

**TENDER DOCUMENT FOR
"ORGANISING CULTURAL EVENTS AT COLLEGE AUDITORIUM
OF MKCG MEDICAL COLLEGE, HOSPITAL, BERHAMPUR "**

**OFFICE OF THE DEAN & PRINCIPAL,
MKCG MEDICAL COLLEGE, BERHAMPUR ODISHA**

Tel: (0680)-2292746 Fax No.2292809

E-Mail:mkcgmc.bam@gmail.com,

Price: Rs.2000/- + GST

**(The Tender cost of Rs.2000/-+ GST is non refundable to be paid by way of E-challan under
head of Account 0075-00-800-0097-02237-000 through Odisha Govt. Treasury site.)**

DATE OF PUBLICATION IN THE WEB SITE: 10-10-2023

LAST DATE FOR SUBMISSION OF TENDER:- 15-10-2023 BY 4.30 P.M

DATE OF OPENING OF TECHNICAL BID: 15-10-2023 AT 5 P.M

DATE OF OPENING OF FINANCIAL BID: 15-10-2023 AT 05.30 P.M



TENDER PAPER
TERMS AND CONDITIONS.

1. The sealed tenders should be super scribed as Tender for **"ORGANIZING A CULTURAL EVENT IN THE AUDITORIUM OF MKCG MEDICAL COLLEGE, HOSPITAL, BERHAMPUR" ON 17-10-2023** are to be submitted by Regd. Post/Speed Post/Courier service only so as to reach in the Office of the Dean & Principal, M.K.C.G. Medical College, Berhampur-4 on or **before 15-10-2023 by 4.30 P.M.** The tenders received beyond the scheduled time and date will not be considered under any circumstances. The Tender should be of double bid system **i) Technical Bid & ii) Price Bid in two sealed covers duly super scribed as Technical Bid & Price Bid and be submitted with one sealed cover.** The Tender cost of Rs.2000/-+ GST is non refundable to be paid by way of E-challan under head of Account 0075-00-800-0097-02237-000 through Odisha Govt. Treasury site
2. The sealed tenders submitted by the tenderers shall be opened by the Purchase Committee of office of the Dean & Principal, M.K.C.G. Medical College, Berhampur in his Office Chamber in the presence of either the tenderers or his /their authorized representatives who should remain present at the scheduled date and time with proper authorisation. If any tenderer or his / their authorized representative fails to turn up at the time of opening of the tenders that will not bar to the authorities from opening the tenders or carrying on subsequent tendering procedures.
3. The tender should be clearly typed / computerized without any correction, interpolation and over-writing etc. and each page of the tender should bear the dated signature of the tenderer. Correction/over writing or interpolation of any entry should be attested by the tenderers failing which the tender for the relevant item or items shall not be taken in to consideration.
4. The rates should be inclusive of all taxes and is valid for this event only.
5. The prices quoted should be final and shall not be subject to any escalation during the validity period of the tender/till the purchase is over.
6. The tenderer should submit/furnish a certificate in the tender to the effect that price quoted by him/them is not more than the open Market Price.
7. The tenderer should furnish Photostat copies of the up to date GST, and Filling of Income tax return certificates of last three years along with money receipt in original relating to his/their firm along with the tender.
8. The tenderer should furnish the Earnest Money Deposit **Rs.10000/- only** (Refundable) **in shape of Bank Draft in favour of the Dean & Principal, M.K.C.G. Medical College, Berhampur payable at M.C.C Branch Berhampur,** along with the tender. The EMD will be forfeited in case, the successful tenderer fails to execute the order within the stipulated period mentioned in the Purchase Order in supply of the same.
9. Purchase order shall be issued in favour of the successful tenderers by email **after approval in the Purchase Committee.** It is obligatory on the part of the selected firm to acknowledge receipt of the purchase order within seven days.
10. The event must be as per the requirement. Unsatisfactory conducting of the event will lead to deduction of the quoted price as per recommendation of the committee.



11. The Dean & Principal MKCG Medical College Berhampur as the Authority reserves the rights to reject any tender or all tenders in part or full without assigning any reason thereof.
12. Documents misleading of facts are liable for rejection/cancellation of tender/purchase order and also action under Penal Provisions.
13. The tenders of the defaulting// Black listed suppliers will not be taken into consideration.
14. All legal disputes, if any relating to the event shall subject to jurisdiction* of the Court situated in Berhampur, Ganjam, Odisha.
30. All documents submitted shall be consecutively numbered having signature with official seal of the authorized signatory on each page and total number of pages shall be mentioned on the top sheet duly authenticated by the authorized signatory. The prescribed check list should be submitted completing in all respect. (putting the page numbers in the check list)
31. The tendering agencies are required to enclose photocopies of the following documents (duly attested along with the Technical Bid, failing which their bids shall be summarily/ out rightly rejected and will not be considered any further:
 - i) EMD @ **Rs.10000/-** of the quoted value of Tender in shape of BD in favour of the Dean & Principal MKCG MCB.
 - ii) Registration certificate of the organization.
 - iii) Copy of GST Reg. Certificate
 - iv) GST Clearance certificate
 - v) Copy of Aadhar Card
 - vi) Copy of PAN Card.
 - vii) Copy of the 1ST Page of the Savings Bank Account/Current Account (Cancelled Cheque)
 - viii) Copy of Filling of Income tax return certificate of last three years.
32. The end user certificate must be obtained from the concerned authority that the event was successfully & satisfactorily conducted as per requisite quality & quantity.

N.B.:- (1) The tenderers are requested to go through the terms and conditions thoroughly and carefully and furnish their tenders fulfilling all the requirements to avoid rejection of their tender(s).

(2) The documentation as required in the Technical specification should be submitted along with the technical bid failing which the bids shall be summarily/out rightly rejected.


Dean & Principal
MKCG Medical College
Berhampur

TENDER PROFORMA FOR TECHNICAL BID

Sl, No	Name of the Item	Details Activities As per tender
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1	2	3
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TENDER PROFORMA FOR PRICE BID

Sl, No	Name of the Item	Basic Price per unit	GST in rupees (with%)	Total (3+4+5)
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1	2	3	4	5
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**TENDER FOR CULTURAL EVENT TO BE CONDUCTED IN THE COLLEGE AUDITORIUM OF
MKCG MEDICAL COLLEGE, , BERHAMPUR**

TENDER NOTICE NO. _____ Dt. _____

BID PERIOD: _____ TO _____

LAST DATE FOR SUBMISSION OF BID:- _____ BY 4.30 P.M

DATE OF OPENING OF TECHNICAL BID:- _____ AT 5 P.M

NAME OF THE BIDDER M/S. _____

Please put ✓ in the respective box

DOCUMENTS: SUBMITTED OR NOT

(TECHNICAL BID)

- | | | | | | | |
|--|------|--|-----|--|----|--|
| 1. EMD Rs.10000/- | Page | | Yes | | No | |
| 2. Registration Certificate of the Organization. | Page | | Yes | | No | |
| 3. Copy of GST Reg. | Page | | Yes | | No | |
| 4. Copy of PAN Card | Page | | Yes | | No | |
| 5. Copy of the 1 ST Page of the Savings//Current Bank account | Page | | Yes | | No | |
| 6. Copy of Filling of IT Return certificate of last three years | Page | | Yes | | No | |
| 7. Other document as per the technical specification | Page | | Yes | | No | |

Note: All documents submitted shall be consecutively numbered. The above check list should be submitted completing in all respect. (putting the page numbers in the check list

SIGNATURE OF THE BIDDER

REQUIREMENT FOR THE EVENT

Sl.No.	Description details
1	Entrance gate
2	Carpeting
3	Ramp for stage
4.	Outside ambience décor
5.	Aluminium tross for stage
6.	Stage light and sound
7.	Auditorium lighting
8.	Special effects during performance
9.	Ramp Costume for 60 participants
10.	Odisi Dance costumes
11.	Sambalpuri dance costumes
12.	Make up artist.

NB : For any query the bidder may contact the President/General Secretary of the UG Students Union

Contact No. 9439864199 (President)

No. 8018562826 (General Secretary)

