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Registrar



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No.FMU/SS/ESTT-72/2022/ 9819

Date: 05.12.2022

QUOTATION CALL NOTICE FOR TENT HOUSE

Sealed quotations are invited from the reputed Tent House owners/ Event Managers and Printing Press having valid GST Certificate and PAN number for arranging pandal, auditorium and printing of Souvenir, Programme Schedule, Note Pad etc. during celebration of “**105th Indian Economic Association International Conference**” w.e.f. 27th to 29th December, 2022 at New Campus of the University. The quotationers are required to **super-scribe** on the envelope “**Quotation Call Notice for Tent House and Printing**”. The last date for receipt of quotations at the end of the undersigned is on or before **13-12-2022 at 2.00 P.M.** The quotations will be opened on the same day at **3:30 P.M.** The authority reserves right to cancel any/ all the quotation(s) without assigning any reasons thereof. For details visit our website www.fmuniversity.nic.in.

Sl. No.	Items	Description	Quantity/ Size	Price
1.	Stage with Green Room	Side walling, back drop, tarpaulin roofing, cloth ceiling, matting	34'x40' Stage- 20'x40' Green Room- 14'x40' Stage Height- 16'	
2.	Auditorium	Side wall of 3' height, Jhalari on the top, tarpaulin at the top with cloth ceiling, matting	No man's land 40'x16' Sitting Area- 40'x80' Total- 96'x40'	
3.	Light	Audience Bar light	30 Pcs.	
4.	Stage Light	Truss light on stage, meeting light and fancy light	Requirement as per size of the stage.	
5.	Sofa	VIP Sofa 2 Seater	50 Pc	
6.	Chair	Moulded Chair	300 Pc	
7.	Barricade	Bamboo barricade with cloth N.B: Rate for Barricade to be quoted per Running Feet	Approx 500 feet with 3 feet height	
8.	Genset	35 KVA with Fuel & Operator	01 (One)	
9.	Sound System	Sound System with cordless microphone, Microphone for podium and color microphone.		

10.	Light	LED lighting arrangement on the PG Dept. of Social Science, Administrative Building and PG Council Building.	As per requirement	
11.	Pedestal Fan		4 Nos	
12.	Utensils	Utensils required for preparation of Lunch, Dinner & Break Fast for 500 participants Iron Kadhai Alu Kadhai Ganj (Big) Mini Top Gas Stove (Double) Dabu Tray Nauka Water Jug Steel Dustbin Water Drum Wash Basin Soup Turine Dekchi (Big) Service Laddle Dari Panikhi Etc.	2 Nos 2 Nos 5 Nos 14 Nos 2 Nos 5 Nos 5 Nos 3 Nos 5 Nos 5 Nos 3 Nos 1 No 1No 1Nos 15 Nos 2 Nos 2 Nos	
13.	Mattress, Blanket, Pellow, Bed Sheet	As per Requirement	60 Set (Approx) Extra 50 Blanket (only) for HRDC Accommodation	

Quotations are also invited for Dining arrangement near state with following specification.

Sl. No.	Items	Description	Quantity/ Size	Price
1.	Dining Hall	Roofing, Tarpolin, Four Side walling & Carpeting	100'(L) x 40'(B) x 9'(H)	
2.	Celling Fan		15 Nos	
3.	Table	Round Table	10 Pc	
4.	Chair	Chair with cover	50 Pc	
5.	Counter	Buffet counter	03 Nos	
6.	Light	LED Bar Light	15 Pc	

Items:

A. Pandal and Auditorium

1. The pandal shall be framed with bamboo without any support at the middle of the stage. The three side of the stage and green room to be covered with cloth (non-transparent). The rooftop of the stage and green room to be covered by tarpaulin and ceiling with new cloth. Boarder of the roof top to be covered with JHALARI. The joint portion of the carpet on the stage to be pasted.
2. The size of the auditorium shall be approx. of 96'(L) x 40' (W) and the structure to be framed with bamboo. There should be provision of vacant space (No man's land) from front edge of the pandal to the auditorium. The rooftop of the no man's land and auditorium to be covered by cloth. The floor of the no man's land and VIP area shall be covered with floor mat.
3. The VIP area shall be separating with bamboo barricade.

B. Terms and conditions:

1. The interested parties must visit the spot and submit quotation with price for each category as stated in above table or else their quotation shall not be considered for comparison. Thus it is mandatory on the part of the quotationer to consult with Dr. Sunil Kumar Padhi, HOD, Dept. of Social Science to have a detailed knowledge about the area in which the programme is to be made. Further, they are required to know the manner in which they shall quote price for each work/items as stated in the table.
2. The executing agency should take utmost care of safety and security of your personnel while executing the works. The University shall not be responsible for any unwanted incidents during execution of works.
3. The entire works to be executed with immediate effect after receipt of the order.
4. Pandal, auditorium and the dining place shall be completed and handover by 26-12-2022 at 5:00 PM positively.
5. The entire works shall be executed in presence of the Dr. Sunil Kumar Padhi, HOD, Dept. of Social Science or his authorised representative.
6. No advance payment shall be made to the selected firm prior to completion of work.
7. The total expenditure (as per actual) shall be paid after successful completion of the works and subsequent certification by Dr. Sunil Kumar Padhi, HOD, Dept. of Social Science, FMU.
8. The quotationers are required to quote the price for 3 days i.e., from 27th to 29th December, 2022. The rate and taxes be quoted separately.
9. Lowest one quotationer will be finalised taking into consideration of total price for different items, tent house structure like pendal, auditorium, dining space, light & sound system etc. into consideration.
10. The entire meeting on the stage (Approx – 2Hrs) to be conducted by using the Genset for uninterrupted power supply. However, during cultural programme the Gen Set to be used during load shading.
11. Quotationers shall furnish a copy of PAN and GST Registration Certificate along with the quotation paper or else their quotation shall not be considered.

QUOTATION CALL NOTICE FOR PRINTING MATERIALS

Sealed quotations are invited from the reputed Press/ Printing House owners having valid GST Certificate and PAN number for supply of printed Souvenir, Programme Schedule, Note Pad and Certificates etc. for celebration of “105th Indian Economic Association International Conference” w.e.f. 27th to 29th December, 2022 at New Campus of the University.

Sl. No.	Items	Specification	Unit Quoted rate including GST
1.	Souvenir (400 Copy)	Size: A4 Demay Type of inner Paper: 90GSM (Maplito) Printing : Inner Black & White Message : One Side Printing Multi Colour 130 GSM Art Paper Advertisement: Both Side Printing Multi Colour 130 GSM Art Paper No. of Pages: Inner Page- 90 Pages (Approx), Message - 12 Pages Advertisement – 4 Pages Cover Page: 300GSM Art Paper & Multicolour (One side Print: Front & Back) Printing & Binding	
2.	Programme Schedule (150 Copy)	Size: 1/8 Demay Type of inner Paper: 70GSM Printing : Inner Black & White No. of Pages: 20 Pages Cover Page: 250GSM Art Paper & Multicolour Printing & Middle Stitching	
3.	Note Pad (250 Copy)	Size: 1/8 Type of Paper: 70GSM No. of Pages: 50 Pages Cover Page: 130GSM Art Paper & Multicolour	
4.	Certificate (350 Copy)	Size: A4 Type of Paper: 300GSM Art Paper & Multicolour Printing	

Terms and conditions:

1. Quotationers shall furnish a copy of PAN and GST Registration Certificate along with the quotation paper or else their quotation shall not be considered.
2. Quotationers are required to quote the price inclusive of Tax, DTP Charges along with Freight charges.

3. Lowest one quotationer will be finalised taking into consideration of total price for different items.

N.B.: The quotation for tent house arrangements and printing materials shall be quoted separately.

Memo No. 9820

Date: 05.12.2022

Copy forwarded to the P.A. to V.C/ P.A. to Registrar/ C.O.F./ Sri Asish Kumar Pradhan, Computer Programmer with a request to upload the same in the University website.


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