



Sambalpur Municipal Corporation Sambalpur (Odisha)

Email Id : Sambalpurm.hud@nic.in

Notice No. 11012 / SMC

Phone No. 0663-2411012

Date: 16.12.2023

Tender call Notice

The Commissioner, Sambalpur Municipal Corporation invites proposal from experienced agencies for "Selection of Registered Agency/ Registered Firm/ Company/Sole proprietor for Printing Work for Lok Mahostav-2024 from Dt. 4th Jan,2024 to 6th Jan.2024".

Bidders are required to submit the bids in sealed Cover that must reach the undersigned on or before 27.12.2023 up to 5.00pm. by Speed Post/ Regd. Post/ Courier only.

Sl no.	Bidding Schedule	Dateline
01	Bid due Date & Time	28.12.2023 up to 5.00pm
02	Opening of Technical Bid	28.12.2023 up to 5.30pm
03	Opening of financial Bid	To be intimated latter

The bid documents containing eligibility criteria, scope of work, terms and conditions of the tender can be downloaded from the website www.smcsambalpur.nic.in.

The authority reserves every right to reject any or all the Tender without assigning any reason thereof.

Memo No. 11012(A)/SMC

Dt. 16.12.2023

Copy submitted to MIS, SMC, Sambalpur to upload in SMC website.

Commissioner

Sambalpur Municipal Corporation

Memo No. 11012(B)/SMC

Dt. 16.12.2023

Copy submitted to The Project Director, DRDA, Sambalpur /Sub Collector, Sambalpur /Tahasildar, Sadar Sambalpur with a request to display the notice in their office Notice Board for wide publication.

Commissioner

Sambalpur Municipal Corporation

Memo No. 11012(C)/SMC

Dt. 16.12.2023

Copy submitted to the Collector-cum-Administrator, SMC for kind information.

Commissioner

Sambalpur Municipal Corporation

Commissioner

Sambalpur Municipal Corporation

Tender Paper

of

Printing Work

for

**Lok Mahotsav-2024
Sambalpur**

DETAILS ON TENDER PAPER FOR PRINTING WORKS:

The Tender paper can be downloaded from the website- www.smcsambalpur.nic.in

A) E.M.D (Refundable) : **Rs. 2, 000/-** (Rupees two thousand) only in shape of Demand Draft /Pay order in favour of Commissioner, Sambalpur Municipal Corporation.

To be filled in by the bidder.

Demand Daft / Pay Order No. Dated/...../ 2022
(DD/PO to be attached with the Tender Paper)

B) NAME AND ADDRESS OR BIDDER:

To be filled in by the bidder.

Bidder Name and Address:

.....
.....

Signature of the bidder

C.LAST DATE & TIME FOR RECEIPT OF TENDER:28/12/2023 at 5.00 PM

D. DATE & TIME OF OPENING OF TENDER: .28/12/2023, 5.30 PM at SMC office conference Hall, Sambalpur

E.ADDRESS FOR SUBMISSION OF TENDER PAPER

**The Commissioner
Sambalpur Municipal Corporation
Durgapali, Sambalpur-768006**

Printing works

A. Background:

The Lok Mahotsav of Sambalpur District, Odisha, emerges as a cultural gem celebrating the vibrant heritage of the region. Rooted in the rich historical and artistic traditions of Odisha, this annual festival was initiated by local artisans and gained official support from the government. Showcasing diverse art forms, traditional dances, and indigenous crafts, Lok Mahotsav serves as a vital platform for preserving and promoting culture over the world. Over the past year, it has evolved into a significant event, contributing not only to cultural preservation but also providing economic opportunities for local communities. This milestone marks a year of success and cultural enrichment.

B. Exhibition Calendar:

The calendar of Lok Mahotsav-2024 to be organized by SMC, Sambalpur as per the details given below, is purely tentative. Any place or period as proposed below may change/vary in course of action. The programme given in the calendar may be cancelled without assigning any reason thereof and no consideration will be entertained for the same.

Sl.	Name of the District	Place of Exhibition	Occasion	Tentative Date of the Exhibition	No. of Stalls	Type of Mela
1	Sambalpur	Ainthapalli	Loka Mahotsav	4 th – 6 th January 2023	250 (Lok Mahotsav)	Mega

C. TERMS & CONDITIONS

1. The text of the materials will be provided by SMC, Sambalpur well in advance of the exhibition. It is the responsibility of the firm that they print materials without any mistake and should be provided in time as per the specification.
2. Sanctions of any advance will not be considered. The payment will be made on completion of each event.
3. The bill should accompany with the challan of receipt. The offer price should include all taxes & duties.
4. The bidders are required to deposit an earnest money of Rs. 2,000/- (rupees two thousand only) in shape of demand draft/pay order in favour of Commissioner, Sambalpur Municipal Corporation payable at Sambalpur. The E.M.D. amount of the successful bidder will be kept with SMC, Sambalpur till the completion of the exhibition. 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.
5. The rate offered by the firm should be valid for 180 days.
6. The Tenderers have to offer the price for all items or else the tender paper will not be considered.
7. The firm should have valid GSTIN no.
8. The bidder can either be a Company/Partnership Firm/Proprietorship registered under relevant acts.
9. Preferred bidder shall be selected whosoever quotes the lowest financial proposal (L1).

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 inflated or misleading at any stage or I am/ we are not satisfying the eligibility criteria prescribed in the relative advertisement of my tender is liable to be cancelled. I am/ we are willing to abide by the terms and conditions laid by SMC and District Administration, Sambalpur. 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 or 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:

10. While submitting the Tender, the Tenderer should submit the followings documents

:

- i. Copy of work orders/ experience certificate for similar nature of works for last 2 years.
- ii. Certificate of Incorporation or any other registered documents.
- iii. The firm should be registered under DIC.
- iv. EMD of Rs. 2,000/- in favour of DSMS, Sambalpur in shape of Demand draft/pay order.
- v. Valid GSTIN registration certificate.

D. Details specification:

1. Identity Card with cover and neck cord (500 – 1000 pcs.)

- a) Size : 5.5 CM X 9 CM
- b) Printing : Offset Printing, Both Side
- c) Colour : **Multi colour**
- d) Paper : Art Paper Board, 220 GSM
- e) Accessories : Plastic pouch and Clip type Neck Cord

2. Invitation Card (200-500 pcs.)

- a) Size : 35 CM X 27 CM (Double-folded)
- b) Printing : Offset Printing
- c) Colour : **Multi colour**
- d) Paper : 220 GSM Glossy sheet (Imported)
- e) Envelop : Fit to card, **Bi colour** printing

3. Brochures : (500- 2000 pcs.)

- a) Size : 42 CM X 27 CM (Double folded)
- b) Printing : Offset, Both side Printing
- c) Colour : **Multi Colour Printing**
- d) Paper : 220 GSM Glossy sheet (Imported)

4. Posters: (1000-2000 pcs.)

- a) Size : 44 CM X 56 CM
- b) Printing : Offset Printing
- c) Colour : **Multi Colour**
- d) Paper : 130 GSM Glossy

5. Certificate (300-1000 pcs.)

- a) Size : A4
- b) Printing : Offset Printing
- c) Colour : **Multi Colour**
- d) Paper : 300 GSM Art Paper Board

6. Leaflets (500-2000 pcs.)

- a) Size : A 4
- b) Printing : Both side
- c) Colour: Multi Colour
- d) Paper : 130 GSM

7. Souvenir Books : (500-1000pcs)

Designing, printing and supply of Souvenir books Black and White printing 70 GSM paper 184 pages, Map litho paper 12 pages multicolour inner 130 GSM, Art 4 page multi colour cover 300 GSM Art paper Matt/Gloss lamination plus gum binding and paper binding multi colour cover binding.

Tender for Printing works of Lok Mahotsav-2024

To

**The Commissioner
Sambalpur Municipal Corporation**

Sir,

I / We do hereby submit item-wisesTender below for printing works of National Level PallishreeMela and Lok Mahotsav-2024 organized by District Administration, Sambalpur for the year 2024.

S. N	Particulars	Quoted Rate (In Rs.) for			
		300 Pcs.	500 Pcs.	1000 Pcs.	2000 Pcs.
1	Identity Card with cover and neck cord				
2	Invitation Card				
3	Brochure				
4	Posters				
5	Certificate				
6	Leaflets				
7	Souvenir book				
	Sub Total (in rs.)				
Grand Total (in rs.)					

Signature with seal of the bidder