the undersigned through speed post / Registered Post / courier services only which should reach on or before 12 noon of **6th October, 2017** positively and the same will be opened at 4.00 P.M of the same date. The undersigned reserves the right to reject any or all the quotation without assigning any reason thereof.

**Sd/-
Director**

State Blood Transfusion Council, Odisha
(Department of Health & Family Welfare), Govt. of Odisha,
1st Floor, Oil Orissa Building, F-Nayapalli, Bhubaneswar-12

Copy to Notice Board- OSACS/ SBTC, Odisha/ DHS, Odisha / NHM, Odisha

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TERMS AND CONDITIONS

1. **Bid Price:**

- a. The quotation shall be for the full quantity of all item(s) as described in the schedule of requirement and specification & price bid is specify in **Annexure- I**, which should be used at the time of submission of tender.
- b. The quotation price shall include the excise duty and the bidder's cost towards insurance, packing & forwarding, transportation, and delivery at venue places for all items as specify in Annexure-I.
- c. GST and any other local taxes should be clearly mentioned separately in terms of percentage and amount.

2. Each bidder shall submit quotation as mentioned in the advertisement. Alternative bid price will be rejected.
3. The bidder shall furnish up-to-date attested photocopies of VAT clearance certificate, up to date GST Return copy and photocopy of VAT & GST registration certificate by any Gazetted Officer/ Notary Public.
4. The quotation paper downloaded from the website should be signed by the bidders at bottom of each pages with his official seal duly affixed.
5. Notwithstanding the above, the Purchaser reserves the right to accept or reject any or all tenders and to cancel the bidding process at any time prior to the issue of Purchase Order.
6. The order will be placed to the lowest responsive bidder. The terms of the accepted offer shall be incorporated in the purchase order.
7. The delivery and all arrangement for the programme should be completed on or before of 12th October 2017.
8. Full payment will be made after satisfactory performance of the event and delivery of the items in good conditions supported with original bills.

9. **Eligibility Criteria:**

- Attested copy of firm registration certificate
- Attested copy of up-to-date GST clearance certificate & GST registration certificate from the competent authority.
- Attested copy of PAN Card
- Rate should be quoted as Annexure-I.
- Samples should be deposited for Head Cap.

10. The bids are liable to be rejected if any of the above conditions are not complied with.

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11. The bidders may verify the samples of head Cap at SBTC's Office before submission of quotation; accordingly they should quote and submit the samples at the time of submission of tender/bid.
12. The purchase order will be placed to the selected bidder whose bid has been determined to be substantially responsive. The lowest responsive price shall be taken into consideration.
13. Any effort by a bidder to influence the purchaser in its decision on bid evaluation or placement of purchase order may result in rejection of the bidder's offer.
14. Any legal disputes arising out of this are subject to Bhubaneswar jurisdiction only.
15. Bidders may be present in person or their authorized representative during the opening of bids at **4.00 P.M on 6th October 2017** at SBTC, BBSR, in case the day will be a Govt. Holiday the tender will be opened in the next working day at 4.00 P.M. Even if no bidder or their representative remains present, the bid will be opened & no complain / objection will be entertained.

Sd/-
Director, SBTC

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Annexure-I

Activities for Observation of National Voluntary Blood Donation Day-17

Sl.No	Component	Detailed activities	Cost for component wise
Mass Rally: About 500 Youth involved			
State Level function			
1	Decorated Gates	One box gate having Top size 20ft X 3 ft., Pillar 10ft X 3 (2 nos) approximately with Multi- color flex printing & flower decoration at entry point of the Jaydev Bhawan.	
2	Signature campaign- Flex, Framing etc	A white color flex with frame having back support will be placed in the entrance point of convention. The size will be approx 20'x 4 w' ft permanent marker OHP pen will be provided for signature.	
3	Stage Decoration, Dice, Podium etc.	Required size backdrop flexes (12" x 6") to be fixed in the stage. Flower arrangement, 10 nos. of Flower Bouquet, Dice, Podium and 1 ltr. Mineral water for dice (20 nos), 10 nos. of VIP batches, etc.	
4	Stage Decoration, Light, Sound & music system	Decoration of light / sound system (4 nos. of Box System, etc.) with Generator for state level function and cultural programme. In addition, to fix up 3 nos. of Camera (still & video) at different location for documentation purpose and at least 70 nos. of photograph to be submitted. LCD Screen - 2 Nos. Big size TV to be installed at in front of the guest, Laptop, Audio system, Mega Sound Box system, Camera for display in LCD Screen	
5	Anchor	One male / female Anchor, capacity of anchoring in Oriya, English & Hindi languages.	
6	50 nos. of Kits for Journalists	50 nos. of Kits including one gel pen, folder and writing pad (within Rs 60/- per unit) with bi-colour printing of SBTC address.	
8	Documentation	Documentation of the entire event in Video-graphy to be submitted in one edited DVCAM & two DVD. And the entire event in still photo	

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		and also a detailed report with a multi-coloured printed bound book.	
9	Invitation Card and Lunch Coupon	200 nos. of Invitation Card and 550 nos. of Lunch Coupon having size 4 inch x 3 inch	
10	Cultural Programme	30-40 mints of cultural programme to be organized on the function through a cultural group by artists. All the required accessories/ logistics required the selected firm should provide the programme.	
1	500 nos. of Head Cap for participant	500 nos. of Red colour cotton Head Cap having universal size with bi-colour screen-printing of logo & message on the front side of the Cap. The rate should be quoted as per sample available in SBTC, Odisha	
Total Cost			
Tax Value			
Grand Total			