



**DISTRICT INFORMATION & PUBLIC RELATIONS OFFICE,  
RAYAGADA**

(Email Id- [diprorayagada@gmail.com](mailto:diprorayagada@gmail.com))

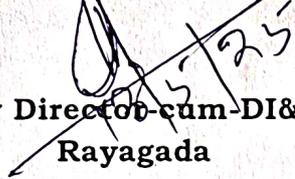
No. 539 /2025

Dated: 13 .05.2025

**SHORT QUOTATION CALL NOTICE**

Sealed quotations are invited from registered Firms/ Organizations / owner of vehicle in the prescribed format along with vehicle details & documents, for engagement of vehicle to disseminate information through miking regarding Do's and Don'ts for Lightning/ Thunderstorm to minimize the loss of life and injuries. The Vehicle should be equipped with audio messaging and display lightning posters in every side of the vehicle, and should cover all the Blocks and ULBs of Rayagada District.

The rate should be quoted for **11 days** inclusive of all taxes. The quotation completed in all respects must be reached at the Office of the Deputy Director-cum-DI&PRO, Rayagada through Registered Post/ Speed Post/ Courier or may be dropped at the Quotation Box available at the District Information and Public Relations Office, Rayagada - 765001 on or before **20.05.2025 by 10.00 A.M.** and will be opened on the same day at **11.00 A.M.** in the presence of the Bidder or their authorized representative who wishes to be present. No other mode of submission of quotations is allowed. The Undersigned reserves the right to reject all of the quotations if so required.

  
Deputy Director-cum-DI&PRO,  
Rayagada

**TERMS & CONDITIONS FOR PREPARATION OF AN AWARENESS RATH**

1. The quotation completed in all respects must be reached at the Office of the Deputy Director-cum-DI&PRO, Rayagada through **Registered Post/ Speed Post/ Courier or may be dropped at the Quotation Box available** at the District Information and Public Relations Office, Rayagada – 765001 on or before **20.05.2025 by 10.00 A.M.**
2. The Tender will be in a two bid system. Each bidder should submit both Technical Bid as per Annexure-A & Financial Bid as per Annexure-B in separate sealed envelopes should enclosed in another big envelope.
3. The date and time schedule relating to “Tender for preparation of Awareness Rath” are cited as under.

Sl. No.	Activity	Date and Time
1	Last Date for submission of Quotation Papers	20.05.2025 at 10.00 A.M.
2	Opening of Technical Bid	20.05.2025 at 11.00 A.M.
3	Opening of Financial Bid	20.05.2025 at 11.00 A.M.

4. Quotation must be accompanied with the following documents failing which the bids shall be out rightly rejected.
  - a. Registration Certificate of the Firm.
  - b. GST Registration Certificate
  - c. Valid PAN, TAN and GST Certificate
  - d. IT return filed for the last two financial years
  - e. Declaration regarding non black listed firm
  - f. Experience certificate, if any, as regards to similar type of work
5. The rate quoted by the firm will be inclusive of all taxes.
6. Tender Processing Fees Rs-500/-
7. EMD Rs.5000 in Shape of DD in favour of the District Information & Public Relations Officer, Rayagada
8. Work order with reference to this kind of work, if any.

  
Deputy Director-cum-DI&PRO,  
Rayagada

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**APPLICATION FOR TECHNICAL BID**  
(To be submitted in separately sealed envelope)

**Annexure-A**

**Name of the Firm and Address:**

**Documents Enclosed:**

1. Photocopy of Registration Certificate
2. Photocopy of GST Registration Certificate
3. Photocopy of PAN
4. IT returns of last two financial years
5. Updated GST return document
6. Declaration regarding non black listed firm by the bidder
7. Experience certificate, if any, as regards to similar type of work done before.
8. Work order with reference to this kind of work, if any.

**Date :**

**Seal & Signature of the Bidder**

**APPLICATION FOR FINANCIAL BID**  
(To be submitted in separately sealed envelope)

**Annexure-B****Name of the Firm and Address:**

Sl. No.	Head	Rate Quoted
1	Preparation & Decoration of Awareness Rath (Including Iron frames, Flex designing, printing, fixing etc.)	Total cost of unit
2	Vehicle Hire Charges including Mike set and Battery etc. for 11 days	Rate per day
3	Diesel Oil & other Lubricants ( 11 Days)	Rate per K.M.
4	Lightning Posters	
5	Other Misc. Expenditure (Like refreshment, food for drivers for 11 days)	Total cost
6	Printing of leaflets	
7	Printing of Posters	

**N.B.:** Rate should be quoted inclusive of all cost, taxes and duties, if any.

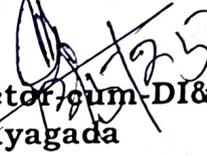
**Date :****Seal & Signature of the Bidder**

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Memo No. 540 /2025

Dated: 13 .05.2025

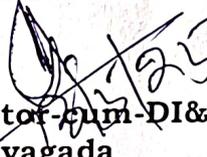
Copy to DIO, NIC for information and necessary action with a request to publish the Short Quotation call notice in district website.

  
Deputy Director-cum-DI&PRO,  
Rayagada

Memo No. 541 /2025

Dated: 13 .05.2025

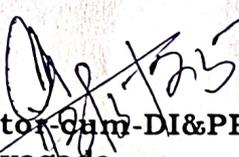
Copy to the Additional District Magistrate, Emergency Section, Collectorate, Rayagada/ CDO-cum-EO, Zilla Parishad, Rayagada/Sub-Collector, Rayagada & Gunupur/ All BDOs / All Tahasildars of Rayagada District for information and wide publicity in their Notice Board.

  
Deputy Director-cum-DI&PRO,  
Rayagada

Memo No. 542 /2025

Dated: 13 .05.2025

Copy to Notice Board of the District Information & Public Relations Office, Rayagada for information and wide publication.

  
Deputy Director-cum-DI&PRO,  
Rayagada