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**OFFICE OF THE GENERAL MANAGER  
DISTRICT INDUSTRIES CENTRE, SUBARNAPUR**

At-Thanapatipada, Near Sureswari Temple, Sonepur, Dist-Subarnapur, Odisha, Pin-767017

Letter No. 238 /

Date: 23 / 02 / 2023 /

**SHORT TENDER CALL NOTICE FOR DOCUMENTATION**

Sealed Tenders are invited in the prescribed format from experienced Agencies/Firms for the Entrepreneurs Week-2023 to be held at Royal Field Sonepur from **05.03.2023 to 09.03.2023** as per the specification provided below. The detailed Tender Paper along with terms & conditions for Printing Works/Services can be obtained from the office of the General Manager, DIC, Subarnapur on payment of Rs.500.00 (Rupees Five Hundred) only which is Non-refundable. The tender paper can be downloaded from [www.subarnapur.nic.in](http://www.subarnapur.nic.in), in that case a demand draft of Rs. 500.00 (Rupees Five Hundred) only in favour of the **General Manager, DIC, Subarnapur** payable at Sonepur, must be enclosed with the tender papers.

The Technical & Financial Bid must be submitted in sealed covered separately mentioning

- **Technical bid** for Printing Works and **Financial bid** for Printing Works.

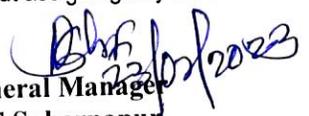
The Tender documents should reach to the address of the General Manager, DIC, Subarnapur near Sureswari Temple, Thanapatipada Sonepur on or before 1.00 PM of **28.02.2023** by General post/Registered or Speed post/Courier

The tender paper received after due date and time will not be entertained and will be opened on the same day at 4.00 PM in the office chamber of the General Manager, DIC, Subarnapur in presence of Bidder or authorized representative of Bidder with proper acknowledgement. The Technical Bid will be opened first and the eligible bidder in technical bid can only be considered for financial bid.

**SPECIFICATION:-**

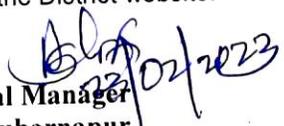
SI No	Particulars	Details
01	Printing Works	Document required for Technical Bid in <b>Annexure I</b>
		Financial Bid Format in <b>Annexure-II</b>
		Term & Condition and Specification of works in <b>Annexure - III</b>

The undersigned reserve the right to reject/modify fully or partially the tender without assigning any reason thereof.

  
General Manager  
DIC, Subarnapur

Memo No 239 Date 23/2/2023

Copy to DIO, NIC, Subarnapur to web hoist the short tender call notice in the District website.

  
General Manager  
DIC, Subarnapur

**TENDER PAPER FOR PRINTING WORK OF Entrepreneurs Week  
TO BE ORGANISED FROM 5th TO 9th March 2023 BY DIC , SUBARNAPUR**

COST OF TENDER PAPER : Rs. 500.00 (Rupees Five hundred) only.  
(Non Refundable)

ISSUED TO (Address in Detail) : M/S. \_\_\_\_\_  
\_\_\_\_\_

Against Money Receipt No. \_\_\_\_\_ Dated \_\_\_\_\_

Signature of Accountant

LAST DATE & TIME FOR RECEIPT : **28.02.2023** latest by 1.00 PM  
OF TENDER PAPER

DATE & TIME OF OPENING OF : 28.02.2023 at 4.00 PM at Office Chamber of the General  
TENDER PAPER Manager,DIC,Subarnapur.

**PLEASE DELIVER AT**

**OFFICE OF THE GENERAL MANAGER,DIC,SUBARNAPUR**

## **ANNEXURE-I**

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

### **DETAILS ON THE QUOTATION**

(to be filled in by the bidder)

- A. The work : Documentation works for Entrepreneurs Week 2023, Subarnapur
- B. LAST DATE & TIME FOR RECEIPT OF QUOTATION: **28.02.2023 at 1.00 PM**

### **EVALUATION FORMAT**

Name of the firm	:	
Address	:	
Type of firm [Tick (✓) ]	:	(Proprietorship/ Partnership)
Registration No.	:	
GSTIN Number	:	
GSTIN last deposit Challan	:	Yes/ No (if yes attached the Xerox copy of same)
PAN Number	:	
Experience of similar types of works	:	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 by General Manager, DIC, Subarnapur. 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*

## ANNEXURE-II

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

*(Last date for submission of duly filled in quotation form is 28th February '2023 at 1.00 PM)  
(to be filled in by the bidder without any overwriting)*

I / We do hereby submit item wise quotation of Printing works for Entrepreneurs Week – 2023 including all taxes.

<b>Sl. No.</b>	<b>Particulars</b>	<b>Specification</b>	<b>Units</b>	<b>Rates (In Rs.)</b>
1.	Identity Cards	Size- 5.5 cm X 9 cm,, Offset printing both size, Multi Colour, cover with plastic pouch and clip type neck card		
2.	Banner	Different Size of the Banner, Multiple colour,		
3.	Certificate	Size- A4, Offset printing, Multi colour, 300 GSM Art paper		
4.	Others			
		Total		

***Signature of the Bidder With seal***

## **Terms and Conditions**

1. The work assigned to the firm should be done as per the above specification and should cover all aspects of the exhibition.
  2. The period of exhibition will be 5 days.
  3. The work should be completed within the time frame.
  4. Sanctions of any advance will not be considered. The payment will be made on completion of the event.
  5. The price offered by the firm should include all taxes **(GST Bill)**.
  6. The quotationer has to offer the price for all items together or else the tender paper will not be considered for evaluation.
  7. The rate offered by the firm should be valid upto 31<sup>st</sup> March, 2023.
  8. The firms should have experience to prepare product-wise profile based on the market trend of individual products displayed in the exhibition.
  9. Authority can cancel the tender at any point of time without assigning any reason.
  10. The undersigned reserves the right to reject any or all quotation(s) without assigning any reasons thereof.
  11. Any legal dispute arising out of this is subject to Sonapur district jurisdiction only.
12. **While submitting the Quotation, the Quotationers should submit the followings:**
- a. Certificate of Incorporation or any other registered documents.
  - b. Authentic proof of the work done of similar nature i.e. on Printing work in last 3 financial years.
  - c. Valid GSTIN Registration number.

  
General Manager  
DIC, Subarnapur