



Fisheries & Animal Resources Development Department, Government of Odisha  
Directorate of Animal Husbandry & Veterinary Services, Odisha, Cuttack  
Website: [dahvs.odisha.gov.in](http://dahvs.odisha.gov.in) Phone No. 0671 2414629

E mail: [dahvsorissa@gmail.com](mailto:dahvsorissa@gmail.com)

**Expression of Interest (Eoi)**

Eoi No. 17274

Dated: 29.11.2023

Selection of eligible bidders for organization of "Odisha Matsya o Pranisampad Samavesh-2023" at Bhubaneswar under Director, Animal Husbandry & Veterinary Services (AH&VS), Mangalabag, Cuttack of the Department of Fisheries & Animal Resources Development, Odisha.

Director, Animal Husbandry & Veterinary Services (AH&VS), Mangalabag, Cuttack of Fisheries & Animal Resources Development Department, Odisha invites sealed proposals from the eligible bidders for selection of an organization to carry out various works in "Odisha Matsya o Pranisampad Samavesh".

The Eoi document containing **details of scope of work, deliverables, time frame, eligibility criteria, selection criteria and other bidding parameters** can be accessed and downloaded from the website of the Govt. In Administrative Department of F & ARD <http://fard.odisha.gov.in>, Directorate of Animal Husbandry & Veterinary Services, Odisha <http://dahvs.odisha.gov.in> & Directorate of Fisheries, Odisha <http://fisheries.odisha.gov.in>.

The key events of the above bidding process are as follows:

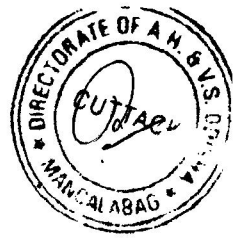
SI No.	Critical Events	Time Line
1	Date of Issue of Eoi	30.11.2023
2	Submission of Pre Bid Queries	07.12.2023 up to 5:30 PM
3	Pre Bid Meeting	11.12.2023 at 11:30 AM
4	Last Date and Time for Submission of Bid	26.12.2023 up to 5:30 PM
5	Opening of Technical Bid	30.12.2023 at 11:30 AM
6	Technical Presentation	02.01.2024
7	Opening of Financial Bid	03.01.2024

The proposal complete in all respect must reach the undersigned through Speed Post/ Registered Post only latest by 26.12.2023 up to 5.30 PM in a sealed envelope clearly mentioning on the top of it "EXPRESSION OF INTEREST – Selection of Organization for "Odisha Matsya o Pranisampad Samavesh-2023" under Director, Animal Husbandry & Veterinary Services (AH&VS), Mangalabag, Cuttack of the Department of Fisheries & Animal Resources Development, Odisha, in the address mentioned below. The proposals received beyond the last date and time shall be rejected. The authority reserves the right to reject any/all proposals without assigning any reason thereof.

Director, Animal Husbandry & Veterinary Services  
Mangalabag, Cuttack, Odisha – 753001  
Website: <http://dahvs.odisha.gov.in>  
Email: [dahvsorissa@gmail.com](mailto:dahvsorissa@gmail.com)  
Phone: 0671 2414629

  
29.11.23  
DIRECTOR

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## DISCLAIMER

This Expression of Interest (Eoi) is issued by the Director, Animal Husbandry & Veterinary Services (AH&VS), Odisha, Mangalabag, Cuttack under the Department of Fisheries & Animal Resources Development, Odisha.

The information contained in this **Expression of Interest (Eoi)** or subsequently provided to Bidders, whether verbally or in documentary or any other form by or on behalf of the Authority or any of their employees or advisors, is provided to Bidder on the terms and conditions set out in this Eoi and such other terms and conditions subject to which such information provided. This Eoi is not an agreement and is neither an offer nor invitation by the Authority to the prospective Applicants or any other person.

The purpose of this Eoi is to provide interested bidders with information that may be useful to them in the formulation of their Proposals pursuant to this Eoi. This Eoi includes statements, which reflect various assumptions and assessments arrived at by the Authority in relation to the assignment. Such assumptions, assessments and statements do not purport to contain all the information that each applicant may require. This Eoi may not be appropriate for all persons, and it is not possible for the authority, its employees or advisors to consider the objectives, technical expertise and particular needs of each part who reads or uses this Eoi. The assumptions, assessments, statements and information contained in this Eoi, may not be complete, accurate, adequate or correct. Each applicant should, therefore, conduct its own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments, statements and information contained in this Eoi and obtain independent advice from appropriate sources.

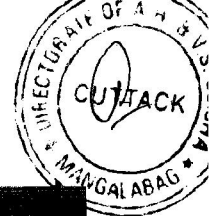
Information provided in this Eoi to the applicants is on a wide range of matters, some of which depend upon interpretation of law. The information given is not an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. The Authority accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on the law expressed herein.

The authority, its employees and advisors make no representation or warranty and shall have no liability to any person including any applicant under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this RFP or otherwise, including the accuracy, adequacy, correctness, reliability or completeness of the RFP and any assumptions, assessments, statements or information contained therein or deemed to form part of this Eoi or arising in any way in the selection process. The authority also accepts no liability of any nature whether resulting from negligence or otherwise, however caused arising from reliance of any applicant upon the statements contained in this Eoi.

The issue of this Eoi does not imply that the authority is bound to select an applicant or to appoint the selected applicant, as the case may be, for service and the authority reserves the right to reject all or any of the proposals without assigning any reason whatsoever. Director, Animal Husbandry & Veterinary Services (AH&VS), Odisha, Mangalabag, Cuttack under the Department of Fisheries & Animal Resources Development, Odisha shall be the sole and final authority with respect to selection of a consultant through this Eoi.

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**BIDDER DATA SHEET**



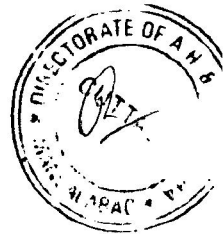
1.	Name of the Client	Director, Animal Husbandry & Veterinary Services (AH&VS), Odisha, Mangalabag, Cuttack under the Department of Fisheries & Animal Resources Development, Odisha
2.	Method of Selection	Combined Quality and Cost Based Selection (CQCBS) Method
3.	Availability of EoI Document	<a href="http://fard.odisha.gov.in">http://fard.odisha.gov.in</a> <a href="http://dahvs.odisha.gov.in">http://dahvs.odisha.gov.in</a> <a href="http://fisheries.odisha.gov.in">http://fisheries.odisha.gov.in</a>
4.	Date of Issue of EoI	30.11.2023
5.	Deadline for Submission of Pre Bid Query	07.12.2023 up to 5:30 PM
6.	Pre-Bid Meeting	11.12.2023 at 11:30 AM
7.	Publishing of Pre-Bid Clarification through Website	15.12.2023
8.	Last Date and Time for submission of Bid	26.12.2023 up to 5:30 PM
9.	Date of opening of Technical Proposal	30.12.2023 at 11:30 AM
10.	Date of Technical Presentation	02.01.2024
11.	Date of opening of Financial Proposal	03.01.2024
12.	Expected Date of Commencement of Assignment	10.01.2024 & afterwards
13.	Pre-Bid Meeting	A pre-bid meeting will be held on <b>11.12.2023 at 11.30 AM</b> in the Conference Hall of Directorate of AH&VS, Mangalabag, Cuttack. All queries should be received on or before <b>07.12.2023 up to 5:30 PM</b> on <b>Email: <a href="mailto:dahvsorissa@gmail.com">dahvsorissa@gmail.com</a></b> in MS Word format addressed to: <b>Director, Animal Husbandry &amp; Veterinary Services (AH&amp;VS), Odisha, Mangalabag, Cuttack - 753001</b>
14.	Bid Processing Fee (Non-Refundable)	<b>5,900/-</b> INR including taxes in shape of Demand Draft in favour of <b>Director, AH&amp;VS, Odisha, Mangalabag, Cuttack</b> drawn in any Scheduled Commercial Bank payable at Cuttack
15.	Earnest Money Deposit (EMD) (Refundable)	<b>16,00,000/-</b> INR in shape of Demand Draft in favour of <b>Director, AH&amp;VS, Odisha, Mangalabag, Cuttack</b> drawn in any Scheduled Commercial Bank payable at Cuttack
16.	Address for Submission of Proposal	<b>Director, Animal Husbandry &amp; Veterinary Services (AH&amp;VS), Odisha, Mangalabag, Cuttack – 753001</b> Telephone No- 0671 2414629 <b>Email: <a href="mailto:dahvsorissa@gmail.com">dahvsorissa@gmail.com</a></b>

17.	<b>Mode of Submission of Proposal</b>	Mode of Submission: <b>Speed Post Registered Post</b> only to the address specified above during office hour only. Submission of bid through other mode and late bid shall be rejected.
18.	<b>Place of Opening of Technical Proposal</b>	<b>Directorate of Animal Husbandry &amp; Veterinary Services, Odisha, Mangalabag, Cuttack – 753001</b>



**LETTER OF INVITATION**

**Section-1**



Eol No.

Dated:

**Name of the Assignment:-** Selection of Organization for “Odisha Matsya o Pranisampad Samavesh-2023” at Bhubaneswar under Director, Animal Husbandry & Veterinary Services (AH&VS), Mangalabag, Cuttack of Fisheries & Animal Resources Development Department, Odisha. **More details on the proposed assignment are provided at Section-3: Terms of Reference of this Eol Document.**

1. An Organization will be selected through **Combined Quality and Cost Based Selection (CQCBS)** procedure as prescribed in the Eol Document .
2. The proposal complete in all respect as specified in the RFP Document must be accompanied with a **non-refundable** amount of **Rs. 5,900/- (Rupees Five Thousand Nine Hundred only)** towards **Bid Processing Fee** and a **Refundable** amount of **Rs. 16,00,000/- (Rupees Sixteen Lakh only)** towards **EMD** in form of **Demand Draft** in favour of “**Director, AH&VS, Odisha, Mangalabag, Cuttack**” drawn in any Scheduled Commercial Bank payable at Cuttack, Odisha failing which the bid shall be rejected.
3. The proposal must be delivered at the specified address as per the Bidder Data Sheet by **Speed post / Registered Post** only. The Client shall not be responsible for postal delay or delay due to any other consequence. Submission of proposal through any other mode shall be rejected. The last date and time for submission of proposal complete in all respects is 26.12.2023 up to 5:30 PM and the dates of opening of technical and financial bids are 30.12.2023 at 11:30 AM & 30.01.2024 respectively in presence of the bidders/bidders' representatives at the specified address as mentioned in the Bidder Data Sheet. The representative of a bidder may attend the meeting with due authorization by the bidder in form of a letter.
4. This Eol includes following sections:
  - a. Letter of Invitation [**Section –1**]
  - b. Information to the Bidder [**Section –2**]
  - c. Terms of Reference [**Section –3**]
  - d. Technical Proposal Submission Forms [**Section – 4**]
  - e. Financial Proposal Submission Forms (**Section–5**)
  - f. Annexures (**Section –6**)
5. While all information/data given in the Eol are accurate within the consideration of scope of the proposed assignment to the best of the client's knowledge, the client holds no responsibility for accuracy of information and it is the responsibility of the bidder to check the validity of information/data included in this document. The client reserves the right to accept/reject any/all proposals/terminate the entire selection process at any stage without assigning any reason thereof.

**Director, AH&VS  
Department of Fisheries & ARD, Odisha**

## INFORMATION TO BIDDER

**Pre-Qualification /Eligibility Criteria:**

Bidders must conform to the eligibility criteria given below and to this effect must produce the required supportive documents/information as indicated against each as part of their technical proposal:

Sl. No.	Eligibility Criteria	Supportive Documents Required
1	The Bidder must be a single entity legally registered under appropriate authority in India. <b>Consortium or Joint Venture is not allowed.</b> <i>The Bidder must be a Company as registered under Indian Companies Act, 1956/2013 or a Society registered under The Societies Registration Act, 1860 or a Trust registered under the Indian Trusts Act, 1882 or a Partnership Firm registered under the Indian Partnership Act, 1932 or a Limited Liability Partnership registered under The Limited Liability Partnership Act, 2008.</i>	Copy of certificate of Incorporation/Registration of the bidder
2	The bidder should have an average annual turnover of at least <b>Rs.8.00 crores</b> only during the last five financial years( <b>2018-19, 2019-20, 2020-21, 2021-22 and 2022-23</b> )	Copies of audited account (balance sheet)/Income Expenditure Statement for the last five financial years certifying that the firm had an average annual turnover of at least Rs.8.00 crores during the last five financial years ( <b>2018-19, 2019-20, 2020-21, 2021-22 and 2022-23</b> ). (TECH A -3)
3	The bidder must have experience of at least 2 " <b>similar projects</b> " with contract value of the project being not less than <b>Rs.50.00 lakhs in each case</b> during the last 5 years ( <b>2018-19, 2019-20, 2020-21, 2021-22 &amp; 2022-23</b> ) under Central/State Govt./PSUs/Autonomous bodies/Private Organisations	Copies of Work Orders and Contract Documents
4	The bidder should not have been blacklisted by the Central Government/any State Government or their agencies in India.	Self Declaration by the bidder or authorized representative on the bidder's letterhead

**Documents to be submitted along with TECHNICAL PROPOSAL (PART-A):**

The bidders have to furnish the following documents duly signed in along with their Technical Proposal:

- Filled in Bid Submission Check List in original (**Annexure-I**)
- Covering letter (**TECH A-1**) on bidder's letterhead requesting to participate in the bid process
- Bid Processing Fee & Earnest Money Deposit (EMD) as applicable
- Copy of Payment of Bid Cost & EMD
- Copy of Certificate of Incorporation/Registration
- Copy of PAN
- Copy of valid Goods and Services Tax Registration Certificate with **GSTIN**
- Copies of IT Return for the last five financial years (**FY 2018-19, 2019-20, 2020-21, 2021-22 & 2022-23**).

- General Details of the Bidder (TECH A-2)
- Financial Details of the bidder (TECH A-3) along with all supportive documents such as Audited Account (Balance Sheet) and Income/Expenditure Statement duly certified and signed as per the instruction
- Power of Attorney (TECH A-4) in favour of the person signing the bid on behalf of the bidder. In case of partnership firm, please attach the resolution of the partners regarding nomination of authorized representative for submission of the bid.
- List of completed/ongoing assignments of similar nature (Past Experience Details, TECH A-5) along with copies of work orders and contracts.
- Undertaking for not having been black-listed by any Central/State Government/Any other Autonomous Body/PSU/International & National Organisation.
- Copy of FSSAI Certificate

**NB:**

**Bidders should submit the required supporting documents as mentioned above. Bids not conforming to the eligibility criteria and non-submission of required documents as listed above will lead to summary rejection of the bid. Submission of forged documents will also result in rejection of the bid. Bidders are advised to study all instructions, forms, terms & conditions and other information as mentioned in the EoI Document. The proposal must be complete in all respects, indexed and hard bound. Each page should be numbered and certified by the authorised representative. Failure to comply with the EoI requirements will result in outright rejection of the proposal.**

**1. Bid Processing Fee:**

The bidder must furnish, as part of technical proposal, the required bid processing fee amounting to **Rs.5,900/- (Rupees Five Thousand Nine Hundred Only)** in shape of DD from any Scheduled Commercial Bank in favour of 'Director, AH&VS, Odisha, Mangalabag, Cuttack' drawn in any Scheduled Commercial Bank payable at Cuttack. Proposals received without bid processing fee shall be rejected.

**2. Earnest Money Deposit (EMD):**

The bidder must furnish, as part of the technical proposal, an Earnest Money Deposit (EMD) amounting to **Rs.16,00,000/- (Rupees Sixteen Lakh Only)** in shape of DD from any Scheduled Commercial Bank in favour of Director, AH&VS, Odisha, Mangalabag, Cuttack drawn in any Scheduled Commercial Bank payable at Cuttack. The EMD of unsuccessful bidders shall be refunded within one month from the date of award of contract.

The EMD of the successful bidder will be released only after furnishing the required Performance Bank Guarantee (PBG) and signing of the Contract.

The EMD will be forfeited on account of the following reasons:

- Bidder withdraws its proposal during the bid validity period as specified in the EoI
- Bidder does not respond to requests for clarification of its proposal
- Bidder fails to provide required information during the evaluation process or is found to be non-responsive or has submitted false information in support of its qualification
- If the bidder fails to
  - provide clarifications
  - agree to decisions of the contract negotiation meeting
  - sign the contract in time
  - furnish required Performance Bank Guarantee.
- Any other circumstance which holds the interest of the client during the overall selection process.



### 3. Pre-Bid Meeting:

A pre-bid meeting will be organised by the client to address the queries relating to the overall selection process and scope of the work. To this respect, bidders can submit their queries, as per the prescribed format provided at (Annexure-II) to **Director, AH&VS, Odisha, Mangalabag, Cuttack** through e-mail at [dahvsorissa@gmail.com](mailto:dahvsorissa@gmail.com) up to 07.12.2023 5:30 PM from the level of the bidder/authorized representative of the bidder. **Any request for clarification submitted beyond the above deadline will not be entertained during the pre-bid meeting.** The pre-bid meeting will be held on 11.12.2023 at 11:30 AM in the Conference Hall of Directorate of AH&VS, Mangalabag, Cuttack-753001. Representatives (**maximum up to 2 members from each bidder**) with due authorization letter will be allowed to attend the pre-bid meeting. Clarifications to the submitted queries will be uploaded in the website <http://dahvs.odisha.gov.in> for information of the bidders. Any such clarification / corrigendum shall be deemed to be part of this EoI. Request for alternation/change in existing terms and conditions of the EoI shall not be considered/entertained.

### 4. Authentication of Proposal:

The proposal should be accompanied by a power-of-attorney in the name of the signatory of the proposal as per the format **TECH A-4** as provided in the EoI, if not signed by the bidder.

### 5. Submission of Proposal:

Bidder must submit their proposal by **Registered Post/Speed Post** only to the specified address on or before the last date and time for submission of proposals as mentioned in Bidder Data Sheet. The Client will not be responsible for postal delay/delay due to any other consequence in receiving of the proposal. The proposal must have to be submitted in two parts (Technical Proposal & Financial Proposal). Each part should be separately bound with no loose sheets. Each page of the two parts should be signed by the bidder/representative of the bidder with numbering of pages and in conformation to the eligibility qualifications clearly indicated using an index page. The Client shall not consider any proposal that arrives after the deadline as prescribed in the Bidder Data Sheet. Any Proposal received after the deadline shall be out rightly rejected.

The procedure for submission of the proposal is described below:

#### i) Technical Proposal:

The envelope containing technical proposal shall be **SEALED AND SUPERSCRIBED** as "Technical Proposal – "Selection of Organization for "Odisha Matsya o Pranisampad Samavesh-2023" under Director, Animal Husbandry & Veterinary Services (AH&VS), Mangalabag, Cuttack of Fisheries & Animal Resources Development Department, Odisha. All the documents in the proposal should be **bound together and furnished inside one envelope.** The duly filled-in technical proposal submission forms along with all the supportive documents and information have to be furnished as part of technical proposal as per the requirement.

#### ii) Financial Proposal:

The envelope containing financial proposal shall be **SEALED AND SUPERSCRIBED** as "Financial Proposal – "Selection of Organization for "Odisha Matsya o Pranisampad Samavesh-2023" under Director, Animal Husbandry & Veterinary Services (AH&VS), Mangalabag, Cuttack of Fisheries & Animal Resources Development Department, Odisha. The duly filled-in financial proposal submission forms should contain the detailed price offer for the proposed assignment and have to be furnished as per the prescribed format only as part of financial proposal. The "Technical Proposal" and "Financial Proposal" must have to be submitted in two separate sealed envelopes (with respective marking in bold letters) along with the prescribed formats/information mentioned in the EoI Document. The first envelope must contain Technical Proposal and marked as **"TECHNICAL PROPOSAL (NAME OF THE ASSIGNMENT)"**.

The second envelope must be marked as **"FINANCIAL PROPOSAL (NAME OF THE ASSIGNMENT)"** and it should contain Financial Proposal only. Both the above envelopes have to be sealed and placed inside a third main envelope with proper sealing and labeling of following information in bold:

**NAME OF THE ASSIGNMENT: EoI**  
**NUMBER AND DATE:**  
**NAME OF THE BIDDER:**  
**DEADLINE FOR SUBMISSION OF BID:**

**NAME AND ADDRESS OF THE BIDDER:**



**6. Opening & Evaluation of the proposal:**

The FIRST ENVELOPE containing **TECHNICAL PROPOSAL** will be opened in the initial stage by the Client in presence of the bidders/ bidders' representatives at the location, date and time specified in the Bidder Data Sheet. The Client will constitute a Consultant Evaluation Committee (CEC) to evaluate the proposals submitted by bidders. Only one representative for each participating bidder with proper authorization letter from the bidder will be allowed to attend the bid opening meeting. The SECOND ENVELOPE containing **FINANCIAL PROPOSAL** of the **technically qualified bidders** will be opened after completion of technical evaluation stage. The date and time for opening of the financial proposal will be intimated accordingly to the technically qualified bidders.

**7. Evaluation of Proposal:**

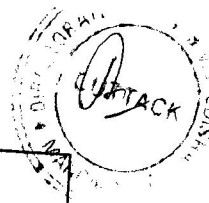
A three stage process will be adopted as explained below for evaluation of the proposals. :

□ **Preliminary Evaluation (1<sup>st</sup> Stage):** Preliminary evaluation of the proposals will be done to determine whether the proposals are in order & complete and the requisite documents have been properly furnished by the bidder or not. Submission of following documents / information will be verified:

- ✓ Filled in Bid Submission Check List in Original (**Annexure-I**)
- ✓ Covering letter (TECH A-1) on bidder's letterhead requesting to participate in the selection process.
- ✓ Bid Processing Fee & Earnest Money Deposit (EMD) as applicable
- ✓ Copy of payment of Bid Processing Fee & Earnest Money Deposit (EMD)
- ✓ Copy of Certificate of Incorporation/Registration
- ✓ Copy of PAN
- ✓ Copy of Goods and Services Tax Registration Certificate with GSTIN
- ✓ Copies of IT Return for the last three financial years (FY 2020-21, 2021-22 & 2022-23).
- ✓ General Details of the Bidder (TECH A-2)
- ✓ Financial Details of the bidder (TECH A-3) along with all supportive documents as applicable duly signed as per the instruction
- ✓ Power of Attorney (TECH A-4) in favour of the person signing the bid on behalf of the bidder.
- ✓ List of completed assignments of similar nature (Past Experience Details, TECH A-5) along with copies of work orders and contracts.
- ✓ Self Declaration regarding not having any concurrent contract with any Official/ Organisation involved in "Odisha Matsya o Pranisampad Samavesh-2023" programme at the time of bid submission (TECH A-6)
- ✓ Undertaking for not having been black-listed by any Central/State Government/PSU/Autonomous bodies/International & National Organisation.
- ✓ All the pages of the proposal and enclosures are signed or not by the bidder/authorised representative
- ✓ Copy of FSSAI certificate

***Any deviation from the prescribed procedures/formats/conditions/requirements shall result in outright rejection of the proposal. Bids with conditional offer shall be outrightly rejected. All the pages of the proposal must have to be signed with seal by the bidder/authorized representative of the bidder.***

□ **Technical Evaluation (2<sup>nd</sup> Stage):** Technical proposal will be opened and evaluated for those bidders who qualify the preliminary evaluation stage. Detailed evaluation process will be adopted for evaluation of the proposals. The proposals will be evaluated as per the following parameters:



Bid Evaluation Parameters	Maximum Mark	Description
Past Experience of the Bidder	40	<ul style="list-style-type: none"><li>• 25 marks for 1<sup>st</sup> two projects (similar projects)</li><li>• 5 marks for each similar project above 2 projects</li><li>• Maximum 40 marks</li></ul>
CVs of the Professionals (Qualification & Experience)	30	<ul style="list-style-type: none"><li>• 20 marks for 10 Management Experts with Master in Business Management/PG Diploma in Management/Master in Agri Business Management and having 5 years of experience each</li><li>• 1 mark for each Management Expert over 10 experts (qualification and experience as above)</li><li>• Maximum 30 marks</li></ul>
Technical Presentation	30	<ul style="list-style-type: none"><li>• Understanding of approach and methodology to accomplish the task</li><li>• Understanding client's needs and scope of work</li><li>• Excerpts from past projects</li></ul>
Grand Total	100	

*\* Bidders who secure above 49 marks (70%) from the total (70 marks) in the categories 'Past Experience of the Bidder' and 'CVs of the Professionals (Qualification & Experience)' in the technical proposal will be called for technical presentation.*

*\* Technical Presentation shall be restricted to 15 minutes for each successful bidder as above.*

Bidders will make a presentation before the Client during the technical evaluation stage. The objective of the presentation is to enable the Client to evaluate the bidders about their understanding and preparedness for the proposed assignment. Clarifications, if any, as required by the Client will also be discussed during the meeting. The detail schedule along with an outline for presentation will be intimated to the concerned bidders. The financial proposals of the technically qualified bidders will be opened on the day of technical presentation (the date will be intimated to the technically qualified bidders). Hence, the bidder/bidder's representative should make themselves available for the same. **The bidder whose technical proposal secures a score above the minimum qualifying mark of 65 in the technical evaluation stage will be technically qualified for opening of the financial proposal.**

□ **FINANCIAL EVALUATION (3<sup>rd</sup> Stage):** The financial proposals of the technically qualified bidders only shall be opened at this stage in the presence of the bidder/bidder's representative who wishes to attend the meeting with proper authorization letter. The name of the bidder along with the quoted financial price will be announced during the meeting.

## 8. Evaluation Process:

**Combined Quality and Cost Based Selection (CQCBS)** method will be followed during the overall selection process. Based on the evaluation of technical proposal, the technically qualified bidders shall be ranked highest to lowest Technical Score ( $S_T$ ) in accordance to the marks obtained during the technical evaluation stage. There shall be **70 %** weightage to technical score and **30 %** weightage to financial score.

The individual bidder's financial score ( $S_F$ ) will be evaluated as per the formula given below:  
 $S_F = [F_{min} / F_b] \times 100$  (rounded off to 2 decimal places)

where,

$S_F$  = Normalized financial score of the bidder under consideration

$F_{min}$  = Minimum financial quote among the technically qualified bidders

$F_b$  = Financial quote of the bidder under consideration

**Combined Score (S) =  $S_T \times 0.7 + S_F \times 0.3$**

Where  $S_T$  = Technical score secured by the bidder

The bidder securing the highest evaluated **Combined Score (S)** will be awarded the Contract observing due procedure. For the purpose of evaluation, the total evaluated cost shall be inclusive of all taxes & duties for which the Client will make payment to the Consultant including overhead expenses, such as travel, accommodation, logistics, report preparation, printing & other secretarial expenses.

**9. Performance Bank Guarantee (PBG):**

Within 7 days of notifying the acceptance of proposal for the award of Contract, the qualified bidder shall have to furnish a Performance Bank Guarantee amounting to **10% of the contract value** from a Scheduled Commercial Bank situated in Cuttack in favour of **Director, AH&VS, Odisha, Mangalabag, Cuttack** as per the format at **Annexure-III**, for a period of six months beyond the entire contract period (i.e. PBG must be valid from the date of effectiveness of the contract to a **period of 6 months beyond the contract period**) as its commitment to perform services under the contract. Failure to comply with the requirements shall constitute sufficient grounds for the forfeiture of the PBG. The PBG shall be released immediately after three months of expiry of contract provided there is no breach of contract on the part of the qualified bidder. No interest shall be paid on the PBG.

**10. Contract Negotiation:**

Contract Negotiation will be held at a date, time and address as intimated to the selected bidder. The invited bidder will, as a pre-requisite for attendance at the negotiations, confirm availability of all the proposed staff for the assignment. Representative conducting negotiations on behalf of the bidder must have written authority to negotiate and conclude a contract. Negotiation will be performed covering technical and financial aspects, if any, and availability of proposed professionals etc. At no stage the negotiated price will be above the bidder's quoted price.

**11. Award of Contract:**

After completion of the contract negotiation stage, the Client will notify the successful bidder in writing by issuing an offer letter for signing the Contract and promptly notifying all other bidders about the result of the selection process. The successful bidder will be asked to sign the Contract after fulfilling all formalities within 7 days of issuance of the offer letter. After signing of the Contract, no variation or modification of the terms of the Contract shall be made except by written amendment signed by both the parties. **Sub-contracting is not allowed under this assignment under any circumstance.**

**12. Conflict of Interest:**



Conflict of interest exists in the event of: (i) conflicting assignments, including implementing providing consultation, monitoring and evaluation/environmental assessment of the same scheme/project at a different level by the eligible bidder; (ii) Consultants, agencies or institutions (individuals or organisations) who have a business or family relation with officials of the Client directly or indirectly; and (iii) practices prohibited under the anti- corruption policy of the Government of India and Government of Odisha. The bidders are to be careful so as not to give rise to a situation where there will be any conflict of interest with the Client as this would amount to their disqualification and breach of contract.

### **13. Disclosure:**

- a. Bidders have an obligation to disclose any actual or potential conflict of interest. Failure to do so may lead to disqualification of the bidder or termination of its contract.
- b. Bidders must disclose if they are or have been the subject of any proceedings (such as blacklisting) or other arrangements relating to bankruptcy, insolvency or the financial standing of the Bidder, including but not limited to appointment of any officer such as a receiver in relation to the Bidder's personal or business matters or an arrangement with creditors, or of any other similar proceedings.
- c. Bidders must disclose if they have been convicted of, or are the subject of any proceedings relating to:
  - a criminal offence or other serious offence punishable under the law of the land, or where they have been found by any regulator or professional body to have committed professional misconduct;
  - corruption including the offer or receipt of an inducement of any kind in relation to obtaining any contract;
  - failure to fulfill any obligations in any jurisdiction relating to the payment of taxes or social security contributions.

### **14. Anti-corruption Measure:**

- a. Any effort by Bidder(s) to influence the Client in the evaluation and ranking of financial proposals, and recommendation for award of contract, will result in the rejection of the proposal.
- b. A proposal shall be rejected if there's a recommendation for award of Contract in favour of the bidder and it is determined that the recommended bidder has directly, or through an agent, engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the contract in question. In such cases, the Client shall blacklist the bidder either indefinitely or for a stated period of time, disqualifying it from participating in any related bidding process for the said period.

### **15. Language of Proposals:**

The proposal and all related correspondences exchanged between the bidder and the Client shall be written in the **English** language only. Supporting documents and printed literature that are part of the proposal may be in another language provided they are accompanied by an accurate translation of the relevant passages in English with self-certification for accuracy, in which case, for the purposes of interpretation of the Proposal, the translated version shall govern.

### **16. Cost of bidding:**

The Bidder shall bear all costs associated with the preparation and submission of its proposal. The Client shall not be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process. Bidders are not allowed to submit more than one proposal under the selection process. Alternate bids are also not allowed.

### **17. Proposal Forms:**

Wherever a specific form is prescribed in this EoI document, the Bidder shall use the form to provide relevant information. If the form does not provide space for any required information, space at the end of the form, additional sheets shall be used to convey the required information. For all other cases, the bidder should design a form to hold the required information. *Any deviation to the prescribed format of the EoI results in rejection of the*

proposal.



**18. Local Conditions:**

Each bidder is expected to become fully acquainted with the local conditions and factors, which may affect the performance of the contract and/ or the cost. The bidder is expected to know all conditions and factors, which may have any effect on the execution of the Contract after issue of letter of Award. The client shall not entertain any request for clarification from the bidder regarding such local conditions. It is the bidder's responsibility that such factors have been properly investigated and considered before submitting the Proposal. No claim, whatsoever, including that for financial adjustment to the Contract awarded under the bidding document will be entertained by the Client. Neither any change in the time schedule of the Contract nor any financial adjustments arising thereof shall be permitted on account of failure of the bidder to know the local laws/ conditions. The Bidder is expected to visit and examine and study the location of Government offices and its surroundings and obtain all information that may be necessary for preparing the proposal at its own interest and cost.

**19. Legal Jurisdiction:**

All legal disputes are subject to the jurisdiction of civil court of Cuttack only.

**20. Governing Law and Penalty Clause:**

The schedule given for delivery is to be strictly adhered to in view of the strict time schedule. Any unjustified and unacceptable delay in delivery shall render the bidder liable for liquidated damages and thereafter the Client holds the option for cancellation of the contract for pending activities and complete the same from any other agency. The Client may deduct such sum from any money from their hands due or become due to bidder. The payment or deduction of such sums shall not relieve the bidder from his obligations and liabilities under the contract. The rights and obligations of the Client and the bidder under this contract will be governed by the prevailing laws of Govt. of India and Govt. of Odisha. Failure on bidder's part to furnish the deliverables as per the agreed time line will enforce a penalty @ 1% per week subject to maximum of 10% of the total contract value. The amount will be deducted from the subsequent payment.

**21. Confidentiality:**

Information relating to evaluation of proposals and recommendations concerning awards shall not be disclosed to the bidders who submitted the proposals or to other persons not officially concerned with the process, until the publication of the award of contract. The undue use by any consultant of confidential information related to the process may result in rejection of its proposal and may be subject to the provisions of the client's antifraud and corruption policy. During the execution of the assignment except with prior written consent of the client, the consultant or its personnel shall not at any time communicate to any person or entity any confidential information acquired in the course of the contract. Any effort by the bidder to influence during the proposal evaluation stage may result in the rejection of the proposal.

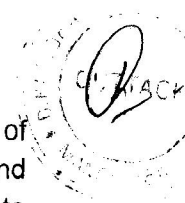
**22. Amendment of the EoI Document:**

At any time before submission of proposals, the client may amend the EoI by issuing an addendum through Directorate of Animal Husbandry & Veterinary Services website. Any such addendum will be binding on all the bidders. To give bidders reasonable time in which to take an addendum into account in preparing their proposals, the client may, at its discretion, extend the deadline for the submission of the proposal.

**23. Client's right to accept any proposal and to reject any or all proposal/s**

The client reserves the right to accept or reject any proposal, and to annul or amend the bidding / selection / evaluation process and reject all proposals at any time prior to award of contract, without assigning any reason thereof and thereby incurring any liability to the

bidders. Misrepresentation/improper response by the bidder may lead to disqualification of the bid. If such disqualification/rejection occurs after the proposals have been opened and the highest ranking applicant gets disqualified/rejected, then the client reserves the right to consider the next best bidder, or take any other measure as may be deemed fit in the sole discretion of the client, including annulment of the selection process.



**24. Copyright, Patents and Other Proprietary Rights:**

Fisheries & Animal Resources Development Department, Government of Odisha shall be entitled to all intellectual property and other proprietary rights but not limited to patents copy rights and trademarks, with regard to documents and other materials which bear a direct relation to or are prepared or collected in consequence or in the course of the execution of this contract. At the client's request, the consultant shall take all necessary steps to submit them to the client in compliance with the requirements of the contract.

**25. Force Majeure:**

For purpose of this clause, "Force Majeure" means an event beyond the control of the agency and not involving the agency's fault or negligence and not foreseeable. Such events may include, but are not restricted, wars or revolutions, fires, floods, riots, civil commotion, earthquake, epidemics or other natural disasters and restriction imposed by the Government or other bodies, which are beyond the control of the agency, which prevents or delays the execution of the order by the agency. If a Force Majeure situation arises, the agency shall promptly notify client in writing of such condition, the cause thereof and the change that is necessitated due to the condition. Until and unless otherwise directed by the client in writing, the agency shall continue to perform its obligations under the contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event. The agency shall advise client in writing, the beginning and the end of the above causes of delay, within seven days of the occurrence and cessation of the Force Majeure condition. In the event of a delay lasting for more than one month, if arising out of causes of Force Majeure, client reserves the right to cancel the contract without any obligation to compensate the agency in any manner for whatsoever reason.

**26. Arbitration:**

The Client and the agency shall make every effort to resolve amicably, by direct negotiation, any disagreement or dispute arising between them under or arising from or in connection with the contract. Disputes not so resolved amicably within 30 days of receipt of notice of such as a dispute shall be resolved by a sole arbitrator nominated by the Principal Secretary to Govt., Fisheries & Animal Resources Development Department, Government of Odisha. The arbitration proceedings shall be governed in all respects by the provision of the Indian Arbitration and Conciliation Act, 1996 and the rules there under and any statutory modification or re-enactment, thereof. The arbitration proceedings shall be held in Cuttack.

**27. Disqualification of Proposal:**

The proposal of the bidder is liable to be disqualified in the following cases as listed below:

- Proposal submitted without Bid Processing Fee & EMD as applicable
- Proposal not submitted in accordance with the procedure and formats as prescribed in the EoI
- During validity of the proposal, or its extended period, if any, the bidder increases his quoted prices
- Proposal is received in incomplete form
- Proposal is received after due date and time for submission of bid
- Proposal is not accompanied by all the requisite documents /information



- A commercial bid submitted with assumptions or conditions
- Bids with any conditional technical and financial offer
- If the bidder provides any assumption in the financial proposal or qualifies the commercial proposal with its own conditions, such proposals will be rejected even if the commercial value of such proposals is the lowest/best value
- Proposal is not properly sealed or signed
- Any deviation in the technical and financial proposal
- Proposal is not conforming to the requirement of the scope of the work
- Bidder tries to influence the proposal evaluation process by unlawful/corrupt/fraudulent means at any point of time during the bid process
- If any of the bid documents (including but not limited to the hard and soft/electronic copies of the same, presentations during evaluation, clarifications provided by the bidder), excluding the commercial bid, submitted by the bidder is found to contain any information on price, pricing policy, pricing mechanism or any information indicative of the commercial aspects of the bid;
- Bidder or any person acting on its behalf indulges in corrupt and fraudulent practices
- Failure to agree with terms and conditions of the EoI
- *The quoted professional fee not within the prescribed limit of the EoI.*
- **Any other condition / situation which holds the paramount interest of the client during the overall selection process.**

## TERMS OF REFERENCE

**Background:**

**Odisha Matsya o Pranisampad Samavesh** at state level will be organized to exhibit modern methods of livestock and fisheries farming as a measure to create mass awareness among the farmers and entrepreneurs of the state to take up modern methods of farming in livestock and fisheries sectors.


**Objectives:**

- ☐ To create mass awareness among the livestock and fish farmers of the state on scientific livestock and fish farming
- ☐ To exhibit result and method demonstration in livestock and fish farming to attract farmers to embrace modern methods of farming
- ☐ To impart practical experience to livestock and fish farmers through live animal and fish demonstration
- ☐ To impart knowledge and skill to the farmers and entrepreneurs through scientific seminars on fisheries and ARD
- ☐ To create interest and awareness among general public of the state to go for livestock, poultry and fish farming for economic uplift.
- ☐ To improve the quality of scheme implementation and service delivery in livestock and fisheries sectors through collecting feedbacks from the farmers and entrepreneurs.

**Odisha Matsya o Pranisampad Samavesh-2023 will be organised** to show-case the achievements in Animal Husbandry & Fisheries sectors with participation of various stakeholders at Biju Pattanaik Play Ground, Baramunda, Bhubaneswar or any other suitable place during February 2024 or any suitable date intimated by the client. A large number of invitee farmers and farmers' representatives from all the 30 districts are also being invited to the Samavesh. The duration of the fair will be for 16 days (11 days for preparation, 3 fair days & 2 days for dismantling). Different stakeholders involved in fisherie and ARD Production, processing, preservation ,marketing & research systems like State Departments, Universities, Financial Institutions, Companies & Dealers of Inputs, medicine, equipment and Machineries, NGOs, Farmer Organisations, Producer Companies will participate in the Fair as well as showcase their activities/ achievements. Farmers, Scientists, Extension Functionaries, Research Scholars, Dealers, Civil Society Workers and General Public from different corners of the state will witness the events organised on different days of the Samavesh. Around 100 best farmers selected from 30 districts will be felicitated on the occasion. There will be organization of stall exhibition, live animal and fish demonstration, scientific seminars with farmers-scientists interaction, general meetings etc. in the Samavesh.

**1. Project Scope:**

- I. Prepare the layout of the EVENT (Samavesh) in consultation with Director, AH&VS and Director, Fisheries, Odisha which shall have provisions and arrangements to accommodate around 200 stalls depending on the requirement of government and commercial stalls, the stage and seating space for general meetings, food stalls, two conference rooms, one VIP Lounge, green room, two dining halls, space arrangement with accessories for live animal and fish demonstration, registration desks, transport arrangement for dignitaries and participants, transport arrangement for live animals, first aid, fire, security, sanitation, toilets and other activities, mutually agreed by both the parties.
- II. Make arrangements for putting up Transformers/ Gen-sets for uninterrupted power supply during the Samavesh. The cost towards installation & consumption of electricity shall be paid.
- III. Make adequate arrangements for installation of German Hangars and lights, cooling system, installation of stalls, conference rooms, Stage etc.
- IV. Make arrangements of water required for drinking purposes, watering of the ground, conservancy, toilets etc., public conveniences like toilets and urinals at the EVENT.

- 
- V. Make Private Security arrangements for the EVENT including night security and security inside exhibition area of the venue
  - VI. Make arrangements for adequate fire protection measures which are of paramount importance for adequate care of all necessary arrangements to ensure public safety with certificate from Fire Department
  - VII. Responsible to make arrangements towards entire EVENT area, materials, sound system, internal security agency, fire extinguishers and spraying of fire retardant solution and other ancillary arrangements related to the EVENT.
  - VIII. Responsible towards designing and installation of the main gate of the EVENT with the approval of Dept. of Fisheries & Animal Resources Development, Odisha.
  - IX. Responsible for branding of the event with banners, hoardings, standees, walls etc. involving proper photographs & text, with approval of Fisheries & ARD Department
  - X. Establish an office at the pavilion building in the premises to be shared by both the parties. An air-conditioned VIP Lounge shall be installed in the same premises with dining hall for VIPs.
  - XI. Arrange speakers for conferences, their stay, journey, welcome and see off
  - XII. Install dining halls for participants at the venue, arrange food for the participants
  - XIII. Arrange for design and decoration of the open space for live animal and fish demonstration
  - XIV. Arrange for transportation of live animals for exhibition
  - XV. Installation of a Selfie Point with theme covering Fisheries and ARD
  - XVI. Moving of Mascot Replicas inside the Samavesh venue

## 2. Deliverables:

### 1. CONSTRUCTION OF STALLS AND OTHER CONSTRUCTION WORK

The successful bidder has to erect the following structures and provide other ancillary services in the ground as briefly described below and specified in the detailed specifications, which may be altered/ substituted according to requirement and feasibility.

#### (i) **Exhibition Stalls**

Around 200 stalls of 3mtr.X3mtr.X3mtr. (L:B:H) (standard size) in 3 German Hangars (18 metre Height) for displaying the Exhibits/showcasing the activities of F&ARD Department, other government departments and agencies, private agencies, companies as per specifications. The number of stalls may be increased or decreased as per requirement and notified to the successful bidder before commencement of the work or during the execution.

#### (ii) **Stage**

The successful bidder has to construct a stage of size 20mtr X 8 mtr, provide good quality carpeting, front decoration, with video walling at the backside, seating arrangement for at least 12 persons with good quality Chairs, Centre Tables, AC, Podium, memento parking dais etc. as per specifications.

#### (iii) **Gate**

Two gates with side walls and top fascia written with "Odisha Matsya o Pranisampad Samavesh-2023" in Odia and English with suitable flex posters depicting activities of fisheries & ARD sector. **The bidder has to submit designs for gate and quote rates accordingly.** The height of the fascia of the gate should be at least 5 mtr from the ground with a width of 8 mtr between two side frames so as to enable passage of heavy vehicles into the venue. The gate should be illuminated as may be specified and provided with flex banners, flower decoration etc. as may be specified. Hoardings on both sides of the gates of 10 feet by 8 feet shall be installed.

#### (iv) **Meeting venue**

One Meeting venue of 60 mtr X 40 mtr size in front of the Stage at a distance of 8 mtr from the stage. There should be a barricade with steel grill between the pavilion space and the stage at an approximate distance of minimum 6 mtr from the stage with a 2 mtr passage between the front row of seating arrangement and barricade. Should be provided with Sofas and Centre Tables, and carpeting in the first two rows and plastic moulded Chairs in

the subsequent rows as per specifications.



**(v) Green Room (AC)**

Green Room 10 mtr. X 6 mtr. with Tables, Chairs, and other amenities as per specifications should be erected close to the Stage.

**(vi) Reception-cum-Office room**

One AC Reception cum Office Room of size 12 mtr. X 6 mtr. partitioned into two segments each of 6 mtr. X 6 mtr. with interconnectivity nearer to the stage to be erected. Agency is required to setup furnitures and equipment like Sofa, Chairs, Centre Tables, Desktop, Scanner-cum-Printer and other amenities. Full carpeting of the room is required to be done.

**(vii) VIP Enclosure**

One AC VIP Enclosure adjacent to the Stage/Reception room fully equipped with furniture like Sofa, Chairs, Centre Tables, Wall mounted TV with access to different channels, carpeting etc. with an attached temporary Toilet facility required to be setup. Approximate size of the VIP enclosure is approximately 10 mtr. X 6 mtr.

**(viii) Service Room**

One Service Room interconnected with the VIP Enclosure/Reception room of 6 mtr. X 6 mtr. with required plastic moulded chairs, centre tables, side tables, electrical connectivity as per specifications.

**(ix) Duty Room for Service Personnel**

Three Duty rooms (i) for Fire Force personal, (ii) Police Personnel (iii) Security personnel of 5 mtr. X 3 mtr. size each, with Chairs, Tables, Fans, lightings, mattresses etc. as per specifications.

**(x) Barricade**

- (a) Barricade with 6 mtr. from the Stage and 2 mtr. from the first row of chairs in the pavilion.
- (b) Wherever there is open passage to the ground after construction of stalls and other structures, barricades have to be provided with curtains as may be necessary.
- (c) Barricades have also to be provided along the internal road separating the parking space with the exhibition ground wherever necessary as may be required.
- (d) Barricades shall be provided in the venue as per the requirement

**(xi) Food Court**

In addition to the Stalls, there should be at least 20 Food Stalls/ Coffee Shops each of size 3 mtr. X 3 mtr. clustered in one particular spot inside the ground in suitable location as may be specified. Plastic molded Tables and Chairs to be provided in front of the Food Stalls for the convenience of visiting public. These Food Stalls though detached from the main exhibition area should be within the barricaded area with ply or tin sheets to restrict entry of unauthorized persons particularly in night.

**(xii) Temporary Toilets**

- (1) One Temporary Toilet attached to VIP Enclosure
- (2) Two Temporary Toilets attached (separate for Gents & Ladies) to the Reception cum Office Room.
- (3) Three batches of ten temporary toilets (Gents - 6, Ladies - 4) for general with wash basin, facility of liquid soaps, adequate water supply and phenyl.
- (4) Regular up keeping of the toilets is the responsibility of the agency. It shall be functional before 1 day of the event.

**(xiii) Parking Place**

- (1) Parking place for ambulance and Fire Extinguisher Vehicle adjacent to Stage/ Office room with sufficient space in front side for easy movement need to be set up.
- (2) Parking place for vehicles need to be arranged with sufficient number of standee banners depicting PARKING, placed for easy identification of parking place by the public visiting the Samavesh.

(xiv) **Dining Halls**

- (1) One Dining Hall of 80 mtr × 40 mtr for dining of 3000 participants in phases. Food (lunch & dinner) will be served in this dining hall and if required packet food will be served.
- (2) One Dining Hall of 15 mtr × 10 mtr adjacent to VIP lounge and stage
- (3) The dining Halls shall be carpeted, there shall be provision of chairs and dining tables with serving tables and serving personnel.
- (4) Cleanliness and sanitation in and around the dining halls shall be of paramount importance.

(xv) **Hangars for Live Animals & Fish Demonstration**

- (1) 2 Hangars for demonstration of live animals and fish with roofs and sides open
- (2) Designing and decoration inside hangars to accommodate around 50 cows, 30 goats, 20 sheep, 30 pigs, 500 poultry birds
- (3) Designing for EC broiler house, duck pond, Integrated Farming System, Bio Floc Tanks-4 numbers, Cage Culture and Pond Culture Fishing
- (4) Designing and preparation of plots for seasonal/perennial fodder, hydroponic fodder

**2. GENERAL REQUIREMENT OF STALLS**

- (i) The successful bidder has to provide (a) Electrical connection (b) plug points (c) lighting systems (d) Long Table with Cloth (e) Chairs etc to the stalls.
- (ii) The final sketch for layout of the stalls will be made available to the successful bidder and the stalls should be made in such a manner keeping in view the exhibits in fisheries, ARD sectors and other stakeholders. The successful bidders have to consult Director, AH&VS and Director, Fisheries before starting the work so that suitable areas will be demarcated for stalls and live animals/fish at appropriate places.
- (iii) Some of the exhibitors will need more space for stalls and also open space for displaying their exhibits in open space. The stall lay out have to be done keeping such requirements in view, which will be made available during the course of construction of stalls.
- (iv) Some of the exhibitors may like to construct their own stalls within the allotted space, and accordingly provision will be made. But the successful bidder has to provide them (a) Electrical connection (b) plug points (c) lighting systems (d) fans (e) Long Table with Cloth (f) Chairs etc as may be required by them and approved by the Officer in charge at the ground/ Director, AH&VS and Director, Fisheries.
- (v) The intending bidders may visit the ground where exhibition will be made and submit the following;
  - (a) A lay out plan for the whole ground with necessary drawings
  - (b) Drawing and design for the gate (mandatory) and hoardings
  - (c) Drawing and Design for the Stage
  - (d) Drawing and Design for stalls in clusters
  - (e) Drawing and Design for Pandal/ Meeting Venue
  - (f) Drawing and Design for Green Room, Reception-cum-Office Room, VIP Enclosure, Service Room, Duty room for service personnel, Temporary Toilet, Parking place, Food Court, Dining Halls, Hangar for live animal & fish demonstration etc.
  - (g) Drawing space for Power supply backup, Space for public address system and equipment, space for dustbins, Space for Fire-fighting equipment, Space for drinking water facility, Space for Ambulance and Fire extinguisher vehicle etc.
  - (h) Drawing indicating the other structures as may be specified in the specifications.
- (vi) All the stalls including food court, and all pavements inside the exhibition ground should be covered with synthetic net carpet and flex with branding, as may be specified.



### 3. ELECTRICAL WIRING, SWITCH BOARDS, AND FITTINGS

#### (a) Electrical works to be done:

- i) Complete Wiring of the entire exhibition area with required switch boards, control switches.
- ii) Adequate Plug Points for operating audio visual equipments, computer, and mobile charging of the exhibitors and in all built up area as per specifications.
- iii) Adequate Ceiling, wall/pole mounted fans as per requirement/ specifications in all the built up area.
- iv) Adequate Lighting with LED/CFL/ SFL Lamps in the stalls, other structures and in the ground.
- v) Adequate Pavement Lighting in the passage between stalls, passage to the toilets, parking area, with two halogen lamps fixed at opposite directions at an interval of 15' or as may be required. Sufficient light arrangement shall be made to lighten the entire Exhibition Ground with provision of Halogen/Neon light in towers.
- vi) Split Air Conditioners of 1.5 to 2.0 tonne capacity to be provided in the VIP Enclosure, Office Room and stand ACs to be installed on the stage as specified with cooling arrangement in hangars.
- vii) Pedestal fans to be provided in strategic locations as per requirement and specified.
- viii) Decorative lichi bulbs, shaded lights may be provided as specified.
- ix) Adequate light provision to be made focussing the gates and its surrounding area including parking space.
- xi) Adequate Stage lights, rotating lights, and dim and bright lights for stage shows etc. as per requirement and as specified.
- xii) Appropriate lighting arrangements with flood light towers as may be specified in the entire ground, back of the stall to ensure safety of the personnel and material in the ground during the night in addition to providing adequate lighting arrangements in the exhibition area.
- xiii) Sound sensitive decorative lamps for cultural shows to be staged, so that the lighting increases and decreases and rotate depending on the volume of the sound

#### (b) Assistance for Providing Electricity to the exhibition ground.

- (i) Director, AH&VS shall write to OPTCL for providing Electrical supply to the ground from the date of commencement of construction as per requirement..
- (ii) Director, AH&VS shall also make payment of the Inspection Fee for Electrical fittings, and fees and tariff payable to OPTCL.
- (iii) The Successful bidder has to assist Director, AH&VS in obtaining clearance from the Electrical Inspector /OPTCL for the period towards minimum connected load and full connected load till the exhibition is over and materials are removed from the ground.

#### (c) POWER SUPPLY BACK UP

The Successful bidder has also to provide adequate Power supply back up to the ground by providing the required number of Generators of 250 KVA/ 125 KVA as maybe required for four days.

### 4. PUBLIC ADDRESS SYSTEM AND EQUIPMENT

The successful bidder has to provide mike set(s) for the stage with conventional and cordless mouth pieces, amplifiers, DVD players, loud speakers with permissible sound emission levels to be

provided at various locations inside the exhibition venue, pandal, and other locations as may be specified/ required. The successful bidder may have to make standby arrangements for amplifiers and mike sets as may be required.

**5. DRINKING WATER FACILITY**

The agency is required to provide drinking water to the general public visiting the fair Samavesh and the participating farmers/officials, exhibitors of the exhibition throughout the fair uninterruptedly. For this purpose adequate water tanks need to be placed at different places of the ground. Layout is to be suggested by agency in technical presentation.

**6. DUSTBINS**

The agency is required to put adequate number of dustbins at different places of the ground. Regular cleaning of these dustbins are the responsibility of the agency. Layout is to be suggested by agency in technical presentation.

**7. CARPETING AND CLEANING**

Agency is required to carry out the carpeting of the entire area to be used. It is the responsibility of the agency to keep the ground clean during the entire period of the fair.

**8. Conference Halls**

Two Conference Halls of 25 mtr. X 15mtr. Size each for conducting seminars, workshop, Farmer-Scientist Interaction & Experience sharing of farmers during the Samavesh days on different burning issues will be organised for the progressive farmers coming from different corners of the state.

**9. BADGES FOR OFFICIALS AND DELEGATES**

Agency is required to prepare 6000 badges for participant farmers/entrepreneurs, 500 badges for participating officials and 120 badges for the delegates in different days of the fair. Agency has to design the badges and present the design before the organising committee for approval. Badges need to be supplied to Director, AH&VS/Director, Fisheries one day before commencement of the fair.

**10. ISSUE OF PASSES**

Security passes @ 2 per participating stall partner has to be issued by the bidder. The officials having such passes can only be allowed to enter the ground even during off time with necessary entry in the information register to be maintained by the bidder. Besides these passes will also have to be provided to the organising officials in consultation with Director, AH&VS and Director, Fisheries.

**11. SECURITY**

The successful bidder has to provide sufficient no. of security personnel for day and night for four days (Two Preparation days & 2 Samavesh days). The bidder has also to provide 2 nos. of Metal Detector door frames for 3 days.

**12. DEPLOYING VOLUNTEERS**

Agency is required to deploy sufficient nos. of volunteers for the fair for handling various activities pertaining to entire event management.

**13. FIRE STANDARDS AND FIRE FIGHTING EQUIPMENT**

- (I) The construction of stalls, electrification, public address systems, fire fighting equipment and storage of water etc. should be as per Indian Standard IS 8758:1993.
- (II) The successful bidder shall have to provide at least 70 to 90 Fire Extinguishers and at least one Fire Bucket filled with Water/ Sand for every five stalls and two sets of Fire Extinguishers and Fire Buckets in each of the other facilities like office, VIP enclosure, reception rooms, service areas and food stalls.
- (III) The successful bidder should also have to spray fire retardant solution on all the temporary structures of the fair.



**14. DETAILED APPROXIMATE SPECIFICATIONS OF WORK TO BE DONE AND AMENITIES ACCESSORIES TO BE PROVIDED.**

- (a) A detailed approximate specification of work to be done is enclosed as per the ToR at **Annexure-IV.**
- (b) The specifications are subject to modification, addition, substitution, alternation as may be required at the time of execution depending on the requirement, and the number and quantity of items of ancillary amenities, facilities, and material, furniture, fittings including electrical fittings to be supplied will be as per actual requirement.
- (c) Wherever required additional items of construction work or ancillary amenities, facilities etc. as aforementioned or as may be required in the opinion of the Officer in-charge of the Construction work or Director, AH&VS/Director, Fisheries or any other authorised Officer of F&ARD Department have to be provided at short notice.

SECTION: 4



TECHNICAL PROPOSAL SUBMISSION FORMS

TECHNICAL PROPOSAL



TECH A-1

COVERING LETTER

(ON BIDDER'S LETTER HEAD)

To

[Location, Date]

The Director, AH&VS  
Mangalabag, Cuttack-753001

Subject: Selection of organization for "Odisha Matsya o Pranisampad Samavesh-2023" at Bhubaneswar under The Director, AH&VS, Mangalabag, Cuttack-753001 of Fisheries & Animal Resources Development Department

[TECHNICAL PROPOSAL]

Dear Sir,

I, the undersigned, offer to participate in the selection process for \_\_\_\_\_ in accordance with your Expression of Interest No.: \_\_\_\_\_, dated \_\_\_\_\_.

I, hereby submitting our proposal, which includes Technical Proposal and Financial Proposal sealed in separate envelopes.

I, hereby declare that all the information and statements made in this Technical Proposal and Financial Proposal are true and correct and I accept that any misinterpretation contained in it may lead to disqualification of our proposal. Our proposal will be valid for acceptance up to **180 Days** and I confirm that this proposal will remain binding upon us and may be accepted by you at any time before the validity of the bid.

I hereby unconditionally undertake to accept all the terms and conditions as stipulated in the EoI document. In case any provision of this EoI are found violated, then your Department/Directorate shall without prejudice to any other right or remedy be at liberty to reject our proposal including forfeiture of the full said earnest money deposit absolutely.

I remain,

Yours faithfully,

**Authorized Signatory with Date and Seal:**

Name and Designation: \_\_\_\_\_

Address of the Bidder: \_\_\_\_\_

**TECH A -2**

**Bidder's Organisation (General Details)**



SI No.	Description	Full Details
1	<b>Name of the Bidder</b>	
2	<b>Address for communication:</b> Tel : Fax: Email id:	
3	<b>Name of the authorized person signing &amp; submitting the bid on behalf of the Bidder:</b> Mobile No. : Email id :	
4	<b>Registration / Incorporation Details</b> Registration No: Date & Year. :	
5	<b>Local office in Odisha</b> If Yes, Please furnish contact details	Yes / No
6	<b>Bid Processing Fee Details</b> Amount : BC/DD No. : Date: Name of the Bank:	
7	<b>EMD Details</b> Amount : BC/DD No.: Date: Name of the Bank:	
8	PAN Number	
9	Goods and Services Tax Identification Number (GSTIN)	
10	Willing to carry out the assignment as per the stipulated scope of work of the EoI	YES
11	Willing to accept all the terms and conditions as specified in the EoI	YES

**Authorized Signatory [In full and initials]:** \_\_\_\_\_

**Name and Designation with Date and Seal:** \_\_\_\_\_



**TECH A-3**

**Bidder Organisation (Financial Details)**

<b>Financial Information in INR</b>					
<b>Details</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>FY 2022-23</b>
<b>Annual Turnover (Rupees in Crore)</b>					
		<p><b>Supporting Documents:</b></p> <p>Audited certified financial statements for the last three FYs (2018-19, 2019-20, 2020-21, 2021-22, 2022-23) (Submission of copies of Income Statement, Expenditure Statement and Balance Sheet for the respective financial years is mandatory along with this form)</p> <p><i>Filled-in information in this format must have to be jointly certified and sealed by the CA and the authorized representative of the bidder and to be furnished in original along with the technical proposal failing which the proposal will be out rightly rejected. No scanned copy will be entertained.</i></p>			

\_\_\_\_\_

**Signature and Seal of the Company Auditor with Date in original**

**Authorized Signatory [In full initials with Date and Seal]:** \_\_\_\_\_

**Communication Address of the Bidder:** \_\_\_\_\_

**[NB: No Scanned Signature shall be entertained]**



TECH-A

**FORMAT FOR POWER OF ATTORNEY**

**(To be provided in original on Bidder Letter Head as part of the Technical Proposal on Stamp Paper of value required under law duly signed by the competent authority of the bidder)**

Dated: \_\_\_\_\_

**POWER OF ATTORNEY**

**To Whom It May Concern**

Know all men by these presents, we \_\_\_\_\_ (name and registered office address of the Applicant) do hereby constitute, appoint and authorize Mr. \_\_\_\_\_ (Name of the Person(s)), domiciled at \_\_\_\_\_ (Address), acting as \_\_\_\_\_ (Name and Designation), as Authorised Signatory and whose signature is attested below, as our attorney, to do in our name and on our behalf, all such acts, deeds and things necessary in connection with or incidental to our Proposal for award of contract under [ Name of the Assignment ] involving the deliverables as per agreement with \_\_\_\_\_, vide Expression of Interest (EoI) Document dated, issued by Director, AH&VS< mangalabag, Cuttack under F&ARD Department, Government of Odisha including signing and submission of all documents and providing information and responses to clarifications/ enquiries etc. as may be required by the tender inviting authority or any representing us in all matters before the tender inviting authority and generally dealing in all matters in connection with our proposal for the said assignment.

We hereby agree to ratify all acts, deeds and things lawfully done by our said attorney pursuant to this Power of Attorney and that all acts, deeds and things done by our aforesaid attorney shall and shall always be deemed to have been done by us.

For: \_\_\_\_\_

(Signature of the Authorized Representative with Date) ACCEPT:

Signature, Name & Designation of person executing attorney

**NB:** The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executant(s) and when it is so required the same should be under common seal affixed in accordance with the required procedure. Also, wherever required, the executant(s) should submit for verification the extract of the charter documents and documents such as a board resolution / power of attorney in favour of the Person executing this Power of Attorney for the delegation of power hereunder on behalf of the executant(s).

**(BIDDER'S PAST EXPERIENCE DETAILS)**

Table -1 (Lists of completed/ongoing Assignments of similar nature during last 5 years)

Sl. No.	Period	Assignment	Name of the Client	*Contract Value (in INR)	Date of Award / Commencement of assignment	Date of Completion of assignment	Remarks if any
A	B	C	D	E	F	G	H
1							
2							
3							

[\*Contract value more than 50.00 Lakh]

**Note: Bidders are requested to furnish the list of the assignments of similar nature undertaken/ completed during the last 5 Financial Years (18-19, 19-20, 20-21, 21-22 & 22-23) having contract value more than 50.00 Lakh each as per the above prescribed format only. Information not conforming to the above format will be treated as non-responsive. Copies of the Work order/Contract Document need to be furnished along with the above information in technical proposal failing which the assignment will not be taken into consideration for evaluation purpose.**

**Assignments of similar nature means organization of melas, fairs, exhibitions, samavesh etc. at international, national and state/regional level.**

Authorized Signatory [*In full initials with Date and Seal*]: \_\_\_\_\_

Communication Address of the Bidder: \_\_\_\_\_

**TECH A-6**



**Details of Qualification & Experience of Professionals working with the Bidder – CVs (Documents in support of qualification and experience must be attached)**

Sl. No.	Name of the Professional	Qualification	Experience in Years	Remarks if any
A	B	C	D	E
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				

\*Documents in support of qualification and experience of professionals along with proof of engagement with the bidder must be attached.



**TECH A-7**

**BIDDER ORGANISATION**

**(Brief Profile)**

*[Provide here a brief description regarding professional background of the organisation]*

**Authorized Signatory *[In full and initials]*:**

\_\_\_\_\_  
**Name and Designation with Date and Seal:**  
\_\_\_\_\_

**[NB: Bidder needs to restrict the above information within 3-5 pages only]**

**TECH A-8**



**Bidder Experience**

[Using the format below, provide information on each assignment for which your organisation was legally contracted as **single entity** for carrying out services similar to the ones requested under this assignment during last **five years**]

Assignment name:	Value of the contract (in INR):
Location:	Duration of assignment (months):
Name of Client:	Total No. of staff-months of the assignment:
Address:	
Start date (month/year):	No. of professional staff-months deployed with details:
Completion date (month/year):	
Narrative description of Project:	
Description of actual services provided by your staff within the assignment:	

Authorized Signatory [In full and initials]: \_\_\_\_\_

Name and Designation with Date and Seal: \_\_\_\_\_

[NB: Bidders are requested to provide the details about the lists of assignments as provided in Tech A-1 each of value equal or more than Rs.50.00 lakhs]



**TECH A-9**

**Comments and Suggestions of the Bidder on the Terms of Reference / Scope of Work and Counterpart Staff and Facilities to be provided by the Client**

**A: On the Terms of Reference / Scope of Work:**

*[Present and justify here any modifications to the Terms of Reference you are proposing to improve performance in carrying out the assignment (such as deleting some activity you consider unnecessary, or adding another, or proposing a different phasing of the activities). Such suggestions should be concise and to the point, and incorporated in your technical proposal.]*

**B: On Input and Facilities to be provided by the Client:**

*[Comment here on inputs and facilities to be provided by the Client according to Information to the Bidder and Scope of Work]*

**Authorized Signatory [In full and initials]:** \_\_\_\_\_

**Name and Designation with Date and Seal:** \_\_\_\_\_



**TECH A-10**

**DESCRIPTION OF APPROACH, METHODOLOGY STATEMENT**

*[Technical approach, methodology and work plan are key components of the Technical Proposal. In this Section, bidder should explain his understanding of the scope and objectives of the assignment, approach to the services, methodology for carrying out the activities and obtaining the expected output, and the degree of detail of such output. Further, they should highlight the problems being addressed and their importance, and explain the technical approach to be adopted to address them. It is suggested to present the required information divided into following four sections]*

**A. Understanding of Scope, Objectives and Completeness of response**

Please explain your understanding of the scope and objectives of the assignment based on the Terms of Reference (ToR), the technical approach, and the methodology you would adopt for implementing the tasks to deliver the expected output(s), and the degree of detail of such output. ***Please do not repeat/copy the ToR here.***

**B. Description of Approach and Methodology to carry out the task:**

**C. Documentation Management Plan for the Client:**

**D. Staff Deployment Strategy:**

The bidder should propose and justify the structure and composition of the team and should enlist the main activities under the assignment in respect of the Key Professionals responsible for it.

Authorized Signatory [*In full and initials*]: \_\_\_\_\_

Name and Designation with Date and Seal: \_\_\_\_\_

**NB: Bidders are requested to furnish the above information limiting it up to 5-7 pages only**



SECTION-5

FINANCIAL PROPOSAL SUBMISSION FORMS



FIN-1

COVERING LETTER

(In Bidder's Letter Head)

[Location, Date]

To

The Director, AH&VS  
Mangalabag, Cuttack-753001

**Subject: Selection of organization for "Odisha Matsya o Pranisampad Samavesh" at Bhubaneswar under the Director, AH&VS, Mangalabag, Cuttack-753001 of Fisheries & Animal Resources Development Department**

**[FINANCIAL PROPOSAL]**

Sir

I, the undersigned, offer to provide the consulting services for [Insert title of assignment] in accordance with your Expression of Interest No. \_\_\_\_\_, Dated: \_\_\_\_\_.

Our attached Financial Proposal is for the sum of [Insert amount(s) in words and figures]. This amount is inclusive of the taxes applicable as per GST Act. I do hereby undertake that, in the event of acceptance of our bid, the services shall be provided in respect to the terms and conditions as stipulated in the EoI document.

Our financial proposal shall be binding upon us subject to the modifications resulting from contract negotiations, up to expiration of the validity period of the proposal of **180 days**. I have carefully read and understood the terms and conditions of the EoI and do hereby undertake to provide the service accordingly.

I understand that you are not bound to accept any proposal you receive.

I remain,

Yours faithfully,

**Authorized Signatory [In full and initials]:**

**Name and Designation of Signatory with Date and Seal:**

**Address of the Bidder:**



**FIN-2**

**SUMMARY OF FINANCIAL PROPOSAL**

**[TABLE - 1]**

<b>Sl. No.</b>	<b>Particulars</b>	<b>Amount in INR</b>
A	Total overall Charges	
B.	GST@ _____ % of A	
Grand Total (A+B)		
In Words		

***N.B. Please attach details as at Annexure-IV***

**Authorized Signatory [In full and initials]:** \_\_\_\_\_

**Name and Designation with Date & Seal:** \_\_\_\_\_



**SECTION -6**

**ANNEXURES**

**BID SUBMISSION CHECK LIST**

Sl. No.	Description	Submitted (Yes/No)	Page No.
<b>TECHNICAL PROPOSAL</b>			
1	Filled in Bid Submission Check List (ANNEXURE-I)		
2	Covering Letter (TECH A -1)		
3	Bid Processing Fee of Rs.5,900/- in form of DD/ BC		
4	EMD of Rs.16,00,000/- in form of DD		
5	Copy of payment of bid cost and EMD		
6	Copy of Certificate of Incorporation / Registration of the Bidder		
7	Copy of PAN		
8	Copy of Goods and Services Tax Registration Certificate with GSTIN		
9	Copies of IT Returns for the last 3 FYs (2020-21, 2021-22 & 2022-23)		
10	General Details of the Bidder (TECH A - 2)		
11	Financial details of the bidder (TECH A - 3) along with all the supportive documents such as copies of Income-Expenditure Statement and Audited Account (Balance Sheet) for the concerned period		
12	Power of Attorney (TECH A - 4) in favour of the person signing the bid on behalf of the bidder		
13	List of completed assignments of similar nature (Past Experience Details) (TECH A - 5) along with the copies of work orders / contract paper for the respective assignments		
14	Details of Qualification & Experience of Professionals working with the Bidder (TECH A - 6)		
15	Brief Profile of Bidder Organisation (Tech A-7)		
16	Bidder Experience (Tech A-8)		
17	Comments and Suggestions (Tech A-9)		
18	Approach, Methodology Statement (Tech A-10)		
19	Undertaking for not have been black-listed by any Central / State Govt. /any Autonomous bodies during its business career.		
20	Copy of the FSSAI Certificate		
<b>FINANCIAL PROPOSAL</b>			
1	Covering Letter (FIN-1)		
2	Summary of Financial Proposal (FIN-2)		

**Undertaking:**

- All the information have been submitted as per the prescribed format and procedure.
- Each part has been separately bound with no loose sheets and each page of all the two parts are page numbered, along with Index Page.
- All pages of the proposal have been sealed and signed by the authorized representative of the bidder.

Authorized Signatory [In full and initials]: \_\_\_\_\_

Name and Designation with Date and Seal: \_\_\_\_\_



**FORMAT FOR SUBMISSION OF PRE-BID QUERY**

- The bidders will have to ensure that their queries in soft copy for the pre-bid meeting should reach to Director, AH&VS, Mangalabag, Cuttack through email at [dahvsorissa@gmail.com](mailto:dahvsorissa@gmail.com) latest by **07.12.2023 up to 5:30 PM** as per the prescribed format only as mentioned below.

Sl. No.	Eol Document [Section & Page Number]	Content of Eol requiring Clarification(s)	Clarification Requested
1.			
2.			
3.			
4.			
5.			
6.			

- Any other form of submission will not be entertained.
- The Client shall not be responsible for ensuring that the bidders' queries have been received by them. Any request for clarifications post the indicated date and time as per the Instruction sheet of the Eol shall not be entertained by the Client.
- The purpose of query clarification is to provide the bidders with information regarding the Eol, project requirements, and opportunity to seek clarification regarding any aspect of the Eol and the project.
- The Client will endeavour to provide timely response to the queries by uploading in website. No individual response to be given. However, the client makes no representation or warranty as to the completeness or accuracy of any response made in good faith, nor does it undertake to answer all the queries that have been proposed by the bidders.

Authorized Signatory [*In full and initials*]: \_\_\_\_\_

Name and Designation with Date and Seal: \_\_\_\_\_



**PERFORMANCE BANK GUARANTEE FORMAT**

To

**The Director, AH&VS  
Mangalabag, Cuttack-753001**

WHEREAS (Name and address of the Consultant) (hereinafter called "the Consultant") has undertaken, in pursuance of EoI No..... dated ..... to undertake the service (description of services) (herein after called "the contract").

AND WHEREAS it has been stipulated by \_\_\_\_\_(Name of the Client) in the said contract that the Consultant shall furnish you with a bank guarantee by a scheduled commercial bank recognized by you for the sum specified therein as security for compliance with its obligations in accordance with the contract;

AND WHEREAS we have agreed to give the supplier such a bank guarantee;

NOW THEREFORE we hereby declare that we are guarantors and responsible to you, on behalf of the Consultant, up to a total of ..... (amount of the guarantee in words and figures), and we undertake to pay you, upon your first written demand declaring the consultant to be in default under the contract and without cavil or argument, any sum or sums within the limits of (amount of guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the consultant before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the contract to be performed there under or of any of the contract documents which may be made between you and the consultant shall in any way release us from any liability under this guarantee and we hereby waive notice of any such change, addition or modification.

This performance bank guarantee shall be valid until the .....day of \_\_\_\_\_, 2023/2024

Our branch at Cuttack (Name & Address of the Bank) is liable to pay the guaranteed amount depending on the filing of claim and any part thereof under this Bank Guarantee only and only if you serve upon us at our Cuttack branch a written claim or demand and received by us at our Cuttack branch on or before Dt \_\_\_\_\_ otherwise banks shall be discharged of all liabilities under this guarantee thereafter.

.....  
**(Signature of the authorized officer of the Bank)**

.....  
**Name and designation of the officer**

Rate Quote by the Bidder as per detail specification of work

Annexure-IV



Sl. No.	Particulars	Quoted Rate in INR	Taxes in INR	Total in INR
1	Construction of 200 stalls of 3mtr.X3mtr.X3mtr. (L:B:H) (standard size) in 3 German Hangars (18 metre Height)			
2	Construction of stage of size 20mtr X 8 mtr with good quality carpeting, front decoration, floral decoration with good quality Chairs, Centre Tables, AC, Podiums, memento parking dais			
3	Video Walling (20mtr X 8 mtr) the backdrop of the stage			
4	Gates- 2 in number: each of specification 10 mtr width and 6 mtr height with flex designs, floral decorations, fascia and with 2 hoardings of 10ft by 8ft each			
5	Hoardings: 10 hoardings at strategic locations in Bhubaneswar (each of at least 20 ft by 10 ft): designing of the contents, flex printing and fixing			
6	Meeting Venue of 60 mtr X 40 mtr size in front of the Stage with carpeting and plastic moulded chair for seating of 3000 people, sofa & centre tables in the 1 <sup>st</sup> two rows			
7	Green Room 10 mtr. X 6 mtr. With Tables, Chairs, mirrors, wall hangers			
8	Reception cum Office Room of size 12 mtr. X 6 mtr. Partitioned into two segments each of 6 mtr. X 6 mtr.			
9	VIP Enclosure: 10 mtr. X 6 mtr.			
10	Service Room of 6 mtr. X 6 mtr. Interconnected with the VIP Enclosure/Reception room			
11	Duty rooms: 3 numbers (i) for Fire Force personal, (ii) Police Personnel (iii) Security personnel each of 5 mtr. X 3 mtr. Size			
12	Barricades: Barricade with 6 mtr. From the Stage and 2 mtr. From the first row of chairs in the pavilion. Barricades at open passages, along the internal roads, separating the parking space with the exhibition ground and as required			
13	Food Court: 20 Food Stalls/ Coffee Shops each of size 3 mtr. X 3 mtr.			
14	Toilets: One Temporary Toilet attached to VIP Enclosure, Two Temporary Toilets attached (separate for Gents & Ladies) to the Reception cum Office Room, Three batches of ten temporary toilets (Gents-6, Ladies-4) for general with wash basin, facility of liquid soaps, adequate water supply and phenyl			
15	Parking place for ambulance and Fire Extinguisher vehicles adjacent to stage/ office room, parking place for vehicles of guests/dignitaries and parking place for visitors (both 2 & 4 wheelers). A footfall of 5000 people per day is expected			
16	Dining Halls: One Dining Hall of 80 mtr x 40 mtr and one of 15 mtr x 10 mtr			
17	Hangars for live animal and fish demonstration: 2 hangars each of 60 mtrx30 mtr and 18 mtr height			
18	Designing and decoration inside hangars to accommodate around 50 cows, 30 goats, 20 sheep, 30 pigs, 500 poultry birds, Designing for EC broiler house, duck pond, Integrated Farming System, Bio Floc Tanks-4 numbers, Cage Culture and Pond Culture Fishing, Designing and preparation of plots for seasonal/perennial fodder, hydroponic fodder			



19	Amenities in each stall: plug points-2, lighting systems-4 LED lights, Long Table with Cloth-1, Chairs-4			
20	Carpeting: All the stalls, meeting space, stage including food court, and all pavements inside the exhibition ground to be covered with carpet and flex with branding			
21	Electrical wiring, switch boards and fittings (as per the ToR)			
22	Power Supply Backup (as per the ToR)			
23	Construction of Conference Halls: 2 numbers each of 25 mtr x 15 mtr size			
24	Badges: 6620 numbers with lanyards			
25	Security Arrangement for 4 days 24x7 with adequate security staff			
26	Public Address System (adequate in the stage and meeting place)			
27	Drinking Water Facility (adequate for 5000 persons per day)			
28	Fire Fighting Equipment (as per specifications)			
29	Dustbins, Cleaning, issue of passes, deploying volunteers (adequate in the venue)			
30	Outdoor LEDs, Air conditioning in exhibition halls, Media Lounge, Media Briefing Room, Pantry, Paper Cups for participants at water stations, WalkieTalkies			
31	Welcome Song at Inaugural & Closing, Cultural Programmes for 2 evenings			
32	Jute Bags for VIPs/Speakers/Dignitaries: 200 numbers			
33	Certificates, bouquets, mementos and shawls for awardee farmers: 90 farmers			
34	Kit Bags for 6000 participants (including event branding printed notebooks, standard notebooks, writing pads, parker pens, ball pens, cardboard folders with event printing etc.), Certificates for 1200 seminar participants			
35	Food (Lunch & Dinner): 3000 participants per day for 2 days			
36	Food for organisers, officers, dignitaries etc. (Lunch & Dinner): 1000 per day for 2 days			
	VIP and Media Persons Lunch Dinner, Snacks, Tea etc.: 300 per day for 2 days			
37	Pre event conference Tea, Snacks, Water, Food arrangements for media persons			
38	Anchoring for 2 days			
39	Mementos and Uttareeyas for dignitaries and guests: 100 numbers			
40	Travel, stay and honorarium of Resource Persons: 90 numbers			
41	Event invitation Card Printing, envelopes, Jacket in Odia & English Language: 1000 numbers			
42	Designing & Printing of the Event Materials			
43	Live Streaming of the Event and Seminars for 2 days			
44	Photography, Video of the Event; Documentation and Photocopies of the Event			
45	Event Insurance			
46	Transport of Live Animals (number of animals as per ToR)			
47	Bus Arrangement for transportation of participants during the event			
48	Vehicle Arrangement for Organising officials for 5 days			
49	Vehicle Arrangement for Resource Persons for 2 to 3 days			



50	Snacks, Tea and Coffee for 500 persons at pathotsav on 2 <sup>nd</sup> day of the Samavesh			
51	T- Shirts for 500 participants in Pathotsav			
52	Sound System, Flags, Placards for Pathotsav			
53	Elevated Platform for Pathotsav (32 ft by 16 ft) with carpeting, backdrop, standees and branding			
54	Moving of 4 Mascot Replicas for 2 days in the Samavesh venue			
55	Selfie Point			
	Total Amount in INR			
	Grand Total including GST in INR			

\*The specifications are as per the ToR in this EoI  
\*The specifications are subject to change as per the final need of the Client