

Advertisement Material:

STATE AGENCY FOR DEVELOPMENT OF HANDLOOM CLUSTERS

Directorate of Textiles, Odisha, Satyanagar, Bhubaneswar-751007

SHORT TENDER CALL NOTICE

Tender Ref . No.20 /SADHAC-337), Date 02.01.2024 /

Sealed tenders (i.e. in two bids) are invited from reputed Firms/ Agencies/ having experience in organizing National/ State level Tableau display having valid GST Registration Certificate/ PAN number for organizing Tableau display in State Level Republic Day Parade on 26.01.2025 at Mahatma Gandhi Marg, Bhubaneswar. The Bid document along with details terms and conditions of the tender is available in official website at www.sadhacodisha.org, www.boyanika.com, www.sidacodisha.org.in, www.handloom.odisha.gov.in. The intending bidders are required to download the tender documents directly from the official websites and in this connection the bidder have to pay tender fee (non-refundable) of Rs. 500/- (Rupees five hundred) and EMD of Rs.10,000/- (Rupees ten thousand) only are to be enclosed in shape of Bank Draft/ Demand Draft in favour of "State Agency for Development of Handloom Clusters" from any Nationalized/ Scheduled Bank payable at Bhubaneswar. The last date of submission of Tender is dt. **09.01.2025 up to 5:00 PM** by Regd. Post/ Courier Service/ Speed Post/ hand delivery only. Alteration/ modification if any will be notify in the official website www.sadhacodisha.org. The authority reserves the right to reject any/ all the tenders without assigning any reasons thereof.

Sd/-

Chief Executive Officer, SADHAC

Size of Advertisement: Width 8 cm x Height 4 cm

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Sd/- Chief Executive Officer, SADHAC


02/01/25

Chief Executive Officer
State Agency For Development
of Handloom Clusters
Bhubaneswar, Orissa

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Chief Executive Officer, SADHAC

BID DOCUMENT
for
DISPLAYING TABLEAU in
STATE LEVEL REPUBLIC DAY PARADE,
on 26th January, 2025
BHUBANESWAR

LAST DATE OF RECEIPT OF QUOTATION: 09.01.2025 AT 5:00 PM
OPENING OF QUOTATION : 10.01.2025 AT 11:30 AM

BID No. 20 (SADHAC-337)/ Dt.-02.01.2025

Published by
STATE AGENCY FOR DEVELOPMENT OF HANDLOOM CLUSTERS,
BHUBANESWAR

Notice for Expression of Interest

Proposals Invited:

Proposals accompanied with coloured sketches/designs and concept notes for the preparation of a tableau to be presented at the State-Level Republic Day Parade-2025, based on the theme “GI Tagged Handloom & Handicraft Products of Odisha” are invited from experienced Designers, Artists and Agencies.

Deadlines of submission of Documents & Tableau:

1. The bid papers containing schedule of work, specification, terms & conditions can be availed in the office of the Member Secretary, SADHAC, office of DT(O), Satya Nagar, Bhubaneswar on all working days from 03.01.2025 to 09.01.2025 (up to 4.00 p.m.) for an amount of **Rs.500/-** (inclusive of GST).
2. The last date for submission of the quotations in SADHAC office is **09.01.2025 (up to 5.00 p.m.)**.
3. The quotations will be opened in presence of the Artists/ Designers/ Firms or their authorized representatives who will explain the concept before the Selection Committee on **10.01.2025 at 11.30 a.m.** or suitable date fixed by the tender opening committee.
4. The successful bidder will deliver the selected Tableau on **24.01.2025 at 4:00 p.m.** which would be available for mock drill before 7:00 a.m. on 25.01.2025.

Specifications and Requirements:

1. Theme: GI Tagged Handloom & Handicraft Products of Odisha. The details will be available from SADHAC office.
2. The standard size of the Tableau: Length- 20 ft., Width- 8 ft., Height from ground level -16 ft. for Republic Day Parade.
3. The agency will provide models before hand as per requirement.
4. The vehicle is to be seamlessly designed with flex and other suitable medium like Plaster of Paris, foam, fiber glass etc. depicting the concept of GI tagged Handloom fabrics & Handicraft products with provision of live demonstration of weaving on an original frame loom to be visible from outside clearly.
5. Voice recording about the theme is to be provided. The arrangement and layout is to be designed to portray the theme in an appropriate manner.

Eligibility Criteria:

1. Experience: The Artist/ Designer/ Firm should have a minimum of one year experience in preparing tableau for National / State-level tableau design.
2. Blacklisting: The Artist/ Designer/ Firm should not have been blacklisted by any organization in the past.
3. Registration: Must possess valid PAN and GST registration certificates.
4. Tax Compliance: The Artist/ Designer/ Firm must submit IT returns FY 2023-24 (AY 2024-25) and the latest GST filing copy.

Terms & Conditions:

1. Proposals should be submitted in a two-bid format.
 - Technical Bid: Includes sketches, concept notes, and eligibility documents.
 - Financial Bid: Includes detailed cost estimates.
2. All submissions must be sealed in separate envelopes marked as “TECHNICAL BID” and “FINANCIAL BID,” then placed in a larger sealed envelope labeled “STATE REPUBLIC DAY TABLEAU-2025”.
3. The bidder must submit the price bid with detailed rate for each item or component. The financial offer must be submitted in the following format.

Project Deliverables	Amount (Inclusive of all taxes)
Republic Day Parade Tableau-2025 at Bhubaneswar <ul style="list-style-type: none">• This cost should include all components such as Designs/ Sketches/ 3-D Models/ Fabrication/ Background voice recording/ all ancillaries to be spelt in Financial Bid by the bidder in detail (item-wise).	Rs.

N.B: The agencies are required to understand the work thoroughly before quoting the rates. Rate quoted should be fairly reasonable. The rate quoted by the bidder shall be rationalised and negotiated by the experts of evaluation committee and the agreed upon rates shall be paid to the executor.

4. The rates quoted by the bidder shall include GST. The GST should be indicated separately.
5. All Tenderers should fill up the rate tendered in figure as well as in words. The tender form may be filled in English and all entries made by hand in black ink. Overwriting of rates is not permitted. All corrections should be attested by the Tenderer himself with his/her initial/signature. The rates indicated in words would be the final in case of any discrepancy arises with the rates indicated in figure.
6. Tender completed in all respects may be submitted to Chief Executive Officer, SADHAC, O/o Directorate of Textiles, Satyanagar, Bhubaneswar- 751007 through Courier/ Speed post/ Hand-delivery only such that they are delivered to the address mentioned in the Data Sheet on or before the time and date mentioned above. Any bid received after the closing date/ time for submission of bids shall be returned unopened. Tenders received by fax/ mail will not be entertained.
7. The firm should deposit Earnest Money (EMD) of **Rs.10,000/-** in shape of Bank Draft/ Demand Draft drawn in favour of "State Agency for Development of Handloom Cluster" in any Nationalized/ Scheduled Bank payable at Bhubaneswar. Bids without the specified EMD will be summarily rejected.
8. The model of the Tableau will be approved by the Committee constituted by Handlooms, Textiles & Handicrafts Department / Director, Textiles & Handloom, Odisha.

9. All the materials used in the erection work should be covered under insurance at the own cost of the firm/ agency.
10. No part of the contract will be sub-let.
11. The progress of the work shall be checked and supervised by the authorized officers to ensure that the work is done as per the specifications & time schedule.
12. The firm/ agency will have to submit the Bills after completion of the event. The payment will be made after the execution of work on submission of bills.
13. TDS under IT & GST will be deducted as per law at the time of payment and the mode of payment will be done online.
14. In case of any dispute /ambiguity arising in the process of selection/ evaluation, decision of Handlooms, Textiles & Handicrafts Department shall be final.
15. SADHAC will not be responsible for any loss, damage, injury caused at any time of execution of the contract. The firm / Designer shall own the whole responsibility.
16. All the disputes shall be subjected to the jurisdiction of Civil Courts at Bhubaneswar.
17. The decision of the Tender Committee will be final and no claims or objections on any ground shall be entertained whatsoever.
18. The authority reserves the right to select or reject any or all proposals without assigning any reason thereof.

Evaluation and Selection Process:

1. The evaluation will occur in three stages:
 - Stage 1 - Scrutiny of Documents
 - Stage 2 - Concept Presentation
 - Stage 3 - Financial Bid Evaluation(Rationalized and negotiated rates)
2. Agencies satisfying the Stage-1 evaluation process shall be required to make a suitable technical/ Power Point presentation.
3. The 'Financial Bids' of the technically qualified bidders shall only be opened.
4. Quality & Cost Based Selection (QCBS) method will be followed during the overall selection process. Based on the evaluation of technical proposal, the technically qualified Artist/ Designer/ Firm shall be ranked in accordance with the marks obtained at the stage of technical evaluation. There shall be 80% weightage to technical score and 20% weightage to financial score.

Scoring Method:

1. Weightage-based Selection (Quality and Cost-Based Selection - QCBS):
 - (a) Technical Evaluation (80% Weightage):
 - The highest-scoring technical proposal is awarded 100 points.
 - Other proposals are scored proportionally to their technical score in comparison to the highest-scoring proposal.
 - (b) Financial Evaluation (20% Weightage):
 - The lowest financial bid is awarded 100 points.
 - Other bids are scored inversely proportional to their cost in comparison to the lowest bid.

2. Combined Score Calculation:

- Total score is calculated by combining technical and financial scores, weighted as follows:

Technical Score (80%) + Financial Score (20%).

3. The bidder securing highest combined marks and ranked H-1 will be selected to present the Tableaux design at the Republic Day Parade in Bhubaneswar.

Scoring Pattern:

Sl. No	Description	Marks
1	Past Experience in Tableau Design (National Level)	15
2	Past Experience in Tableau Design (Other States / UTs)	15
3	Past Experience in Tableau Design (State Level)	05
4	Awards for Design at National Level	15
5	Awards for Design at State Level	10
6	Design Convergence with given Theme	10
7	Design in Context of the State	10
8	Aesthetic & Presentation of the theme	10
9	Overall Design Look	10
	Total	100

Documents Required:

1. Original money receipt towards purchase of tender paper.
2. EMD of Rs.10,000/- in shape of bank draft.
3. Copy of PAN and valid GST registration certificate.
4. Self- attested certificate on non-blacklisting of the organization/ agency.
5. IT Return FY 2024-25 (AY 2025-26) and latest GST filing copy.
6. Self attested copy of Contract/ Agreement/Award Letter/ Work Order(s) from Ministries/any Government Departments/ PSUs in India/Odisha State Government conducting similar type of work i.e. Tableaux
7. Completion Certificates for similar projects.

Contact Details:

All proposals must be addressed to:

Chief Executive Officer,

State Agency for Development of Handloom Clusters (SADHAC)

Address: Directorate of Textiles, Odisha,

At/ PO-Satyanagar, Bhubaneswar-751007 (Odisha)

Email: sadhacorissa@gmail.com

Contact Number: 0674-2572256

Sd/-
Chief Executive Officer, SADHAC