

**Directorate of
Sch. Castes & Sch. Tribes Research & Training Institute (SCSTRTI),
CRPF Square, Bhubaneswar-751003
(Telephone & Fax no.0674-2561635/E-mail Id: scstrti@yahoo.co.in.)**

No.628 / SCSTRTI

dt.09/02/2023

TENDER CALL NOTICE

Sealed Tenders are invited with price offer from reputed firms / agencies having expertise in event management works including construction of stalls, decoration of the event area and other allied activities relating to organization of different Melas / Festivals / Seminars / Workshops etc. to be organized by S.C. & S.T. Research & Training Institute, CRP Square, Bhubaneswar. Interested firms / agencies may submit their bids along with the design of the stalls, backdrop, gate etc. They are also required to submit authenticated copies of their GST Registration Certificate, Up-to-date GST Deposit Receipt, PAN, Up-to-date IT Returns of last three years and audit report showing an average annual turnover of Rs. 1.00 crore for last three years. The bidder firm also needs to submit documents showing similar kind of work experience with respect to Tribal Melas / Festivals / Seminars / Workshops taken up in any Government Organization during last 3 years with single work order of minimum Rs.30 lakh in each year. Besides a Bank Draft of Rs. 1, 000/- (Non-Refundable) towards processing fees drawn in favor of Director, SCSTRTI, Bhubaneswar from any Nationalized Bank must to be submitted along with the bid documents. The bid, complete in all respect, must reach the office of the Director SCSTRTI on or before 24.02.2023 by 5.30 PM by Registered Post / Speed Post only. The bids will be opened on 27.02.2023 at 3:30 PM in the presence of the members of the Internal Purchase Committee and representatives of bidders. Incomplete tenders and tenders received after the scheduled date and time shall be rejected. The design will be given priority and the bidder firm, having 3 years or more experience on similar kind of work for Govt. Organizations, will be preferred at the time of final selection. The rates should be exclusive of all taxes. In case two firms quote the same price, the decision of the Committee will be final. The authority reserves the right to reject any or all the tenders without assigning any reasons there off. The Contract will remain valid for 01 (One) year which may be extended for another year subject to satisfactory performance of the agency. The detailed information is available in the web site of the Institute www.scstrti.in and in the Odisha Govt. Portal.

Sd/-
DIRECTOR

Memo No. 629 / SCSTRTI dt. 09.02.2023

Copy to the Notice Board of ST & SC Development Department / SCSTRTI / OSFDC / ATLC, Bhubaneswar for information of all concerned.

Sd/-
Asst. Director (Admn)

Memo No. 630/ SCSTRTI dt. 09.02.2023

Copy to the Head Portal Group, Secretariat, I.T Centre, Bhubaneswar/Luminous Infoway for wide circulation of the notice through Govt. Website.

Sd/-
Asst. Director (Admn)

Specification for construction of stalls, decoration of the event area and other allied activities for different melas/festivals/ workshops and seminars to be organized by SCSTRTI, Bhubaneswar

Sl. No.	Name of the work	Specification	Unit / sq ft price	Amount
Hoarding, Display Board & Gate				
1.	Hoarding & Display Board, Standee & Front Gate (Tower & Box style)	As per approved designs by the Institute for Preparation and printing of the flex, installation of the hoarding and maintenance of the hoardings / display boards at the sites as per the decision of the Institute.	Sq ft	
		Preparation of designs of ethnic style and to frame, install and maintain the gate at the venue for the whole event	Sq ft	
		Standee	Sq ft	
Tent arrangement				
2.	Tent covering on the Stage / pandal and surrounding areas (item wise) Front Ceiling & Walling with water proof roof tarpaulin etc.	Bamboo / Wood Bottom / Ply structure with front ceiling & walling with water proof roof Per unit / Per day	Per sq ft / per day	
3.	Stall	Preparation of stall with Bamboo / Wood Bottom / Ply structure and water proof roofing and ceiling, walling, selves rack for display of items, desk for counter etc.	Per sq ft / per day	
4.	Stage & Back drop arrangement	Decoration of existing concrete base stage as per design with three dimensional props, Floor and steps to be carpeted (item wise)	LS	
		Preparation of back droop with design	Per sq ft	
5.	Covering and furnishing Audience Gallery and display area etc.	Bamboo structure without water proof roof Per unit / Per day covering for audience gallery	Per sq ft / per day	
		Cloth walling and cloth ceiling	Per sq ft / per day	
		Banquet chair,	Per no / Per day	
		Sofa with center table	Per no / Per day	
		Plain & Arm Plastic Chair	Per no / Per day	
		Bio-mat covering	Per sq ft / per day	
6.	Light arrangement Illumination of the stage, audience gallery, stall and the surrounding area of the event place Illumination of the campus / venue area.	Carpeting	Per sq ft / per day	
		Light Mix	Per no / Per day	
		Par 1000wt	Per no / Per day	
		LED Par	Per no / Per day	
		Multi-20/ /tuni	Per no / Per day	
		Multi 10	Per no / Per day	
		Halogen	Per no / Per day	
		Rice light	Per no / Per day	
		Running chain	Per no / Per day	
		Bar light / CFL / LED	Per no / Per day	
Spot light	Per no / Per day			

		Stoke light	Per no / Per day	
		Glove light	Per no / Per day	
		Color spot light	Per no / Per day	
		Color LED light	Per no / Per day	
		Mixture light	Per no / Per day	
		Pedestal Fan / Ceiling Fan	Per no / Per day	
7.	Generator:	Generator-65 KVA with fuel	Per no / Per day	
		Generator-125 KVA with fuel	Per no / Per day	
8.	Audio Visual system:	Sound / Audio system: High range top box (400wt)	Per no / per day	
		High range frequency box (Prevay/JBL)	Per no / per day	
		HF box	Per no / per day	
		Microphone cordless	Per no / per day	
		Cord microphone	Per no / per day	
		Sound craft 24 channel mixture	Per no / per day	
		Amplifier with pen drive system	Per no / per day	
		Voice processor	Per no / per day	
		Stereo deck	Per no / per day	
		Podium microphone	Per no / per day	
		standing box	Per no / per day	
		PV (low range)	Per no / per day	
		Stage monitor box	Per no / per day	
		LCD / LED 64" to be installed at conspicuous places of the event Place for direct telecast	Per no / per day	
		LCD / LED Projector with screen for direct telecast	Per no / per day	
		LCD / LED Projector with screen	Per no / per day	
9.	PA system		Per day	
10.	Flower decoration:	Entrance gate, podium & stage and flower bouquets for inauguration and valedictory function	Per sq ft / per day	
11.	Sprinkling of water, Sanitation and cleaning:	Sprinkling of event area every day	Per day	
		To keep the event area, clean every Day	LS	
12.	Security arrangement:	Arrangement for security	Per person / per day as per Govt. approved rate	
13	VIP treatment:	Supply of Hi-tea with snacks and provision of drinking water	Per person	
14	Flower bouquet	Lily, Orchid and zarbera with rose.	Per unit	
15	Round Table and Long play Table for dining with chair		Per unit / Per day	
16	Banquet chair		Per unit / Per day	

Signature with Seal