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ODISHA STATE OPEN UNIVERSITY
G.M. UNIVERSITY CAMPUS, BUDHARAJA, SAMBALPUR, 768004

No. - OSOU/F&A/2023/ 286

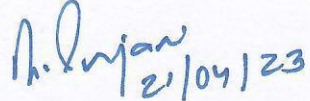
Date - 21-04-2023

Short-Quotation Call Notice

Sealed quotations are invited from reputed firms/registered bidders located within the jurisdiction of Sambalpur Municipal Corporation for event management of 5th Convocation of Odisha State Open University, Sambalpur. The detailed requirement of the items can be downloaded from the University website i.e. <http://osou.ac.in>. Interested firms may visit the University Campus on working days between 07.00 AM to 01.00 PM for survey of the site and accordingly submit their quotations to "The Registrar, Odisha State Open University, G.M. University Campus, Budharaja, Sambalpur, 768004" through Registered/Speed Post only so as to reach the office by 28.04.2023 at 01.00 PM. The University shall not be responsible for any postal delay. The quotationer shall be allowed to bid in Indian Rupees only. The quoted amount should be inclusive of all taxes and other charges such as transportation, etc, if any. No additional cost shall be entertained at later stage. Payment shall be made only after satisfactory completion of the work. The Competent Authority reserves the right to modify or cancel the quotation(s) without assigning any reason thereof.

The quotations shall be opened on **Dt.29.04.2023 at 12:30 PM**. The firms or their authorized representatives may remain present when the quotations are opened. The Envelope containing the quotation must be superscripted as "**Quotation for Event Management for 5th Convocation**".

Copy to University Notice Board / Website for wide circulation.


Authorized Signatory
REGISTRAR
Odisha State Open University
SAMBALPUR

Detailed Requirement as stated below:

Sl. No.	Particulars	Amount including GST and other charges if any (in Indian Rupees only) (Per Unit Price)
1	New Synthetic Mat (Red/Green)	
2	Stage Chairs (VVIP)	
3	Sofa (VIP)	
4	Box Gate Per Sq.Ft (Including Design & Printing)	
5	Plastic Chairs	
6	Podium	
7	DG Set with Fuel(125KW) (Soundless)	
8	Sound (Speaker and Mic)	
9	Flower Decoration and Bouquet (Natural & Artificial Flowers)	
10	Back drop with Frame (Full Cover) Per Sq.Ft (Including Design & Printing)	
11	Side wall Per Sq.Ft	
12	Samiana	
13	Lights	
14	Tables	
15	Dustbins	
16	Sofa for Hi-Tea	
17	Standeers (3x6) (4x8) Per Sq.Ft (Including Design & Printing)	
18	Selfie Corner Standee (Big Size) Per Sq.Ft	
19	Teapoy	
20	Air-Conditioner (2 Ton Stand AC)	
21	Video and Photography	
22	Live Streaming (YouTube & Facebook), LED TV & Internet Facility	

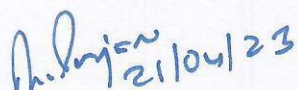
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SAMBALPUR**

Sl. No.	Particulars	Amount including GST and other charges if any (in Indian Rupees only) (Per Unit Price)		
		150 Persons	200 Persons	250 Persons
23	Food and Catering Management:			
	Items for			
	<u>Item List:</u>			
	A.Lunch			
	1.Plain Rice			
	2.Dal			
	3.Mix-Veg			
	4.Paneer			
	5.Tamato Khata			
	6.Papad, Chips & Salad			
	7.Water			
	Breakfast per Packet			
	1.Samosa-1			
	2.Bara-01			
	3.Veg-Chup-01			
	4.Sweet-01			
	5.Tea & Water			

Terms & Conditions

1. The Firms shall submit valid GST Registration Certificate, PAN, latest GST Return for March 2023, Latest Income Tax Return Certificate for the F.Y. 2021-22 (A.Y. 2022-23) and details of past experience in organizing such events.
2. There will be no advance payment for this, and the bills will be settled within 15 days from completion of the work.


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