



ଜିଲ୍ଲା ପରିଷଦ: ଝାରସୁଗୁଡ଼ା

ZILLA PARISHAD : JHARSUGUDA

Near Collectorate,
Jharsuguda -768204
Phone-06645272997
ori-djharsuguda@nic.in

Letter No 197

Date 07/04/2026

TENDER CALL NOTICE

Sealed tenders are invited in the respective format from experienced Event Management Agency/ Company/ Partnership Firms /Agencies for providing **Security Services** for conducting District level Subhadra Shakti Mela 2026 of Jharsuguda district to be organized at BTM Field, Jharsuguda for the period from 28th April to 4th May 2026. The detailed Tender Papers for **Security Services** can be obtained from office of OLM, Zilla Parishad, Jharsuguda on payment of Rs. 5,00/- (Rupees five hundred) only which is Non-refundable. The Tender Paper 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 "CHIEF DEVOFFICE CUMEO ZILLA PARISHAD JHARSUGUDA GPLF", 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 Services** for District level Subhadra Shakti Mela 2026 and **Financial Bid** for **Security Services** for District level Subhadra Shakti Mela 2026.

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 **20.04.2026** in the office of Zilla Parishad, Jharsuguda by 01.00 PM. The tenders will be opened in the Zilla Parishad, Jharsuguda Conference Hall on 20.04.2026 at 04.00 PM in presence of the tenderers or their authorized representatives.

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


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

Memo No. 198 Date. 07/04/2026

Copy forwarded to the DEGM, Jharsuguda with a request to web host in www.jharsuguda.odisha.gov.in for wide publicity.


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

Memo No. 199 Date. 07/04/2026

Copy to GM- DIC, Jharsuguda/ All BDOs of Jharsuguda/ Sub-Collector, Jharsuguda/ District Culture Officer, Jharsuguda/ DI & PRO, Jharsuguda/ District Culture Officer, Jharsuguda with a request to publish the Tender Call Notice in their office Notice Board for wide publicity.


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



Mission Shakti Department
Government of Odisha

TENDER PAPER

(Security Services)

For

District level Subhadra Shakti Mela-2026

28th April to 4th May, 2026
BTM Field, Jharsuguda

To be Organized by

OLM- JHARSUGUDA

**Mission Shakti Department, Government of
Odisha**

In Association with

District Administration, Jharsuguda

Odisha Livelihoods Mission, Jharsuguda
O/o- Zilla Parishad, Jharsuguda-768204

**DETAILS ON TENDER PAPER, EMD, BIDDER FOR SECURITY SERVICES FOR
"DISTRICT LEVEL SUBHADRA SHAKTI MELA - 2026"**

The Tender paper can be downloaded from website <https://jharsuguda.odisha.gov.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 "CHIEF DEVOFFICE CUMEO ZILLA PARISHAD JHARSUGUDA GPLF", 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: **20th April 2026 latest by 01.00 PM**
D) Date & Time of Opening of Tenders: **20th April 2026 at 4.00 PM,**
Zilla Parishad Office, Jharsuguda

E) ADDRESS FOR SUBMISSION OF TENDER PAPER:

**DPM, OLM
Odisha Livelihoods Mission, Jharsuguda
O/o- Zilla Parishad, Jharsuguda-768204**

TECHNICAL BID

for security services for District Level Subhadra Shakti mela, 2026, Jharsuguda

(Last date for submission of duly filled in Quotation Paper – 20th April 2026 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

FINANCIAL BID

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

*(Last date for submission of duly filled in quotation form is 20th April 2026 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 District Level Subhadra Shakti Mela 2026 inclusive of all Taxes.

Sl. No.	Item	Unit	Cost per unit	Required Qty. in units	Total Amount [in Rs.]
A	Guard with Lathi @24 Guard per day in 3 shift for 8 days	Per No.		216	
B	Supervisor @ 1 supervisor per shift for 8 days	Per No.		24	
Total					

Signature of the Bidder With seal

Terms of Reference for deployment of security in District level Subhadra Shakti Mela-2026,,
Jharsuguda

A. ABOUT DISTRICT LEVEL SUBHADRA SHAKTI MELA, JHARSUGUDA – 2026:

District level Subhadra Shakti Mela 2026 is scheduled to be organized at BTM Field, Jharsuguda from 28th April to 4th May 2026 to provide a suitable platform to Rural Producers/ Artisans from among the SHGs/PGs/FPOs 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. It will provide platform for cross learning, soft skill (communication, negotiation, decision making, marketing skill etc.) development training including confidence building.

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. Odisha Livelihoods Mission, Mission shakti dept, Zilla Parisad, 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.
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