

**GAJAPATI COLLECTORATE: PARALAKHEMUNDI**

**SHORT QUOTATION CALL NOTICE NO. 2 /2025-26**

**(GAJAPATI UTSAV-2025)**

No- 28

Dt:- 02.01.2026

Quotations in sealed cover are invited from the reputed and experienced firms/decorators/tent houses for Supplying & fitting of Stage Lights, LED Screen, stand fans, Generator, Conditioned mike set for 5000 Nos. of Audience and other items as required for the ensuing GAJAPATI UTSAV - 2025 (For 5 Days) to be held from **18.01.2026 to 22.01.2026** at Gajapati Stadium, Paralakhemundi.

The offers should accompany with their past experience with photographs/ CD which would be displayed through the power point before the chairman, Gajapati Utsav. The decision of the committee will be binding in case of award of work. Along with the cost the quality /exposures/innovative ideas for main stage backdrop will be taken into consideration in selection of the award of work. However, offers must indicate the cost for each item separately.

The intending persons may inspect the proposed venue prior to submission of their offer.

The selected Firm / Decorators / Tent houses will be required to deposit a security amount of Rs. 25,000/- (Rupees Twenty-five thousand) only in shape of Demand Draft *in favour of the Collector & District Magistrate, Gajapati-cum- Chairman, Gajapati Utshav Committee* before issue of the work order and the same will be refunded with 7 (seven) days of completion of the Utshav and final payment of the work will also be made within a week of completion of the Utshav.

The last date for receipt of offers at office of the Superintending Engineer, Paralakhemundi (R&B) Division is on **09.01.2026 up to 2.00 PM** and will be opened on **09.01.2026 at 4.00 PM** in presence of members of Stage Committee and participants or their authorized representatives.

The quotations should be accompanied with the Name of the Firm / Decorator / Tent house (2) Name of the proprietor (3) Address with contact number.

**CONDITIONS:**

**1. Safety Guidelines: -**

- a) Supply of Main panels should be catered through AB/PVC armoured cable of suitable rating.
- b) Metallic enclosures of distribution panels, main switches to be earthed worth 2 no's of separate and distinct earth.
- c) All metallic parts to be earthed with running earths using flexible copper conductor cable of suitable size.
- d) Joints in distribution cables should be avoided, if necessary, should be properly insulated to avoid any hazard.
- e) The stage load has to be inspected by the Electrical inspector after completion of the work.

*All the rates have to be quoted separately and firms who have experience in the organization of such mega functions will be given priority. The entire work has to be completed and handed over to the organizers at least 48 hours before the inauguration day. The rates should include all taxes and incidental charges. The tender form should be accompanied with a non-refundable Account payee Demand Draft of Rs.2000/- (Rupees Two Thousand) only in favour of the Collector & District Magistrate, Gajapati-cum-Chairman, Gajapati Utshav Committee.*

**Imp Note:**

- The payment will be made to the agency basing on actual quantity of execution of the work as per the requirement of the committee.
- The authority has full rights for change in scope of the arrangements of Gajapati Utsav for any additional item if required beyond the list of the mentioned items in the quotation on demand of the committee during execution of the work. Extra payment will be made accordingly for such additional works executed.

The Tender form is obtainable from the office of the Superintending Engineer, Paralakhemundi (R&B) Division on working days from 03.01.2026 at 10.00 AM to 08.01.2026 up to 4.00 PM.

The Authority reserves the right to cancel the offers without assigning any reasons thereof for selection and no claims in any respect in this regard will be entertained in any manner subsequently.

*Honnaga 02/01/26*  
Collector & D.M.-cum-Chairman  
Gajapati Utshav

No-29

Dt: 30.01.2026

Copy to all District level officers for information and to display the copy in the Notice Board for wide circulation.

*Honnaga 02/01/26*  
Collector & D.M.-cum-Chairman  
Gajapati Utshav

No-30

Dt: 02.01.2026

Copy forwarded to the NIC, Gajapati to web host the quotation call notice.

*Honnaga 02/01/26*  
Collector & D.M.-cum-Chairman  
Gajapati Utshav

No-31

Dt: 02.01.2026

Copy forwarded to the Superintending Engineer, Paralakhemundi (R&B) Division for information and necessary action. He may receive the sealed offers within scheduled date & time.

*Honnaga 02/01/26*  
Collector & D.M.-cum-Chairman  
Gajapati Utshav