EXECUTIVE OFFICER, PRARDEEP MUNICIPALITY
CUM SECRETARY, KALINGA BALIYATRA COMMITTEE

PRINTING OF SOUVENIR BI-COLOUR, MULTI COLOUR, BLACK AND WHITE PAGES, INCLUDING DTP, COVER DESIGN, GLOSS LAMINATION AND BINDING AS WELL AS POETRY BOOK ETC. FOR KALINGA BALIYATRA NOVEMBER, 2026.

-: 2026 :-

-: ORGANISED BY :-

BALIYATRA COMMITTEE, PARADIP.

OFFICE OF THE PARADEEP MUNICIPALITY, PARADEEP

No 5261 /Date. 15 /10 .2026

QUOTATION CALL NOTICE

Executive Officer Paradeep Municipality cum Secretary Kalinga Baliyatra Committee, Paradeep invites sealed Quotation from the intending event management firms/ general order suppliers/ tent house owners/ catering firms/ Decorators/ Photo graphers/ Flower decorators/ Printers for conducting/ Supplying/ Printing etc of following events/ items for observance of Kalinga Baliyatra-2026 at Paradeep.

2

Sl No	Name of Event/ Works	Qty	Paper Cost	EMD Cost	Term & Conditions, BoQ
1	2	3	4	5	6
1	Providing, supplying, labour, materials tools & plants for all types of arrangements like tent, stall, banner, gate, sound system, LED TV, LED Pannel fitting, light system and VIP Rest room etc for observance of Kalinga Baliyatra November, 2026.	As per BoQ	₹ 10,000.00	₹ 20,000.00	Anexure-"A" Anexure-"AA"
2	Providing, supplying, labour, materials tools & plants for preparation and erection of all types of hoarding (flex banner) in different places inside and outside of the District and other associated works as well as supply of brochure in connection with Kalinga Baliyatra November, 2026.	As per BoQ	₹ 5,000.00	₹ 10,000.00	Anexure-"B" Anexure-"BB"
3	Providing, supplying, labour, materials tools & plants for conduct of all types of photography, videography, projector, Drone, preparation of Reels and Advertisement for promoting brochure Kalinga Baliyatra-2026 and uploading in social media such as Facebook, Instagram, You Tube etc during the observance of Kalinga Baliyatra November, 2026.	As per BoQ	₹ 5,000.00	₹ 10,000.00	Anexure-"C" Anexure-"CC"
4	Providing, supplying, labour, materials Tools & Plants for flower decoration of stage, welcome gate, supply of garland for all statues, supply of bouquets, supply of flower for other purpose and other associated work for Kalinga Baliyatra November, 2026.	As per BoQ	₹ 5,000.00	₹ 10,000.00	Anexure-"D" Anexure-"DD"
5	Printing of Souvenir bi-colour, multi colour, black and white pages, including DTP, cover design, gloss lamination and binding as well as poetry book etc. for Kalinga Baliyatra November, 2026.	As per BoQ	₹ 5,000.00	₹ 10,000.00	Anexure-"E" Anexure-"EE"
6	Providing, supplying, labour, materials tools & plants for erection of Mina Bazar and different type of Doli during the observance of Kalinga Baliyatra November, 2026.	As per BoQ	₹ 5,000.00	₹ 10,000.00	Anexure-"F" Anexure-"FF"
7	Providing and supplying meals and tiffin during the observance of Kalinga Baliyatra November, 2026.	As per BoQ	₹ 5,000.00	₹ 10,000.00	Anexure-"G" Anexure-"GG"
8	Cleaning, levelling of ground and supply of signage for Parking place for observance of Kalinga Baliyatra November, 2026.	As per BoQ	₹ 5,000.00	₹ 10,000.00	Anexure-"H" Anexure-"HH"

3 The details of bid documents and along with terms & conditions will available from **dt.15.10.2026 to dt.27.10.2026 upto 1.00 PM** in the office website **www.Paradeepmunicipality.in** on payment of the amount as mentioned above in column 4 against each work towards cost of tender/ quotation documents in shape of **Demand Draft (DD)** drawn on any Nationalized Bank in favour of **ADM, Paradip-Cum-Vice Chairperson Kalinga Baliyatra Committee, Paradip payable at Paradip**.Quotation without payment of paper cost and EMD shall not be accepted in any case and will be rejected summarily.

4 In addition to this, the bid must have to be accompanied by EMD amount mentioned in column 5 against each work in shape of **Demand Draft (DD)** drawn on any Nationalized Bank in favour of **ADM, Paradip-Cum-Vice Chairperson Kalinga Baliyatra Committee, Paradip payable at Paradip.**

5 The quotation must be accompanied with photo copy of valid (i) PAN (ii) GSTIN (iii) Certificate of firms and original documents of cost of bid and EMD.

6 The completed & sealed quotation and other documents will be received offline on or before **dt.28.10.2026 by 1.00 PM** to **Executive Officer Paradeep Municipality, Paradeep** through registered/ speed post or in person only. The envelope containing the tender documents should be superscripted with "(Name of Event/ Works mentioned above in cloumn 2)" with tender/ quotation no & date.

7 The tender/ quotation/ bid documents will be opened on **dt.28.10.2026 at 3.00 PM** in the chamber of **Executive Officer Paradeep Municipality, Paradeep** in presence of the bidders or their authoriszed representatives who wish to attend. If office happens to be closed for any reason on the date of the receiving or opening of the tender/ quotation as specified, the tenders/ quotation will be received/ opened in the next working day at the same time & venue.

8 The authority reserves the right to accept or cancel any or all quotations without assigning any reason thereof.

Pande 14/10/2026

Executive Officer Paradeep Municipality
cum Secretary Kalinga Baliyatra Committee

Memo No 5262 /dt 15-10-2026

Copy submitted to Collector, Jagatsinghpur and Chairperson, Kalinga Baliyatra Committee, Paradeep for kind information and necessary action.

Pande 14/10/2026

Executive Officer Paradeep Municipality
cum Secretary Kalinga Baliyatra Committee

Memo No 5263 /dt 15-10-2026

Copy submitted to Addl. Dist. Magistrate, Paradeep/ Secretary, PDA/ Executive Engineer- R&B-PPA, Paradip for kind information with request to display the notice in their office notice board for wide publicity.

Copy to Office Notice board for wide publication.

Pande 14/10/2026

Executive Officer Paradeep Municipality
cum Secretary Kalinga Baliyatra Committee

Memo No 5264 /dt 15-10-2026

Copy to Chairman, Paradeep Municipality/Tahasildar, Kujang/ Estate Officer,PPA/ Executive Engineer, Paradeep Municipality for information. They are requested to remain present on **dt.28.10.2026 at 3.00 PM** in the Office of the **Paradeep Municipality, Paradeep** for opening of the above quotations.

Pande 14/10/2026

Executive Officer Paradeep Municipality
cum Secretary Kalinga Baliyatra Committee

Anexure "E"

Name of Work:- Printing of Souvenir bi-colour, multi colour, black and white pages, including DTP, cover design, gloss lamination and binding as well as poetry book etc. for Kalinga Baliyatra November, 2026.

TERMS AND CONDITIONS

1 **Scope of work:** Printing of Souvenir bi-colour, multi colour, black and white pages,including DTP, cover design, gloss lamination and binding as well as poetry book etc. for Kalinga Baliyatra November, 2026.

2 **Quotation schedule cost:** The details of bid documents specification, schedule & quantities and set of terms & conditions will availabe in Paradeep Municipality website i.e. **www.paradeepmunicipality.in** on payment of cost of tender/ quotation documents **₹5,000.00** (Rupees:- Five thousand) Only in shape of **Demand Draft (DD)** drawn on any Nationalized Bank in favour of **ADM, Paradip-Cum-Vice Chairperson Kalinga Baliyatra Committee, Paradip payable at Paradip.**The cost of tender paper is not refundable. The original deposit Demand Draft (DD) is to be attached with the quotation schedule otherwise quotation will be rejected.

3 **Cost of EMD:**The quotationer will have to enclose with the quotation an amount of **₹10,000.00** (Rupees Ten Thousand) Only in shape of **Demand Draft (DD)** drawn from any Nationalized Bank in favour of **ADM, Paradip-Cum-Vice Chairperson Kalinga Baliyatra Committee, Paradip payable at Paradip** towards cost of EMD which shall be refunded to unsuccessful quotationer after finalizaton of quotation. No other mode of payment of EMD shall be accepted. Quotation received without EMD shall be rejected. The EMD amount of successful quotationer will be refunded after completion of validity period.

4 **Avaliable of Bid:** The bid documents will available in Paradeep Municipality website i.e. **www.paradeepmunicipality.in** from **dt.15.10.2026 to dt.27.10.2026 upto 1.00 PM.**

5 **Last date of submmision of bid:** The completed & sealed quotation and other documents will be received offline on or before **dt.28.10.2026 by 1.00 PM** to **Executive Officer Paradeep Municipality, Paradeep** through registered/ speed post or in person only. The envelope containing the tender documents should be superscripted with "(Name of Event/ Works mentioned above in cloumn 2)" with tender/ quotation no & date. The authority will not be responsible for any delay for non receipt of tender/ quotation documents in time.

6 **Opening of bid:** The tender/ quotation/ bid documents will be opened on **dt.28.10.2026 at 3.00 PM** in the chamber of **Executive Officer Paradeep Municipality, Paradeep** in presence of the bidders or their authorisized representatives who wish to attend. If office happens to be closed for any reason on the date of the receiving or opening of the tender/ quotation as specified, the tenders/ quotation will be received/ opened in the next working day at the same time & venue.

7 **Documents:** The Bid document shall contain scan copy of (i) Registration Certificate, (ii) PAN, (iii) GSTIN (iv) original documents of cost of bid and EMD (v) Annexure-E, (vi) Annexuer- EE, (vii) Duly signed copy of DTCN

8 **Rates:** The rate shall be quotated exclusive of taxes and duties. GST shall be mentioned separately if required.

9 **Validity of Contract:**The rate quoted shall be valid for a period of one financial year i.e. 2026-27 from the date of approval.

10 The earnest money shall be forfeited on the following grounds.
(i)On revocation of quotation or
(ii) On refusal to enter in to a contract after the contact is awarded to a bidder.

11 The quotationer should quote single rate for each item according to required specification wherever mentioned. More then one rate for a particular item will be summarily rejected. The scheduled appended to the DTCN should be fill up and signed.

12 The rate should be mantioned both in figures and words.

13 Quantity indicated against each item tentative. The Authority may decide to abandon or reduced the scope of supply/ items for any reason what so ever and hance may not required the hole or part of the supply to be carried out the bidder shall have no claim to any payment of compensation.

14 The quotationer shall not sublet, transfer or assign any part of the full supply.

15 Any material found defective is to be replaced immediately free of cost

16 Quotation received incomplete in any manner will be summarily rejected.

17 Any correction or overwriting in the quotation shall be attested.

18 Any other information can be obtained from the office of the Executive Officer, Paradeep Municipality during office hour except holiday.

19 Any legal dispute arise shall be settled under the jurisdiction of local court and no power of attorney or affidavit shall be allowed.

20 Any deviation or violate to the terms & conditions the quotation shall be rejected.

21 Quotation received after due date and time shall not be entertained and the undersigned will not responsible for any delay.

22 The authority reserves the right to accept or reject any or all quotations without assigning any reason thereof.

14/10/2026.

Executive Officer Paradeep Municipality
cum Secretary Kalinga Baliyatra Committee

TECHNICAL BID

DETAILS OF THE AGENCY/ BIDDER

1	Name of the firm/ Agency	:-
2	Address	:-
3	Address & Tel. No. of the Bidder	:-
4	Registration No. of the Firm/ Agency	:-
5	Name, Designation, Address & Tel. No. of the Authorised Person to be dealt with	:-
6	PAN Card No.	:-
7	GST Registration Detail	:-
8	Any other Certificate	:-
9	Experience details of similar type of work executed	:-
10	Wheather the agency has been blacklisted by any of the Department/ Organizations of the Government of India/ Government of Odisha and any criminal case is pending against the said firm/agency	:-
11	Whether Terms & Conditions of Tender duly accepted	:-
12	Details of Bid security	:-
13	Details of Tender document cost	:-
14	Any other document relevant to tender	:-

This is to certify that I/we have carefully read the contents of the tender document and fully understood to all the terms and conditions therein and undertake myself/ourselves to abide by the same.

DECLARATION

I/ We hereby declare that all the statements 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 of I am/ We are not satisfying the eligibility criteria prescribed in the relative advirtisement of my tender is liable to cancelled. I am/ We are willing to adibe by the terms & conditions laid by ORMAS. 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 responce is found poor, proportionate value may be deducted from my bills as deemed to be proper by the competent Authority.

Signature of the Bidder

Seal of the Firm/Agency

Annexure-"EE"

Bills of quantities for the work:- Printing of Souvenir bi-colour, multi colour, black and white pages, including DTP, cover design, gloss lamination and binding as well as poetry book etc. for Kalinga Baliyatra November, 2026..

Sl No.	*Description*	*Quantity*	*Unit*	*Rate*	*Amount*
1	2	3	4	5	6
1	Supplying, all labour and materials for printing of souvenir. The theme desing of cover page will choice of Kalinga Balijatra committee. Souvenir size will be 21 cm x 27 cm and contained 160 pages with 28 page color, 4page color, 128 page black & white (128 page DTP) & 32 pages four color printing design cover blow lamination, binding etc. all complete & delevery to ADM Office, Paradeep. (Rate excluding GST)	300 Nos	Each Souvenir		
2	Supplying, providing all labour and materials for printing of Poetry Reciting book of Kalinga Baliyatra 2026. The book size 16 cm x 24 cm and contained 100 pages. The cover page colour and other pages black and white. The book cover page laminated and binding etc all complete and delevery to ADM Office, Paradeep. (Rate excluding GST)	As per requirement	Each Book		

Signature of the Bidder
Seal of the Firm/Agency

14/10/2026.

Executive Officer Paradeep Municipality
cum Secretary Kalinga Baliyatra Committee