



ଜିଲ୍ଲା ଶିକ୍ଷା କାର୍ଯ୍ୟାଳୟ, ଗଜପତି

DISTRICT EDUCATION OFFICE, GAJAPATI

Email ID - deogajapati10@gmail.com

Notice No. ୭୭୧୦

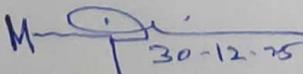
Date: 30/12/2025

Quotation Call notice

Quotation/Expression of Interest (EOI) is invited from intending reputed firms/tent owners/event organisers for the District level PM SHRI UTSAV 2-day celebration to be held on 10.01.2026 and 11.01.2026 at Minority Hostel, Betaguda, Paralakhemundi with 740 (Seven Hundred Forty) nos. of participants. Interested firms/ tent owners/ event organizers having a valid GST certificate may submit their quotation in a sealed envelope, latest by 07.01.2026 at 01:00 PM, to be submitted in the office of District Education Officer, Gajapati At-Betaguda, via-Jhami, Paralakhemundi, Gajapati during office hours on working days. Any proposal received after the due date will not be entertained. The Quotations will be opened on the same day at 04:00 PM at the O/o District Education Officer, conference hall, At-Betaguda, Via-Jhami, Paralakhemundi. The quotationer may remain present or send their authorised representative while opening the quotation /EOI. The authority reserves the right to cancel/modify any or all quotations in part or whole without assigning any reason thereof.

1. REQUIREMENT

- Tent, Light, Sound and Event Arrangement
- Stage Arrangement
- Pavilions (60 Stalls)


30-12-25

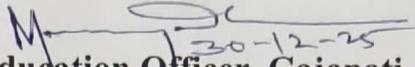


2. Scope of Work: For smooth management of District Level PM SHRI UTSAV Light, Sound services, Pavilions & Flowers for decoration on the Gate/Standby stage, etc. The Rate should be quoted both in figures and words to be quoted in a separate sheet at **Annexure-A**
3. The application form of quotation containing General information and terms and conditions will be available with the undersigned or can be downloaded from 30.12.2025 to 07.01.2026 at 01:00 PM on the website www.gajapati.odisha.gov.in
4. The agency must have experience in organising 2000 nos. Participants in the past.
5. Evaluation process: firms/tent owners/event organisers 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 finalised by the Committee with due negotiation if required.
6. Document to be submitted by the Agency:
 - A. GST Registration Certificate
 - B. PAN Card
 - C. Experience Certificate, if any (optional)
7. Penalty: If the quality of the Stage Arrangement, tent, light, sound and Event Arrangement services and live streaming, etc., is found unsatisfactory during the event, then @ 10% of the bill amount will be deducted as per the decisions of the Committee.
8. The quotations shall be submitted to the O/o District Education Officer, At-Betaguda, Via-Jhami, Parlakhemundi Gajapati only on or before 07-01-2026 at 01:00 PM, and the same quotations will be opened on the same day i.e 07.01.2026 at 04:00 PM. Quotations received after the due date and time shall not be considered for evaluation of the quotation.

M. T. 30.12.25

9. Collector-cum-chairman, PSSS, Gajapati reserves the right to accept or reject any or all quotations in full or in part without assigning any reason thereof; no intimation will be given to the bidders.

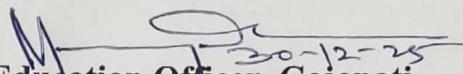
By order of the Collector-cum-Chairman, PSSS, Gajapati


District Education Officer, Gajapati

Memo. No. 7911 /PSSS/25

Dated 30/12/2025

Copy along with copy of the enclosure submitted to all District Offices, Gajapati for information and necessary action. They are requested to display in their notice board for wide publicity.


District Education Officer, Gajapati

Memo. No. 7912 /PSSS/25

Dated 30/12/2025

Copy to District e-Governance Manager, Collectorate, Gajapati, for information with a request to post the Tender Call notice in the NIC, Gajapati website, i.e., www.gajapati.odisha.gov.in, for wide publicity.

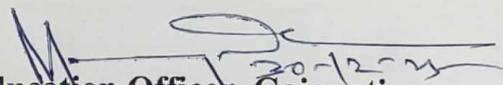
Copy to the notice board of this Office for wide publicity.


District Education Officer, Gajapati

Memo. No. 7913 /PSSS/25

Dated 30/12/2025

Copy submitted to the COO, Panchasakha Sikhya Setu Sangathan, Bhubaneswar, for the kind information and necessary action.


District Education Officer, Gajapati

Memo. No. 7914 /PSSS/25

Dated 30/12/2025

Copy submitted to Collector-cum-Chairman, PSSS, Gajapati, for the kind information and necessary action.


District Education Officer, Gajapati

Format for quoting the rate/price per unit for 2 days for the Tent, Light, Sound and Event Arrangement, Stage Arrangement, and Pavilions arrangement for District level PM SHRI UTSAV, Gajapati at Minority Hostel, Betaguda, Paralakhemundi.

| Sl. No. | ITEMS | Qty | QUOTED PRICE PER UNIT PER DAY | TOTAL PRICE |
|---------|--|---|-------------------------------|-------------|
| 1 | Jagannath Idle | 1 | | |
| 2 | Stage 60 feet x 100 feet length with back drop of size 36 X 24 with carpet | 1 | | |
| 3 | Pavilion | With 60 Stalls of 10ft * 12ft size with Light/Electric connection, Display table & Chairs | | |
| 4 | Camera Photo & Video Graphy for 2 days | 2 | | |
| 5 | Tea Poy | 10 | | |
| 6 | Steel Podium | 1 | | |
| 7 | Chairs | 1000 | | |
| 8 | Steel Chair for VIP | 40 | | |
| 9 | Flower decoration at stage and entry gate | 2+1 | | |
| 10 | Floor Net matting | 1+1 | | |
| 11 | Steel Sofa | 10 | | |
| 12 | Stage to Audience front carpet | 1 | | |
| 13 | Barricade fitting | as per the requirement | | |
| 14 | Celling fan | 20 | | |
| 15 | Wash Basin | 10 | | |
| 16 | Sound system set | 2 | | |
| 17 | DDG Set for power backup, 200 KW | 1 | | |
| 18 | Stand fan | 2 | | |
| 19 | Dust Bin | 5 | | |
| 20 | Cordless Mike | 4 | | |
| 21 | Banner for Stage, Standy entry gate, Selfie Point | All sides as per the size of the stage | | |
| 22 | Kitchen & Dining area tenting with chair & table for 200 students | | | |
| | Total Amount | | | |
| | GST % | | | |
| | Grand Total amount | | | |

M
13.01.22

Signature of the Quotationer.