



DISTRICT SUPPLY & MARKETING SOCIETY, SONEPUR

Panchayati Raj Deptt., Govt. of Odisha

DRDA, Sonepur – 767017. Tel- 06654 221151, email – dsmssonepur@gmail.com

No. :- 495 /

Date: - 26-12-19

SHORT RETENDER CALL NOTICE

Sealed Retenders are invited in the prescribed format from reputed Security Services for the Pallishree Mela and Development Exhibition-2020 to be held at Sonepur from 07.01.2020 to 11.01.2020 as per the specification provided below. The single qualified bidder of technical bid opened on dated 20/12 /2019 may send only his financial bid afresh . The detailed Tender Paper along with terms & conditions for Security Services work can be obtained from the office of DSMS, C/o – DRDA Office. The tender paper can be downloaded from www.subarnapur.nic.in.

The Technical & Financial Bid must be submitted in sealed cover separately mentioning **A- Technical bid** for Security Service and **Financial bid** for Security Service.

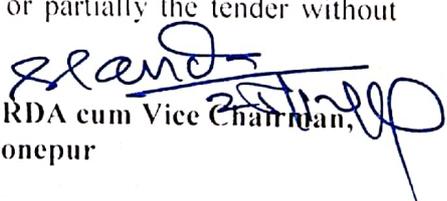
The Tender documents should reach to the address of CE, DSMS, C/o- DRDA, Sonepur on or before 1.00 PM of 02.01.2020 by Speed post/Courier. The tender paper received after due date and time will not be entertained and will be opened on the same day at 4.00 PM in the office chamber of the undersigned in 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:-

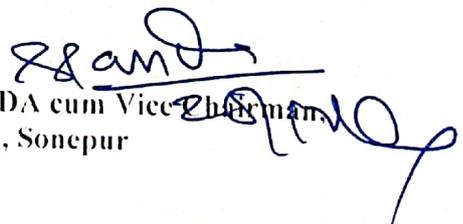
SI No	Particulars	Details
02	Security Services	Document required for Technical Bid in Annexure I
		Financial Bid Format in Annexure-II
		Term & Condition and Specification of works in Annexure - III

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


Project Director, DRDA cum Vice Chairman,
DSMS, Sonepur

Memo No 496 Date 26-12-19

- Copy submitted to the Collector & District Magistrate, Subarnapur for kind information.
- Copy to DIO, NIC, Sonepur to web hoist the short tender call notice in the District website.


Project Director, DRDA cum Vice Chairman,
DSMS, Sonepur

Annexure I

TECHNICAL BID
for Security Services for Pallishree Mela – 2020, Sonapur

(Last date for submission of duly filled in Quotation Paper – 02.01.2020 at 1.00 PM.

(To be filled by the Bidder)

Name of the Agency	
Regd. No.	
Address	
Contact Person with Mobile No.	
Service Tax Certificate/ PAN	
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 Format to be submitted in a separate sealed cover –

(Last date for submission of duly filled in quotation form is 2nd January'2020 at 1.00 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 2017 inclusive of all Taxes.

Sl.	Category	No. of Guard	Rate per shift i.e. 8 hours (in Rs., in figure)	Rate per shift i.e. 8 hours (in Rs., in words)
1	Guard with Lathi	1		
2	Supervisor	1		

Signature of the Bidder With seal

Terms of Reference for deployment of security in Pallishree Mela 2020, Sonapur

A. ABOUT PALLISHREE MELA, SONEPUR – 2020:

Pallishree Mela 2020 is scheduled to be organized at Gandhi Field, Sonapur coincide with Subarna Loka Mahotsav from 7th to 11th January'2020 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:

- 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 Service Tax deposit challan** 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, Tax Clearance Certificate** 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. DSMS, Sonapur 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, Sonapur.
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:**
 - a) Copy of work orders/ experience certificate for similar nature of works for last 3 years.
 - b) Copy of the Registration Certificate of the security firm.
 - c) Copy of Service Tax certificate/ PAN
 - d) Copy of Tax Clearance Certificate(s)


Project Director, DRDA and Vice Chairman,
DSMS, Sonapur