

Tender/Quotation Call Notice-2022-23

**For Maintenance of Statues of Eminent Personalities of different sizes i.e. Cleaning of
Statue and its Premises, Garlanding of Statue with Flower Decoration etc.**

Part-A

(Technical Bid)

- 1.(a) Name of the firm/agency/ _____
Postal Address _____

2. Telephonic/telegraphic
(a) Firm/agency: Land phone (STD) code)- Land line Number _____
Fax _____
Mobile: _____
E-mail: _____
URL (of website) if any _____
3. PAN _____ Number (Xerox copy to be attached)
4. GSTIN _____ No. (Xerox copy to be attached)
(Firm/Agency)
5. Income Tax Assessment Certificates for last 3 years. (Xerox copy to be attached).
6. VAT/GST clearance certificate for last 3 years. (Xerox/copies to be attached).
7. Details of EMD drawn in favour of Director, Odia Language, Literature & Culture
Deptt.in shape of DD/ of any Nationalized Bank. Rs. _____
Amount _____
DD No. _____ Date _____
Bank _____

PTO

8. Experience of work done previously.
(Special list to be prepared for experience in OLL&C Department with photographs)

9. Registration certificate from DIC/ if any for standard of work.

Place:

Full Signature of Agency/Firm

Date:

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**(To be separately furnished in a covered envelope super scribed
“Financial Bid” & enclosed with the Quotation Paper)**

Part-B

(Financial Bid)

**For Maintenance of Statues of Eminent Personalities of different sizes i.e. Cleaning of
Statue and its Premises, Garlanding of Statue with Flower Decoration etc.**

1. **Rate of cleaning of statue and its premises of bronze, fibre, plaster of paris, marble, stone and cement material.**

(a) Life size (Standing) : Rate (to be quoted)

Size of Statue	Bronze	Fibre	Plaster of paris	Marble	Stone	Cement
20 ft. height						
18 ft. height						
16 ft. height						
14 ft. height						
12 ft. height						
10 ft. height						
9 ft. height						
Life size (sitting) 4 ft. height						
Bust size (3 ft. height)						

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2. Rate of garlanding of statue with flower decoration etc. -

(Should be specifically indicated)

Sl. No.	Description	Rate to be quoted
1.	Flower bouquet (VVIP)-rate per each	
2.	Flower bouquet (VIP)-rate per each	
3.	Flower bouquet (std)-rate per each	
4.	Gendu chain- rate per each (6 ft.)	
5.	Rajanigandha chain- rate per each (6 ft.)	
6.	GajaraMala(Big size 10ft.)-rate per each	
7.	GajaraMala(Small size 6 ft.)-rate per each	
8.	Flower ring-rate per piece	
9.	Lily flower- rate per piece	
10.	Loose flower-rate per Kg.	

Place:

Full Signature of Applicant

Date:

Counter Signature of Proprietor of firm/agency

Certificate

Certified that the above information furnished by me/us are true and correct to the best of our/my knowledge and belief. We further certify that we shall abide by the terms and conditions of Govt. while executing the work.

Place _____

Full Signature of Applicant

Date _____

Counter Signature of Proprietor of firm/agency

Part-C

For Maintenance of Statues of Eminent Personalities of different sizes i.e. Cleaning of Statue and its Premises, Garlanding of Statue with Flower Decoration etc.

Terms & Conditions

The firm/agency/sculptor shall have to abide by the following terms and conditions while executing the work orders.

- (i) They have to furnish a bank guarantee / @ 10% of the estimated cost of the work, which may be refundable after the work is completed.
- (ii) The cleaning of statue and its premises shall be completed at least 3 days before the annual birth/death celebration of the said eminent personalities as per the work order issued.
- (iii) The completion of the work of statue should be reported to Director, OLL&C at least before 2 days.
- (iv) The firm/agency shall furnish the photograph/visual proof of the statue within 7 days of completion of the work for processing of payment.
- (v) Payment to the firm shall be released monthly/quarterly soon after receipt of completion certificate from the authorized officer of the Department.
- (v) Penalties for non-completion of assigned work by due date- Penalties shall be imposed & 5% to 10% shall be deducted from the bill as per order of Competent authority
- (vi) No advance shall be paid for the said work.
- (vii) Refundable EMD- shall have to be enclosed with the tender papers (Technical Bid). The EMD should be drawn in favour of Director, OLL&C.
- (viii) Incomplete quotation / applications shall not be taken for consideration.
- (ix) Director, OLL&C reserves the right to cancel / modify or change the tender without assigning any reason thereof.

**Director,
Odia Language, Literature & Culture**