

DISTRICT EMPLOYMENT EXCHANGE, JAJPUR

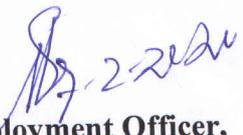
At-Sundarpur, Po-Kamagarh, Dist- Jajpur

E-mail ID- dee_jajpur @yahoo.co.in

Short Tender/Quotation Call Notice No. 200..... DEEx, Jajpur Date 07-02-2020

Sealed Tender/Quotation application are invited from the Reputed, registered & bonafied supplier for supply Tent and allied works for the District Level Job fair , Jajpur scheduled to be held on 19.02.2020 at Maa Tarini Degree College, ground Panikoili, Jajpur. The Quotation/Tender application should reach to the District Employment Officer, Jajpur through **speed post/ registered post/ Courier latest by 14.02.2020 at 2.00 P.M.** The details of the works and requirements is available with District Employment Officer, Jajpur as well as can be downloaded from the district website i.e www.jajpur.nic.in .

Each bidder applicant is required to deposit a sum of Rs. Rs.5000/- (Rupees Five thousand) only towards EMD and Rs.500/- (Five hundred) only towards cost of tender paper in shape of D.D. in favour of "Collector and District Magistrate, Jajpur and District Employment Officer, Jajpur " payable at SBI Main branch Jajpur,. The tender submitted not as per the prescribed terms and conditions in the tender document shall be out rightly rejected. The tender application should reach to the undersigned through the speed post/ registered post only within the last date and time as fixed i.e. **on 14.02.2020 (2.00 P.M.) & the same will be opened on 14.02.2020 at 4.00 P.M. in the office chamber of the Project Director, D.R.D.A, Jajpur-cum-Chairman of the purchase committee.** No application will be entertained other then speed post/ registered post/Courier.

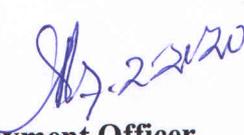

District Employment Officer,
Jajpur

Dated 07-02-2020

Memo No 201 (2)...../DEEx, Jajpur

Copy Submitted to:

1. The Director of Employment and Member Secretary, OSDA, Bhubaneswar for favour of kind information.
2. The Collector and District Magistrate, Jajpur, for kind information.


District Employment Officer,
Jajpur

Dated 07-02-2020

Memo No 202 (2)...../DEEx, Jajpur

Copy submitted to

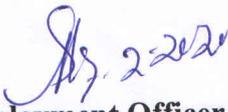
1. The Project Director, D.R.D.A, Jajpur for favour of kind information.
2. The Sub-Collector, Jajpur for faour of kind information.


District Employment Officer,
Jajpur

Dated 07-02-2020

Memo No 203 (18)...../DEEx, Jajpur

Copy submitted to The Chief District Medical Officer ,Jajpur / All the Block Development Officer, Jajpur/ The Divisional Labour Officer, Jajpur , Road / The Civil Supply Officer, Jajpur , / The DI&PRO, Jajpur / The District Sports Officer, / The District Welfare Officer, Jajpur / Executive Officer, Municipality, Vyasagar , Jk Road / Executive Officer, Municipality, Jajpur for kind information with a request to display on the notice board for wide circulation of the same and information of the general public.


District Employment Officer,
Jajpur

Terms & Conditions

Works to be taken:

- A)Erection of Tent, Gate, Open Shed, Barricade etc. Indicate item wise rate for material & square ft/rft
- B) Light & sound arrangement, Toilets
- C)Generator
1. Each bidder is required to deposit Earnest Money of Rs 5,000/- (Rupees Five thousand) only in shape of Bank Draft in favour of **“Collector and District magistrate, Jajpur and District Employment Officer, Jajpur”** payable at S.B.I. , Jajpur Main Branch and obtain money receipt for the same and attach the same receipt with the tender application. Tender without EMD will be summarily rejected and the EMD of the unsuccessful bidders will be refunded on the day of the finalization.
 2. The Quotationer should have GST Registration number and PAN and must have cleared all statutory returns.
 3. The Quotationer should have registered/operating office in the District with staff strength not less than 10 members with proof.
 4. All those above documents as specified under serial number 2, 3 & 4 to be submitted as Technical Bid in a separate envelope superscribed as **“Technical Bid”** at the top right corner of the envelope and must be kept within the main envelope. Main envelope must be superscribed as **“Tender Application for Job Fair 2019-20 in Jajpur District under O.S.D.A.”** alongwith contact number.
 5. Similarly documents containing price i.e. financial quotation for different items of Job Fair to be submitted in a separate envelope as Financial Bid, must be superscribed as **“Financial Bid”** at the top right corner of the envelope and must be kept within the same main envelope which will be opened on the date, time scheduled before the Tender Committee in presence of bidders or their authorized representatives.
 6. On satisfactory qualifying of the Technical Bid of the specific Bidder, the Financial Bid will be opened.
 7. The price quoted in the tender will include all taxes and statutory dues.
 8. The lowest quoted price bid will be taken into consideration.
 9. The bidder is to submit self attested copies of the required documents with duly filled tender paper.
 10. The firm should not use the child labour and any other prohibited items.
 11. The size of the work order may increase or decrease so the bidders should be prepared to supply additional materials if so arises.
 12. The EMD will be refunded only on satisfactory performance of the bidder and for those who don't qualify will be refunded within 15(Fifteen) days.
 13. No transportation charges will be entertained.
 14. Payment will be made after assessment of the work by the committee and allotment received from the Govt.
 15. The Bidder has to hand over the complete structure along with all electrification to the undersigned latest by 18.02.2020 (12.00 noon) positively.
 16. Any change of the date of the program will be intimated well in advance.
 17. The District Employment Officer, Jajpur reserves the right to reject any/all bidders without assigning any reason thereof.


District Employment Officer
Jajpur

SPECIFICATION OF WORKS:

Following works will be required to take up:

- A. Erection of stalls
- B. Gate
- C. Temporary toilets for Candidates & officials
- D. Generators, sound, Light & Fan
- E. Barricading
- F. Miscellaneous

A. Erection of stalls :

For the District level Job Fair 2019-20 approximately 40 stalls will be erected.
The details of stall specifications are given bellow.

Sl. No.	Particulars	Stall specifications
1	Structure for stall with Palo	Bamboo(3 to 6 inch) & cloth (with Anti fire chemical treatment) structure Size of each stall – 10 ft x 10 ft x 9 ft (ht) .& 20 ft x 15 ft x 10 ft height
2	Ceiling & wall	Three sides including partition wall of stall will be covered with cloth. All new clothes to be used.
3	Electric fittings	To specific stalls electric plug points, lights and fans to be fitted.
4	Numbering of stalls	All stalls should be numbered from 1 to 40.
5	Open shed structure in front of the stage.	Cloth ceiling with Palo cover erecting by bamboo structure- 100 ft x 50 ft in front of the stage.
6	Ground carpet/dari	Ground covering by Dari/Carpet under the open shed total area-50 ftx20ft
7	Control room/Police VIP stall/ Medical	20 ft x 15 ft x 10 ft height- ceiling and 2 side cover with decorative colour cloth. Ground floor coverage with carpet – 2 nos
8	Stage	20 ft x 20 ft size (2 ft above the ground level) stage with electric plug points, lights and fans to be fitted . Cushion Chairs with Teapoy with ground coverage of carpet.

B.Gate:

Sl. No.	Particulars	Specifications
1	Structure	Bamboo structure 15 ft height x 20 ft width(Plain)-2 nos with decorative cloth cover.

C. Temporary Toilets:

Sl. No	Particulars	Specifications
1	Temporary toilets for ladies & Gents with separate location with water facility	4 ft x4 ft x 6 ft ht with front coverage – 2 nos for ladies 4 ft x4 ft x 6 ft ht with front coverage – 3 nos for Gents

D. Generator & Sound System:

Generator set with required fuel shall be provided by the bidder for the entire day. Bidder should be prepared for uninterrupted power supply to the program site as stand by. One sound set with 3 mikes and 2 cordless microphones.

E. Barricading :

Sl no.	Particulars	Specifications
1	Bamboo structure	Partition for ladies and gents two line by bamboo barricading from each stall front – 30 rft x 4 ft height for 10 stalls only.
2	----do----	Each stall front barricading of 3 ½ ft height with 2 ft entry way

F. Miscellaneous :

Sl no	Item	Specifications
1	Dust bin	3 ft height- 6 nos at 4 corners and centre point
2	Flower vessel (Plant pot)	3 pcs
3	Soundless pedestal fan	5 nos
4	Chair	1000 nos(handless) + 20 cushion chairs
5	Table	80 plastic tables + 05 tea poy style tables
6	Dias Table	5 nos

*** If necessity of any more items arises, it will be asked well in advance.

FINANCIAL BID

Quotation for different items of district Level Job Fair on dt.19.02.2020

Sl. No.	Item	Category	Unit	Cost per unit	Approximate Required Qty. in units/capacity	Total Amount (in Rs.)
1	Erection of stall		Per stall		40	
2	Gates		Per gate		02	
3	Control &VIP stall		Per stall		02	
4	Temporary Toilets		Per toilet		05	
5	Generator & Sound system	With cordless sound system	Per set		01 each	
6	Barricading		Rft		As per requirement	
7	Chairs	Handless	Per piece		1000	
8	Chairs	Cushion	Per piece		20	
9	Light	Tube	Per piece		50	
10	Fan	Pedestal	Per piece		05	
11	Fan	Ceiling	Per pice		40	
12	Durry	Ordinary	Sqft		1000 sqft	
13	Carpet for VIP stall & other stalls	Quality	Sqft		500 sqft	
14	Dustbin	3 ft height	Piece		06	
15	Flower vessel/plant pot		Piece		03	
16	Table	Plastic	Piece		80	
17.	Table	Tea poy style	Piece		05	
18.	Deepa stand		Piece		01	
19	Open shed		Sqft		5000 sqft	

N.B.: The quantity mentioned is indicative only may be increased or decreased.

Full Signature & Seal of Quotationer

QUOTATION PAPER

Towards Tent and allied works for Job fair 2019-20 in respect of District Employment Exchange, Jaipur.

1. Name of the Quotationer:-
2. Address of the Quotationer / Supplier / Dealer:-
3. Mobile Number and E-mail Id:-
4. PAN Number:-
5.
 - (a) Whether GSTIN Certificate furnished (Yes/No) If yes, necessary documents from the competent Authority to be Attached:-
 - (b) Whether Cost of Tender Paper and EMD in Shape of DD submitted (yes/ No):-
 - (c) Particulars of EMD / Paper Cost.
Amount in Rs.....in shape of
 - Vide D.D No...../ dt..... towards paper cost
 - Amount in Rs.....in shape of
 - Vide D.D No...../ dt..... towards EMD.
6. Whether having any experience in the field (Yes/No) If yes, Attach documents :-

Full Signature & Seal of Quotationer

DECLARATION

I/we hereby declare that all statement(s) made in this application are true, complete and correct to the best of my/our knowledge and belief. I/we 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 advertisement of my/our tender is liable to be cancelled. I am/we are willing to abide by the terms and conditions laid by District Employment Officer, Jajpur. 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