

**BID DOCUMENT**

**Tender for the Erection of Stalls, Gate and other Tentage related works along with supply of Kit bags for observation of "District Level Matsya O Pranee sampada Mela -2025" from 6<sup>th</sup> Jan 2026 to 7<sup>th</sup>**

**Jan 2026**

**CHIEF DISTRICT VETERINARY OFFICER, JAJPUR  
UNDER FISHERIES & ARD DEPARTMENT, GOVERNMENT OF ODISHA**

Bid Reference No. **6793** /CDVO Dated **18.12.25**

**DATA SHEET**

Sl. No.	Particular	Details
1.	Name of the Authority	Chief District Veterinary Officer, Jajpur
2.	Name of the Work	Providing tentage, accessories and Allied work along with supply of kit bag for District Level Matsya O Pranee sampada Mela 2025
3.	Method of Selection	Lowest quoted Bidder
4.	Total Cost of the work	Rs.13,30,000/-
5.	Date of Issue of TENDER CALL NOTICE	18.12.2025
6.	Last Date and Time for submission of Bid	29.12.2025 at 5.30 PM
7.	Date & Time of Opening of Tender Technical BID (Cover-A)	30.12.2025(11.00 AM)
8.	Date & Time of Opening of Financial Bid (Cover-B)	30.12.2025 (12.30 PM)
9.	Bid Processing Fee (Non-Refundable)	Rs.2,000/-INR in shape of Banker's Cheque / Demand Draft in favour of "CDVO Jajpur" drawn in any scheduled commercial bank payable at Jajpur
10.	Earnest Money Deposit (EMD) (Refundable)	Rs. 40,000/-INR (Rupees Forty Thousand )only in shape of Banker's Cheque / Demand Draft in favour of "CDVO Jajpur" drawn in any scheduled commercial bank payable at Jajpur
11.	Address for Submission of Bid	Chief District Veterinary Officer Jajpur, Mansapol, Jajpur town, Jajpur, PIN- 755001, Tel. No.- 91-7978145187  Mode of Submission: Speed Post / Registered Post/ Courier only to the address as specified above. Submission of bid through other mode and late bid will be out rightly rejected.
12.	Place of Opening of Bid:	Collectorate, Jajpur

*Handwritten signature*

**INFORMATION TO THE AUTHORITY**

**Eligibility Criteria:**

Bidders should confirm to the eligibility criteria given below and to this effect must produce the required supportive documents /information as indicated against each as part of their technical Bid:

<b>Sl.No</b>	<b>Eligibility Criteria</b>	<b>Supporting Documents required</b>
1	The Bidder should have been in the business of providing /Supplying tentage, accessories and Allied work along with Kit bags to the State Government / Corporate Bodies / for at least <u>3 years</u> (as on 30 <sup>th</sup> November 2025).	<ol style="list-style-type: none"> <li>1. Proof of Certificate of Incorporation / Registration of the Bidder</li> <li>2. Copy of PAN</li> <li>3. Copy of Goods and Services Tax Identification Number (GSTIN).</li> <li>4. GST return last 3 months up to Nov-2025.</li> <li>5. Copy of the Electrical License / Contractor hired by the BIDDER.</li> <li>6. IT Return for the financial years (2022-23, 2023-24 &amp; 2024-25).</li> </ol>
2	The bidder should have an average annual turnover of <b>Rs.80.00 lakhs</b> from providing/supplying tentage, accessories and Allied work along with Kit bags during the last 3 financial years (2022-23, 2023-24 & 2024-25).	Copies of audited Income/expenditure, receipt/payment, balance sheet duly certified by concerned Chartered Accountant (C.A) Firm for the last three financial years and C.A certificate certifying that the agencies/ firm/ Proprietor should have an average annual turnover of <b>Rs.80.00 lakhs</b> during the last three financial years. <b>Provisional Audit Report for any of the FYs will not be accepted.</b>
3	<p><b>Experience of having successfully completed similar works during last three years (2022-23, 2023-24 and 2024-25) should be either of the following.</b></p> <p>Three Similar [tentage, accessories and Allied work for National/ State/ District Level Exhibitions] completed works/assignments.</p>	Work orders/ Contract Document / Completion of Work Certificates from the previous authorities to be submitted. Photos to be attached as supporting documents along with experience certificates.
4.	The BIDDER should not have been blacklisted by Central / State Govt. Institutions for any means of non-obligation/ non compliance to the norms.	Self-Declaration from the BIDDER

***N.B.- All the supporting documents should be duly self attested by the bidder.***

*lm*

## TENDER CALL NOTICE

### SCOPE OF WORK

1. **Erection of Stalls for exhibition and registration:** 25 Numbers of exhibition stalls and Three stalls for registration & Control room will be erected in District Level Matsya O Pranee Sampada Mela -2025.

#### Specification for Stalls

Structure	Bamboo & Cloth Structure stall -25 nos of exhibition stalls to be erected with specification of 12'x10' with Tarpaulin roofing. Two additional stalls of 12' x 10' for registration & one stall of 12' x 10' for Control room. Total 25 stalls + 2 stalls for registration + 1 stall for control room.
Flooring	Full Flooring mat inside and in front of stalls ( Total area )
Ceiling & Wall	Three sides including partition walls of stall will be covered with white cloth.
Racks	Three tire racks. The shelf of the racks will be of size 1'.6" X 10' with the first layer fixed at a height of 2'6" & covered with white cloth. The space below racks will be used for storage of goods.
Facia	A wooden batten frame/bamboo frame will be erected by the frame which will be 2' front projection, 3' height. The facia will be covered with cloth & running banner on MOPSM-2025. A running white cloth jhallar of 1' width will be put in the front side, below to the facia frame.
Furniture	2nos Front counter table and wrapped with new white cotton cloth. Plastic moulded Chair-2nos. (Each Stall)
Electrification	Tube light -04 nos.(02nos of tube light should be connected with generator (an on/off switch for use in night time after closing), A plug Point be provided in each stall. 1 no. ceiling fan should be fitted in each stall.
Numbering of Stalls	All stalls should' be numbered with stencil & Paint.
Closures	Front cloth drops/Screens and daily putting up & off of the same is the responsibility of the bidder.

2. **Auditorium:-**Sitting arrangements in a closed structure of 60' x 100' for the audiences should be erected in front of the stage. The minimum distance between stage and auditorium will be 20 feet. The bidder has to quote price against the details given. There should be a barricade with steel grill between the pavilion space and the stage at an approximate distance of minimum 15 ft from the stage with a 5 ft

*lms*

passage between the front row of seating arrangement and barricade. Should be provided with Sofas and Centre Tables, and carpeting in the first two rows and plastic moulded Chairs of 800nos in the subsequent rows as per specifications. Adequate no. of ceiling fans and LED tube lights for lighting.

3. **A. Ground Electrification:** The below mentioned points are to be taken into consideration for ground electrification, which shall be supplied by the bidder for **District Level Matsya O Pranee Sampad Mela -2025 at Kusuma Ground, Jajpur.**

**B. Connection of Electricity to the Stalls, Stage and other areas of the Mela -** The Bidder is responsible for getting electric connection from TPNODL by depositing the required amount as per rule for 6<sup>th</sup> & 7<sup>th</sup> January -2026 for the said purpose.

The quantities of the items are mandatory. The bidders must quote the price for all the points mentioned below. The ground electrification includes the below mentioned items and concealed wiring to all lights equipments.

- i. Main Switch Board/Panel Board up to 250 KW electrical loads with cabling & wiring
- ii. 10 nos. of Halogen light ( 1000 watt each ) along with wiring / fitting poles
- iii. 5 nos. of white Halogen shall be fitted in and around back side of the stalls for security purpose.
- iv. 5 nos. of White Halogen light along with wiring /fitting poles
- v. 800 Meter Tuni running lights will be fitted at the required places.
- vi. Lights Towers (5nos)
- vii. Two LED Screen of 12'X8' will be installed at the site of the Mela.

4. **Silent Generator:**

Silent Generator set (62.5 KVA) with required fuel will be provided by the bidder for the entire District Level Matsya O Pranee Sampad Mela -2025 to be held on 6<sup>th</sup> & 7<sup>th</sup> January -2026. The bidder should always be prepared for **uninterrupted power supply for the entire period of exhibition/Mela.** The generator circuit should be connected with two tube lights for each stall, few ground lights, control room and public announcement, general meetings etc.

5. **Structure of Stage:-**

- a. Well GI framed stage of 40'x 20' will be erected.
- b. Stage Decoration
  1. One number of LED of Size 12'X8' (backdrop) for live display and other activity as per stage requirement- District Level Mela
  2. Flowering, VIP Bouquet, Balloon Decoration (Orange & White)
- c. Barricading: 4' height bamboo/steel barricade will be made around the stage in double row for entry of VIPs with complete matting and cloth walling.
- d. Furniture: 10 nos. of VVIP Chairs with white towels, 5 nos. of VVIP Sofa, 8 nos. of tea poy, 10 nos. of quality borosil glasses with covers, Plastic name plates- 10 nos., 2 nos. of flower vase with live flower sticks, Turkish towels on the VVIP chairs, one speech podium, for entire exhibition period. Brass Deepam (2'6" height) with inaugural materials etc. are to be provided on the opening day.
- e. 4 nos. of LED Light for Stage.

*Ln*

- f. Microphone with Sound System shall be fitted. (JBL vertech Series & Lineary 8 pair, JBL vertech Double Bass 10 nos., Stage monitor & Stage Gear, Other required thing as per need.
- g. Green room- Superstructure with bamboo, Ballha & Tarpaulin cover for one green room shall be made close to the stage having good arrangements for sitting and with provision of a mirror.

**6. Erection of gates and Selfie Zone:** (The below mentioned items are taken as a package)

The bidder shall submit the lowest possible rate for the fixing of banners at 10 conspicuous place of the district, before 7 days of the Mela for wide publication. The banners will be fixed as per the design.

**Selfie Zone-** One selfie zone of 8'X8' size will be erected at the centre point (in consultation with in-charge of the Mela) with all accessories. The bidder shall submit the lowest possible rate for the purpose.

7. **Cleaning & Sanitation , Drinking Water facility:-** Cleaning, Sweeping & Keeping ready of all equipment on Stage before commencing of meeting/events on all the days is the complete responsibility of the bidder. Temporary Toilets Cleaning & Sweeping has to be done in a regular basis using disinfectant materials for 02 days of the Exhibition period. Sweepers should always be placed near the toilets for cleaning it on regular intervals inside the exhibition ground. Adequate no. of tankers with drinking water facilities for participants and visitors. The agency is required to put at least 15 numbers of dustbins with 3ft height at different places of the ground. Regular cleaning of these dustbins are the responsibility of the agency.
8. **Temporary Toilet for Visitors:** 06 numbers of (03 for male & 02 for female and one for VVIP at the Lounge) temporary urinals & toilets should be installed in the exhibition ground along with water facilities & wash basin for participant and visitors.
9. **Dining Area:** Two Dining room of 25'x40' with side wall and top Ceiling for organizers/ guests and one more dining space in the exhibition ground to accommodate 800 participants/day for buffet in phases. Sufficient no. of counters will be made to serve food to the required no. persons at both dining areas.
10. **VIP and Journalist lounge:** One VIP Lounge 15' x15' with air conditioning, one set of VIP sofa and tea poy table with temporary attached toilet facility. There should be provision of dining facilities for at least 12 nos of guests inside the lounge. Another Lounge for Journalist of same size may be erected with all facilities.
11. **Security Services:** Security Guard for 3 nos. of shift. 8 hours duty for each shift from 6<sup>th</sup> & 7<sup>th</sup> January -2026 (Morning shift (6 am-2 pm): 4 guards, Evening Shift (2 pm-10 pm.):4 guards and Night Shift (10 pm -6 am): 2 guards). If require extra security may be taken.
12. **Open Space for Live Animal & Fish Exhibition.** Tent structures with water proof roofs (sides open) in 1200 square ft. area for live animals, poultry and fish demonstration to be made by the bidder. Enclosures for animals will be made with khuntas for each animal (to accommodate around 10 dairy animals, 5 goats,

5 sheep/ pigs, 10 poultry birds) with designated area for bio flocc Tank-2nos, IMC hatchery model-1no., Integrated farming system (IFS)-1no., Cage Culture/ Pond Culture unit-1no etc.

(Designing for EC broiler house, duck pond, Integrated Farming System to be made by the bidder and Grow out & Rearing pond, Bio Floc Tanks- 2nos. Cage Culture and Pond Culture Fishing will be made by the Fishery Department of Jajpur. Designing and preparation of plots for seasonal/perennial fodder, hydroponic fodder). For live demonstration of Fish and accessories, the Fisheries Department of Jajpur will make the arrangement. A gate will be erected at the entrance of the exhibition area with adjacent area covered up at entrance. **Size:** Pillars height will be of 14' to 16' with 12' clear width between the pillars. Length 12' and width of pillar will be 3' all round

### 13. Parking place and Fire Standards.

- a) Parking place for ambulance and Fire Extinguisher Vehicle adjacent to Stage with sufficient space in front side for easy movement need to be set up. Parking place for vehicles need to be arranged with sufficient number of standy banners depicting PARKING, placed for easy identification of parking place by the public visiting the Mela.
- b) The construction of stalls, electrification, public address systems, firefighting equipment and storage of water etc. should be as per Indian Standard IS 8758:1993

### 14. Fire Safety

- I) The successful bidder shall have to provide at least 10 Fire Extinguishers and at least one Fire Bucket filled with Water/ Sand for every five stalls and two sets of Fire Extinguishers and Fire Buckets in each of the other facilities like stage, animal exhibition area, food stalls etc
- II) The successful bidder should also have to spray fire retardant solution on all the temporary structures of the fair.

### 15. Stage Arrangements

Flower bouquet, Utaria , folders and refreshments for approx. 12nos. of guests each day for 02 days & inaugural by folk dance/song groups.

### 16. Kit Bags:

There is requirement of supply 1400 printed jute kit bags printed with logo /mascot and the name of the mela. The Kit bags should made up of jute fiber with hanging strap and zip including note pad, pen, ID card (I -card ; 16 mm starap with printing, B4 pouch digital print )

**TERMS AND CONDITIONS OF TENDER FOR TENT & ALLIED WORKS ALONG WITH KIT BAGS:-**

1. The value of the work executed by the Bidder should not be less than Rs. 15.00 lakhs in single work order in each of the last 03 years.
2. The bidders should furnish GST return for Sep-2025, Oct-2025 & Nov-2025, Income Tax return for the year 2022-23, 2023-24 & 2024-25.
3. The rate offered by the firm must be inclusive of all taxes and duties.
4. The duration of exhibition will be of 02 days. The venue to be made available to the Bidder before 03 days of commencement of the exhibition. All the desired works should be completed on 04.01.2026 by 5.00 pm and it should be handed over to the in-charge of exhibition latest by 5.30 pm.
5. The bidder shall quote their price for all the items under the package without leaving blank. If found so, the bid will be treated as non-responsive and subject to rejection.
6. The bidder has to quote the rate as per given format.
7. On Completion of the exhibition, the bidder shall have to take away all the materials, the bidder has to vacate the ground within 03 days of completion of the exhibition and handover the ground in the condition as occupied while taken over.
8. The final payment will be made on the basis of the actual work done and Work assessment Report in the specified format by the Exhibition-in –Charge. The bidder shall not use any additional materials other than the work specified in the work order without the prior written permission of Exhibition in-charge. In case of any additional requirement, the bidder has to take the prior written permission from the Exhibition- in-charge.
9. The bidder along with manpower and the committee formed by the Exhibition – in Charge should do a proper assessment and the actual work during the exhibition period.
10. Bidder will be responsible for upkeep and maintenance of the entire work done by him/her till the closing of the exhibition. The authority will not be responsible for any breakage, damage, theft, fire, etc. of his material and insurance if any during these periods.
11. No Part of the bidding will be sub-let to others. Consortium or Joint Venture is not allowed.
12. For convenience and effective delivery, the Tender is to be treated as package of services, whose total quoted price for the package will be lowest, will be approved.
13. The bidder has to treat the materials to be used in tent stage work (Like-Cloths), with fire repellent Chemicals. This work has to be certified by the concerned district fire officer.
14. In regard to electrical fittings etc. the Bidder shall have to engage qualified licensed Electrician / Contractor entitled to erect, handle and maintain high tension supply line and its up keep and maintenance.



15. The complete proposal in all respects as specified must be accompanied with a Non- refundable amount of **Rs. 2,000/- (Rupees Two Thousand)** only towards **Bid Processing Fee** in form of **Demand Draft** in favour of "**Chief District Veterinary Officer, Jajpur**", drawn in any scheduled commercial bank and payable at **Jajpur** failing which the bid will be out rightly rejected
16. The bidders are required to deposit an earnest money of **Rs.40, 000/- (Rupees Forty thousand)** only in shape of demand draft/pay order in favour of "**Chief District Veterinary Officer, Jajpur payable at Jajpur**". The E.M.D amount of the successful bidder will be kept with CDVO, JAJPUR till the completion of the exhibitions/Mela and will be refunded after completion of the exhibition/Mela. In case of any unsatisfactory work, delay in execution of work etc. the E.M.D amount will be forfeited as per the decision of the Authority. Tender papers without E.M.D shall not be accepted.
17. The bids complete in every respect should reach the O/o the TenderInviting Authority latest by **29.12.2025, 5.30 PM through Speed Post /Regd. Post/ Courier**.
18. Any Tender received after the due date & time will be rejected and this Office shall not be responsible for any postal delay.
19. The bidder(s) shall have to submit their Tender in two separate sealed envelopes, that is one for technical bid by superscribing "**Cover A (Technical Bid)**" & second for "**Cover B (Financial Bids)**." The technical Bid and Financial Bid should be put into a third Cover, which should be super-scribed as "**Tender for tentage, accessories and Allied work along with supply of Kit bags**" for '**MATSYA O PRANEE SAMPADA MELA 2025**' and should be addressed to:
 

**Chief District Veterinary Officer Jajpur, Mansapola, Jajpur Town, Dist-  
Jajpur, PIN- 754103, Tel. No.- 91-7978145187**
20. The Sealed Tender "Cover A" (Technical Bid) submitted by the bidders will be opened in the Collectorate, Jajpur on **30.12.2025 at 11.00 AM**.
21. The bidder or the authorized representative of the bidder should attend the opening event of the Tender with all original documents/papers for verification if required.
22. The interested bidders can download the entire Tender Document from the Jajpur District website [www.jajpur.odisha.gov.in](http://www.jajpur.odisha.gov.in) and submit the Tender paper along with required documents and all the requested fees.
23. The total item mentioned in the application form is considered as one package & the L-1 bidder will be decided by the Committee as per the lowest rate of the gross amount (grand total) of the quotation.
24. The committee has the right to negotiate with the L-1 price bidder.
25. **Blacklisting/debarring** – the event occurring by the operation of the conditions under which the bidders will be prevented for a period of 3 years from participating in the future bids of Tender Inviting Authority/User Institution, the period being decided on the basis of number of violations in the bid conditions and the loss/hardship caused to the Tender Inviting Authority/User Institution on account of such violations.
26. The bidder has to make his own arrangement for transportation of materials.
27. After completion of Program the Bidder has to maintain the cleanliness of the area.

28. The Staff of the firm must be well dressed and well behaved.
29. In the event , more than one Bidder quoting the same price, Agency/bidder having maximum Average Annual Turnover during last 3 financial years will be selected.
30. The authority reserves right to accept /reject/cancel all the bids or any part of it without assigning any reason thereof. The bidder is to submit **self-attested photocopies of the required documents** with duly filled in Tender paper:
- I. Rate of all the items of the package is to be filled in the attached prescribed format.(Annexure –IV)
  - II. Photocopy of Pan Card, GST Registration Certificate.
  - III. Furnish copy of GST annual return (FY 2024-25), Income Tax return filing documents for last 3 Financial years (FY 2022-2023, 2023-2024 & 2024-25) as on 31.03.2025 (Latest Deposit Challan should be attached).
  - IV. E.M.D of Rs.40000/- (Forty thousand) only in shape of Demand Draft in favour of **Chief District Veterinary Officer, Jajpur payable at Jajpur**
  - V. The complete proposal in all respects as specified must be accompanied with a Non- refundable amount of **Rs. 2,000/-(Rupees Two Thousand)** only towards **Bid Processing Fee** in form of **Demand Draft** in favour of **“Chief District Veterinary Officer, Jajpur”**, drawn in any scheduled commercial bank and payable at **Jajpur** failing which the bid will be out rightly rejected. The bid should be sent through Speed Post/Registered Post/ Courier **only to the address as specified above. Submission of bid through other mode and late bid will be out rightly rejected** so as to reach the authority by due date & time.
  - VI. Last 3 years annual turnover of minimum 80.00 lakhs
  - VII. Work experience with minimum 3 years of executing works of exhibition or similar works in Govt.
  - VIII. The rate quoted for the items should be inclusive of all taxes.
  - IX. Copy of the Electrical License / Contractor hired by the bidder has to be enclosed.

**31. COVER-B (FINANCIAL BID)**

- a. The Tender format giving the quoted rate for the items required should be sent in a separate sealed cover hereinafter called Cover “B” (Financial Bids) format at **Annexure-IV**.
- b. **Cover -B (Financial Bid) will be opened only of the bidders who qualify in evaluation of Technical Bid (Cover-A) by the Tender Evaluation Committee on 30.12.2025 at 12.30 PM** in the Collectorate, Jajpur.
- c. The Financial Bid should be quoted inclusive of insurance, packing forwarding, transportation installation and inclusive of GST (mentioned separately) if any.
- d. The bid shall be valid for a period of 180 days from the date of opening of the bid.
- e. The quoted rates shall be final and shall not be subject to any escalation during the bid validity period.

**32. Cost of the work :**

The financial bid amount should not exceed of Rs.13,30,000/- only

  
Chief District Veterinary Officer

Jajpur

Annexure -IV**PRICE BID FOR DIFFERENT ITEMS OF TENTAGE, ACCESSORIES AND ALLIED WORKS ALONG WITH KIT BAGS**

“District Level Matsya O Pranee sampada Mela -2025”

(Last date for submission of Tender form is Dt. 29.12.2025 up to 5.30PM)

To

The Chief District Veterinary Officer,

Jajpur

Sir,

I/we do hereby submit item wise quotation below for erection of stalls and other allied works for observation of District Level Matsya O Pranee sampada Mela -2025 from 6<sup>th</sup> Jan 2026 to 7<sup>th</sup> Jan 2026 to be held at Kusuma Ground, Jajpur

SL. No.	Item Particulars	Quantity	Rate per Item	Total Amount
1	Erection of Stalls	25 nos. for exhibition, two for registration and one for control room(total 28 nos)		
2	Erection of Auditorium	01 (Inclusive all Items under this point)		
3	Ground Electrification	01 (Inclusive all Items under this point)		
4	Silent Generator with fuel 62.5 KVA	01 no.		
5	LED Projector	12'x8' size		
6	Structure of Stage	(Inclusive all Items under this point)		
7	Erection of 2 gates and Selfie point in the ground including banners in the places as mentioned	(Inclusive all Items under this point)		
8	LED TV 32inch	02 no		
9	Security Services	10 no.		
11	Cleaning , sanitation, drinking water facility	(Inclusive all Items under this point)		
12	Cooler (Antarctica)	06 pcs.		

Ln

13	Temporary Lavatory	06 pcs.		
14	Erection of Dining area (2nos.)	Inclusive all Items under this point		
15	VIP lounge and Lounge for Journalists	Inclusive all Items under this point		
16	Parking place and fire standards	Inclusive all Items under this point		
17	Open space for Live animal exhibition (1200 square ft.)	Inclusive all Items under this point		
18	Electricity Connection charges to be deposited to TPNODL for 2days	As per actual		
19	Stage arrangements	Inclusive all Items under this point		
20	Cost of Kit bags	1400		
		Total		

62

Signature of the Bidder  
With Seal

**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 inflected or misleading at any stage or I am/we are not satisfying the eligibility criteria prescribed in the relative advertisement, my Tender is liable to be cancelled. I am/we are willing to abide by the terms and conditions laid by CDVO, 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 of the service or response is found poor, proportionate value may be deducted from my bills as deemed to be proper by the Competent Authority.

Signature of the Bidder with seal

Place:

Date:

*Log*

## Annexure- I

## Tender Application Form (Cover -A)

Sl. No.	Details of the bidder	
1	Name of the Bidder	
2	Address	
3	Email ID	
4	Contact Person:	
5	Mobile No./ Landline No.	

## DOCUMENTS SUBMITTED

Sl. No.	Document details	Submitted (Yes/No)	If Yes Page No.	Remarks if Any
1	Tender Processing Fees details: Transaction No.: Date: Amount:			
2	EMD Details:			
3	Price BID For different items of tentage, accessories and allied works (Annexure IV)			
4	Copy of PAN card			
5	Copy of GST registration certificate			
6	Copy of I.T return for 2022-23, 2023-24, 2024-25 & GST return for Sep-2025, Oct-2025 & Nov-2025 certificate:			
7	Copy of the Electrical License / Contractor hired by the bidder has to be enclosed.			
8	Declaration form bidder for not being Derecognized, debarred or Black listed			
9	Bid security form in annexure III			
Date:		Office Seal		Signature of the bidder / Authorized signatory

**Annexure- II**

**DECLARATION FORM**  
**(RUPEES 20 STAMP PAPER)**

I/We.....  
.....(NAME& DESIGNATION) having My/our firm  
at.....

Do hereby declare that I/We have carefully read all the terms & conditions of Tender of the Chief District Veterinary Officer, Jajpur, Odisha, for the \_\_\_\_\_. I will abide with all the terms & conditions set for in the Tender paper Reference no

.....

I/We do hereby declare that, I/We have not been de-recognized / debarred / blacklisted by any State Govt. / Union Territory / Govt. of India / Govt. organization / Govt. Veterinary Institutions for tentage, accessories and Allied work along with supply of kit bags.

That, I am not a defaulter in carrying out the above work of Chief District Veterinary Officer, Jajpur or any other indenting officers of the State of Odisha after being Lowest responsive bidder in past three years.

I/We do hereby declare that I/we will carry out the tentage, accessories and Allied work along with supply of kit bags as per the terms, conditions & specifications of the Tender document. I / we further declare that my / our performance deposit will be forfeited if I /we fail to carry out any item after getting order from the authority.

I/We agree that the Tender Inviting Authority can debar / blacklist me/us for a period of 3years if, any information furnished by us proved to be false at the time of inspection / verification and not complying with the Tender terms & conditions.

Signature of the bidder :

Date :

Name &Address of the Firm:

Affidavit before Executive Magistrate/Notary Public.



**Annexure - III****(To be submitted with Bid)****BID SECURITY DECLARATION FORM****(Rule 170 of General Financial Rule 2017)**

Bid Ref. No. \_\_\_\_\_ Date: \_\_\_\_\_

To

The Chief District Veterinary Officer, Jajpur, Odisha

I/We. The undersigned, declare that:

I/We accept that I/We may be suspended to submit bids for contract(s) with you for a period of one years from the date of bid opening if I am /We are in a breach of any obligation under the bid conditions, because I/We

- a) have withdrawn/modified my/our bid during the period of bid validity specified in the form of bid;

or

b) having been notified of the acceptance of our bid by the purchaser during the period of bid validity, i. fail or refuse to execute the contract, or ii. fail or refuse to submit the Performance Security of the amount specified in the bid.

Signature of the bidder

Seal

Date:

Name &amp; Address of the firm



<b>CHECK LIST OF DOCUMENTS TO BE SUBMITTED WITH THE BID</b>			
<b>(sequentially)</b>			
<b>Sl. No.</b>	<b>Doc. No.</b>	<b>Name of The Document</b>	<b>Page No.</b>
1	D1	Dully filled Tender application form in (Annexure-I) with authentic signature of bidder with check list	
2	D2	DD towards Tender processing fee of <b>Rs 2000/-</b>	
3	D3	<b>DD towards Earnest Money Deposit (EMD) of Rs 40000/-</b>	
4	D4	Copy of PAN CARD & GST registration certificates	
5	D5	Copy of I.T Return for last three years. (2022-23, 2023-24 & 2024-25)	
6	D6	Copy of proof of GST return of last 3 months up to Nov-2025.	
7	D7	Declaration from bidder for not being Derecognized, debarred or Black listed in the Format in Annexure-II	
8	D8	Bid Security Declaration ( Annexure -III)	
9	D9	Price BID For different items of tentage, accessories and Allied work along with supply of kit bags (Annexure IV)	

Signature of the bidder

