

BID DOCUMENT

FOR THE WORK "Electrical Installation"

For

KALAHANDI UTSAV GHUMURA -2026

Venue- Lal Bahadur Shastri Stadium, Bhawanipatna, Kalahandi

Organized by

District Administration, Kalahandi

In Association with

ORMAS/DIC/DCC, Kalahandi

DISTRICT COUNCIL OF CULTURE, KALAHANDI

No.....968.../DCC,

Date...24.12.2025.../-

TENDER CALL NOTICE

Sealed item rate tenders are invited in single cover system by "District Council of Culture, Kalahandi" from intended, reputed Firms / Agencies / Tent House owners holding GST Certificate for the following works separately. The Tender must be submitted with all requisite documents in conformity with Terms & Conditions provided in the DTCN duly self – attested all the pages. Failing which Tender is liable for rejection.

Sl. No.	Name of the Work	EMD in	Cost of Tender Paper	Time Completion
1	2	3	4	5
1	ELECTRICAL INSTALLATION works for "Kalahandi Utsav Ghumura-2026"			
	A. ELECTRICAL INSTALLATION	₹ 2,000/-	₹ 500/-	5 days

The bid documents consisting of detailed specification, schedule of quantity and a set of terms and conditions and other necessary documents can be downloaded from the District Website i.e., <https://kalahandi.odisha.gov.in> . The tender must be accompanied with demand draft drawn in favour of "Kalahandi Utsav Ghumura" payable at SBI, Bhawanipatna towards cost of Tender Paper as mentioned in Column-4 above.

Bid must be accompanied with required EMD as mentioned at column-3 above in shape of Demand Draft pledged in favour of "Kalahandi Utsav Ghumura" payable at SBI, Bhawanipatna. The bid without EMD shall not be considered for acceptance and is liable for rejection.

The bid documents can be downloaded from the District Website i.e. <https://kalahandi.odisha.gov.in> with effect from 24.12.2025 and will be received up to 30.12.2025 till 04.00 PM through speed post or Registered post or in Tender box kept at District Culture Office, Kalahandi. The bids will be opened on 30.12.2025 at 05.00 PM in the Conference Hall, ZP, Kalahandi by the District Level Tender Committee in presence of the bidders or their authorized representatives.

The bid documents received after scheduled date and time shall not be considered. The Tender inviting Authority will not be responsible for late receipt of tender due to postal delay or any other reasons.

The bids incomplete in any shape shall not be considered for acceptance and liable for rejection.

The Authority reserves the right to accept or reject any or all tenders / bids without assigning any reason thereof.


District Culture Officer,
Kalahandi

Memo No.....969.../DCC(KUG), Date...24.12.2025.../

Copy to the notice board of the Collectorate / ZP, Kalahandi / Sub-Collector, Bhawanipatna and Dharamgarh / District Culture Office / DI & PRO, Kalahandi for information and necessary action.

Copy to District E- Governance Manager, Kalahandi for uploading the tender paper in the District Website for wide publicity.


District Culture Officer,
Kalahandi

BID SUBMISSION CHECK LIST

Sl. No.	Description	Submitted (Yes/No)	Page No.
TECHNICAL BID			
1	Covering letter		
2	GST / GSTIN Certificate		
3	PAN Card		
4	Tender paper cost of ₹ 500/- in shape of DD in pledged in favour of 'Kalahandi Utsav Ghumura'		
5	EMD of ₹ 1,000/- in shape of DD pledged to 'Kalahandi Utsav Ghumura'		
FINANCIAL BID			
1	Price bid.		

DEFINITION

1. The Tentage and allied works proposed to be carried out in Lal Bahadur Shastri Stadium in view of "Kalahandi Utsav Ghumura-2026" is scheduled to be held from 14.01.2026 to 17.01.2026 and Pallishree Mela till 18.01.2026.
2. Scope of work: - This involves electrical installation in temporary erection of Stalls, Gates, Exhibition, Control Room from 14.01.2026 to 18.01.2026.

3. TERMS AND CONDITIONS/ INSTRUCTION TO BIDDERS

- a) The bidders can purchase bid documents on payment of ₹ 500/- in shape of Demand Draft in favour of "Kalahandi Utsav Ghumura" payable at SBI, Bhawanipatna.
- b) The bidders shall deposit EMD of ₹ 2,000/- (Rupees TWO Thousand Only) in shape of Demand Draft pledged in favour of "Kalahandi Utsav Ghumura". The EMD of the successful bidder will be retained with DCO, Kalahandi till the satisfactory completion of work and will be refunded after payment of final bill. Bid without EMD will be rejected.
- c) The bidders must be a Goods & Services Tax (GST) and PAN card holder. The bidder fails to submit GST CERTIFICATE & PAN card will summarily be rejected.
- d) All bidders shall quote their rate including GST & Insurance for providing services 4 to 5 days.
- e) TDS as applicable will be deducted from the R/A bill amount submitted and will be deposited under appropriate heads of account.
- f) The duration of the exhibition will be for 5 days for PALLISHREE MELA and 4 DAYS in case of GHUMURA-2026 & KBK Craft Bazaar. In case of any extension of Mela period, no extra payment will be charged for the additional days. The venue shall be made available to the service provider by the District Administration / DCO before 05 days of commencement of the exhibition. All the desired works shall be completed at least one day before the scheduled date (13.01.2026) and must be handed over to the officer- in-charges of exhibition as per work specifications.
- g) The bidder shall quote their price for all works separately both in words & figures. If any discrepancy found in between the rate quoted in figures & words, the rate quoted in words will be treated as correct.
- h) The bidders shall quote their rate in the prescribed format.
- i) On completion of the exhibition, the service provider shall have to vacate the ground immediately. Making the ground debris and garbage free.
- j) The service provider shall provide additional services if required at the lowest market price for the items not covered up in the contract.
- k) The assessment of quantum of work done will be made by the bidder & the committee formed for the said purpose. The final payment will be made on the basis of the actual work done and on the recommendation of the committee formed by the Mela-in-charge.
- l) In case of any additional work required, the service provider has to take the prior written permission from the Mela-in-charge.
- m) The Bidder shall be responsible for providing proper/ satisfactory services and maintenance of the entire works done by him till the closing of the exhibition. The authority will not be held responsible for any breakage, damage due to fire, theft & natural calamity and by other means.
- n) No part of the contract shall be sub-let without the prior written permission of the Mela-in-Charge.
- o) It is the responsibility of the service provider to obtain requisite permission for electricity connection / fire services for the entire exhibition period from statutory bodies.
- p) The bidders shall provide fire protection equipment like Fire extinguisher as and when required promptly.

- q) The bidders shall take necessary steps and shall use fire proofing materials in the tentage and allied works as certified by the concerned fire officer & shall obtain necessary certificate from the concerned fire officer before handing over the work.
- r) The service provider shall engage qualified licensed electrician / service provider for all types of electrical works in the Mela in the proper supervision of electrical Executive Engineer & certificate there of shall be submitted.
- s) The authority is not bound to accept the lowest tender and reserves the right to inspect / verify the stock of materials required for this work, in Go-down of bidders by nominating a committee to ascertain the credibility of the firm. Further the undersigned reserves the right to reject any or all tenders without assigning any reasons thereof. If desires the tender committee/ authority may make table negotiation with the bidders.
- t) **The bids shall be dropped by hand in the tender box placed at the office of the DCO, Kalahandi or will be received through registered post / speed post on or before 30.12.2025 up to 04.00 PM. The bids received after the due date & time shall not be entertained. The closed envelope containing the bid must be super scribed "TENDER FOR ELECTRICAL INSTALLATION IN KALAHANDI UTSAV GHUMURA"-2026.**
- u) **The bidder or the representative of the bidder shall attend the opening event of the tender with all original documents /papers for verification. The tender will be opened in the office of the CDO-cum-EO, Zilla Parishad, Kalahandi on dated 30.12.2025 at 05.00 PM. .**
- i. The bidders shall submit self-attested photocopies of the required documents duly filled in.
 - ii. Tender paper can be obtained from DCO, Kalahandi on payment of Rs. 500/- in shape of Demand Draft (DD). It can also be downloaded from the district website i.e. <https://kalahandi.odisha.gov.in> and can be submitted paper cost of Rs. 500/- in shape of DD, EMD of Rs. 2000 /- (Rupees two thousand) only in shape of Bank Demand Draft (DD) in favour of DCO, Kalahandi. The cost of bid documents is non-refundable.
 - iii. Copy of the GST registration certificate and copy PAN card.
 - iv. The bidder is required to visit the Dist. Website frequently for any corrigendum. No intimation will be given for that in newspapers.

ACCEPTED THE ABOVE TERMS AND CONDITIONS FROM PRE PAGES.

Signature of bidder

SPECIFICATION FOR WORKS FOR "GHUMURA-2026"

LIGHT: -

S. N	Item	Quantity	S. N	Item	Quantity
A-STALL, GATE & GROUND					
1	Tube Light	510	4	LED Halogen (100watt)	125
2	LED Bulbs	100	5	Halogen (1000wtt)	60
3	Plug points	50	6	Stabilizer 40 KV	01
B-MAIN STAGE					
TRUSS			BOX		
1	Sharpy Light	04	1	Sharpy Light	04
2	Par con Light (RGB)	20	2	Par con Light (RGB)	20
3	Blander	04	3	Fog Machine	02
4	Laser Light	02	4	Snow spry Machine	01
5	Silbeam /PAR	06	5	LED Halogens (200/150 watt)	20
6	White Halogen	06	6	Silver Par light	14
7	Generator (40+20/KVA)	1+1	7	Stabilizer 12 KV	04
C-PARBA MANCH					
1	LED Halogen (150 watt)	04	4	Stabilizer 10 KV	01
2	Par con Light (RGB)with two stands	08	5	Generator (10KVA)	01
3	Halogen	06	6	LED Halogen (70 watt) for field	02
D-PALLISREE MELA & KBK CRAFT					
S.N	Particulars	Specification			
1	Electric Fittings for stalls (No. of stalls-130)	Tube Light/ LED Light – 4 no. (2 no. of light should be connected with generator) & a on/off switch for use in night time after closing, & 1 no. of 5 Amp Plug Point, in each stall			
2	Electric Fittings for Coordination Cell – Cum – VIP Lounge	Tube Light – 20 no., Ceiling Fan – 4 no., 1 no of sound less pedestal fan, 1 white Mercury light (100 watt) (to be connected with a on/off switch in each room, 6 no. of 5 Amp Plug, 2 no 15 Amp Plug provisions for computer, printer, scanner & LCD projector. Other decorative light like hanging chandelier (jhumar) etc.			
3	Ground Electrification & Generators	To light the whole area of the Pallishree Mela Ground with adequate capacity Generator for field, control room and stall lighting.			
E- FOOD AND BUSINESS					
S.N	Particulars	Specification			
1	Electric Fittings for Stalls (No. of stalls-160)	Tube Light/ LED Light – 4 no. (2 no. of light should be connected with generator) & a on/off switch for use in night time after closing, & 1 no. of 5 Amp Plug Point, in each stall			
2	Field Electrification & Generators	To light the whole area of the KBK CRAFT Mela Ground with adequate capacity Generator for field, Gate & Stalls			
3	Ground Display	To Light whole area of the KBK CRAFT Mela Ground			

GENERATOR:- For all purpose in the field, stage, stalls (1 DG) & for sound adequate capacity generator with fuel & operator to be provided by the vendor.

FINANCIAL BID

Name of the Work: ELECTRICAL INSTALLATION IN KALAHANDI UTSAV (GHUMURA – 2024)

Such as Electrical works .

Sr.	Description of Work	Unit	Qty. In Nos	Quoted Rate Per Unit (both in words and figure per piece)	Total per piece X Qty
1	Labour and hire charges for temporary wiring and lightening of Stalls, Stages, Gates of GHUMURA 2026, Pallishree Mela, KBK Craft Bazar & all other places, providing electrical accessories, generators, earthing as per detailed specification, following safety and fire proof measures conforming to electrical rules and regulations including GST etc. complete as per direction of Officer-in-charge.	1	1		
	A. STALL GATE & GROUND				
	Tube Light	Per each	550		
	LED Bulbs	Per each	100		
	Plug points	Per each	50		
	LED Halogen (100 watt)	Per each	125		
	Halogen (1000 watt)	Per each	60		
	Stabilizer 40 KV	Per each	01		-----
	B. MAIN STAGE (a-TRUSS)				
	Sharpy Light	Per each	06		
	Par con Light (RGB)	Per each	20		
	Blander	Per each	04		
	Laser Light	Per each	02		
	Silbeam / PAR	Per each	06		-----
	White Halogen	Per each	06		
	Generator (40+20 +125 KVA)	Total	1+1+1		
	b-BOX				
	Sharpy Light	Per each	04		-----
	Par con Light (RGB)	Per each	20		
	Fog Machine	Per each	02		
	Snow spray Machine	Per each	01		
	LED Halogens (200/150 watt)	Per each	20		
	Silver Par light	Per each	14		-----
	Stabilizer 12 KV	Per each	04		
	c-PARBA MANCH				
	LED Halogen (150 watt)	Per each	10		
	Par con Light (RGB) with two stand	Per each	08		
	Halogen	Per each	06		
	Stabilizer 10 KV	Per each	01		
	Generator (20 KVA)	Per each	01		
	LED Halogen (70 watt) for field	Per each	6		---
	d-PALLISHREE MELA & e- Food & Business				
	Tube Light	Per each	560		
	Cfl Bulbs	Per each	560		
	ON/OFF switch	Per each	280		
	5 Amp Plug Point	Per each	280		
	Ceiling Fan	Per each	04		
	Sound less Pedestal fan	Per each	01		
	15 Amp Plug Point	Per each	01		
	Generator (of appropriate KVA)	Per each	02		
	White Mercury Light (100 watt)	Per each	20		

Total Amount in Rs.

Signature of Bidder

SAMPLE COPY OF COVERING LETTER (In Bidders Letter Head)

To

The District Culture Officer,
Kalahandi
Odisha-766001

Sub: Submission of Bids for Erection & Electrical installation for Kalahandi Utsav "Ghumura"
-2026 (Erection & Installation Electrical installation.

Sir,

In connection with the subject cited above I am submitting herewith my offer for the above said work in conformity with the detail tender call notice for favour of your kind consideration and acceptance with the following self-attested documents.

Enclosure: 1. DTCN (Terms and Condition booklet duly signed)
 2. Financial Bid
 3. EMD
 4. GST Certificate/PAN Card
 5. DD for Rs.....towards Tender Paper cost
 6. Work Experience Certificate
 7. Any Other Documents

Yours Sincerely,

(Bidder)