



DISTRICT EDUCATION OFFICE & DPC,SS, MAYURBHANJ

Baripada, Pin-757001, Ph. No-06792-260865, Fax-06792-260007

No. 450 / Dt. 08 /02/2024

Expression of Interest (EoI)

For shortlisting of agency for Tent, Light, Sound Arrangement Service

Expression of Interest (EoI) is invited by Collector & District Magistrate, Mayurbhanj from intending reputed Tent Owners to provide tent, light, flowers in stage, gate & sound services in **District Level felicitation ceremony** for Mukhyamantri Shikshya Puraskar under S&ME Deptt. in coordination with Mo School Abhiyan, Govt of Odisha scheduled to be organised at District headquarter, Baripada, Mayurbhanj in which 4304 participants/awardees will participate. Interested tent owners having valid GST certificate may offer their quotation in sealed envelope latest by **15-02-2024** up to **02:00 PM** which will be opened by District Level Tent, Light, Sound arrangement Committee on the same day at **05:00 PM** in the chamber of **DEO & DPC, Samagra Shikshya, Mayurbhanj**. The bidder may remain present or send their authorised representative while opening of quotation. The EoI in sealed cover are to be dropped in the box placed in the office of **DEO & DPC, Samagra Shikshya, Mayurbhanj** during office hours on working days even holidays and any proposal received after due date will not be entertained. The authority reserves the right to cancel/ modify any or all quotations in part or whole without assigning any reason thereof.

Interested and eligible agencies may download EoI from the district website www.mayurbhanj.nic.in.

Scope of Work:

1. For smooth management of Felicitation Ceremony for awardees tent, light, flowers in stage, gate & sound services with coverage of 5000 pupils is required with sitting arrangement under the tent and stage area. The details are attached in a separate sheet attached herewith as Annexure-I.
2. The agency must have experience to organize and arrangement for 5000 participants.
3. The preference will be given for German Hanger Tent.

Evaluation process:

The Tent owner are to submit all the documents mentioned above including the attached format with quoted price for evaluation of the EoI. After evaluation, the Tent owner will be finalized by the Committee with due negotiation if required.

A. Document to be submitted by the Agency :

1. GST Registration Certificate
2. PAN Card


B. Penalty:

If the quality of the tent and sound services found unsatisfactory during the event then @ 10% of the bill amount will be deducted as per the decisions of the Committee.


District Education Officer & DPC
Samagra Shiksha, Mayurbhanj

Tent arrangement at event venue point

SL. No.	Items description	Tent area	Quoted price per unit per day(in Rs.)	Total price
1	Water proof strong built Tent with sitting arrangement under the tent and stage/dias	to accommodate 5000 persons		
Separate Stage arrangement for one day				
1	Stage with back drop of size 24' X 32'	1		
2	Flex fitting with batten frame of size 20' X 10'	1		
3	Stage chair for Guest	12		
4	Glass fitting T. Poy	6		
5	Podium	1		
6	White Foam sofa	8		
7	Steel Chair for VIP	50		
8	Fiber Chair	5000		
9	Flower decoration at stage and gate	1		
10	Lying of mat at Stage, Auditorium & Road with coverage of entire tent area.	1		
11	Sound system with 2 nos. of cordless microphone, mixture and other for Award programme	1		
12	Installation of fan & DG Set for power backup	adquete nos. of fan to cover the stage and tent area with DG set for power backup		
Total Amount				
GST @18%				
Grand Total Amount				


 8.2.24
 District Education Officer
 Mayurbhanj