

# TENDER PAPER

(For Documentation)

OF

**Bhadrayani A Dist Cultural programme &  
Pallishree Mela, Bhadrak, 2018**

**9<sup>th</sup> to 15<sup>th</sup> December, 2018**

**To be organized by**

**District Administration/ORMAS (DSMS)  
Bhadrak**

**TENDER PAPER FOR DOCUMENTATION WORK (Videography & Still Photo) during organization of  
Bhadrayani a Dist Cultural Programme & Pallishree Mela,2018**  
**Period from 9<sup>th</sup> to 15<sup>th</sup> , December, 2018.**

**COST OF TENDER PAPER:** :Rs. 300.00 (Non-refundable) in shape of Demand Draft /Pay order in favour of Chief Executive, District Supply and Marketing Society (DSMS) Bhadrak.

DD No. \_\_\_\_\_ Date \_\_\_\_\_

Name of the Bank \_\_\_\_\_

DEPOSITED BY (Address in Detail):M/S \_\_\_\_\_

\_\_\_\_\_

**SECURITY DEPOSIT:** Rs.1, 000/- (Refundable) only in shape of Demand Draft /Pay order in favour Of Chief Executive, District Supply and Marketing Society (DSMS) Bhadrak.

DD No. \_\_\_\_\_ Date \_\_\_\_\_

Name of the Bank \_\_\_\_\_

DEPOSITED BY (Address in Detail): M/S \_\_\_\_\_

\_\_\_\_\_

LAST DATE & TIME FOR RECEIPT OF TENDER : 1<sup>st</sup> December, 2018 latest by 12.00AM.

DATE & PLACE FOR OPENING OF TENDER : 1<sup>st</sup> December, 2018 by 3.00 PM. At Collectorate, Bhadrak.

**PLEASE DELIVER THE TENDER AT**

O/o Project Director, DRDA Bhadrak  
At- Charigharia, Po-Madhavnagar  
Bhadrak

## **TERMS & CONDITIONS**

1. The good quality still photo and video coverage should be done during the mela period . It is the responsibility of the firm or any that the typical mistake made during documentation.
2. Sanctions of any advance will not be considered. The payment will be made on completion of assigned work through NEFT.
3. The offer price should include all duties & taxes, as applicable.
4. The interested bidder are required to deposit an earnest money of Rs.1,000/- (**one thousand only**) in shape of demand draft/pay order in favour of Chief Executive, District Supply and Marketing Society Bhadrak. The security deposit amount of the successful bidder will be refunded within a month on award of contract subject to receipt of Performance Security. Tender papers without E.M.D shall not be accepted.
5. The successful bidder will submit the Performance Security which is 5 % of the contract value and that will be retained by this office till the completion for mela. In case of any unsatisfactory work and delay in execution of work etc. security amount will be forfeited as per the decision of the authority.
6. The bidders have to offer the price for all items or else the tender paper will not be considered.
7. The rate offered by the firm shall be including of all taxes and duties except service tax, as applicable. The service tax will be deposited by the firm with the concerned authority and the same will be reimbursed by the purchaser to the firm only after production of receipt.
8. TDS will be deducted by the organization from the final bill amount.
9. Digital photo camera and FHD video camera shall be used for better clarity.
10. The materials should be supplied as per the consultation with DIPRO and AD, ORMAS, Bhadrak.
11. Bid Price: The transportation charges also to be included in the Bid Price and the prices should be quoted in Indian Rupees only.
12. Evaluation of quotation: The organization will evaluate and compare the quotations determined to be substantially responsive i. e. which are properly signed and confirm to the terms and conditions and specifications.
13. Any legal dispute arising out of this is subject to concerned district jurisdiction only.
14. Payment shall be made with the consultation of evaluation committee after depositing of Photos and Video through E-Transfer against the bills submitted by the party.

### **While submitting the tender, the Bidder should submit the followings:**

1. Copy of work orders/ experience certificate for similar nature of works for last 3 years with list of organizations.
2. Authentic proof of own studio.
3. VAT/GST Clearance Certificate as as on 31.03.2018
4. Copy of the TIN / SRIN Registration Certificate
5. EMD of Rs. 1,000.00 in shape of Demand Draft /Pay order in favour of Chief Executive, District Supply and Marketing Society Bhadrak. Valid service tax registration certificate number and copy of the return/amount deposited in the last year.

### **ACCEPTED THE TERMS AND CONDITIONS**

**Signature with seal  
Of Bidder**

## Detail Specification:

SI no	Documentation (Still photo and Video coverage)	Cost as per Specification
1	<b>A. Still Photo (Color/digital) (100 Pcs.)</b> i. Size : 6 CM X 4 CM ii. Printing : Good quality oil paper shall be used iii. The photo graphs shall be submitted in DVD format	
2	<b>B Video Coverage (5 no of DVDs. )</b> i. FHD Camera shall be used for better clarity ii. Good quality DVD shall be used iii. The coverage shall be made with the consultation with AD, ORMAS	
3	<b>B Putting up LCD projector (2 no.)</b> i. Two number of LCD projectors with screen shall be putted in Mela Ground ii. Good quality Projectors with Screen shall be used iii The projectors shall be putted with consultation of AD, ORMAS ,	

## 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 am/ we are willing to abide by the terms and conditions laid by the authority. 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 Tenderer with seal

Place: \_\_\_\_\_

Date : \_\_\_\_\_