

**DISTRICT EMPLOYMENT EXCHANGE, RAYAGADA**

Collectorate Campus, Po/Dist-Rayagada

No. 21 / DEEx, Rayagada

Date: 14 / 01 / 2019

**QUOTATION CALL NOTICE**

Sealed quotation are invited from potential suppliers, tent houses and electrical decorators to take up the below detailed electrical illumination and stall erection works for **JOB FAIR-2018-19** on **Dated 24TH JANUARY 2019 at G.C.D High School Play Ground, Rayagada**

**SCOPE OF WORK**

- 1) **35 stalls of 10 x 10 ft. size including all fittings and fixing of materials, labour and transportation, loading and unloading etc.,**

Sl. No.	PARTICULARS	SPECIFICATIONS
1	<b>Structure</b>	Bamboo & cloth structure, Size of each stall - 10' X 10' with tarpaulin water proof roofing.
2	<b>Flooring</b>	Full Floor Coir Matting
3	<b>Ceiling &amp; Wall</b>	Three sides including partition walls of stall will be covered with white cloth. Backside outer wall will be covered with tarpaulin and G.I. Sheets. The GI Sheets shall be fixed horizontally supported with wooden bellies. <b>(ALL NEW WHITE COTTON CLOTHES TO BE USED)</b>
4	<b>Facia</b>	A wooden batten frame for Running Facia will be erected by the contractor. The frame will have 2' front projection & 4' height. The facia will be covered with cloth. The selective cloth colour like Bottle Green, Navy Blue & Maroon will be used alternatively in the exhibitions. Running Tribal paintings/Patta Painting in multi colour will be made on the facia. A running white cloth jhallar of 1' width will be put in the front side, below to the fascia frame.
5	<b>Furniture</b>	11nos Block Wise Front counter table in wooden batten and planks / steel table size 8' x 2' X 3' height and wrapped with new white cotton cloth. Plastic Moulded Chair - 2 nos.
6	<b>Electric Fittings</b>	Tube Light - 2 no. in Each Stall
7	<b>Ceiling Fans</b>	One ceiling fan in each stall
7	<b>Numbering of Stall</b>	All stalls should be numbered with stencil & paint.

2) **Construction of one Stage**

Sl. No.	Particulars	Work Specifications
A	<b>Structure</b>	Bamboo <i>Bala</i> with tarpaulin covering. The design structure should be covered with batten framing & cloth of appropriate colour.
B	<b>Size</b>	20 ft X 18 ft.
C	<b>Ceiling &amp; Wall</b>	Ceiling of Coordination Cell shall be finished with white Cotton Cloth properly stretched on wooden batten frames. The control room will be separated in to 4 individual rooms of different sizes to be used as office, waiting space, VIP lounge and store with the cloth and wooden batten frame work walls/partitions.
E	<b>Flooring</b>	Wooden plank platform of 1' height & full Floor synthetic Matting.
F	<b>Furniture</b>	Counter table either in wooden batten frame and ply wood/steel tables with attractive shapes – 3 no., 10 no. of revolving cushion chairs, 2 sets of Dunlop sofa set for VVIPs (for 6 persons), 4 no. of center table of low height, 10 no. of glasses with cover, 4 no. of waste bin basket, 15 no. of plastic moulded chairs & Plastic chairs for participants about 1000nos,
G	<b>Electric Fittings</b>	Tube Light – 10no. , Ceiling Fan – 4 no., 2 no of sound less pedestal fan, 1 white Mercury light (100 watt)
H	<b>Sound System</b>	One audio DVD/CD player and Two Microphones with amplifier for public announcement. The speakers be fitted in such a manner that the announcement should cover to entire ground.
J	<b>Flower Decoration</b>	Flower Vase with Sufficient Live flower decoration

3. **Construction of Cloth Sealing Samina.**  
**The size of the Cloth sealing samina is (120' X 170')**

The sealing will be covered with colour mixed cloth. The sealing will be erected step by step , the centre Height shall be around 18 Feet.  
**(ALL NEW CLOUR COMBINATION COTTON CLOTHES TO BE USED)**

4. **The whole Floor shall be covered with coir matting (120'x 170')**
5. The firm will have to supply minimum 1000 (one thousand) chairs, if necessary more chairs may be needed during the programme.
6. The firm may also fix for bamboo barricading of 5 feet height with three rows horizontal runners including all labour as per the requirement.
7. The firm will also draw the electrical wiring to all the stalls and areas for general illumination and plug points where ever necessary.
8. **PROVISION OF APPLIANCES, FITTING & MAINTENANCE:**
  - High Max lights of 400 watts each in different places of the entire area
  - High Max lights raised on towers in different places to cover the entire ground.
  - Stand by generators (10 K.W) carrying the whole Job Fair area.

**9. PROVISION OF ERECTION OF Different types of Gates for JOB FAIR**

- Construction of Two Nos Job Fair Box Type Road Cross Gate.
  - Construction of Main Job Fair Gate.
  - Construction of Six Nos Road Cross Gate
  - Construction of Two Nos Welcome gate.
- 10.** The firm shall supply and fitting minimum **80 Nos Ceiling Fans** (40 Watts) inside the Job Fair area.
- 11** The firm shall supply one no of **Inauguration Rukha** for lighting the lamp for the Job Fair.

Further, the quotation must submit the sample photographs of different models / Structure, Main Gate and Stage (Pandal) for job fair.

**Although the Electricity charges will be paid by the Firm as actual.**

- Contractor test certificate, provision of service cable, main switchboard, necessary earthing will be provided by the Electrical Contractors.
- Drawing of Electrical wiring to all required stalls and areas for general illumination and plug points to be provided in about 60 stalls.

**The Job Fair will be held on 24<sup>th</sup> January, 2019 and the firms taking up the work will have to start the work early, so that completed stalls along with lights will be handed over on 23<sup>th</sup> January 2019 at 3.00 P.M**

**Payment will be made only after successful completion of the work. No request for advance will be entertained.**

The above-described work may be modified during execution if felt necessary and the firm should be accommodative to these minor changes. The quotation finalization authority will have the right to bifurcate and give the work to one or more firms if felt necessary and can cancel the tender without giving any reason thereof.

The sealed quotations may be submitted to the **District Employment Officer, Rayagada** Item-wise and total estimated rates should be mentioned in the quotation (format enclosed). The quotations should be submitted latest by **20.01.2019 at 5.00PM** District Employment Office, Rayagada and the same will be opened **Date.21.01.2019, at 11.00 A.M** before the quotationers or their representatives in the Office Chamber of Sub-Collector, Rayagada.

**TERMS AND CONDITIONS**

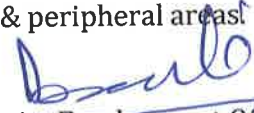
1. The works may be modified during Job Fair-2019 if felt necessary and the firm should be accommodative to these minor changes.
2. The quotation finalization authority will have the right to bifurcate and give the work to one or more firms if felt necessary and can cancel the tender without giving any reason thereof.
3. The sealed quotations may be submitted in the prescribed Performa to the District Employment Officer, Rayagada or the quotation shall be rejected outright. Item wise and total estimated rates should be mentioned in the quotation (Format- enclosed). The quotations should be submitted **latest by 20.01.2019 (5.00 PM)** and will be opened in the Office Chamber of Sub-Collector, Rayagada **on 21.01.2019 at 11.00 AM.**
4. All firms participating in the tender will produce certificate either from Government / Government undertaking as a proof to show that they have taken up work of at least Rs.2,00,000/- and above during previous three financial years and having 5 years experience.
5. All firms participating in the tender will deposit an E.M.D of Rs. 5000/- in shape of account payee Demand Draft in favour of District Employment Officer, Rayagada.
6. The work assigned to the firm should be done as per the above specification and should cover all aspects of the Job Fair.
7. The work should be completed within the time frame.
8. The price offered by the firm should include all taxes. However, the TDS will be deducted from the bill amount and deposited with the concerned authority.
9. In case of any unsatisfactory work, delay in executive of work in any respect the EMD amount will be forfeited as per the decision of the authority.
10. The Tender papers without EMD shall not be accepted.
11. The rates offered by the firms should be valid till completion of the District Level Job Fair.

  
14/01/19  
District Employment Officer  
Rayagada

**Memo No 22 / DEEx, Rayagada**

**Date: 14 / 01 / 2019**

Copy to all material suppliers & tent houses in Rayagada & peripheral areas

  
District Employment Officer  
Rayagada 14/01/19

**Memo No 23 / DEEx, Rayagada**

**Date: 14 / 01 / 2019**

Copy to Notice Boards / Collectorate / DRDA Office / Sub-Collector Office / DI & PRO Office / E.E R & B / E.O, Rayagada Municipality.

  
District Employment Officer  
Rayagada 14/01/19

**Memo No** 24 / DEEx, Rayagada

**Date:** 14 / 01 / 2019

Copy submitted to the Collector & District Magistrate, Rayagada for kind information.

  
District Employment Officer  
Rayagada

**Memo No** 25 / DEEx, Rayagada

**Date:** 14 / 01 / 2019

Copy submitted to the Director of Employment, Odisha, Bhubaneswar for favour of kind information.

  
District Employment Officer  
Rayagada

**Memo No** 26 / DEEx, Rayagada

**Date:** 14 / 01 / 2019

Copy submitted to the Regional Asst Director of Employment, (S.Z), Berhampur, Ganjam for favour of kind information.

  
District Employment Officer  
Rayagada

**Memo No** 27 / DEEx, Rayagada

**Date:** 14 / 01 / 2019

Copy submitted to the Sub-Collector, Rayagada for favour of kind information.

  
District Employment Officer  
Rayagada

**PROFORMA**

01. Name of the Supplier :
02. Address :
03. Pan No. :
04. Total years of Experience :
05. Experience Certificate : YES NO
06. EMD of Rs.5,000/- : DD No. Date:

Sl. No.	Specifications	Unit	Rate per Unit
1	Stall 10 X 10 ft. size (As per specifications) without racking	1 No.	
2	Stage (20Ft X 18 ft) with all fittings & furnishings (as per specifications)	1 No.	
3	Construction of Main Gate with Artwork	1 No.	
4	Road Cross Flat gate	1 No.	
5	Road Cross Box Gate	1 No.	
6	Road Cross well Come Gate		
7	Tube light with fittings	1 No.	
8	Focus Bulb with fittings	1 No.	
9	Iron Table	1 No.	
10	Plastic chairs	1 No.	
11	Bamboo barricading of 5 feet height with three rows horizontal runners	1 ft.	
12	High Max Light with fittings	1 No.	
13	Stand By Generators (10 K.V)	1 No.	
14	Rukha for Inauguration	1 Nos	
15	Floor Coir Matter ( For Flooring of Entire Job Mela Ground)	1 Sq Ft	
16	Ceiling Fan ( 40 Watts )	1	
17	Cloth Sealing ( Height of 20 feet )	1 Sq ft	