

**MINUTES OF THE PRE-BID MEETING FOR RESOLVE OF QUERIES OF EVENT MANAGEMENT AGENCY FOR EXECUTION OF VARIOUS DELIVERABLES ON ORGANIZATION OF BHADRAYANEE-2026
(Zilla Mahotsav, Atmanirbhar Swadeshi Mela, Pallishree Mela, Subhadra Shakti Mela & Pustak Mela)**

Date & Time: -23rd December'2025 (11:00 A.M). **Place:** - Salandi Sabha Gruha, Collectorate, Bhadrak

A pre-bid meeting to resolve the queries was held on 23rd December' 2025 at 11:00 A.M in the Salandi Sabha Gruha, Collectorate, Bhadrak under the Chairmanship of Additional District Magistrate (Revenue), Bhadrak and in presence of the District Level Committee constituted for finalization of Tender and other requisite for smooth organization of "Bhadrayanee-2026" (Zilla Mahotsav, Atmanirbhar Swadeshi Mela , Subhadra Shakti Mela & Pustak Mela) at OSRTC Ground, Charampa, Bhadrak from 18th to 25thJanuary'2026. Representative of one Event Management Agency i.e. TENVENT COMMUNICATION PVT.LTD of 2355, Near Indira Maidan, CRP Square, Bhubaneswar-751012 was participated in the meeting.

The list of the participants is attached in **Annexure-I & II**

The following queries are discussed and decision taken is as follows.

| Sl.no | Eol Document [Section & Page Number] | Content of Eol requiring Clarification(s) | Decision Taken |
|-------|--------------------------------------|--|--|
| 1 | Page no 5, Sl. No-4 | The firms registered under MSME/ start-ups need not submit BID security. But they are required to produce relevant documents to claim the exemption. | The Event Management Agency needs to submit the MSME registration certificate issued by MSME department along with a bidder affidavit in Annexure-A format with the tender Paper. |
| 2 | Page no10, Sl. No-3 | Market presence, Maximum 15 marks | The representative of the Event Management Agency was directed to visit Bhadrak district website and to follow the corrigendum hosted on dated 19.12.2025 and to submit the relevant documents related to the past work orders in execution of similar nature of work. |
| 3 | Page no 26, Annexure IV | Quotation of rate. | The representative of the Event Management Agency was directed to follow the Page No-13 to 18 of the tender paper and submit the price bid accordingly. Further the agency directed to submit the price bid of the requirements during the event in Nos. |
| 4 | Page no 6, Sl. No,12 | Digitally signed documents will be preferable and will be awarded higher Weightage in evaluation | The representative of the Event Management Agency was directed to submit the Tender paper along with required document with the ink sign of the authorized person. No Digitally signed documents will be preferable. |

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| 5 | Page no 16, Sl.No.Xi | Adequate Stage lights, rotating lights, and dim and bright lights for stage shows etc. as per requirement and as specified. | The representative of the Event Management Agency was directed to refer the videos/photos of the Zilla Mahotsav and Pallishree Mela recently organized by other districts. Accordingly, the stage and lights will be provided by the agency. Further CDO-cum-EO, ZP stated that the auto tune sound facility should be included. |
| 6 | Page no 16 , Sl No-3 (b) | The Successful bidder has also to provide adequate Power supply back up to the ground by providing the required number of Generators of appropriate capacity as maybe required | The agency was directed to provide the power backup to the entire event i.e. Stage, Stall Ground Electrification, Gate etc. Further CDO-cum-EO, ZP, Bhadrak instructed the agency to consult with the SE, TPNODL, Bhadrak for necessary formalities required for temporary electricity connection during the event period . |
| 7 | Page No-17, Sl. No. 13 | Food for participants- Food, Mineral water, tea/ coffee shall to be arranged only for VVIPs/VIPs/Officials for eight days includes Tiffin/snacks, 500ml. water bottle for Cultural Troupe, Police, Fire & First aid personals in the evening as per requirement. | The agency was directed to submit a menu chart of the foods with price detail separately. Accordingly, day wise requirement will be specified to the Agency. |
| 8 | Page no 17, Sl. No.11 (D) | Running fascia for 350 nos. of stalls including food stall. | Total 350 Nos od stalls will be putted (310 Nos. for CBOs/Line Departments & 40. Nos. food court). So, running facia should be made only for 350 nos. of stalls in consultations with the Committee. |

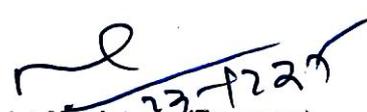
The meeting ended with the vote of thanks to the Chair and member present.


23-12-25
Additional District Magistrate (Revenue)
Bhadrak

Memo No. 749

Date 23.12.2025

Copy to all concerned for information and necessary action..


23-12-25
Additional District Magistrate (Revenue)
Bhadrak