



ଜିଲ୍ଲା ପରିଷଦ: ଝାରସୁଗୁଡ଼ା  
ZILLA PARISHAD : JHARSUGUDA  
ORMAS, JHARSUGUDA

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Letter No.- 1249 /ORMAS

Date. 28.11.2024

**TENDER CALL NOTICE**

Sealed tenders are invited in the respective format from experienced Tent Houses / Decorators / Firms / Agencies for the **Security Service Works** of Pallishree Mela coinciding with the Jharsuguda Zilla Mahostav - Dulduli 2025 of Jharsuguda district to be organized at Sarbahal High School Ground, Jharsuguda for the period from 1<sup>st</sup> to 5<sup>th</sup> January, 2025. The detailed Tender Papers can be obtained from office of ORMAS, Zilla Parishad, Jharsuguda on payment of Rs. 500/- (Rupees Five Hundred) only which is Non-refundable. The Tender Papers can also be downloaded from district website <https://jharsuguda.odisha.gov.in/> and in that case, Demand Draft of Rs. 500/- (Rupees Five Hundred) only in favour of **DSMS, Jharsuguda** payable at Jharsuguda must be enclosed with the Tender Paper.

The Technical & Financial Bid must be submitted in Sealed Cover separately, mentioning: **Technical Bid** for Security Service Works and **Financial Bid** for Security Service Works.

The Technical Bid will be opened first and the eligible bidder in Technical Bid can only be considered for Financial Bid.

The sealed tenders through Registered/ Speed Post/ Drop box will be received till **09.12.2024** in the office of Zilla Parishad, Jharsuguda by 03.00 PM. The tenders will be opened in the Office chamber of Chief Dev. Officer-cum-EO, Zilla Parishad, Jharsuguda on the same day at 4.00 PM in presence of the tenderers or their authorized representatives.

Sl. No.	Particulars	Details
01	Security Service Works	Document required for Technical Bid in <b>Annexure-I</b>
		Financial Bid Format in <b>Annexure-II</b>
		Term, Condition and Specification of Works in <b>Annexure-III</b>

**The undersigned reserves the right to accept or reject any or all the tenders without assigning any reason thereof.**

Memo No. 1250 / ORMAS

Copy forwarded to the DIO, NIC, Jharsuguda with a request to web host in [www.jharsuguda.nic.in](http://www.jharsuguda.nic.in) for wide publicity.

  
Chief Dev. Officer-cum-EO  
Zilla Parishad, Jharsuguda

Date. 28.11.2024

Memo No. 1251 / ORMAS

Copy to GM- DIC, Jharsuguda/ All BDOs of Jharsuguda/ Sub-Collector, Jharsuguda/ District Culture Officer, Jharsuguda/ DI & PRO, Jharsuguda with a request to publish the Tender Call Notice in their office Notice Board as well as 01 in Daily Odia and 01 in daily English newspaper for wide publicity.

  
Chief Dev. Officer-cum-EO  
Zilla Parishad, Jharsuguda

Date. 28.11.2024

  
Chief Dev. Officer-cum-EO  
Zilla Parishad, Jharsuguda



Panchayati Raj and Drinking Water Department  
Government of Odisha

# TENDER PAPER

(Security Services)

For

## Pallishree Mela-2025

1<sup>st</sup> to 5<sup>th</sup> January, 2025  
BTM Field, Jharsuguda

To be Organized by

**ORMAS- JHARSUGUDA**

**Panchayati Raj and Drinking Water Department,  
Government of Odisha**

In Association with

**District Administration, Jharsuguda**

District Supply and Marketing Society, Jharsuguda  
O/o- Zilla Parishad, Jharsuguda-768204

**DETAILS ON TENDER PAPER, EMD, BIDDER FOR SECURITY SERVICES FOR  
"PALLISHREE MELA - 2025"**

The Tender paper can be downloaded from [www.jharsuguda.nic.in](http://www.jharsuguda.nic.in)

A) Cost of Tender Paper and Processing fee : Rs. 500.00 (Rupees Five Hundred Only) Non-Refundable

*To be filled in by the bidder.*

Demand Daft / Pay Order No. .... Dated ...../...../.....  
(DD/PO to be attached with the Tender Paper)

B) E.M.D (Refundable) : Rs. 5,000/-(Rupees Five Thousand)only in shape of Demand Draft /Pay order in favour of DSMS, Jharsuguda payable at Jharsuguda.

*To be filled in by the bidder.*

Demand Daft / Pay Order No. .... Dated ...../...../.....  
(DD/PO to be attached with the Tender Paper)

**NAME AND ADDRESS OF BIDDER:**

*To be filled in by the bidder.*

Bidder's Name and Address:

M/s .....

Address.....

Contact No..... Whatsapp No.....

Email.....

Signature of the bidder

C) Closing Date & Time for Receipt of Tender Paper: **9<sup>th</sup> December, 2024 latest by 03.00 PM**

D) Date & Time of Opening of Tenders: **9<sup>th</sup> December 2024 at 4.00 PM,  
Zilla Parishad Office, Jharsuguda**

**E) ADDRESS FOR SUBMISSION OF TENDER PAPER:**

**Deputy CEO, ORMAS  
District Supply and Marketing Society, Jharsuguda  
O/o-Zilla Parishad, Jharsuguda-768204**

**TECHNICAL BID**

**for security services for Pallishree Mela – 2025, Jharsuguda**

(Last date for submission of duly filled in Quotation Paper – 09.12.2024 at 01.00 PM.

*(To be filled by the Bidder)*

Name of the Agency	
Registration No.	
Address	
Contact Person with Mobile No.	
Tender Paper Cost.	
GSTIN No.	
PAN No.	
Valid Labour License No.	
Tax Clearance Certificate	Yes/ No.
Working experience related to Service	Yes/ No.

**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 understand that in the event of any information being found false or incorrect or any other figure inflated or misleading at any stage or I am/ we are not satisfying the eligibility criteria prescribed in the relative notice, my bid is liable to be cancelled. I am/ we are willing to abide by the terms and conditions laid in the document. 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.

Place:

Date

*Signature of the Bidder with seal*

*MMD*

## FINANCIAL BID

Annexure II

**Financial Bid Format to be submitted in a separate sealed cover –**

*(Last date for submission of duly filled in quotation form is 09th December '2024 at 01.00 PM)  
(to be filled in by the bidder without any overwriting)*

**I / We do hereby submit herewith item wise quotation below to provide security services for Pallishree Mela 2025 inclusive of all Taxes.**

Sl. No.	Item	Unit	Cost per unit	Required Qty. in units	Total Amount [in Rs.]
A	Guard with Lathi	Per No.		18	
B	Supervisor	Per No.		3	
Total					

*Signature of the Bidder With seal*

**A. ABOUT PALLISHREE MELA, JHARSUGUDA – 2025:**

Pallishree Mela 2025 is scheduled to be organized at BTM Field, Jharsuguda coincide with Jharsuguda Zilla Mahostav, DULDULI from 1<sup>st</sup> to 5<sup>th</sup> January'2025 to provide a suitable platform to Rural Producers/ Artisans to showcase their products for direct sale, interact with urban consumers with their choices and preferences and also find out trade link with urban market, exchange of Technology which will certainly help them in getting remunerative price for their produce.

**B. Quality requirements for Security Personnel**

All Security Guards provided by the Agency should be smart, trained and should have requisite skill in the following aspects:

- Security personnel must be male and female both
- To put on proper uniform
- Sincerity with good moral conduct, well behaved & disciplined
- Able to read, write & speak Oriya and speaking knowledge of Hindi
- Able to keep proper watch & ward
- Knowledge of fire extinguisher operation
- Able to ride motor bike

Each Guard should be aware of their duties & responsibilities during the duty hours.

**C. Terms & Conditions:**

1. The firm should submit the documents in duplicate like **PAN, Registration Certificate, Latest GSTIN deposit chalan** with the tender paper positively. In absence of the documents mentioned above, the tender will be rejected.
2. The firm shall submit the basic documents like **Registration Certificate, Latest Tax deposit chalan** in duplicate with the bidding document. In absence of the documents mentioned above, the bid may be rejected.
3. Experience certificate for execution of similar nature of work shall be enclosed.
4. ORMAS, Jharsuguda will not be responsible for any occurrence like theft & missing of any articles of security personnel while deployment of guards during the exhibition period.
5. In case of any occurrence of theft in the Exhibition ground, the Security Agency will conduct proper inquiry.
6. During inquiry if it is found any fault or lapses on the part of security personnel for theft, the Security Agency will be responsible to pay the amount of loss towards theft of any article during the exhibition period.
7. In case of any misconduct reported, immediate action should be taken by the Security Agency which will be settled as per Indian law under local court jurisdiction, Jharsuguda.

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7. In case of any misconduct reported, immediate action should be taken by the Security Agency which will be settled as per Indian law under local court jurisdiction, Jharsuguda.
8. Arrangement of lodging, boarding & logistics of the guards during the exhibition period will be the responsibility of the Security Agency.
9. Sanctions of any advance will not be considered. Full & Final payment will be made on completion of event against submission of bill. The Bill shall be prepared against the certified attendance sheet on deployment of security personnel in the event.
10. The Bidder has to offer the price for all items together. Else the bid may not be considered for evaluation.
11. The rate offered by the firm shall be inclusive of all Taxes, as applicable.
12. **While submitting the Quotation, the following document shall be enclosed with Self attested:**
  - a. Copy of Tender Paper, amounting Rs. 500/- (Rupees Five Hundred) only
  - b. Copy of EMD, amounting Rs. 5,000/- (Rupees Five Thousand) only
  - c. Copy of Valid GSTIN Registration number
  - d. Copy of latest GST Challan
  - e. Copy of PAN No.
  - f. Copy of work orders/ experience certificate for similar nature of works for last 3 years.
  - g. Valid Labour License copy

  
**Chief Dev. Officer-cum-EO**  
**Zilla Parishad, Jharsuguda**