

BERHAMPUR MUNICIPAL CORPORATION

SHORT QUOTATION CALL NOTICE

No. 4984 /

Date : 03/04/25

The Berhampur Municipal Corporation invites sealed quotations from registered Agencies/ firms/ Event Agencies/ Caterers for **"Organising event on AB-PMJAY and G-JAY"** at 8 locations under Berhampur Municipal Corporation.

The Start and end date of sale of quotation from 03/04/25 to 10/04/25 by 02:00 PM. Quotations should reach the undersigned on or before 03:00 PM and will be opened on at 04:00 PM in the office chamber of the undersigned in presence of the quotationer or their authorised agents who intend to attend. The rate to be quoted shall be inclusive of Supply, Transportation and Taxes as applicable. No extra cost on any account whatsoever will be admissible. Conditional quotations will be rejected immediately.

The rate should be written clearly and legibly without any error or overwriting and both in figures and in words. In case of difference or rates or any ambiguity over rates, then the rates written in words will be taken into consideration. Each quotationer should furnish the following documents:

1. Bid Cost of Rs. 2360/- in shape of DD in favour of Commissioner, Berhampur Municipal Corporation.
2. GST Regn.
3. PAN Card,
4. Trade License and previous credentials if any.

The sealed quotations should be superscribed on the cover as **"Organising event on AB-PMJAY and G-JAY"**. Further clarifications can be obtained from this office. The undersigned reserves the right to accept or reject any quotation without assigning any reason thereof.

The Menu details as detailed below:

Scope of Work: (For each Location)

1. Tenting:

Gate(15ftX12ft), Pandal Stage with podium (20ftX21ftX10ft), Samiana Waterproof Roof Cover with Bamboo Structures (50 ft X 30 ft X 10ft), Fan/Cooler, Steel Chair, T-Poi, Plastic Chairs, Audio Visual systems (audio system, One 66" LED TV With provisions of internet for live streaming)

2. Fooding Arrangements:

Veg Lunch and Drinking Water

3. IEC activities at Event:


Backdrop(12ftX6ft), Standees(6ftX3ft), Banners(10ftX5ft),
Replica Card of size 3ftX2ft for 25 selected beneficiaries per Ward,
any other innovative IEC etc.

4. Photo and Videography

The Price bid of the Quotation should be in the following format.

Sl.No.	Item Description	Qty	Unit	Unit Rate	Amount
1	Gate(15ftX12ft), Pandal Stage with podium (20ftx21ftx10ft), Samiana Waterproof Roof Cover (50 ft X 30 ft X 10ft), Fan/Cooler, Audio Visual systems (Audio system, One 66" LED TV , Laptop with provisions of internet for live streaming)	1	LS		
2	Veg Lunch with Drinking Water	1000	Nos.		
3	Backdrop(12ftX6ft) - 1, Standeers(6ftX3ft) - 2, Banners(10ftX5ft) - 2, Replica Card of size 3ftX2ft for 25 selected beneficiaries.	1	LS		
4	Steel Chair-10, T-Poi-3, Plastic Chairs (1000)	1	LS		
5	Photography and Videography	1	LS		
6	Miscellaneous expenditure with Transportation	1	LS		

(The above rate is inclusive of GST)


Commissioner 03.04.25
Berhampur Municipal Corporation

Memo No. 4985

Dt. 03/04/25

Copy forwarded to the Steno to Mayor, Berhampur Municipal Corporation / P A to Commissioner/ CE/ E.E./ CFO/ office Notice Board/DA Receive/ Websites to concerned files for reference and record.


Commissioner 03.04.25
Berhampur Municipal Corporation