

**OFFICE OF THE GENERAL MANAGER, REGIONAL INDUSTRIES
CENTRE, CONVENT ROAD, RAYAGADA 765 001.**

Tel. No. 06856 223002, Fax No. 06856 224825 E-Mail ID ricrgd@nic.in

Letter No. 207 /dt 17.02.23

From

Bikash Chandra Bain, OAS (SAG),
General Manager, RIC, Rayagada

To

The District Information Officer
NIC, Rayagada

Sub:

Publication of advertisement relating to floating of Expression of
Interest (EOI) .

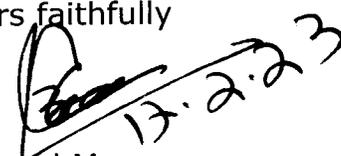
Sir,

With reference to the subject cited above, you are requested to float the Expression of Interest (EOI) for selection of bidder for exhibition during Entrepreneurs week celebration at G.C.D High school Ground, Rayagada from 05.03.2023 to 09.03.2023.

The deadline of the receipt of EOI proposal is 24.02.2023 by 12.00 Noon which will be opened both the bids (Financial bid followed by Technical bid) along with concept note presentation at 01.00 PM on the same day i.e. 24.02.2023.. A soft copy of the content to be published is submitted for your kind information and necessary action.

Yours faithfully

Encl: As above.


General Manager
R.I.C., Rayagada

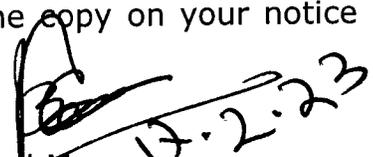
Memo No. 208 /dt. 17.02.23

Copy submitted to The Collector & District Magistrate,
Rayagada / Director of Industries, Odisha, Cuttack for favour of kind information.


General Manager
R.I.C., Rayagada

Memo No. 209 /dt. 17.02.23

Copy to The Sub Collector, Rayagada/ Gunupur,/ The Executive Officer, Municipality, Rayagada/ CDEO-cum- EO, Zilla Parishad, Rayagada/ PA, ITDA, Rayagada/ Gunupur/ DWO, Rayagada/ DEO, Rayagada for favour of kind information. They are requested to affix one copy on your notice board for public information.


General Manager
R.I.C., Rayagada



**OFFICE OF THE GENERAL MANAGER, REGIONAL INDUSTRIES
CENTRE, CONVENT ROAD, RAYAGADA 765 001.**

Tel. No. 06856 223002, Fax No. 06856 224825 E-Mail ID ricrgd@nic.in

EOI No. 280

Dt. 17/02/23

**EOI FOR ERECTION OF STALL, STAGE, PANDAL ETC. ON THE OCCASION
OF EXHIBITION DURING ENTREPRENEURS WEEK CELEBRATION FROM
5th TO 9th MARCH 2023 AT
GCD HIGH SCHOOL GROUND, RAYAGADA.**

The General Manger, Regional Industries Centre, Rayagada intends to invite sealed EOI from reputed Event Management Organizations for erection of Stall, stage, pandal, Office Room etc. on occasion of exhibition during entrepreneurs week celebration from **5th TO 9th MARCH 2023** at **GCD HIGH SCHOOL GROUND, RAYAGADA.** (In front of Gandhi Park, Rayagada)

The Event Management Organizer has to erect the following structures and provide other ancillary services on the ground as briefly described below with specifications, which may be altered/ substituted according to the requirement and feasibility.

The detailed items/ deliverables are mentioned here under.

1. DELIVERABLES:

I. CONSTRUCTION OF STALLS AND OTHER CONSTRUCTION WORK

The successful bidder has to erect the following structures and provide other ancillary services in the ground as briefly described below and specified in the detailed specifications, which may be altered/ substituted according to requirement and feasibility.

(i) Exhibition Stalls

Around **100 stall of 10'.00"X10'.00"X10'.00"**. (L: B: H) With 3 steps rake (optional) at back side, front dais with electric light, fan one plug with chairs 2/3 nos each (standard size) for displaying the Exhibits/ showcasing the activities of the participants as per specifications. The number of stalls may be increased or decreased as per requirement and notified to the successful bidder before commencement of the work or during the execution.

(ii) Stage

The successful bidder has to construct a stage with roof cover of **size 24'.00" X 16'.00"**. with back drop and provide good quality carpeting, front decoration, with video walling at the backside, seating arrangement for at least 10 persons with good quality Chairs, Centre Tables, Podium, as per specifications.

(iii) **Gate**

One gate with side walls and top fascia written with "Exhibition during entrepreneurs week celebration " in Odia and in English with suitable flexes posters depicting activities of MSME & Industries sectors. **The bidder has to submit design for gate and quote rates accordingly.**

The height of the fascia of the gate should be at least **5 mtr. with a width of 8 mtr.** between two side frames so as to enable passage of heavy vehicles into the venue. The gate should be illuminated as may be specified and provided with flexes, flower decoration etc as may be specified.

(iv) **Training/Meeting venue**

One **Meeting venue of** sitting arrangement of 150 person with roof cover ceiling fan, light etc, & in front of the Stage at a distance of 4 mtr. from the stage. There should be a barricade with steel grill between the pavilion space and the stage at an approximate distance of minimum 6 mtr. from the stage with a 2 mtr. passage between the front row of seating arrangement and barricade. Should be provided with Sofas and Centre Tables, and carpeting on all over open space of the ground.

(v) **VIP Enclosure-cum-office room**

One VIP Enclosure cum office room adjacent to the Stage/ Reception room fully equipped with furniture like Sofas, Chairs, Centre Tables, Wall mounted TV with access to different channels, carpeting etc. with an attached temporary Toilet facility required to be setup. Approximate size of the VIP enclosure is **20'.00" X 15'.00"** as per specifications.

(vi) **Temporary toilets**

- a) One temporary bio-toilet attached to the VIP Enclosure
- b) Eight temporary bio-toilets blocks, separate for gents (5nos) and ladies (3nos) to be installed in the specified locations in the exhibition ground.

(vii) **Parking Place**

- (1) Parking place for ambulance, Fire Extinguisher Vehicle and VIP vehicles adjacent to Stage/ Office room with sufficient space in front side for easy movement need to be set up.
- (2) Parking place for vehicles need to be arranged with sufficient nos. of standi banners depicting parking need to be placed for easy identification of parking place by the public coming to witness the fair.

(viii) **Selfie Point**

There will be one Selfie Point in the exhibition ground. The materials like Ply, Thermocool, Plaster of Paris and flowers may be used to get original 3D Effect along with the theme I Love Rayagada.



(ix) **Help Desk**

A help desk will be provided by the bidder at exhibition ground adjacent to stage with all facilities.

(X) **Bed, Pillow, and Bed sheets (50 nos.) for dormitory (Women Entrepreneurs)**

The firm will supply be Bed, Pillow, and Bed sheets (50 nos. each) for the exhibition participants at Ashok Kalyan Mandap, Rayagada. The watch and ward of the materials shall be the responsible of supplier.

2. GENERAL REQUIREMENT OF STALLS

(I) The successful bidder has to provide (a) Electrical connection (b) plug points (c) lighting systems (d) Long Table with Cloth (e) Chairs etc to the stalls,(f) One three stair rake (optional) at back wall of the stall.

(ii) The final sketch for layout of the stalls will be made available to the successful bidder and the stalls should be made in such a manner keeping in view the large number of MSMEs Machinery and Manufactures expected to participate in the exhibition.

The successful bidders have to consult with General Manager, RIC, Rayagada before starting the work in order to finalize the detailed sketch & lay out plan of the event so that a suitable area will be demarcated to such exhibitors at appropriate place.

(iii) Some of the exhibitors will need more space for stalls and also open space for displaying heavy machineries outside their stall space. The stall lay out have to be done keeping such requirements in view, which will be made available during the course of construction of stalls.

(iv) Some of the exhibitors may like to construct their own stalls within the allotted space, and accordingly provision will be made. But the successful bidder has to provide them (a) Electrical connection (b) plug points (c) lighting systems (d) fans (e) Long Table with Cloth (f) Chairs etc as may be required by them and approved by the General Manager, RIC, Rayagada.

(v) The intending bidders may visit the ground where exhibition will be done and submit the following;

(a) A lay out plan for the whole ground with necessary drawings

(b) Drawing and design for the gate (mandatory)

(c) Drawing and Design for the Stage

(d) Drawing and Design for stalls in clusters

(e) Drawing and Design for Training/ Meeting Venue

(f) Drawing and Design for VIP Enclosure, Temporary Toilet, Parking place etc.

(g) Drawing space for Power supply backup, Space for public address system and equipment, space for dustbins, Space

for Firefighting equipments, Space for drinking water facility, Space for Ambulance and Fire extinguisher vehicle etc.
(h) Drawing indicating the other structures as may be specified in the specifications.

- (vi) All the stalls and all pavements inside the exhibition ground should be covered with **synthetic net carpet**, excluding those areas meant for parking of heavy machinery, as may be specified.

3. ELECTRICAL WIRING, SWITCH BOARDS, AND FITTINGS

(a) Electrical works to be done:

- i) Complete Wiring of the entire exhibition area with required switch boards, control switches.
- ii) Adequate Plug Points for operating audio visual equipments, computer, and mobile charging of the exhibitors and in all built up area as per specifications.
- iii) Adequate Ceiling, wall/pole mounted fans as per requirement/specifications in all the built up area.
- iv) Adequate Lighting with CFL/ SFL Lamps in the stalls, other structures and in the ground.
- v) Adequate Pavement lighting in the passage between stalls, passage to the toilets, parking area, with two halogen lamps fixed at opposite directions at an interval of 15' or as may be required. Sufficient light arrangement shall be made to lighten the entire Exhibition Ground with provision of Halogen/Neon light in towers.
- vi) Pedestal fans to be provided in strategic locations as per requirement and specified.
- vii) Decorative litchi bulbs, shaded lights may be provided as specified.
- viii) Adequate light provision to be made focusing the gates and its surrounding area including parking space.
- ix) Adequate Stage lights, rotating lights, and dim and bright lights for stage shows etc. as per requirement and specified.
- x) Appropriate lighting arrangements with flood light towers as may be specified in the entire ground, back of the stall to ensure safety of the personnel and material in the ground during the night in addition to providing adequate lighting arrangements in the exhibition area.


13-2-23

(b) Assistance for Providing Electricity to the exhibition ground.

- (i) General Manager, RIC, Rayagada shall write to the TPSODL, Electrical Inspector, for providing Electrical supply to the ground from the date of commencement of construction as per requirement.
- (ii) The bidder shall also make payment of the Inspection Fee for Electrical fittings, and fees and tariff payable to the TPSODL.
- (iii) The Successful bidder has to assist General Manager, RIC, Rayagada in obtaining clearance from the Electrical Inspector /TPSODL for minimum connected load from 01.03.2023 and full connected load till the exhibition is over on 09.03.2023 and materials are removed from the ground.

(c) POWER SUPPLY BACK UP

The Successful bidder has also to provide adequate Power supply back up to the ground by providing the required number of Generators of 250 KVA/ 125 KVA as may be required for five days i.e. from 05.03.2023 to 09.03.2023.

4. PUBLIC ADDRESS SYSTEM, AND EQUIPMENTS

The successful bidder has to provide Mike set(s) for the stage with conventional and cordless mouth pieces, amplifiers, DVD players, loud speakers with permissible sound emission levels to be provided at various locations inside the exhibition venue, pendal, and other locations as may be specified/ required. The successful bidder may have to make standby arrangements for amplifiers and mike sets as may be required.

5. DRINKING WATER AND HAND WASH FACILITY

The agency is required to provide drinking water and hand wash facility to the general public coming to witness the fair and the participating officials of partners of the exhibition throughout the fair uninterruptedly. For this purpose adequate water tanks and basins need to be placed at different places of the ground. Layout is to be suggested by agency in technical presentation.

6. DUSTBINS

The agency is required to put adequate nos. of dustbins at different places of the ground. Regular cleaning of these dustbins is the responsibility of the agency. Layout is to be suggested by agency in technical presentation.

7. CARPENTING AND CLEANING

Agency is required to carry out the carpeting of the entire area to be used. It is the responsibility of the agency to keep the ground clean during the entire period of the fair.

8. BARRICADING and WATCH TOWER

Tin barricading and watch tower should be provided by the successful bidder encompassing the entire area of the event, excluding parking space.

9. DOCUMENTATION–Photography, Video graphy, CC TV Coverage, LED TV, etc.

Documentation of the exhibition during entrepreneurs week celebration from **5th TO 9TH MARCH 2023** will have also to be done by the bidder by using backdrops for which soft copy will be provided by the client.

Still Photography:

1. A good full frame DSLR Camera for photography. The photo should be of excellent quality, so that it can be used, for documentation purpose.
2. The still photographs as required by the client. The still photographs should cover all aspects of Inaugural & Validation function, Gate & Stage, exhibition Advertising & Publicity Workshops, Interaction with customers/sellers/ officials, Product Photographs etc. 2 sets of **still photos in mat finishing paper** of 4" X 6" size in an album with digital copy should be submitted in office within 7 days to General Manager, RIC, Rayagada of the completion of the event.

Videography:

1. The entire event will be video documented in *Digital High Definition Video (HDV) Camera*.
2. The documentation to cover; like: Inaugural & Validation function, Gate & Stage, panel discussion, Cultural events, live demonstration etc.

CCTV& LED TV: Fifteen (15) nos. of HD quality CCTV along with 2 nos. of LED TV (more than 40 inch to be fixed as proper place to cover the entire exhibition ground & other places as require keeping vigilant on the visitors & the participants. The cable to be laid for the CCTV installation in the exhibition Ground& other required places and one CCTV operator has to remain present during the exhibition Period. The numbers may vary depending on the requirement and decision of the authority.

10. MANPOWER/SECURITY AND MOBILITY SUPPORT

Provisioning of sufficient manpower for day-to-day activities and mobility of MSME participants (150 per day) from GP to exhibition point for 4 days covering all 11 no of blocks.

11. PRINTING OF BATCH, INVITATION CARD ETC (DESIGN SHALL PRODUCED THE AGENCY)

Details of the Printing works to be done by the bidder as per specifications and requirement for exhibition during entrepreneurs week celebration -2023.

 17.2.23

12. PANTRY and ACCOMMODATION SERVICES

Pantry and accommodation Services for Delegates, VIPs & MSMEs during the programme and serving daily Tea/Snacks/Tiffin at accommodation place and during the event to delegates/VIP and lunch to delegated/VIP/MSMEs @150 persons each day or as per actual.

13. Decoration of event

The agency required to decorate the ground with adequate nos. of decorative appliqué hanging lamps as per requirement placed by the technical committee of General Manager, RIC, Rayagada.

14. Legal Jurisdiction

All legal disputes are subject to the jurisdiction of Rayagada District only.

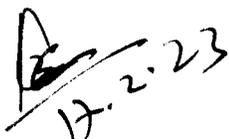
15. OTHER TERMS & CONDITIONS

The event management organization should prepare the concept note along with designing of the stall and present before the undersigned at 11.30 AM on 25.02.2023 after opening of Technical bid.

The bidders should submit technical and financial bids separately.

The technical bids should contain all profiles, experience, copy of valid GSTIN certificate, PAN No. etc. of the agency along with documentary evidence in support of post experience.

1. The bidders should have expectance of minimum 3 similar projects.
2. The bidders should not have been black listed by the central Govt. / any state Govt. in India.
(Self declaration by the copy on their entrepreneur representation on the bidder's letter head)
3. Concern bidders should write to the General Manager, RIC, Rayagada on their letter head reporting to participate in the exhibition.
4. Refundable **EMD of Rs 10,000/-**(Rupees Ten Thousands) only in shape of DD from any scheduled commercial banks favoring the General Manager, RIC, Rayagada) should be furnished along with other documents.
5. Valid Copy of certificate of incorporation / registration copy of PAN, GSTIN, IT return for last 3 years should be submitted by the bidders.
6. The envelope containing financial proposal shall be SEALED AND SUPERSCRIBED as "Financial Proposal - **EXHIBITION DURING ENTREPRENEURS WEEK CELEBRATION, RAYAGADA**". The duly filled-in financial proposal submission forms should contain the detailed price offer for the proposed assignment and have to be furnished as per the provisions narrated above.
7. The bidder to deposit a non-refundable Tender/application fee of **Rs 1000/ (Rupees one thousand)** only in shape of Demand Draft of any nationalised bank in favour of **General Manager, RIC, Rayagada** payable at Rayagada for selection of bidders for exhibition during entrepreneurs week celebration, Rayagada.


17.2.23

8. The required insurance of the entire event to be carried out by the bidder to prevent the event from unavoidable circumstances like natural calamities, fire, theft etc.

The Bidders should submit technical and financial bids separately. The technical Bid should contain all profiles, experience, GST clearance, IT clearance, PAN No etc. of the agency along with photographs of stall prepared earlier in support of past experiences.

The financial Bid should contain the offer price including GST along with EMD (refundable) amounting Rs.10000/- and non-refundable amounting Rs. 1000/- in shape of bank draft in favour of the **General Manager, RIC, Rayagada** for event management. Sealed envelope containing EOI application along with all relevant documents should reach the O/o the **General Manager, RIC, Rayagada** through registered post/ Speed post and dropping in the designated box at the **General Manager, RIC, Rayagada** latest by 12.00 PM on 24.02.2023 which will be opened both the bids (Financial bid followed by Technical bid) along with concept note presentation at 01.00 PM on the same day i.e. 24.02.2023.

The completed work in all respect to be handed over to the undersigned on **03.03.2023**. The **General Manager, RIC, Rayagada** reserves the right to alter the date of opening of EOI and also to reject any or all the EOI without assigning any reason thereof.


**General Manager
RIC, Rayagada**

NB:

Bidders should submit the required supporting documents as mentioned above. Bids not conforming to the eligibility criteria and non-submission of required documents as listed above will lead to summary rejection of the bid. Submission of forged documents will also result in rejection of the bid. Bidders are advised to study all instructions, terms & conditions and other information as mentioned in the EoI Document. The proposal must be complete in all respect, indexed and hard bound. Each page should be numbered and certified by the authorized representative. Failure to comply with the EoI requirements will result in outright rejection of the proposal.

TECHNICAL BID SUBMISSION FORMS

TECH -1 COVERING LETTER

(ON BIDDERS LETTER HEAD)

[Location, Date]

To:

**The General Manager,
Regional Industries Centre, Rayagada**

Sub: Selection of Event Management Agency / Firm for exhibition during entrepreneurs week celebration.

Dear Sir,

I, the undersigned, offer to participate in the selection process for _____ in accordance with your Request for Proposal No.: _____, dated _____ . We are hereby submitting our Bid, which includes Technical Bid and Financial Bid sealed in separate envelopes.

I hereby declare that all the information and statements made in this Technical Bid and Financial Bid are true and correct and I accept that any misinterpretation contained **in** it may lead to disqualification of our Bid. I confirm that this Bid will remain binding upon us and may be accepted by you at any time before the validity of the bid.

I hereby unconditionally undertake to accept all the terms and conditions as stipulated in the Request for Proposal document. In case any provision of this Request for Proposal are found violated, then **your** department shall **without** prejudice to any other right or remedy be at liberty to reject our Bid including forfeiture of the full said earnest money deposit absolutely.

I remain,

Yours faithfully,

**Authorized Signatory with
Date and Seal: Name and _____
Designation: _____
Address of the Bidder: _____**


13/12/23

TECH -2

Bidder's Organisation (General Details)

SI No.	Description	Full Details
1	Name of the Bidder	
2	Address for communication : Tel : Fax: Email id :	
3	Name of the authorized person signing & submitting the bid on behalf of the Bidder: Mobile No. : Email id :	
4	Registration / Incorporation Details : Registration No: Date & Year. :	
5	Bid Processing Fee Details : Amount : BC/DD No. : Date: Name of the Bank:	
6	Bid Declaration Form: (Ann-I)	
7	PAN Number	
8	Goods and Services Tax Identification Number (GSTIN)	
9	Willing to carry out the assignment as per the scope of work of the Request For Proposal	YES;
10	Accept all the terms and conditions as specified in the Request for Proposal	YES;

Authorized Signatory [In full and initials]: _____

Name and Designation with Date and Seal:

[Handwritten Signature]
13-2-23

Bidder Organisation (Financial Details)

Financial Information in INR					
<u>Details</u>	<u>FY 2017- 18</u>	<u>FY 2018- 19</u>	<u>FY 2019- 20</u>	<u>FY 2020- 21</u>	<u>FY 2021- 22</u>
Turnover from event management services					

Supporting Documents:

Audited certified financial statements for the last five FYs (2017-18 to 21-22) (Submission of copies of Income & Expenditure Statement and Balance Sheet for the respective financial years is mandatory along with this form). Provisional Audit report for any of the FYs is not acceptable.

Filled in information in this format must have to be jointly certified and sealed by the CA and the authorized representative of the bidder and to be furnished in original along with the technical Bid failing which the Bid will be out rightly rejected. No scanned copy will be entertained.

Signature and Seal of the Chartered Accountant with Date in original (with Membership No. on his seal)

Authorized Signatory [In full initials with Date and Seal]:

Communication Address of the Bidder:

[Handwritten Signature]
13.2.23

(BIDDER'S PAST EXPERIENCE DETAILS)

SL NO	PERIOD	NAME OF THE ASSIGNMENT WITH DETAILS THERE OF	NAME OF THE CLIENT WITH COMPLETE ADDRESS	CONTACT VALUE(IN INR) AND DURATION IN MONTH	DATE OF AWARD/ COMMENCEMENT OF ASSIGNMENT	DATE OF COMPLETION OF ASSIGNMENT	REMARKS IF ANY

A
17-2-23

**FORMAT FOR AFFIDAVIT CERTIFYING THAT BIDDER
IS NOT BLACKLISTED Affidavit**

I/We, M/s. _____
, (the name of the Bidder and addresses of the registered office) hereby certify and confirm that we or any of our promoter/s/chief executive officer/ directors/managers are not barred or blacklisted by any government or government instrumentality or public sector in India or in any other jurisdiction to which we or our Affiliates belong or in which we or our Affiliates conduct business from participating in any project or being awarded any contract, either individually or as member of a consortium and no such bar or blacklisting subsists as on **the** Proposal Due Date.

We further confirm that we are aware our interest for Empanelment on the Tentage & Allied works of exhibition during entrepreneurs week celebration, Rayagada would be liable for rejection in case any material misrepresentation is made or discovered with regard **to the** requirements of this RFP at any stage of selection and/or thereafter during the term of the Contract.

Dated this..... Day of ,

Authorized Signatory [In full and initials]: _____

Name and Designation with Date **and Seal**: _____

Signature : _____

A
13/12/23

To

**The General Manager,
RIC, Rayagada**

Sir,

We, the undersigned, declare that:

I /We understand that, according to your conditions, bids must be supported by a Bid-Security Declaration.

I/We accept that, the **Authority/** Employer/ Tender Inviting Authority shall cancel our empanelment and / or suspend/ **prohibit** debar/ blacklist **from** participating in bidding in any contract of the State for a minimum period of one year in addition to other penal action as per Request for Proposal, if we are in breach of our obligation(s) under the bid conditions,

**Seal & Signature of the
Quotationer / Tender**

A handwritten signature in black ink, followed by the date '12/2/23' written below it.

Technical & Financial BID
With COVERING LETTER (In Bidders Letter Head)

Sl. No.	Items	Rate quoted for 5 days inclusive of all taxes and other charges (in Rs.)
1	Infrastructure, Tentage and Allied Works (Sl numbers other than mentioned below)	
2	Pantry services	
3	Documentation	
4	Security Services	
5	Power, Electricity & Sanitation	
6	Printing Works	
Total		

Authorized Signatory [*In full and initials*]:
Name and Designation of Signatory with Date and Seal:
Address of the Bidder:


17/2/23

**BIDDER EVALUATION SHEET FOR EXHIBITION DURING ENTREPRENEURS
WEEK CELEBRATION FROM 5th TO 9th MARCH 2023 AT
GCD HIGH SCHOOL GROUND, RAYAGADA (EOI OPENING DATE-24.02.2023
AT 01.00 PM at Office Chamber of GM, RIC, Rayagada)**

**Name of the bidder-
Address-**

Sl. No.	Items	Rate quoted for 5 days inclusive of all taxes and other charges (in Rs.)
1	Infrastructure, Tentage and Allied Works (SI numbers other than mentioned below)	
2	Pantry services (SI No.12)	
3	Documentation (SI No.9)	
4	Security Services (SI No.10)	
5	Power & Electricity (SI No.3)	
6	Printing Works (SI No.11)	

Signature-

Designation-


17/2/23

Checklist for Bidders

Name of the Bidder-

SI No	Criteria	Yes/No
01	Experience with minimum 3 similar projects	
02	Black listed by the central Govt. / any state Govt. in India	
03	Letter head reporting to participate in the Exhibition.	
04	Refundable EMD of Rs 10,000/- (Rupees twenty thousands) only	
05	Valid Copy of certificate of incorporation / registration copy of PAN, GSTIN, IT return for last 3 years	

Signature of the committee members


17.2.23

1. The bidders should have expectance of minimum 3 similar projects.
2. The bidders should not have been black listed by the central Govt. / any state Govt. in India.
(Self declaration by the copy on their entrepreneur representation on the bidder's letter head)
3. Concern bidders should write to the **General Manager, RIC, Rayagada** on their letter head repotting to participate in the exhibition.
4. Refundable **EMD of Rs 10,000/-**(Rupees twenty thousands) only in shape of DD from any scheduled commercial banks favoring the **General Manager, RIC, Rayagada** and non-refundable amounting Rs. 1000/- in shape of bank draft in favour of the **General Manager, RIC, Rayagada** for event management should be furnished along with other documents.
5. Valid Copy of certificate of incorporation / registration copy of PAN, GSTIN, IT return for last 3 years should be submitted by the bidders.
6. The envelope containing financial proposal shall be SEALED AND SUPERSCRIBED as "Financial Proposal – "Selection of Organization for **"EXHIBITION DURING ENTREPRENEURS WEEK CELEBRATION, RAYAGADA"**". The duly filled-in financial proposal submission forms should contain the detailed price offer for the proposed assignment and have to be furnished as per the provisions narrated above.


17/2/23