

Notice no:- 4555

Date:- 22/08/2024

Expression of Interest (EOI)

For short listing of agency for Stage with LED screens, Light, Sound & Flowers Arrangement Service & Live Streaming

Quotation/Expression of Interest (EOI) is invited from intending reputed Tent Owners/Firms to provide Stage with back ground LED & two other LED screens, Light, Sound & Flowers etc. In **District Level felicitation ceremony** for Mukhya Mantri Shikshya Puraskar under S&ME Dept.in coordination with Mo School Abhiyan, Govt of Odisha scheduled to be organised in which approximately 1000 students/Officials will participate. Interested tent owners/firms having valid GST certificate may submit their quotation in sealed envelope latest by **28-08-2024 by 02:00 PM** which will be opened by District Level Committee on the same day at **05:00 PM** at **Collectorate, Gajapati**. The bidder may remain present or send their authorised representative while opening of quotation/EOI. The quotation/EOI in sealed cover are to be dropped in the box placed in the office of **District Education Officer, Gajapati** during office hours on working days even on holidays and any proposal received after due date will not be entertained. The authority reserves the right to cancel/modify any or all quotations in part or whole without assigning any reason thereof.

Venue: Gajapati Stadium , Paralakhemundi

Date-05.09.2024

Time- 09 Am to 04.00 PM

Scope of Work:

3. For smooth management of Felicitation Ceremony or awardees Stage with back ground LED & two other LED screens for Live Streaming, Light, Sound services& Flowers for decoration on the stage etc. are required. The details are attached in a separate sheet attached herewith as Annexure-A.
4. The agency must have experience of organizing for 3000 participants in the past.

Evaluation process:

The Tent owners have to submit all the documents mentioned above including the attached format with quoted price for evaluation of the EOI. After evaluation, the Tent owner/firm will be finalized by the Committee with due negotiation if required.

C. Document to be submitted by the Agency :

- 1.GST Registration Certificate
- 2.PAN Card
- 3.Experience Certificate if any (optional)

D. Penalty:

If the quality of the tent,light and sound services etc. found unsatisfactory during the event then @ 10% of the bill amount will be deducted as per the decisions of the Committee.

**By the Order Collector-cum-Chairman,
DLC, Mo School, Gajapati.**

DEO – CUM -DPC,SS ,GAJAPATI


22-8-24

Memo No- 4556 **Date-** 22/08/2024

Copy submitted to the SPD, OSESPA-cum-Member secretary, MSAPS, Bhubaneswar for favour of kind information.

Memo No- 4557 **Date-** 22/08/2024

Copy to the notice board of Collector, GAJAPATI /CDO-cum-EO- Zilla Parishad, GAJAPATI/ District Education Officer, GAJAPATI for information of all concerned.


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SL. NO	ITEMS	REQUIRE QUANTITY	QUOTED PRICE PER UNIT PER DAY	TOTAL PRICE
1	Stage with back drop of size 36' X 24' with carpet	1		
2	LED 296 sq. ft (on stage) with Camera for Live Streaming	2		
3	Camera	2		
4	Tea Poy	10		
5	Steel Podium	1		
6	Steel Chair for VIP	80		
7	Flower decoration at stage and gate	1		
8	Floor Net matting	36'x24'		
9	Steel Sofa	15		
10	Stage to Audience front carpet	800 sq.ft.		
11	Barricade fitting	6 blocks		
12	Celling fan	40		
13	Wash Basin	5		
14	Sound system set	1		
15	DG Set for power backup, 200 KW	1		
16	Stand fan	6		
	Total Amount			
	GST @ 18 %			
	Grand Total amount			

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